



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, 23 November 2021, commencing at 5.00pm.

MEETING AGENDA ATTACHED

Chris Linnell

CHRIS LINNELL
CHIEF EXECUTIVE OFFICER
Date: 12 November 2021

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

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

1.3. Content and intent

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

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

2.7 The Role of Council

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

Meetings generally open to the public

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

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



G 10 PUBLIC QUESTION TIME

Policy Statement

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

** A minimum of 15 minutes is provided by Regulation 6(1) of the Local Government (Administration) Regulations 1996 (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: _____

Organization Name: _____
(If presenting on behalf of)

Item No. Referred To:
(If Applicable) _____

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

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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.

Signature: _____ **Date:** _____

OFFICE USE ONLY

Presented Meeting Date: _____ Item No: _____

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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 of York 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

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Ordinary Council Meeting - 26 October 2021

Confirmation

That the minutes of the Ordinary Council Meeting held on 26 October 2021 be confirmed as a correct record of proceedings.

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

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

Day	Meeting/Event Description	Venue
-----	---------------------------	-------

01/10/2021	Meeting with Hon. Melissa Price MP	Shire Administration
05/10/2021	Video Recording	Shire Administration
05/10/2021	CEO Meeting	Shire Administration
05/10/2021	Concept Forum	Council Chambers
09/10/2021	Art & Craft Awards Opening	York Town Hall
12/10/2021	CEO Meeting	Shire Administration
15/10/2021	Rural Water Council Meeting	Teleconference
16/10/2021	Local Government Election Count	Shire Administration
19/10/2021	CEO Meeting	Shire Administration
19/10/2021	Special Council Meeting	Council Chambers
21/10/2021	YDHS Art Show	The Mill
21/10/2021	Councillor Induction Session	Council Chambers
26/10/2021	Public Sector Commission	Webinar
26/10/2021	Ordinary Council Meeting	Council Chambers
27/10/2021	York Business Association Meeting	Faversham House
28/10/2021	YBA Chair Meeting	Shire Administration

9 OFFICER'S REPORTS

SY136-11/21 DEVELOPMENT APPLICATION – OUTBUILDING WITH SECONDARY STREET FRONTAGE SETBACK VARIATION – LOT 143 OSBORN ROAD, MOUNT HARDEY

File Number: OS1.3416

Author: William Nunn, Co-Ordinator Development Services

Authoriser: Sinead McGuire, Executive Manager Infrastructure & Development Services

Previously before Council: Not Applicable

Appendices:

1. Site Plans [↓](#)
2. Site Photos [↓](#)

NATURE OF COUNCIL'S ROLE IN THE MATTER

Quasi-judicial

PURPOSE OF REPORT

For Council to determine a development application for an Outbuilding with a Secondary Street Frontage Setback Variation at Lot 143 Osborn Road, Mount Hardey.

BACKGROUND

Lot 143 Osborn Road, Mount Hardey (referred to herein as the property) is 4,639m² in area and contains an existing single dwelling, water tank and a 6m x 6m garage. The property is zoned Rural Residential and is surrounded by land similarly zoned.

Site Plans and Site Photos are presented in Appendix 1 and Appendix 2 respectively.

A development application has been received which proposes to construct an outbuilding which will:

1. Be 12m by 12m (144m²) in area
2. Be setback 37m from Osborn Road and 11m from Rudall Road
3. Have a gable roof with a wall height of 4m and apex height of 5.06m
4. Be constructed of Colourbond steel to match the existing shed

The applicant presented the plans to one of the neighbouring properties for comment and the neighbour has signed the plans to say that they are happy with the distance the shed is away from the boundary. The Shire also sent letters to other adjoining neighbours for comment and no submissions were received during the advertising period.

The application requires development approval because the proposed reduction to the side setback and height of the shed exceeds that permitted by Local Planning Policy: Outbuildings in Residential Zones (Outbuildings Policy). The application has been presented to Council for determination due to the extent of the variations.

COMMENTS AND DETAILS

The application is required to be assessed in accordance with the Shire of York's Local Planning Scheme No. 3 (Scheme) and *Planning and Development (Local Planning Schemes) Regulations 2015* – Schedule 2 Deemed Provisions.

The property is zoned Rural Residential and the following scheme provisions apply.

Scheme Provision	Proposed	Comment
Minimum setbacks		
Secondary street - an average of the front and side setbacks applies 15m	11m	The applicant proposes an 11m setback from the secondary street setback. The setback is 1m further than the dwelling from Rudall Road and behind the dwelling and garage from Osborn Road

Policy Provision		Proposed	Comment
1 General			
a)	Are not attached to a dwelling	Outbuilding is not attached to dwelling	Complies
b)	Are non-habitable or used for commercial and industrial purposes	The applicant has provided that it will be used for storage of personal assets	Complies
c)	Are not within the primary setback area	Outbuilding is not located in front of the dwelling however it is located closer than 15m to the secondary street. This is due to the shape of the lot and because the shed is located behind the dwelling setback line	Variation proposed
d)	Are setback at least 15 metres from a side or rear boundary.	The outbuilding is not located closer than 15m to the side/rear boundary	Complies
2 Floor Area			
(a)	Outbuildings on a rural-residential lot that have a combined area not exceeding 200m ² in area or 10 per cent in aggregate of the site area, whichever is lesser	The proposed aggregate area of the outbuildings is 180m ²	Complies
3 Height			
(a) & (b)	Outbuildings on a rural townsite lot that has a maximum wall height less than 3.0m and ridge height of 4.2m;	A proposed wall height of 4m with a ridge height of 5.06m. A variation of 1,000mm for the wall height and 860mm for the ridge height	Variation proposed
4 Materials			
b) & (c)	(b) second-hand materials may only be used where the materials are in good condition and are sufficient to provide a consistent appearance to the building. Council's Building Surveyor may request a report from a structural engineer for use of second-hand building materials. (c) Materials of low reflectivity should be used to ensure that the structure does not adversely affect neighbours	New Colourbond materials proposed No material colours were submitted with the application	Complies Conditioned to comply

In accordance with the Scheme and Policy, variations are to be assessed against whether the development is consistent with the following:

- The objectives which the Policy was designed to achieve and whether the proposal meets the objectives of the Scheme. The relevant objectives of the Local Planning Policy No. 5 Outbuildings in Residential Zones and the Scheme are as follows:
 - a) *To provide flexibility for outbuilding size, construction and materials to meet the needs of local residents.*
 - b) *To ensure that outbuildings are constructed and located in such a way as to minimise their impact on the amenity of the locality.*
 - c) *To provide direction and clarity on the application of the Performance Criteria with regard to Clause 6.10.1 – Outbuildings of the Residential Design Codes (R-Codes).*

The outbuilding is consistent with the objectives of both the Shire of York's scheme and the current and future outbuildings policies.

- Clause 67 of Schedule 2 – Deemed Provisions of the Regulations also contains general matters for consideration. Those most relevant to this application are:
 - “g) any local planning policy for the Scheme area (see table above);*
 - m) the compatibility of the development with its setting including –*
 - (i) the compatibility of the development with the desired future character of its setting; and*
 - (ii) the relationship of the development to development on adjoining land or on other land in the locality, including, but not limited to, the likely effect of the height, bulk, scale, orientation, and appearance of the development.*
 - n) the amenity of the locality including the following –*
 - (i) environmental impacts of the development;*
 - (ii) the character of the locality; and*
 - (iii) social impacts on the development.*
 - p) whether adequate provision has been made for the landscaping of land to which the application relates and whether any trees or other vegetation on the land should be preserved.*
- The objectives of the Rural Residential Zone of Shire of York Local Planning Scheme No. 3 which are:
 - *To provide for lot sizes in the range of 1 ha to 4 ha.*
 - *To provide opportunities for a range of limited rural and related ancillary pursuits on rural-residential lots where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land.*
 - *To set aside areas for the retention of vegetation and landform or other features which distinguish the land.*
 - *To encourage the growth of tourism businesses and experiences in York which are compatible with the rural character of the locality.*
 - *To retain and enhance the rural landscape and amenity*

The provisions of the Scheme, Regulations and Policy essentially require the variation be assessed in terms of whether the development will have a detrimental impact on visual amenity or character of the locality, from the streetscape or adjoining properties and whether it is consistent with orderly and proper planning.

The existing character and amenity of the area is predominantly single dwellings with ancillary outbuildings of up to 210m² with setbacks compliant with the Shire of York's Local Planning Policy Outbuildings in Residential Zones. Although there are no other outbuildings with reduced secondary road setbacks in this area, the outbuilding is not likely to affect the amenity of the area as it will be set back further than the existing dwelling.

On this basis it is recommended that the outbuilding be approved.

OPTIONS

Council has the following options:

Option 1: Council could resolve to approve the application subject to conditions.

Option 2: Council could resolve to approve the application with other conditions.

Option 3: Council could refuse the application and list reasons for refusal.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER**Consultative**

The application was endorsed by one of the adjacent affected landowners and a letter was sent for comment to the remaining neighbouring properties. No submissions were received during the advertising period.

StrategicStrategic Community Plan 2020-2030

Goal 4: Built for Lifestyle and Resilience

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

Policy Related

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

Financial

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

Legal and Statutory

The proposal has been assessed in accordance with the statutory framework set by the Scheme and Regulations.

Risk Related

A risk assessment of the proposal has been undertaken, and there was no medium to high risks identified with the proposal that warrant further discussion. Standard appeal rights to the State Administrative Tribunal are available to the applicant.

Workforce

No anticipated additional work will be required.

VOTING REQUIREMENTS

Absolute Majority: No

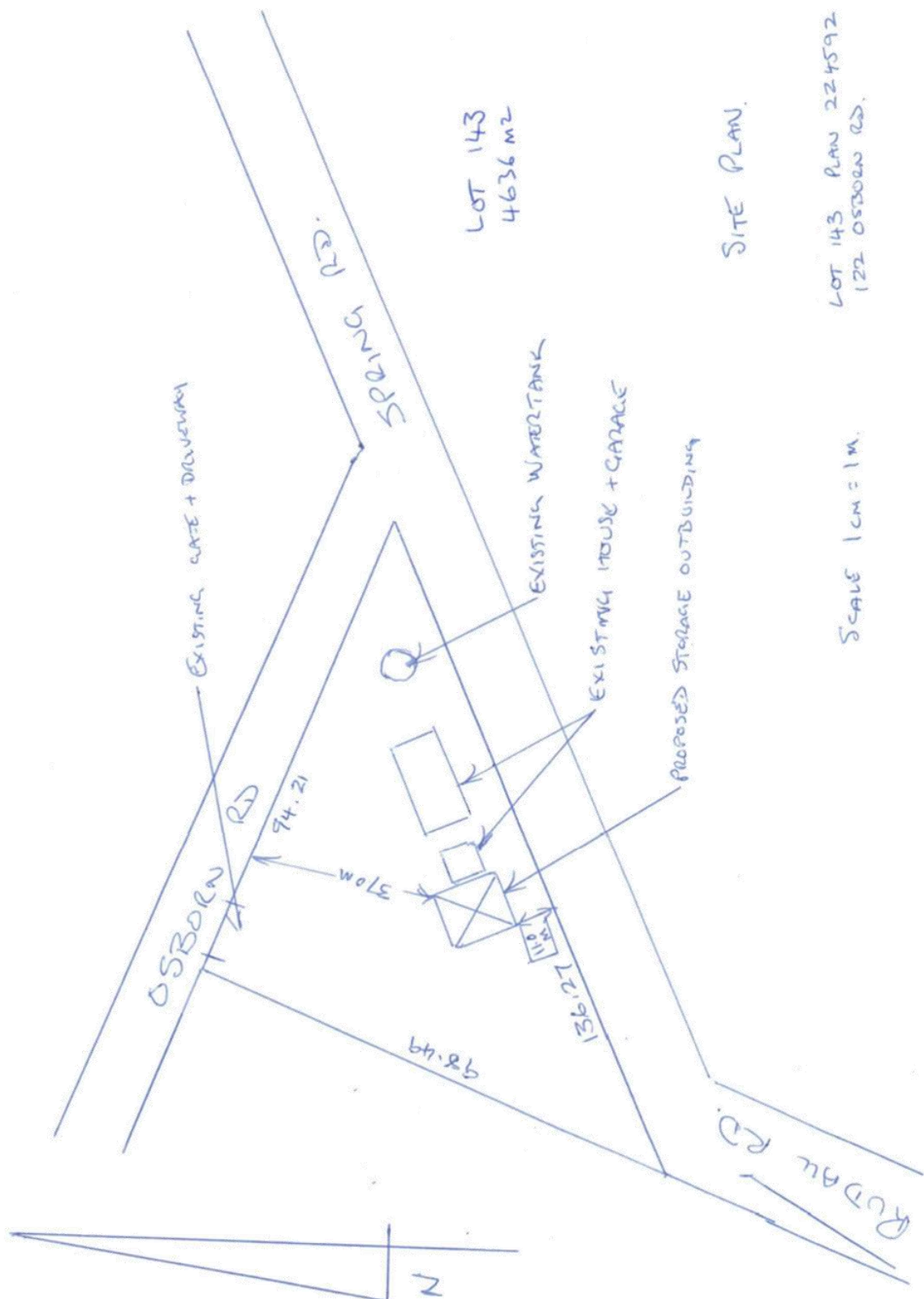
RECOMMENDATION

That, with regard to the Development Application – Outbuilding with Secondary Street Frontage Setback Variation – Lot 143 Osborn Road, Mount Hardey, Council:

1. Approves the development application for an Outbuilding with Secondary Street Frontage Setback Variation at Lot 143 Osborn Road, Mount Hardey, with the following conditions:
 - a. The development hereby approved shall be substantially commenced within two (2) years of the date of this decision notice.
 - b. The development hereby approved shall be undertaken in accordance with the signed and stamped, Approved Development Plan(s) (enclosed), including any notes placed thereon in red by the local government and except as may be modified by the following conditions.
 - c. The outbuilding is not to be used for habitable purposes.
 - d. The outbuilding is not to be used for commercial and/or industrial purposes.
 - e. All stormwater is to be managed on site by the landowner to the satisfaction of the local government.
 - f. The outbuilding is to be constructed of a non-reflective colour that is compatible with the surrounding outbuildings.

Advice Notes:

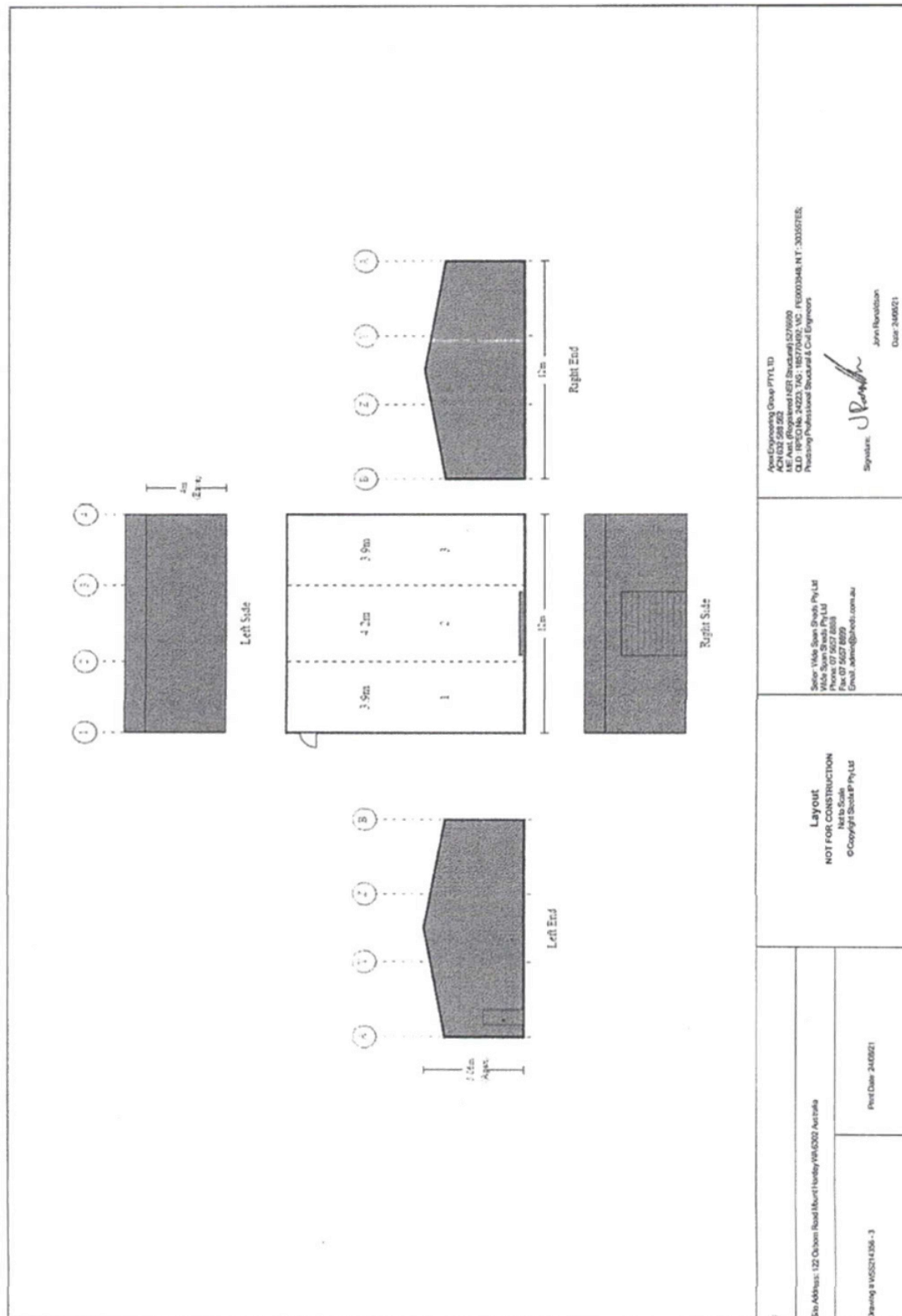
1. *If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.*
2. *Where an approval has lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained. Should the approval period lapse, a new planning application with relevant retrospective fees may be required by the Shire of York.*
3. *If the applicant or owner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.*
4. *In accordance with the provisions of the Building Act 2011, and Building Regulations 2012, an application for a building permit must be submitted to, and approval granted by the Shire, prior to the commencement of the development hereby permitted.*



SITE PLAN.

LOT 143 PLAN 224592
122 OSBORN RD.

SCALE 1cm = 1m.







SY137-11/21 OVERHEIGHT OUTBUILDING FOR STORAGE OF PERSONAL ASSETS - LOT 132 (32) ANDREWS AVENUE, YORK

File Number:	AN1.60167
Author:	William Nunn, Co-Ordinator Development Services
Authoriser:	Sinead McGuire, Executive Manager Infrastructure & Development Services
Previously before Council:	Not Applicable
Appendices:	1. Site Photo ↓ 2. Development Plans ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Quasi-judicial

PURPOSE OF REPORT

For Council to determine a development application for an overheight outbuilding on a vacant lot at Lot 132 (32) Andrews Avenue, York.

BACKGROUND

Lot 132 (32) Andrews Avenue, York (referred to herein as the property) is 2,564m² in area and is currently vacant. The property is zoned Residential R5/R10 and is surrounded by land similarly zoned.

A site photo and the development plans are presented in Appendix 1 and Appendix 2 respectively.

A development application has been received which proposes to construct an outbuilding which will:

1. Be 10m by 8m (80m²) in area
2. Be setback 2m from the rear boundary
3. Be setback 10.2m from the western boundary
4. Be setback 17.57m from the eastern boundary
5. Have a gable roof with a wall height of 3.8m and apex height of 4.5m
6. Be constructed of Colourbond steel (unspecified colour)

In addition, the applicant has submitted a cover letter requesting to build the shed before the development of the dwelling.

The application requires development approval because the application proposes development of the outbuilding prior to the development of a dwelling with a variation to the height. The shed use is incidental in the Residential Zone, but as there is no dwelling yet, it is not a secondary or incidental use. In addition to this, the height of the outbuilding exceeds that permitted by Local Planning Policy: Outbuildings in Residential Zones (Outbuildings Policy). The application has been presented to Council for determination due to the extent of the proposed variations.

The application was advertised to the neighbours and no submissions were received during the advertising period.

COMMENTS AND DETAILS

The application is required to be assessed in accordance with the Shire of York's Local Planning Scheme No. 3 (Scheme) and *Planning and Development (Local Planning Schemes) Regulations 2015* – Schedule 2 Deemed Provisions.

An outbuilding is considered an incidental use in the Residential zone, which means that it is only permitted as an incidental use to a Dwelling. The applicant is requesting a variation to build the shed prior to the dwelling as they wish to store furniture in the shed while they move into a fully furnished house in Perth while the dwelling is being built.

Scheme Requirements

Clause 25.1 General development requirements:

"The R-Codes are to be read as part of this scheme".

State Planning Policy 7.3 (R-Codes) section 5.4.3 Outbuildings performance outcome is as follows:

"Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties"

The property is zoned Residential R5/R10 and therefore the R-Codes apply.

Provision	Proposed	Comment
Minimum setbacks		
Setback in accordance with table 2a For a wall height 3.8m or less and a length of 8-10m the setback is required to be more than 1.5m for the side and rear boundaries	Setback is 2m from rear, 10.2m from western boundary & 17.57m from eastern boundary	Complies
Not located within the primary street setback area (12m)	The shed is sufficiently setback within the lot to allow for a house	Complies
Does not reduce the open space and outdoor living area requirements in Table 1 Open space requirement for the R5/R10 zone is 70%	The proposed shed covers less than 4% of the lot area	Complies

The proposed outbuilding involves variation to the policy because it exceeds the maximum height (refer table below).

Policy Provision	Proposed	Comment
1. General		
Are not attached to a dwelling	Outbuilding is not attached to dwelling	Complies
Are non-habitable or used for commercial and industrial purposes	The applicant has provided it will be used for storage of furniture	Complies
Are not within the primary setback area	Outbuilding is not within primary street setback	Complies
Do not reduce the amount of open space required in the R-Codes	Outbuilding does not impact the amount of space required by the R-codes	Complies
2. Height		

Outbuildings on a residential lot coded R10 and below that have a maximum wall height of 3.5m, a ridge height of 4.2m	The proponent proposes a wall height of 3.8m with a ridge height of 4.5m	Variation proposed
3. Materials		
Materials of low reflectivity should be used to ensure that the structure does not adversely impact on the neighbours	No material colours were submitted with the application	Conditioned to comply

In accordance with the Scheme and Policy, variations are to be assessed against whether the development is consistent with the following:

- The objectives of the Residential zone of Shire of York Local Planning Scheme No. 3 which are:
 - a) *“To provide for a range of housing and a choice of residential densities to meet the needs of the community.*
 - b) *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.*
 - c) *To provide for a range of non-residential uses in particular tourism and cultural activities, which are compatible with and complementary to residential development.*
 - d) *To achieve a high standard of development and residential amenity that complements the heritage character of York.”*
- The objectives which the policy was designed to achieve and whether the proposal meets the objectives of the scheme. The relevant objectives of the Local Planning Policy No. 7 Outbuildings in Residential zones and the scheme are as follows:
 - a) *“To provide flexibility for outbuilding size, construction and materials to meet the needs of local residents.*
 - b) *To ensure that outbuildings are constructed and located in such a way as to minimise their impact on the amenity of the locality.*
 - c) *To provide direction and clarity on the application of the Performance Criteria with regard to Clause 6.10.1 – Outbuildings of the Residential Design Codes (R-Codes).”*
- Clause 67 of Schedule 2 – Deemed Provisions of the Regulations also contains general matters for consideration. Those most relevant to this application are:
 - “g) any local planning policy for the Scheme area (see table above);
 - m) the compatibility of the development with its setting including –
 - (i) the compatibility of the development with the desired future character of its setting; and
 - (ii) the relationship of the development to development on adjoining land or on other land in the locality, including, but not limited to, the likely effect of the height, bulk, scale, orientation, and appearance of the development.
 - n) the amenity of the locality including the following –
 - (i) environmental impacts of the development;
 - (ii) the character of the locality; and
 - (iii) social impacts on the development.
 - p) whether adequate provision has been made for the landscaping of land to which the application relates and whether any trees or other vegetation on the land should be preserved.”

The provisions of the Scheme, Regulations and Policy essentially require the variation be assessed in terms of whether the development will have a detrimental impact on visual amenity or character of the locality, from the streetscape or adjoining properties and whether it is consistent with orderly and proper planning.

The application was sent to the neighbours as a part of the planning process and no submissions were received on the application.

The proposed outbuilding would be located in the rear half of the property and be visible from Andrews Avenue. The application proposes a landscape block retaining wall up to 400mm high with a 1,800mm Colorbond panel fence to the side and rear boundary. It is noted that the applicant intends to build a dwelling facing Andrews Avenue which will minimise any views of the shed from Andrews Avenue.

The construction of a shed prior to development of the main dwelling may set a precedent for this to occur in the future. Although in this instance it is unlikely to detract from the streetscape due to the rear setback of the proposed shed.

The existing character and amenity of the area is predominantly single dwellings with ancillary outbuildings between 80m² and 150m² with heights compliant with the Shire's Local Planning Policy Outbuildings.

Due to the inconsistency with the zone objectives and the potential to set a precedent for the area, it is recommended that the outbuilding be refused.

OPTIONS

Council has the following options:

Option 1: Council could resolve to refuse the application.

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

Option 3: Council could approve the application subject to the following conditions:

1. The development hereby approved shall be substantially commenced within two (2) years of the date of this decision notice.
2. The development hereby approved shall be undertaken in accordance with the signed and stamped, Approved Development Plan(s) (enclosed), including any notes placed thereon in red by the local government and except as may be modified by the following conditions.
3. The outbuilding is not to be used for habitable purposes.
4. The outbuilding is not to be used for commercial and/or industrial purposes.
5. All stormwater is to be managed on site by the landowner to the satisfaction of the local government.
6. The outbuilding is to be constructed of a non-reflective colour that is compatible with the surrounding outbuildings.
7. Prior to the issue of a building permit for the outbuilding, the applicant must submit to the satisfaction of the local government:
 - a. A draft plan for the dwelling mentioned in the applicant's cover letter.
 - b. A stormwater plan showing stormwater management.
8. Within three (3) months of this approval an application for a dwelling must be lodged with the Shire of York's Building Surveyor.
9. Plans as a result of conditions 7a and 7b must be maintained for the life of the development.

Advice Notes:

- *If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.*
- *Where an approval has lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained. Should the approval period lapse, a new planning application with relevant retrospective fees may be required by the Shire of York.*
- *If the applicant or owner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.*
- *In accordance with the provisions of the Building Act 2011, and Building Regulations 2012, an application for a building permit must be submitted to, and approval granted by the Shire, prior to the commencement of the development hereby permitted.*

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

The development was advertised in accordance with requirements of the Shire of York Town Planning Scheme No. 3 and the *Planning and Development (Local Planning Schemes) Regulations 2015*. No submissions were received during the advertising period.

Strategic

Strategic Community Plan 2020-2030

Goal 4: Built for Lifestyle and Resilience

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

Policy Related

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

If Council decides to approve the shed, it could set a precedent for the area as there is no guarantee that the dwelling will be built.

Financial

If Council chooses to approve the shed without house plans being submitted it could result in financial risk to the Shire as compliance measures may need to be taken.

Legal and Statutory

The proposal has been assessed in accordance with the statutory framework set by the Scheme and Regulations.

Risk Related

A risk assessment of the proposal has been undertaken, and there was a low risk identified with the proposal as the main Dwelling may not get built, which could set a precedence.

Standard appeal rights to the State Administrative Tribunal are available to the applicant.

Workforce

If Council chooses to approve the shed without dwelling plans being submitted it could result in a need for additional time spent on compliance which could be accommodated within the existing workforce.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to the Overheight Outbuilding for Storage of Personal Assets - Lot 132 (32) Andrews Avenue, York, Council:

- 1. Refuses the development application for an Overheight Outbuilding for Storage of Personal Assets at Lot 132 (32) Andrews Avenue, York, for the following reasons:**
 - a. The application proposes variations to the Shire of York's Local Planning Scheme No. 3 and Local Planning Policy.**
 - b. The application would set a precedent in the area.**
 - c. There is no guarantee that the dwelling would be built.**



Planning Department
Shire of York
PO Box 22 York WA 6302

22nd October 2021

To Planning Officer,

Re: Lot 132 Andrews Avenue Development Approval Application (Outbuilding)

Please find attached our submission for DA for our proposed Outbuilding as I have been advised this may need to go to Council as we are exceeding the wall height marginally as well as needing to construct this prior to our new home commencing.

With our proposed outbuilding we have a wall height of 3800mm, from finished floor level, which exceeds the maximum stipulated 3500mm wall height. With the lie of the land currently there is considerable fall in both directions, front to rear and side to side with approx. 2900mm fall diagonally from n/e to s/e corners. The proposed shed pad will be cut in approx. 400mm to the rear section though averaged out will still exceed the 3500mm in height from natural ground level. Our reason for the additional wall height is to enable our Jayco Conquest motor home to be stored in the building when not in use and requires a minimal 3300mm door head clearance plus the roller door drum overhead. The overall height of this outbuilding will be 4500 metres at the apex. The shed will not be visible from the street and will not have any impact on the adjoining neighbours.

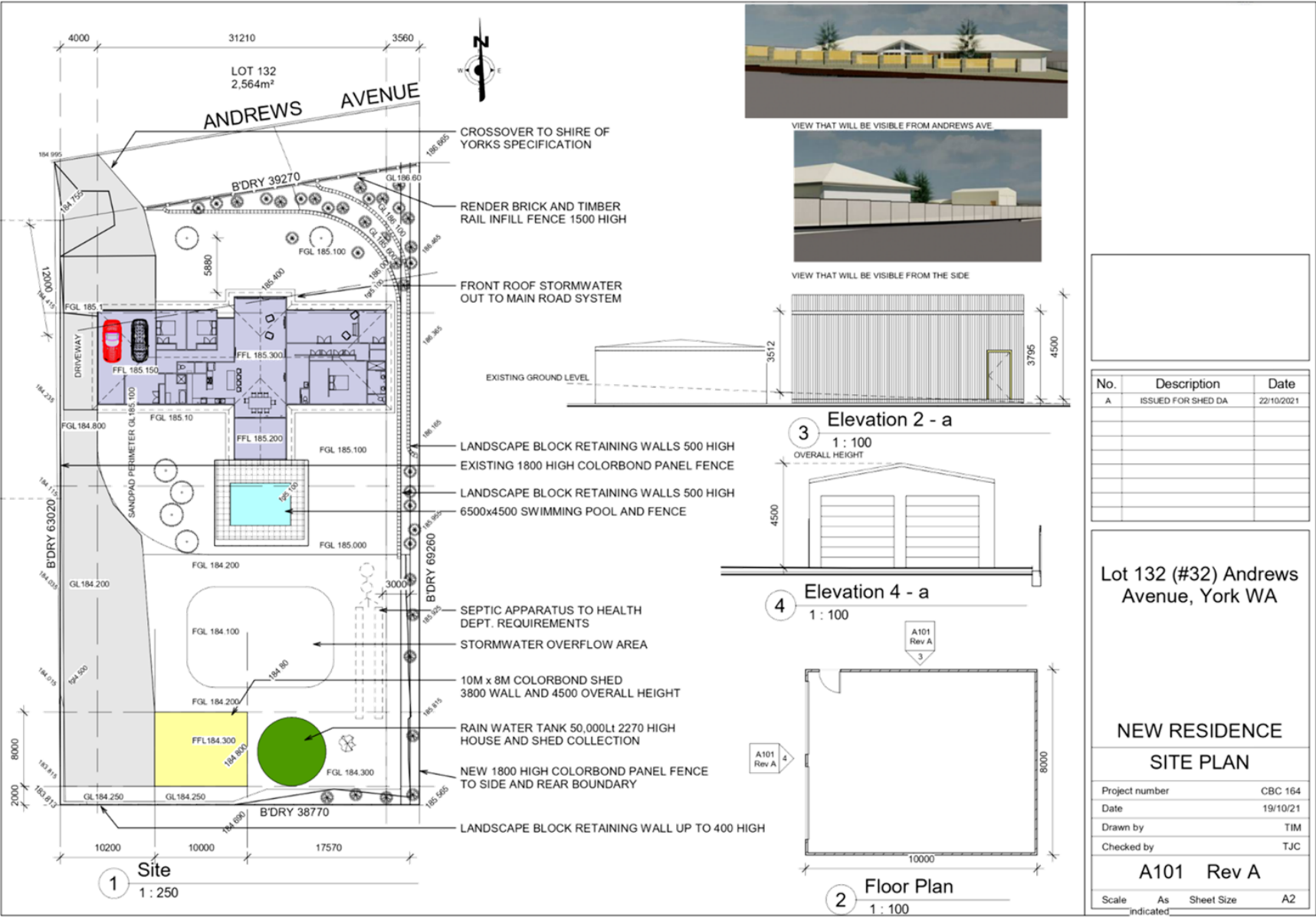
With this Outbuilding we have also been advised that this cannot be constructed prior to the house, in this instance we are asking if council could consider allowing us to build the outbuilding prior to the house for the following reasons.

We will be relocating to a fully furnished house in Perth while our new home is being built in York and wish to store our household belongings and motor home in the shed to avoid double transport and storage costs.

It would be our intentions to have the shed constructed by the end of this year with the house commencing early in 2022.

Please do not hesitate to contact me if you require any further information that would assist us in obtaining approval as requested.

Yours faithfully,



SY138-11/21 DRAFT LOCAL PLANNING POLICY - OUTBUILDINGS IN R-CODED AREAS

File Number:	OR.CMA.4
Author:	William Nunn, Co-Ordinator Development Services
Authoriser:	Sinead McGuire, Executive Manager Infrastructure & Development Services
Previously before Council:	24 August 2021 (090821)
Appendices:	1. Current Outbuildings Policy ↓ 2. Draft Local Planning Policy: Outbuildings in R-Coded Areas ↓ 3. Shire of York Town Planning Scheme No. 3 Map 3 Townsite ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

For Council to adopt the draft revised Local Planning: Outbuildings in R-Coded Areas and repeal the existing Local Planning Policy: Outbuildings in Residential Zones.

BACKGROUND

Residents of the Shire of York have different needs to those in metropolitan Perth. This policy recognises the need to vary the usual Residential Design Code recommendations by increasing outbuilding space (areas and heights) for garaging of vehicles, storage of boats, caravans and other items such as domestic workshops, games rooms, studios and stables. As a general rule people expect to be able to have larger outbuildings on larger lots.

Currently under the Shire of York's Local Planning Scheme No. 3 development approval is required for the construction of outbuildings when the site is:

1. Located in a heritage precinct
2. Heritage listed
3. Located within the Avon River Flood Fringe
4. Located within the Regional Town Centre zone or is in a Residential or Rural Townsite Zone
5. When the proposed outbuilding does not meet the requirements of the R-Codes acceptable development criteria

As a result of the existing policy not having enough scope for larger outbuildings, the Shire has seen an increasing number of over-size and over-height outbuildings being presented to Council. This creates additional costs and time delays for the residents of York. This policy would see a loosening of restrictions and reduced red tape for larger outbuildings for lots within the Shire.

At its August 2021 Ordinary Meeting Council considered the draft policy and resolved (090821):

"That, with regard to Draft Local Planning Policy: Outbuildings in R-Coded Areas, Council:

- 1. Adopts the Draft Local Planning Policy: Outbuildings in R-Coded Areas for advertising in accordance with Schedule 2, Part 2, Clause 4 of the Planning and Development (Local Planning Schemes) Regulations 2015."***

COMMENTS AND DETAILS

The draft advertised Local Planning Policy is presented in Appendix 2. The following provides a summary of findings of the review and main changes included:

1. The existing Local Planning Policy split into two separate policies with the first policy covering outbuildings in R-Coded Areas. These are areas which are zoned Residential, Rural Town Site and Regional Town Centre.
2. Introduction of a table to increase the size of aggregate outbuildings in accordance with lot size.
3. Clarity on what is considered to be an outbuilding under the policy and exemptions for those structures which are not considered to be outbuildings under the policy. These include carports, garages attached to a house, un-enclosed structures considered under the R-Codes, small outbuildings as defined by the R-Codes, commercial or industrial sheds located in the Regional Town Centre zone, habitable buildings and sea containers.
4. An allowance for lean-to's to not be considered as a part of the aggregate outbuilding area if it is less than 30% of the outbuilding, enclosed on only one side and is constructed of the same or similar materials to the outbuilding.
5. Increased wall and roof heights so long as the setbacks are compliant with the tables, allowing people to store caravans more easily.

A map of the townsite showing the zoning areas is presented in Appendix 3.

The policy was advertised in the local newspaper on 6 October 2021, through the Shire's social media and website for a period of 30 days. No submissions were received.

It is recommended that the draft advertised Local Planning Policy: Outbuildings in R-Coded Areas be adopted.

OPTIONS

Council has the following options:

- Option 1:** Council could resolve to adopt the draft advertised Local Planning Policy: Outbuildings in R-Coded Areas and repeal the existing Local Planning Policy: Outbuildings in Residential Areas.
- Option 2:** Council could resolve to adopt the draft advertised Local Planning Policy: Outbuildings in R-Coded Areas, with modification and repeal the existing Local Planning Policy: Outbuildings in Residential Areas.
- Option 3:** Council could resolve not to adopt draft advertised Local Planning Policy: Outbuildings in R-Coded Areas.

Council could also require additional consultation be undertaken other than that which has already been completed.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

In accordance with Clause 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the local government is required to advertise the draft policy for a period of no less than 21 days in a local newspaper inviting submissions on the proposal and any other method of advertising the local government considers appropriate.

The policy was advertised via social media, the local newspaper, the Shire's website and local notice boards for a period of 30 days.

No interest was shown in an information session and as such none were held.

StrategicStrategic Community Plan 2020-2030

Goal 4: Built for Lifestyle and Resilience

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

Shire of York Local Planning Strategy

Policy Related

If the policy is adopted the existing outbuildings policy will be repealed.

Financial

The advertising costs were met by funds available in existing operational budgets.

Legal and Statutory

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

State Planning Policy 7.3 - Residential Design Codes

Shire of York Local Planning Scheme No. 3

Risk Related

The draft policy includes additional exemptions from development approval considered 'low risk' or 'minor'. If an exemption applies the local government cannot require development approval even in the event of a complaint. However, not establishing an adequate level of exemption for development could carry the risk of negative public perception.

Workforce

There are no immediate implications because of the recommendation.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Draft Local Planning Policy: Outbuildings in R-Coded Areas, Council:

- 1. Adopts the draft advertised Local Planning Policy: Outbuildings in R-Coded Areas, as presented in Appendix 2, and repeals the existing Local Planning Policy: Outbuildings in Residential Areas in accordance with Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**
- 2. Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes to publication.**



SHIRE OF YORK

Local Planning Policy

Outbuildings in Residential Zones Adopted 15 August 2011

1.0. PURPOSE

To provide criteria consistent with the provisions of the Residential Design Codes for the construction of outbuildings in the Residential, Rural Town Site and Rural-Residential zones.

2.0. POLICY OBJECTIVES

- a) To provide flexibility for outbuilding size, construction and materials to meet the needs of local residents.
- b) To ensure that outbuildings are constructed and located in such a way as to minimise their impact on the amenity of the locality.
- c) To provide direction and clarity on the application of the Performance Criteria with regard to Clause 6.10.1 – Outbuildings of the Residential Design Codes (R-Codes).

3.0. BACKGROUND

Under the Shire of York's Town Planning Scheme No. 2, planning approval is required for the construction of outbuildings when the site is located in a heritage precinct or when the proposed outbuilding does not meet the requirements of the R-Codes acceptable development criteria.

The R-Codes is a state-wide policy and does allow sufficient flexibility to cater for the individual needs of owners of residential, rural townsite and rural-residential properties, particularly with regards to the size and height of outbuildings.

Local planning policies are policies that are adopted to address local issues. Council has identified the need for a local planning policy to regulate the construction of outbuildings on land that is primarily used for residential purposes and to enable appropriate variations of the provisions of the R-Codes without being subjected to the requirements of a planning application.

This Policy enables the construction of outbuildings in residential, rural townsite and rural-residential zones without planning approval and for complying development proposals to be required to be approved through the Building Licence process only.

4.0. SCHEME PROVISIONS

Clause 4.2 of the York Town Planning Scheme No. 2 (the Scheme) permits ancillary outbuildings to be constructed without first obtaining planning consent from the Shire, unless

the proposal requires Council to use the exercise of discretion to vary the provisions of the Residential Design Codes, or if the development will be located in a heritage precinct designated under the Scheme.

Clause 8.8 of the Scheme enables Council to prepare a planning policy for any matter related to the planning or development of the Scheme Area.

5.0. RESIDENTIAL DESIGN CODES

The State Government introduced the Residential Design Codes (or R-Codes) to provide a comprehensive basis for the control, through local government, of residential development throughout Western Australia. They are intended to cover all requirements for development control purposes and to minimise the need for local government to introduce separate planning policies concerning residential development and apply to all R-coded (residential) land.

The acceptable development criteria for outbuildings are set out in Clause 6.10.1 as follows:

“Outbuildings that:

- i. are not attached to the dwelling;*
- ii. are non-habitable;*
- iii. collectively do not exceed 60 sq m in area or 10 per cent in aggregate of the site area, whichever is the lesser;*
- iv. do not exceed a wall height of 2.4 m;*
- v. do not exceed a ridge height of 4.2 m;*
- vi. are not within the primary street setback area;*
- vii. do not reduce the amount of open space required in table 1; and*
- viii. comply with the siting and design requirements for the dwelling, but do not need to meet rear setback requirements of table 1.”*

Where a proposed development for an outbuilding does not comply with the acceptable development criteria of the R-Codes, a development can be assessed against the performance criteria.

The Performance Criteria of Clause 6.10.1 for outbuildings states:

“Outbuildings that do not detract from the streetscape or the visual amenity of the residents or neighbouring properties.”

A proposal for an outbuilding that meets the criteria of this Policy is considered by Council to meet the performance criteria outlined in the R-Codes.

6.0. APPLICATION OF POLICY

This Policy applies to outbuildings that require planning approval under the York Town Planning Scheme No. 2 and not to outbuildings that require only a Building Licence, such as permitted development under the Scheme or that comply with the provisions of the R-Codes.

An outbuilding is defined as ancillary residential development in the Scheme and R-Codes and means any Class 10A building under the Building Code of Australia, which is not substantially connected to a dwelling. Sea containers are not included in the definition of an outbuilding. Refer to Council's Local Planning Policy for Sea Containers.

Pre-fabricated garden sheds, kennels and other animal enclosures (such as aviaries) less than 20m² in aggregate area and less than 2.1 metres in height are exempt from this policy.

Outbuildings on vacant sites (that do not have a dwelling constructed or being constructed), grouped and multiple dwelling properties require planning approval to be granted. The development will be assessed against the Scheme, R-Codes and any relevant Local Planning Policy, including this Policy. Planning Approval must be granted prior to issue of a Building Licence.

Notwithstanding that Planning Approval is not required, or may be granted by Council, a Building Licence is required to be sought and issued prior to on-site works commencing. The outbuilding will need to meet all relevant requirements under the Building Code of Australia and Australian Standards. Building Licence fees and levies are payable in accordance with the current Shire of York Fees and Charges.

7.0. THE POLICY

This policy is made pursuant to Clause 8.8 of the York Town Planning Scheme No. 2 and applies to all residential, rural townsite and rural-residential zoned land within the Shire of York.

7.1. Residential Zones

If the proposed outbuilding meets the following criteria, it is considered that the proposal meets the performance criteria of Clause 6.10.1 of the R-Codes and does not require planning consent:

7.1.1. General:

- a) are not attached to the dwelling;
- b) are non-habitable or used for commercial or industrial purposes;
- c) are not within the primary street setback area;
- d) do not reduce the amount of open space required in the R-Codes; and
- e) comply with the siting and design requirements of the R-Codes for the dwelling, with the exception of the rear setback requirements.

7.1.2. Floor Area:

- a) Outbuildings on a residential lot coded R12.5 and above that have a combined area not exceeding 80m² in area or 10 per cent in aggregate of the site area, whichever is lesser shall be deemed as meeting the performance criteria of Clause 6.10.1 of the Residential Design Codes; or
- b) Outbuildings on a residential lot coded R10 and below that have a combined area not exceeding 100m² or 10 per cent in aggregate of the site area, whichever is lesser shall be deemed as meeting the performance criteria of Clause 6.10.1 of the Residential Design Codes; or
- c) Outbuildings on a residential lot that is within 5% of the requirements of a or b above and the applicant has provided a copy of the proposed plans (including elevations of the proposed outbuilding) that have been endorsed in writing on the plans by the affected adjoining property owner(s) indicating that there is no objection to the proposed outbuilding.

7.1.3. Height:

- a) Outbuildings on a residential lot coded R12.5 and above that has a maximum wall height less than 3.0m and ridge height of 4.2m; or

- b) Outbuildings on a residential lot coded R10 and below that has a maximum wall height of 3.5m, a ridge height of 4.2m; or
- c) An outbuilding on a residential lot that is within 5% of the requirements of a or b above and the applicant has provided a copy of the proposed plans (including elevations of the proposed outbuilding) that have been endorsed in writing on the plans by the affected adjoining property owner(s) indicating that there is no objection to the proposed outbuilding.

7.1.4. Materials:

- a) Outbuildings on sites located within Council's Restricted Building Materials areas, must be constructed in accordance with the adopted Policy.
- b) Second-hand materials may only be used where the materials are in good condition and are sufficient to provide a consistent appearance to the building. Council's Building Surveyor may request a report from a structural engineer for use of second-hand building materials.
- c) Materials of low-reflectivity should be used to ensure that the structure does not adversely impact on neighbours.

7.2. Rural Townsite Zone

If the proposed outbuilding meets the following criteria, planning approval is not required:

7.2.1. General:

- a) are not attached to the dwelling;
- b) are non-habitable or used for commercial or industrial purposes;
- c) are not within the primary street setback area; and
- d) are setback at least 1 metre from the side and rear boundaries.

7.2.2. Floor Area:

- a) Outbuildings on a rural townsite lot that have a combined area not exceeding 80m² in area or 10 per cent in aggregate of the site area, whichever is lesser; or
- b) Outbuildings on a rural townsite lot that is within 5% of the requirements of the above and the applicant has provided a copy of the proposed plans (including elevations of the proposed outbuilding) that have been endorsed in writing on the plans by the affected adjoining property owner(s) indicating that there is no objection to the proposed outbuilding.

7.2.3. Height:

- a) Outbuildings on a rural townsite lot that has a maximum wall height less than 3.0m and ridge height of 4.2m; or
- b) An outbuilding on a rural townsite lot that is within 5% of the requirements of the above and the applicant has provided a copy of the proposed plans (including elevations of the proposed outbuilding) that have been endorsed in writing on the plans by the affected adjoining property owner(s) indicating that there is no objection to the proposed outbuilding.

7.2.4. Materials:

- a) Outbuildings on sites located within Council's Restricted Building Materials areas, must be constructed in accordance with the adopted Policy.
- b) Second-hand materials may only be used where the materials are in good condition and are sufficient to provide a consistent appearance to the building.

Council's Building Surveyor may request a report from a structural engineer for use of second-hand building materials.

- c) Materials of low-reflectivity should be used to ensure that the structure does not adversely impact on neighbours.

7.3. Rural-Residential Zone

If the proposed outbuilding meets the following criteria, planning approval is not required:

7.3.1. General:

- a) are not attached to the dwelling;
- b) are non-habitable or used for commercial or industrial purposes;
- c) are not within the primary street setback area; and
- d) are setback at least 15 metres from a side or rear boundary.

7.3.2. Floor Area:

- a) Outbuildings on a rural-residential lot that have a combined area not exceeding 200m² in area or 10 per cent in aggregate of the site area, whichever is lesser; or
- b) Outbuildings on a rural townsite lot that is within 5% of the requirements of the above and the applicant has provided a copy of the proposed plans (including elevations of the proposed outbuilding) that have been endorsed in writing on the plans by the affected adjoining property owner(s) indicating that there is no objection to the proposed outbuilding.

7.3.3. Height:

- a) Outbuildings on a rural townsite lot that has a maximum wall height less than 3.0m and ridge height of 4.2m; or
- b) An outbuilding on a rural townsite lot that is within 5% of the requirements of the above and the applicant has provided a copy of the proposed plans (including elevations of the proposed outbuilding) that have been endorsed in writing on the plans by the affected adjoining property owner(s) indicating that there is no objection to the proposed outbuilding.

7.3.4. Materials:

- a) Outbuildings on sites located within Council's Restricted Building Materials areas, must be constructed in accordance with the adopted Policy.
- b) Second-hand materials may only be used where the materials are in good condition and are sufficient to provide a consistent appearance to the building. Council's Building Surveyor may request a report from a structural engineer for use of second-hand building materials.
- c) Materials of low-reflectivity should be used to ensure that the structure does not adversely impact on neighbours.

LOCAL PLANNING POLICIES

Outbuildings In R-Coded Areas



Policy Number:	PXX
Relevant Delegation:	Not Applicable
Adoption Details:	XXXX
Last Review Details:	22/07/2021 (NEW)

POLICY OBJECTIVE:

To provide a basis for the construction of outbuildings in Shire, and to outline variations permitted under clause 7.3.2 of the Residential Design Codes.

POLICY SCOPE:

This policy is to provide a basis for the construction of outbuildings in the Residential, Regional Town Centre and Rural Townsite zones as identified by the Scheme.

POLICY STATEMENT:

PRINCIPLES

- (a) To facilitate the construction of outbuildings that meet the needs of local residents.
- (b) Recognise the unique characteristics of outbuilding development in the Shire not adequately catered for by the R-Codes.
- (c) Provide appropriate development standards for outbuildings that reflect the Shire's climate, lifestyle and built form and do not detrimentally affect the amenity of the property or adjoining properties.
- (d) To provide exemptions from the requirement to seek development approval, where the outbuilding is constructed in accordance with this policy.

BACKGROUND

Residents of the Shire of York have different needs to those in metropolitan Perth, therefore this Policy recognises the need to vary the usual Residential Design Code recommendations by increasing outbuilding space (areas and heights) for garaging of vehicles, storage of boats, caravans and other items, domestic workshops, games rooms, studios, stables, etc. As a general rule people expect to be able to have larger outbuildings on larger lots.

Currently under the Shire of York's Local Planning Scheme No. 3, development approval is required for the construction of outbuildings when the site is located in a heritage precinct, is on the heritage list, located within the Avon River Flood Fringe, is in the Regional Town Centre zone or is in a Residential or Rural Townsite Zone, and when the proposed outbuilding does not meet the requirements of the R-Codes acceptable development criteria.

PROVISIONS

KEY TERMS/DEFINITIONS:

*Note that Regional Centre Zoned lots have a default zoning of R60

The definitions that are used in this policy are the same as in the Shire of York Local Planning Scheme No. 3 (the Scheme), Deemed Provisions and the Residential Design Codes (R-Codes).

For the purposes of this Policy and application of the R-Codes:

- **Detached Garages** are considered outbuildings.
- **Attached Garages** that are incorporated into the house design and under the same roof line are not considered outbuildings and are to be assessed under the provisions of the R-Codes.
- **Carports** are not considered outbuildings and are to be assessed under the provisions of the R-Codes.
- **Lean-to** means an ancillary structure to an outbuilding that is attached to an existing or proposed outbuilding and has at least three open sides, generally designed to accommodate one or more motor vehicles.

EXEMPTIONS:

This Policy does not apply to:

- Carports.
- Garages attached to a house and incorporated under the same roof line.
- Unenclosed structures considered under the R-Codes requirements.
- Small Outbuildings as defined in the R-Codes section 5.4.3.
- Commercial or industrial sheds located in the Regional Town Centre zone.
- Habitable buildings.
- Sea Containers and other similar storage structures considered under Local Planning Policy No. 9– ‘Sea Containers’.

RELEVANT LEGISLATION:

Relationship of this policy to the Residential Design Codes

This Policy has been made in accordance with clause 7.3 of the Residential Design Codes (R-Codes). This Policy replaces the deemed-to-comply requirements relating to Outbuildings (i.e. Part 5, clause 5.4.3 and Part 6, clause 6.4.4) contained in the R-Codes. This Policy is to be read in conjunction with the R-Codes for other relevant provisions.

APPROVAL REQUIREMENTS

Development approval is not required for an outbuilding on the same lot as a single house or grouped dwelling if:

- (a) The R-Codes apply to the works; and
- (b) The works comply with the deemed-to-comply provisions of the R-Codes or this Policy; and
- (c) The works are not located on a heritage-protected place or in a Heritage Area as defined in The Shire of York’s Local Planning Policy No.6 – Heritage Conservation and Development; and
- (d) The works are not located on a property mapped as being impacted by the Avon River Flood Fringe or Floodway.

A development application for a variation deemed-to-comply provisions of the R-Codes and/or of this Policy may be granted with appropriate conditions if the development:

*Note that Regional Centre Zoned lots have a default zoning of R60

- (a) meets the stated design principle for outbuilding development.
- (b) meets the primary objectives of this Policy,
- (c) will not set an undesirable precedent for future development.
- (d) is not likely to have a detrimental impact on the amenity of the locality and adjoining properties.

Alternatively, the development application may be refused.

OUTBUILDING DESIGN PRINCIPLE

R-Codes Clause 5.4.3. P3 'Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties'.

DEEMED TO COMPLY REQUIREMENTS

Table A 'Small outbuilding' in Clause 5.4.3 (C3) of the R-Codes is not varied by this Policy.

The below deemed-to-comply requirements replaces Table B 'Large and Multiple Outbuildings' in clause 5.4.3 (C3) of the R-Codes and applies to all residential density codes.

Large and Multiple Outbuildings are 'Deemed-to-comply' if they comply with the following:

1. **Not** to be **attached** to a dwelling.
2. **Not** to be **habitable** (i.e. not used for residential purposes).
3. **Not** to be used for **commercial** purposes unless approved otherwise by the local government.
4. Outbuildings with **maximum aggregate outbuilding area** as follows:

Lot Size	Maximum Aggregate Outbuilding Area
Lot less than 1,000m ²	100m ² or 10% of the site area whichever is lesser
Lot between 1,000m ² and 3,000m ²	150m ²
Lot greater than 3,000m ²	200m ²

5. A **lean-to** may be constructed in addition to the maximum aggregate outbuilding area if it is:
 - (a) **30% or less of the roof cover** of the existing or proposed outbuilding;
 - (b) **Enclosed** only on **one side**; and
 - (c) Constructed of **materials that match** or complement the proposed / existing **adjoining outbuilding**.

A 'lean-to' which does not meet the above criteria is considered a part of the outbuilding and is included in the calculation for maximum aggregate outbuilding area.
6. A detached carport or garage up to 10m² in addition to the maximum aggregate outbuilding area provided there is no garage incorporated under the main roof of the dwelling.
7. **Not to exceed** a wall height (measured from NGL) of:
 - (a) 3m where the property is zoned R12.5 or higher; or
 - (b) 4.2m where the property is zoned R10 or less.
8. **Not to exceed** a roof ridge height (measured from NGL) of

*Note that Regional Centre Zoned lots have a default zoning of R60

(a) 4.2m where the property is zoned R12.5 or higher; or

(b) 4.8m where the property is zoned R10 or less.

9. **Not** located **within** the primary street or secondary street setback areas;

10. **Not** to **reduce** the amount of open space required in Table 1 of the R-Codes for the residential density code.

11. Setback:

(a) Less than 1.0m from a side or rear boundary or on the boundary where; or

- i. the wall height does not exceed 2.7m;
- ii. roof ridge height does not exceed 3.5m;
- iii. wall length does not exceed 14.0m; and
- iv. stormwater is contained on the property.

(b) In accordance with table b1 or b2 or b3; and

Table b1: for properties with an R-Code of 12.5 or higher*

Shed Wall Height	Shed Ridge Height	Required Setback
Less than or equal to 2.7m	Less than or equal to 3.5m	0.5m
Less than or equal to 3m	Less than or equal to 4.2m	1m

Table b2: for properties with an R-Code of 5 to 10

Shed Wall Height	Shed Ridge Height	Required Setback
Less than or equal to 3.6m	Less than or equal to 4.2m	As per the R-codes Table 2a
Less than or equal to 3.9m	Less than or equal to 4.5m	As per the R-codes Table 2a + 0.5m

Table b3: for properties with an R-Code of 2.5 or lower

Shed Wall Height	Shed Ridge Height	Required Setback
Less than or equal to 3.6m	Less than or equal to 4.2m	As per the R-codes Table 2a
Less than or equal to 3.9m	Less than or equal to 4.5m	As per the R-codes Table 2a + 0.5m
Less than or equal to 4.2m	Less than or equal to 4.8m	As per the R-Codes Table 2a + 1m

(c) If the shed wall height is above 3.5m or the ridge height is above 4.2m, provides a justification letter for this.

12. Constructed of walls of masonry or non-reflective pre-painted steel cladding that is sympathetic to the surroundings and finish of the existing dwelling on the development site.

13. Constructed of new cladding material.

14. Located on a property where a dwelling currently exists in a habitable state, or where a dwelling has substantially commenced.

*Note that Regional Centre Zoned lots have a default zoning of R60

15. Does not require the removal of existing protected Flora.

PENALTIES:

Not applicable.

Responsible Officer: Chief Executive Officer
Contact Officer: Chief Executive Officer
Relevant Legislation: *Planning and Development Act 2005*
Planning and Development (Local Planning Schemes) Regulations 2015
State Planning Policy 7.3 - Residential Design Codes
Shire of York Local Planning Scheme No. 3

Review History:

Date Review Adopted:	Resolution Number
Former Policy No:	P7

*Note that Regional Centre Zoned lots have a default zoning of R60



SY139-11/21 DRAFT LOCAL PLANNING POLICY - OUTBUILDINGS IN RURAL ZONES

File Number:	OR.CMA.4
Author:	William Nunn, Co-Ordinator Development Services
Authoriser:	Sinead McGuire, Executive Manager Infrastructure & Development Services
Previously before Council:	24 August 2021 (100821)
Appendices:	1. Existing Outbuildings Policy ↓ 2. Draft Advertised Outbuildings in Rural Zones Policy ↓ 3. Shire of York Town Planning Scheme No. 3 Map 3 Townsite ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

For Council to adopt the draft advertised Local Planning Policy: Outbuildings in Rural Zones.

BACKGROUND

Residents of the Shire of York have different needs to those in other regions of Western Australia. This Policy recognises the need for larger outbuildings by increasing outbuilding space (areas and heights) for garaging of vehicles, storage of boats, caravans and other items such as domestic workshops, games rooms, studios and stables. As a general rule people expect to be able to have larger outbuildings on larger lots.

Currently under the Shire of York's Local Planning Scheme No. 3 development approval is required for the construction of outbuildings when the site is:

1. Located in a heritage precinct
2. Heritage listed
3. Located within the Avon River Flood Fringe
4. Located within the Regional Town Centre zone or is in a Residential or Rural Townsite Zone
5. When the proposed outbuilding does not meet the requirements of the R-Codes acceptable development criteria

As a result of the existing policy not having enough scope for larger outbuildings, the Shire has seen an increasing number of over-size and over-height outbuildings being presented to Council. This creates additional costs and time delays for the residents of York. This policy would see a loosening of restrictions and reduced red tape for larger lots within the Shire, whilst ensuring that development on smaller lots can proceed with the appropriate setbacks.

At its August 2021 Ordinary Meeting Council considered the draft policy and resolved (100821)"

"That, with regard to the Draft Local Planning Policy - Outbuildings in Rural Zones, Council:

- 1. Adopts the Draft Local Planning Policy: Outbuildings in Rural Zones for advertising in accordance with Schedule 2, Part 2, Clause 4 of the Planning and Development (Local Planning Schemes) Regulations 2015."***

COMMENTS AND DETAILS

The draft advertised Local Planning Policy is presented in Appendix 2. The following provides a summary of findings of the review and main changes included:

1. The existing Local Planning Policy split into two separate policies with the second policy covering Outbuildings in Rural Zones. These are areas which are zoned Rural Residential, Rural Smallholdings and Rural.
2. Rural lots are an important inclusion for the new outbuildings policy as there are many undersize rural lots in York which are in need of rezoning. These are mostly located to the southwest of the industrial area and to the east of Spencers Brook Road before the railway crossing as highlighted in red in Appendix 3.
3. Introduction of a table to increase the size of aggregate outbuildings in accordance with Lot size.
4. Introduction of exemptions for primary producers to ensure that no agricultural operations are impacted by the new policy.
5. An allowance for lean-to's to not be considered as a part of the aggregate outbuilding area as long as it is less than 30% of the outbuilding, enclosed on only one side and is constructed of the same or similar materials to the outbuilding.
6. Increased wall and roof heights so long as the setbacks are compliant with the tables, allowing people to store caravans more easily.

The policy was advertised in the local newspaper on 6 October 2021, the Shire's social media and website for a period of 30 days. No submissions were received.

It is recommended the draft advertised Local Planning Policy: Outbuildings in Rural Zones be adopted.

OPTIONS

Council has the following options:

- Option 1:** Council could resolve to adopt the draft advertised Local Planning Policy: Outbuildings in Rural Zones.
- Option 2:** Council could resolve to adopt the draft advertised Local Planning Policy: Outbuildings in Rural Zones, with modification.
- Option 3:** Council could resolve not to adopt the draft advertised Local Planning Policy: Outbuildings in Rural Zones.

Council could also require additional consultation be undertaken other than that already undertaken.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

In accordance with Clause 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the local government is required to advertise the draft policy for a period of no less than 21 days in a local newspaper inviting submissions on the proposal and any other method of advertising the local government considers appropriate.

The policy was advertised via social media, the local newspaper, the Shire's website and local notice boards for a period of 30 days.

No interest was shown in an information session and as such none were held.

Strategic

Strategic Community Plan 2020-2030

Goal 4: Built for Lifestyle and Resilience

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

Shire of York Local Planning Strategy No. 3.

Policy Related

If the policy is adopted the existing outbuildings policy will be repealed.

Financial

The cost for advertising was met by funds available in existing operational budgets.

Legal and Statutory

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

State Planning Policy 2.5 - rural planning

Shire of York Local Planning Scheme No. 3

Risk Related

The draft policy includes additional exemptions from development approval considered 'low risk' or 'minor' most of the proposed exemptions will allow people to continue to build outbuildings as they have always done in the Rural zone. If an exemption applies the local government cannot require development approval even in the event of a complaint. However, not establishing an adequate level of exemption for development could carry the risk of negative public perception.

Workforce

There are no immediate implications because of the recommendation.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to the Draft Local Planning Policy - Outbuildings in Rural Zones, Council:

- 1. Adopts the Draft Advertised Local Planning Policy: Outbuildings in Rural Zones, as presented in Appendix 2, in accordance with Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**
- 2. Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes to publication.**



SHIRE OF YORK

Local Planning Policy

Outbuildings in Residential Zones Adopted 15 August 2011

1.0. PURPOSE

To provide criteria consistent with the provisions of the Residential Design Codes for the construction of outbuildings in the Residential, Rural Town Site and Rural-Residential zones.

2.0. POLICY OBJECTIVES

- a) To provide flexibility for outbuilding size, construction and materials to meet the needs of local residents.
- b) To ensure that outbuildings are constructed and located in such a way as to minimise their impact on the amenity of the locality.
- c) To provide direction and clarity on the application of the Performance Criteria with regard to Clause 6.10.1 – Outbuildings of the Residential Design Codes (R-Codes).

3.0. BACKGROUND

Under the Shire of York's Town Planning Scheme No. 2, planning approval is required for the construction of outbuildings when the site is located in a heritage precinct or when the proposed outbuilding does not meet the requirements of the R-Codes acceptable development criteria.

The R-Codes is a state-wide policy and does allow sufficient flexibility to cater for the individual needs of owners of residential, rural townsite and rural-residential properties, particularly with regards to the size and height of outbuildings.

Local planning policies are policies that are adopted to address local issues. Council has identified the need for a local planning policy to regulate the construction of outbuildings on land that is primarily used for residential purposes and to enable appropriate variations of the provisions of the R-Codes without being subjected to the requirements of a planning application.

This Policy enables the construction of outbuildings in residential, rural townsite and rural-residential zones without planning approval and for complying development proposals to be required to be approved through the Building Licence process only.

4.0. SCHEME PROVISIONS

Clause 4.2 of the York Town Planning Scheme No. 2 (the Scheme) permits ancillary outbuildings to be constructed without first obtaining planning consent from the Shire, unless

the proposal requires Council to use the exercise of discretion to vary the provisions of the Residential Design Codes, or if the development will be located in a heritage precinct designated under the Scheme.

Clause 8.8 of the Scheme enables Council to prepare a planning policy for any matter related to the planning or development of the Scheme Area.

5.0. RESIDENTIAL DESIGN CODES

The State Government introduced the Residential Design Codes (or R-Codes) to provide a comprehensive basis for the control, through local government, of residential development throughout Western Australia. They are intended to cover all requirements for development control purposes and to minimise the need for local government to introduce separate planning policies concerning residential development and apply to all R-coded (residential) land.

The acceptable development criteria for outbuildings are set out in Clause 6.10.1 as follows:

“Outbuildings that:

- i. are not attached to the dwelling;*
- ii. are non-habitable;*
- iii. collectively do not exceed 60 sq m in area or 10 per cent in aggregate of the site area, whichever is the lesser;*
- iv. do not exceed a wall height of 2.4 m;*
- v. do not exceed a ridge height of 4.2 m;*
- vi. are not within the primary street setback area;*
- vii. do not reduce the amount of open space required in table 1; and*
- viii. comply with the siting and design requirements for the dwelling, but do not need to meet rear setback requirements of table 1.”*

Where a proposed development for an outbuilding does not comply with the acceptable development criteria of the R-Codes, a development can be assessed against the performance criteria.

The Performance Criteria of Clause 6.10.1 for outbuildings states:

“Outbuildings that do not detract from the streetscape or the visual amenity of the residents or neighbouring properties.”

A proposal for an outbuilding that meets the criteria of this Policy is considered by Council to meet the performance criteria outlined in the R-Codes.

6.0. APPLICATION OF POLICY

This Policy applies to outbuildings that require planning approval under the York Town Planning Scheme No. 2 and not to outbuildings that require only a Building Licence, such as permitted development under the Scheme or that comply with the provisions of the R-Codes.

An outbuilding is defined as ancillary residential development in the Scheme and R-Codes and means any Class 10A building under the Building Code of Australia, which is not substantially connected to a dwelling. Sea containers are not included in the definition of an outbuilding. Refer to Council's Local Planning Policy for Sea Containers.

Pre-fabricated garden sheds, kennels and other animal enclosures (such as aviaries) less than 20m² in aggregate area and less than 2.1 metres in height are exempt from this policy.

Outbuildings on vacant sites (that do not have a dwelling constructed or being constructed), grouped and multiple dwelling properties require planning approval to be granted. The development will be assessed against the Scheme, R-Codes and any relevant Local Planning Policy, including this Policy. Planning Approval must be granted prior to issue of a Building Licence.

Notwithstanding that Planning Approval is not required, or may be granted by Council, a Building Licence is required to be sought and issued prior to on-site works commencing. The outbuilding will need to meet all relevant requirements under the Building Code of Australia and Australian Standards. Building Licence fees and levies are payable in accordance with the current Shire of York Fees and Charges.

7.0. THE POLICY

This policy is made pursuant to Clause 8.8 of the York Town Planning Scheme No. 2 and applies to all residential, rural townsite and rural-residential zoned land within the Shire of York.

7.1. Residential Zones

If the proposed outbuilding meets the following criteria, it is considered that the proposal meets the performance criteria of Clause 6.10.1 of the R-Codes and does not require planning consent:

7.1.1. General:

- a) are not attached to the dwelling;
- b) are non-habitable or used for commercial or industrial purposes;
- c) are not within the primary street setback area;
- d) do not reduce the amount of open space required in the R-Codes; and
- e) comply with the siting and design requirements of the R-Codes for the dwelling, with the exception of the rear setback requirements.

7.1.2. Floor Area:

- a) Outbuildings on a residential lot coded R12.5 and above that have a combined area not exceeding 80m² in area or 10 per cent in aggregate of the site area, whichever is lesser shall be deemed as meeting the performance criteria of Clause 6.10.1 of the Residential Design Codes; or
- b) Outbuildings on a residential lot coded R10 and below that have a combined area not exceeding 100m² or 10 per cent in aggregate of the site area, whichever is lesser shall be deemed as meeting the performance criteria of Clause 6.10.1 of the Residential Design Codes; or
- c) Outbuildings on a residential lot that is within 5% of the requirements of a or b above and the applicant has provided a copy of the proposed plans (including elevations of the proposed outbuilding) that have been endorsed in writing on the plans by the affected adjoining property owner(s) indicating that there is no objection to the proposed outbuilding.

7.1.3. Height:

- a) Outbuildings on a residential lot coded R12.5 and above that has a maximum wall height less than 3.0m and ridge height of 4.2m; or

- b) Outbuildings on a residential lot coded R10 and below that has a maximum wall height of 3.5m, a ridge height of 4.2m; or
- c) An outbuilding on a residential lot that is within 5% of the requirements of a or b above and the applicant has provided a copy of the proposed plans (including elevations of the proposed outbuilding) that have been endorsed in writing on the plans by the affected adjoining property owner(s) indicating that there is no objection to the proposed outbuilding.

7.1.4. Materials:

- a) Outbuildings on sites located within Council's Restricted Building Materials areas, must be constructed in accordance with the adopted Policy.
- b) Second-hand materials may only be used where the materials are in good condition and are sufficient to provide a consistent appearance to the building. Council's Building Surveyor may request a report from a structural engineer for use of second-hand building materials.
- c) Materials of low-reflectivity should be used to ensure that the structure does not adversely impact on neighbours.

7.2. Rural Townsite Zone

If the proposed outbuilding meets the following criteria, planning approval is not required:

7.2.1. General:

- a) are not attached to the dwelling;
- b) are non-habitable or used for commercial or industrial purposes;
- c) are not within the primary street setback area; and
- d) are setback at least 1 metre from the side and rear boundaries.

7.2.2. Floor Area:

- a) Outbuildings on a rural townsite lot that have a combined area not exceeding 80m² in area or 10 per cent in aggregate of the site area, whichever is lesser; or
- b) Outbuildings on a rural townsite lot that is within 5% of the requirements of the above and the applicant has provided a copy of the proposed plans (including elevations of the proposed outbuilding) that have been endorsed in writing on the plans by the affected adjoining property owner(s) indicating that there is no objection to the proposed outbuilding.

7.2.3. Height:

- a) Outbuildings on a rural townsite lot that has a maximum wall height less than 3.0m and ridge height of 4.2m; or
- b) An outbuilding on a rural townsite lot that is within 5% of the requirements of the above and the applicant has provided a copy of the proposed plans (including elevations of the proposed outbuilding) that have been endorsed in writing on the plans by the affected adjoining property owner(s) indicating that there is no objection to the proposed outbuilding.

7.2.4. Materials:

- a) Outbuildings on sites located within Council's Restricted Building Materials areas, must be constructed in accordance with the adopted Policy.
- b) Second-hand materials may only be used where the materials are in good condition and are sufficient to provide a consistent appearance to the building.

Council's Building Surveyor may request a report from a structural engineer for use of second-hand building materials.

- c) Materials of low-reflectivity should be used to ensure that the structure does not adversely impact on neighbours.

7.3. Rural-Residential Zone

If the proposed outbuilding meets the following criteria, planning approval is not required:

7.3.1. General:

- a) are not attached to the dwelling;
- b) are non-habitable or used for commercial or industrial purposes;
- c) are not within the primary street setback area; and
- d) are setback at least 15 metres from a side or rear boundary.

7.3.2. Floor Area:

- a) Outbuildings on a rural-residential lot that have a combined area not exceeding 200m² in area or 10 per cent in aggregate of the site area, whichever is lesser; or
- b) Outbuildings on a rural townsite lot that is within 5% of the requirements of the above and the applicant has provided a copy of the proposed plans (including elevations of the proposed outbuilding) that have been endorsed in writing on the plans by the affected adjoining property owner(s) indicating that there is no objection to the proposed outbuilding.

7.3.3. Height:

- a) Outbuildings on a rural townsite lot that has a maximum wall height less than 3.0m and ridge height of 4.2m; or
- b) An outbuilding on a rural townsite lot that is within 5% of the requirements of the above and the applicant has provided a copy of the proposed plans (including elevations of the proposed outbuilding) that have been endorsed in writing on the plans by the affected adjoining property owner(s) indicating that there is no objection to the proposed outbuilding.

7.3.4. Materials:

- a) Outbuildings on sites located within Council's Restricted Building Materials areas, must be constructed in accordance with the adopted Policy.
- b) Second-hand materials may only be used where the materials are in good condition and are sufficient to provide a consistent appearance to the building. Council's Building Surveyor may request a report from a structural engineer for use of second-hand building materials.
- c) Materials of low-reflectivity should be used to ensure that the structure does not adversely impact on neighbours.

LOCAL PLANNING POLICIES

Outbuildings In Rural Zones



Policy Number:	PXX
Relevant Delegation:	Not Applicable
Adoption Details:	XXXX
Last Review Details:	22/07/2021 (NEW)

POLICY OBJECTIVE:

To provide a basis for the construction of outbuildings in Rural Zones within the Shire of York and to provide exemptions to the requirement to seek planning approval under certain circumstances.

POLICY SCOPE:

This policy is to provide a basis for the construction of new outbuildings in the Rural Residential, Rural Small Holdings and Rural Zones as identified by the Scheme. This policy does not impact on any outbuildings associated with an approved or permitted Agricultural use on a property in the Rural or Rural Small Holding Zones.

POLICY STATEMENT:

PRINCIPLES

- (a) To facilitate the construction of outbuildings that meet the needs of local residents.
- (b) Recognise the unique characteristics of outbuildings constructed in Rural Zones within the Shire.
- (c) Provide appropriate development standards for outbuildings that reflect the Shire's climate, lifestyle and built form and do not detrimentally affect the amenity of the property or adjoining properties.
- (d) To provide exemptions from the requirement to seek development approval, where the outbuilding is constructed in accordance with this policy.

BACKGROUND

This Policy recognises the need for larger outbuildings in the rural zones for the garaging of vehicles, storage of boats, caravans and other items, domestic workshops, games rooms, studios, stables, etc. As a general rule people expect to be able to have larger outbuildings on larger lots.

Currently under the Shire of York's Local Planning Scheme No. 3, development approval is required for the construction of outbuildings when the site is located in a heritage precinct, is on the heritage list, located within the Avon River Flood Fringe and when the proposed outbuilding does not meet the requirements of the Scheme's acceptable development criteria.

PROVISIONS

KEY TERMS/DEFINITIONS:

The definitions that are used in this policy are the same as in the Shire of York Local Planning Scheme No. 3 (the Scheme).

For the purposes of this Policy:

- **Detached Garages** are considered outbuildings.
- **Attached Garages** that are incorporated into the house design and under the same roof line are not considered outbuildings.
- **Carports** are not considered outbuildings if they are attached or within 5m of a Residential Dwelling.
- **Lean-to** means an ancillary structure to an outbuilding that is attached to an existing or proposed outbuilding and has at least three open sides, generally designed to accommodate one or more motor vehicles

EXEMPTIONS:

This Policy does not apply to:

- Carports.
- Garages attached to a house and incorporated under the same roof line.
- Unenclosed structures considered under the R-Codes requirements.
- Garden sheds with a floor area of less than 10m² and height of 2.4m and not located in the front setback area.
- Commercial or industrial sheds and outbuildings.
- Sheds and Outbuildings associated with an approved or permitted Agricultural use on a property in the Rural or Rural Small Holding Zones.
- Habitable buildings.
- Sea Containers and other similar storage structures considered under Local Planning Policy No. 9– 'Sea Containers'.

APPROVAL REQUIREMENTS

Development approval is not required for an outbuilding if:

- (a) The outbuilding is located on the same lot as a single house or grouped dwelling or is associated with a previously approved use; and
 - (b) The works comply with the deemed-to-comply provisions of this Policy; and
 - (c) The works are not located on a heritage-protected place or in a Heritage Area as defined in The Shire of York's Local Planning Policy No.6 – Heritage Conservation and Development; and
 - (d) The works are not located on a property mapped as being impacted by the Avon River Flood Fringe or Floodway.
-

A development application for a variation to the deemed-to-comply provisions of this Policy may be granted with appropriate conditions if the development:

- (a) meets the stated design principle for outbuilding development;
- (b) meets the primary objectives of this Policy;
- (c) will not set an undesirable precedent for future development; and
- (d) is not likely to have a detrimental impact on the amenity of the locality and adjoining properties.

Alternatively, the development application may be refused.

OUTBUILDING DESIGN PRINCIPLES

1. Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties; and
2. Outbuildings that have regard to the relevant objectives of the scheme zone which they are located in (listed in Table 1 below):

Table 1: from the Scheme *Zone Objectives*

Zone Name	Objectives
Rural Residential	<ul style="list-style-type: none"> To provide opportunities for a range of limited rural and related ancillary pursuits on rural-residential lots where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land. To set aside areas for the retention of vegetation and landform or other features which distinguish the land. To encourage the growth of tourism businesses and experiences in York which are compatible with the rural character of the locality. To retain and enhance the rural landscape and amenity.
Rural Smallholdings	<ul style="list-style-type: none"> To provide for a limited range of rural land uses where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land. To set aside areas for the retention of vegetation and landform or other features which distinguish the land. To encourage the growth of tourism businesses and experiences in York which are compatible with the rural character of the locality. To retain and enhance the rural landscape and amenity.
Rural	<ul style="list-style-type: none"> To provide for the maintenance or enhancement of specific local rural character. To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use. To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage. To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone. To provide for a range of non-rural land uses where they have demonstrated social and economic benefit to the community of York and are compatible with surrounding rural uses. To encourage the growth of tourism businesses and experiences in York, where they demonstrate compatibility with the primary agricultural use of the land.

DEEMED TO COMPLY REQUIREMENTS

Outbuildings in Rural Zones are 'Deemed-to-comply' if they comply with the following:

1. **Not** to be **attached** to a dwelling.
2. **Not** to be **habitable** (i.e. not used for residential purposes).
3. **Not** to be used for **commercial** purposes unless approved otherwise by the local government.
4. Outbuildings with **maximum aggregate outbuilding area** as follows:

Table 2: Rural Residential Zoned Land

Lot Size	Maximum Aggregate Outbuilding Area
Lot less than 0.5ha	200m ²
Lot between 0.5ha and 2ha	250m ²
Lot between 2ha and 5ha	300m ²
Lot greater than 5ha	500m ²

Table 3: Rural Small Holdings and Rural Zoned land

Lot Size	Maximum Aggregate Outbuilding Area
Lot less than 5ha	Assessed in accordance with Table 2
Lot between 5ha and 40ha	750m ²
Lot greater than 40ha	1000m ²

5. A **lean-to** may be constructed in addition to the maximum aggregate outbuilding area if it is:
 - (a) **30% or less of the roof cover** of the existing or proposed outbuilding;
 - (b) **Enclosed** only on **one side**; and
 - (c) Constructed of **materials that match** or complement the proposed / existing **adjoining outbuilding**.

A 'lean-to' which does not meet the above criteria is considered a part of the outbuilding and is included in the calculation for maximum aggregate outbuilding area.
6. A detached carport or garage up to 40m² in addition to the maximum aggregate outbuilding area provided there is no garage incorporated under the main roof of the dwelling.
7. **Not to exceed** a wall height (measured from NGL) of 6 metres where located in a Rural Residential or Rural Small Holdings Zone.
8. **Not to exceed** a roof ridge height (measured from NGL) of 9 metres where located in a Rural Residential or Rural Small Holdings Zone.
9. **Not** located **within** the street setback area(s).

10. Setback:

(a) Less than 1.0m from a side or rear boundary or on the boundary where; or

- i. the wall height does not exceed 2.7m;
- ii. roof ridge height does not exceed 4.2m;
- iii. wall length does not exceed 14.0m; and
- iv. stormwater is contained on the property.

(b) In accordance with table 4 or table 5:

Table 4: for properties in the Rural Residential zone

Shed Wall Height	Shed Ridge Height	Required Setback
Less than or equal to 3.6m	Less than or equal to 4.2m	10m
Less than or equal to 4.2m	Less than or equal to 5.1m	11m
Less than or equal to 4.5m	Less than or equal to 5.3m	12m
Less than or equal to 4.8m	Less than or equal to 5.6m	13m

Table 5: for properties with an R-Code of 10 or lower

Shed Wall Height	Shed Ridge Height	Required Setback
Less than or equal to 4.8m	Less than or equal to 5.6m	15m
Greater than 4.8m	Greater than 5.6m	20m

- 11. Constructed of new cladding material unless otherwise approved. Re-used materials must be finished to present an "as new" appearance.
- 12. Wholly within any building envelope on the property.
- 13. Located within 50 metres of the dwelling on the property.
- 14. Does not require the removal of existing protected or native Flora.

PENALTIES:

Not applicable.

Responsible Officer: Chief Executive Officer

Contact Officer: Chief Executive Officer

Related Shire Documents: Shire of York Local Planning Scheme No.3
Shire of York Local Planning Strategy 2020

Relevant Legislation: Planning and Development Act 2005
Planning and Development (Local Planning Schemes) Regulations 2015

Review History:

Date Review Adopted:	Resolution Number
Former Policy No:	P7



SY140-11/21 COMMUNITY FUNDING APPLICATIONS

File Number:	CS.CEV; FI.DON
Author:	Esmeralda Harmer, Events and Economic Development Officer
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	Nil
Appendices:	1. Schedule of Requests and Recommendations - Confidential 2. Funding Applications - Confidential

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

Council is requested to consider applications received in the recent round of Community Funding for support of community events and activities occurring before 30 June 2022.

BACKGROUND

Council's Policies C3 - Community Funding: Grants and Sponsorship and C4 - Sponsorship of Tourism Events set out the parameters for Council support of one-off community activities and projects. Funding rounds are open for application twice yearly for a minimum four-week period. All eligible applications are presented to Council at the next available Ordinary Council Meeting.

This report seeks Council's consideration of the applications received in October for events and activities occurring up until 30 June 2022 and the existing budgets available to support such requests.

COMMENTS AND DETAILS

The Shire's recent round of Community Funding Grants & Sponsorship opened on 1 October for a period of four weeks. The funding round was advertised utilising the following methods:

1. Community Newspaper
2. Shire's website
3. Media release
4. Email direct distribution
5. Shire's social media channels
6. Four community drop in sessions
7. Face to face communications with potential applicants
8. Noticeboard advertising
9. Shire President video updates

At the closing date, five (5) eligible applications were received totalling \$18,026.

Eligible applications are assessed against the following criteria:

1. Compliance with guideline and policy
2. Value for investment
3. Community, social and sporting benefit

4. Alignment to the Strategic Community Plan and Corporate Business Plan aspirations and outcomes
5. Level of dedication and proven commitment demonstrated by the applicant (previous funding acquittals, matched funding contributions, project's reach and participation levels)

Whilst the applications submitted remain confidential, a summary of the requests received is included below:

Applicant	Purpose of Funding	Request
Flour Mill Emporium Inc	Youth and Indigenous Arts Space - Intersections Program	\$2,000
York Golf Club	Upgrade course fairways and surrounds of greens	\$3,000
Holy Trinity Church	Assistance to deliver eight (8) Sustainable Living Programs	\$1,999
St John Ambulance – York	Assistance to acquire a Community Transport Vehicle	\$10,000
Paint York REaD	Purchase of program materials to provide Paint York REaD - Welcome Packs to new residential families	\$1,027
Total Funding Requested		\$18,026

An Assessment Panel consisting of the Administration & Governance Coordinator, Finance Manager and Events & Economic Development Officer provided assessment ratings to inform the prepared schedule of requests and recommendations as presented in Confidential Appendix 1. Assessment was undertaken utilising the following rating matrix:

Criteria	Scoring Instructions	Assigned Score				
Event Classification	Local/community, Emerging, Major, or Significant event (as described below)					
	Application	1	2	3	4	5
Economic Impact	1 (nil/minor) to 5 (high/significant impact)					
Social Benefit	1 (no/minor benefit) to 5 (high/major benefit)					
Environmental Impact	1 (high negative environmental impact) to 5 (low negative environmental impact)					
Strategic Benefit	1 (nil/minor benefit) to 5 (high/major benefit)					
Promotional Benefit (Benefit to the Shire)	1 (no/minor benefit) to 5 (high/major benefit)					
Total						

The schedule summarises the rating matrix assessment and merits of considering each request in accordance with Policy C3 - Community Funding Grants & Sponsorship Policy and its associated guidelines.

Funding applications received are included as Confidential Appendix 2 for Council's information.

IMPLICATIONS TO CONSIDER

Consultative

Further to the advertising methods used to announce the funding pool, Officers have engaged with applicants where required or detailed in this report and provided four (4) face to face drop-in sessions to discuss proposals prior to the application round closing.

Twelve (12) organisations attended the drop-in sessions, including the five (5) detailed in this report that proceeded to submit applications. Further consultation with each proponent will take place following Council's resolution.

Strategic

Strategic Community Plan 2020-2030

Goal 1: The Place to Be

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

Goal 5: Strong Leadership and Governance

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

Policy Related

C3 Community Funding; Grants & Sponsorship

C4 Sponsorship of Tourism Events

Financial

The total eligible community funding requests received is \$18,026.

The existing community funding pool available is allocated from the following budgets:

Budget Allocation	GL Account	Available Funding
Youth	109158	Exhausted
Sporting & Recreation	113167	\$8,000
Area Promotion	132145	\$13,000
Festivals Assistance	132150	\$10,000
Education & Welfare	69101	\$2,000
Total Funding Pool Available		\$33,000

Legal and Statutory

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

Risk Related

The overall financial risk is moderate with regards to approving the funding requests as presented in Appendix 2. The likelihood of recurrence is possible. However acceptable controls and treatments through the funding guidelines and acquittal reporting requirements are in place to manage the risks identified.

The reputational risk to Council should the funding requests detailed in this report not be support is rated as medium with regard to reputational risk – credibility, with a high likelihood of recurrence and overall risk rating of medium - high. Acceptable treatments and risk controls to reduce the credibility

risks stated are limited to applications that are non-compliant with relevant Community Funding policies or Council's Strategic Community Plan and Corporate Business Plans. The credibility risk and financial risks reduce as the programs and activities are supported and reported against through the delivery and acquittal processes.

Workforce

These can be managed inhouse utilising existing resources.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

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

- 1. Approves the following community funding requests totalling \$18,026 to be funded from budget allocations as presented in Appendix 1:**
 - a. Flour Mill Emporium Inc \$2,000**
 - b. York Golf Club \$3,000**
 - c. Holy Trinity Church \$1,999**
 - d. St John Ambulance York \$10,000**
 - e. Paint York REaD \$1,027**

SY141-11/21 SPONSORSHIP ACQUITTALS - MULTIYEAR AND COMMUNITY FUNDING

File Number: FI.DON.1; LE.CNT.3

Author: Esmeralda Harmer, Events and Economic Development Officer

Authoriser: Chris Linnell, Chief Executive Officer

Previously before Council: Not applicable

Appendices: 1. Acquittal reports [↓](#)

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report requests Council accepts the sponsorship acquittals received in accordance with Policy C3 - Community Funding: Grants and Sponsorship and Policy C4 - Sponsorship of Tourism Events.

Acquittals include community funding recipients and organisations who receive recurrent sponsorship from the Shire of York through multiyear agreements.

BACKGROUND

Council has historically provided support for activities, organisations and events that contribute to the Shire's community, social and economic objectives through the Community Funding Program.

Policy C3 - Community Funding: Grants and Sponsorship and Policy C4 - Sponsorship of Tourism Events provide the parameters for considering applications for support. Two rounds of sponsorship are open to the community each year. These are usually for one-off activities and are promoted via Community Matters, the Shire website, social media channels and through face-to-face drop-in sessions. Application forms and guidelines are available on the Shire's website and in hard copy at the Administration Office.

Applications are considered against the criteria contained in Council policies and guidelines and recommendations are approved by Council.

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

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

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

Acquittal reports must be submitted no later than 90 days following the delivery of the sponsored event/activity or program. This report presents the acquittals received from funded activities and projects delivered between December 2020 – September 2021 for Council's review and consideration.

COMMENTS AND DETAILS

The following table summarises community funding recipient acquittals received and as presented in Appendix 1:

Organisation	Purpose	Provision	Acquittal Summary
Wheatbelt Endurance Riders	2021 Greenhills Endurance Ride	\$1,000	136 competitors and volunteers involved in event – slight decline in numbers since 2019 event Shire funding attributed to 7% of total event budget reported of \$7,319 Talbot Community Group, Greenhills Progress Association and nine other local businesses engaged and supported the event
Westcycle Inc	Canola Classic	\$5,000	472 competitor attendance – Increased rider numbers in 2021 from 2020 with less ride categories available for entry
			The event generated 9,261 followers 25 community members and local representatives engaged/supported the event Shire funding attributed to 13% of total event budget reported of \$35,867

In addition, the following table summarises acquittals received from multiyear funded organisations:

Organisation	Purpose	Provision	Acquittal Summary
Premiere Events	2021 York Motorcycle Festival	\$22,500	4,228 ticket registrations received. However 2,500 visitors reported attending. Lower numbers attributed to inclement weather experienced over whole Festival weekend
			Shire funding (includes \$10,000 in external funding secured by the Shire) attributed to 42% of a total event budget of \$76,604 Increased local business and community support of the event with smaller events occurring across the Motorcycle Festival weekend such as the Imperial Saturday concert Premiere Events intend to highlight and expand York's Motorcycle Friendly Region Initiatives as part of the 2022 event
York Agricultural Society	2021 York Show	\$11,000	5,300 attendance numbers with a mixture of adults, seniors and children
			Shire funding attributed to 49% of the total budget reported of \$23,847
			High community engagement reported with approx. 30 community organisations either participating in or supporting the event
			New elements included additional equestrian events and Avon Hockey Association Finals

York Friendship Club	2021 Medieval Fayre	\$8,000	1,600 tickets sold through gate entry
			Event compliance issues identified for remediation at event (access and egress) Addressed during event with treatment control measures (placement adjusted)
			Shire funding attributes to 36% of total event budget of \$22,000. 50% of profit generated retained to support 2022 event delivery
			22 community members engaged in event delivery
			York Friendship Club intend to include a Parade as part of the 2022 event
Veteran Car Club	2021 York Motor Show	\$10,000	VCC report 8,000 people attended the event and approx. 100 people at the newly included Saturday night concert
			Shire funding attributed to 87% of the total budget reported of \$11,400
			2020 vehicle congestion improved in 2021 event. Increased public parking and shuttle services for visitors worked well to manage vehicle volumes, congestion points and visitor flow

Officers note Curate Arts Inc requested a change of delivery date from September 2021 to June 2022 to coincide with the Shire's 2022 YORKids and are yet to deliver their funded event/s as resolved by Council at its June 2021 Meeting. Acquittal documentation will be submitted by Curate Arts Inc following event delivery in June 2022 in accordance with acquittal reporting requirements.

In Summary:

1. Council invested a combined funding total of \$57,500 to support delivery of the events
2. The six (6) events reported a combined economic value more than \$156,000
3. Confidence in York's annual events following the COVID-19 pandemic restrictions is returning
4. Understanding of COVID-19 event management compliance has improved
5. Event organisers continue to develop new elements and strategies to meet existing and emerging visitor needs
6. Funded events continue to support delivery of Council's strategic, economic and community objectives

IMPLICATIONS TO CONSIDER

Consultative

In preparation of this report:

- Face to face debrief meetings with each funded organisation
- Internal events team assessment
- Review of received acquittal documents
- LGIS

Strategic**Strategic Community Plan 2020-2030**

Goal 1: The Place to Be

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

Goal 5: Strong Leadership and Governance

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

Policy Related

C3 Community Funding; Grants & Sponsorship

C4 Sponsorship of Tourism Events

Financial

The financial implications have been detailed earlier in this report and are included in each acquittal report presented in Appendix 1. Council could request more detailed financial reporting and/or audited financial statements from funded organisations. However, this approach would need to be provided as part of a review of the overall community funding program and engagement options to consult with the community identified as part of this process prior to the inclusions being implemented.

Legal and Statutory

Nil

Risk Related

Should Council choose not to accept the acquittals, this poses a reputational and compliance risk which is considered moderate (6) and a potential financial risk which is also rated moderate (6). Regular reporting in accordance with multiyear and policy requirements including acceptance of acquittals through resolution provides acceptable treatment controls to manage the risks identified.

Workforce

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

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Sponsorship Acquittals - Multiyear and Community Funding, Council:

- 1. Accepts the acquittal reports as presented in Appendix 1.**
- 2. Notes the extension granted to Curate Arts Inc to deliver their funded activities by 30 June 2022.**

SHIRE OF YORK ACQUITTAL REPORT

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

Organisation Name (name of group funded): Wheatbelt Endurance Riders Inc. (WERI)

Date funding was granted: 1 July 2021

Date project was delivered: 31 July 2021

Describe the key outcomes of your project: Community and sport development. The objectives of the project were to:

- Encourage participation in endurance horse riding in people of all ages and abilities,
- Promote an active, healthy, outdoors lifestyle,
- Encourage dedication to the physical training of a horse in pursuit of improved fitness and health for both horse and rider,
- Utilise the space and potential riding tracks in the Wheatbelt,
- Promote the natural beauty and attractions in various parts of the York Shire, particularly Greenhills.

What were the key lessons your organisation learned while delivering the project? That endurance horse riding when supported by local Shires to succeed, can have an enormously positive impact on participants and the community. The objectives of the project were fulfilled, with riders participating aged from 6 years to 72 years of age. These riders encompassed a wide range of abilities, from 6 year old children on lead line ponies to those that recently finished top 10 in the recent national championship 160km Endurance event, Tom Quilty Gold Cup. Riders and crew participating travelled from all over Western Australia to Greenhills, from Albany in the south, Margaret River in the South East, Paynes Find in the North East, Moora in the North and Merredin in the East. The ride utilised over 70km of local gravel roads and farmland in the Greenhills area, with professional photographs utilised on websites and social media, highlighting the beauty of the area.

Provide evidence of: The details of riders involved in the Greenhills event:

- Number and ages of riders participating
- Number of riders competing in each distance category.
- List of the town/club the participants are from.
- Results summary

Of the 92 participants at the Greenhills event, 26 entered in the 80km, 19 in the 40km, 36 in the 21km and 11 in the 10km.

Completion rates as follows, 77% in 80km, 74% in 40km, 83% in 21km and 91% in the 11km, making it a very successful event, with no horse or rider requiring veterinary or medical attention while competing.

Riders were aged from 6 years to 72 years of age.

Riders participating travelled from all over Western Australia, from Albany in the south, Margaret River in the South East, Paynes Find in the North East, Moora in the North and Merredin in the East.

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

Volunteers from the WERI and wider community had the opportunity to undertake tasks to assist in the successful hosting of Annual Endurance Horse riding events and have opportunities to undertake provisional upskilling.

There were 34 ride volunteers at the Greenhills Endurance ride event.

Volunteer signup sheets are attached with the names and volunteer positions required at the ride.

The SES utilised our events as a training exercises for their volunteers, to mimic rescue situations where volunteers need to communicate from remote locations back to base communications, then relay this information on to ride organisers to ensure all riders have passed through checkpoints and are accounted for.

There were many opportunities and positions able to be filled by locals, who volunteered for checkpoints, gates, road crossings, pencilling in the vet ring or many of the other positions listed. Each volunteer was briefed on their position prior to it commencing.

A total of 10 veterinary students from Murdoch University that attended the rides and volunteered for the weekend in the vet ring. Providing valuable exposure to situations where horses required veterinary assessment and treatment.

Acknowledgement

York Shire is appropriately acknowledged by Wheatbelt Endurance Riders Inc. (WERI).

York Shire was verbally acknowledged at all 3 WERI rides, Bakers Hill, Greenhills and Merredin during presentations. Written acknowledgements were via social media, on both the WERI and 3.1k member WAERA Facebook pages. Numerous Facebook sponsor posts and a sponsor thank you video tagged the York Shire social media handle. A4 laminated logo sponsor acknowledgement signage was displayed at all 3 rides, Bakers Hill, Greenhills and Merredin in multiple locations at the ride venue, including ride desk, vetting and presentation areas. The York Shire was displayed as part of a sponsors thank you board at all events. We will endeavour to do a WERI and Tom Quilty Gold Cup endurance wrap up article, to be published in local newspapers in the York Chronicle, Phoenix in Merredin and the Avon Valley Advocate

Club / Group membership increases (if applicable): NA

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

Did your club or organisations derive revenue from the sponsorship? Yes, although very minimal at \$53.68. As a non-profit, we do not aim to derive income from events held. This small income amount will be rolled into WERI events held in the 2022 season.

Please list the income and expenditure relating to your project:

Please list the income and expenditure relating to your project: INCOME	AMOUNT (\$)
ITEM/PROGRAM/PROJECT COSTS	
Ride entry fees	\$5353.12
Sponsorship and Grants	\$966.67
SUBTOTAL	\$6319.79
In Kind Support	0
SUBTOTAL	\$6319.79
FUNDING AMOUNT FROM SHIRE OF YORK	\$1000
TOTAL INCOME	\$7319.79

Please list the income and expenditure relating to your project: EXPENDITURE	AMOUNT (\$)
ITEM/PROGRAM/PROJECT COSTS	
Affiliation and event application fees	\$1990.00
Officials	\$3170.05
Prizes	\$1085.29
Incidentals and Administration	\$1020.77
TOTAL EXPENDITURE	\$7266.11
TOTAL (INCOME – EXPENDITURE)	\$53.68

DECLARATION

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

- X We declare to the best of our knowledge that the statements made in this report are true.
- X We have recorded and retained original invoices and receipts in accordance with the Funding Agreement. We acknowledge that Shire of York may audit the organisation to verify the accuracy of the information contained in this acquittal.
- X The information contained within the Statement of Expenditure or Explanation is complete and accurate and does not contain any misleading or fraudulent information.
- X Relevant statutes, regulations, by-laws and requirements on any Federal, State or Local Government have been complied with.

Acquittal report duly authorised by:
Signature:



Name: Cara Allan Position Held: Greenhills Ride Organiser, WERI Secretary

Date: 25th October 2021

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



2021 WA STATE FONDO SERIES - YORK | EVENT STATISTICS

472

ENTRIES

Male Participation
363 entrants

= **77%**



Female Participation
109 entrants

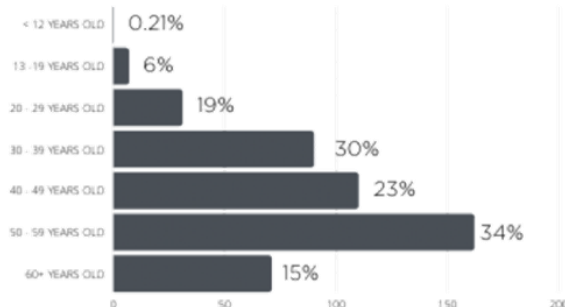
= **23%**

GENERATED

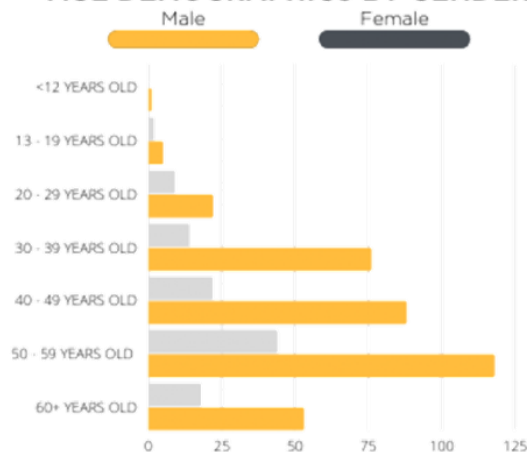
30

NEW WESTCYCLE
RIDE PREMIUM
MEMBERSHIPS

AGE DEMOGRAPHICS



AGE DEMOGRAPHICS BY GENDER



A Distance (93km)

357 Participants

B Distance (51km)

115 Participants



70

TEAMS ENTERED
ROUND TWO OF
THE WA STATE
FONDO SERIES



Fastest A Distance Team Time

2 HOURS 55 MINUTES

Fastest A Distance Individual Time

2 HOURS 43 MINUTES



Fastest B Distance Team Time

1 HOUR 52 MINUTES

Fastest B Distance Individual Time

1 HOURS 42 MINUTES

WESTCYCLE INC
SHIRE OF YORK



DIGITAL REACH



WESTCYCLE RECREATION
AND TRANSPORT
FACEBOOK PAGE

9,261
FOLLOWERS



WESTCYCLE RECREATION
AND TRANSPORT
INSTAGRAM PAGE

1,529
FOLLOWERS



WESTCYCLE
MAILING
LIST

21,961
SUBSCRIBERS

WESTCYCLE INC
SHIRE OF YORK



PROMOTIONAL EVIDENCE - PRINT MATERIAL

WestCycle acknowledges the generosity of our event Partners and Supporters in presenting the 2021 WA State Fondo Series Round Two: York Canola Classic




Hydration | Performance | Endurance | Recovery






Department of
Local Government, Sport
and Cultural Industries

EVENT PROGRAM

PRE EVENT: Friday 27 and Saturday 28 August

Rider Registrations and Rider Pack Collection

Pre-registration will be available at the WestCycle Office, 105 Cambridge Street, West Leederville on the following dates:

Friday 27 August - 11:00AM - 5:00PM

Saturday 28 August - 9:00AM - 12:00PM

Rider Packs must be collected on the dates outlined above. **Packs will not be available on event day.** You must bring a copy of your Rider eTicket on the day, this will be emailed to you during the week of the event. If you are unable to attend the Rider Registration on the dates outlined above, or have another participant collecting your behalf, please email: info@westcycle.org.au

EVENT DAY: Sunday 29 August

Event Date	Sunday 29 August 2021
Event Village Location	York Convention and Recreation Centre Barker Street, York WA 6302

EVENT CATEGORY	RIDER BRIEFING	DEPART EVENT VILLAGE	EVENT START TIME
Distance A - Teams	8:00AM	From 8:00AM	8:30AM
Distance A - Individuals	8:00AM	From 8:00AM	Following the departure of the Distance A Teams
Distance B - Teams	8:30AM	From 8:30AM	9:00AM
Distance B - Individuals	8:30AM	From 8:30AM	Following the departure of the Distance B Teams

Riders must return to the event village after completing their ride to return the Event Transponder to the Registration Desk.

Riders are encouraged to stay back at the Event Village after the conclusion of the ride to enjoy some food and drinks from the York Convention and Recreation Centre, and collect their Event Participation Medal.

WA STATE FONDO SERIES | RIDER GUIDE | 9

WESTCYCLE INC
SHIRE OF YORK

PROMOTIONAL EVIDENCE - EVENT RIDER NUMBER



123





ACQUITTAL REPORT

Please complete this form no later than 90 days following the conclusion of your sponsored event / project and return to the Shire.

Please attach expenditure budget if you require more space than provided below and ensure it is signed by a duly authorised officer of your organisation (i.e. Treasurer, Accountant or Executive Office bearer)

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

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

Organisation Name (name of group funded): WestCycle Incorporated

Date funding was granted: 23/06/21

Date project was delivered: 29/08/21

Describe the key outcomes of your project: The WestCycle WA State Fondo Series is a picturesque mass-participation recreational ride hosted in the stunning Shire of York. The objective of the event were to attract riders from outside of the Wheatbelt region to travel to York and encourage locals to participate in the event to highlight York from a different point of view. This then raises the profile of and showcases the Shire of York as a cycling friendly destination. Promoting cycling as a recreational activity encourages exercise through a fun and engaging experience. The more we can encourage people to ride bicycles the better and healthier our communities will become. Cycling has many benefits to individuals and the community, including benefits to health (physical and mental), sustainability and social. We exceeded the expected number of participants and delivered a successful event.

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

That community involvement and engagement are key to the success of any event. We strongly encourage locals to participate in the event to reactivate features and destinations of their hometown. Whilst the local volunteers that assisted on the day meant the participant experience and safety of the event was increased.

The WA State Fondo Series demonstrates the benefits of physical activity as well as the social benefits through team building and meeting like minded people by participating in events. Our team option encourages friends/family/colleagues to ride together providing opportunity for positive social interactions with others.

How many people benefited from your project?

Attendance numbers 472

Club / Group membership increases (if applicable) 25

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

Other

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

How was the Shire of York acknowledged throughout this project?

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

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

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

Did your club or organisations derive revenue from the sponsorship?

If yes, what is the derived revenue being spent on? Overall we made a small profit as we exceeded our anticipated registration numbers.

Please list the income and expenditure relating to your project:

INCOME	AMOUNT (\$)
ITEM/PROGRAM/PROJECT COSTS	
Program Sponsorship - DLGSC	\$5,000.00
Participant Fees (Registrations)	\$25,867.00
SUBTOTAL	\$ 30,867.00
In Kind Support	
SUBTOTAL	\$
FUNDING AMOUNT FROM SHIRE OF YORK	\$ 5,000.00
TOTAL INCOME	\$ 35,867.00

EXPENDITURE	AMOUNT (\$)
ITEM/PROGRAM/PROJECT COSTS	
Administration Costs, Equipment Hire	\$4,500.00
Contractor Fees and Traffic Management	\$13,115.70
Marketing & Advertising	\$1500.00
Event consumables	\$6,082.28
SUBTOTAL	\$
In Kind Support	
Travel costs	\$1,500.00
Staff Salaries	\$8,400.00
SUBTOTAL	\$
TOTAL EXPENDITURE	\$ 35,097.98

Declaration

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

- ☒ We declare to the best of our knowledge that the statements made in this report are true.
- ☒ We have recorded and retained original invoices and receipts in accordance with the Funding Agreement. We acknowledge that Shire of York may audit the organisation to verify the accuracy of the information contained in this acquittal.
- ☒ The information contained within the Statement of Expenditure or Explanation is complete and accurate and does not contain any misleading or fraudulent information.
- ☒ Relevant statutes, regulations, by-laws and requirements on any Federal, State or Local Government have been complied with.

Acquittal report duly authorised by:

Name: Glenn Te Raki

Position Held: Chief Operating Officer

Date: 13/10/21

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



Joaquina St, York, Western Australia
Telephone: (08) 9641 2233
Email: records@york.wa.gov.au
Web: www.york.wa.gov.au



Office Hours: Monday to Friday 8.30am to 4.30pm

All communications to: The Chief Executive Officer, PO Box 22, WA 6280

MULTIYEAR FUNDING ACQUITTAL FORM

- *Please complete this form within 90 days of the project being finalized and return to the Shire of York.*
- *Attach additional information, supporting documentation or photos (we love photos) that demonstrate the outcomes achieved as part of this project.*

Project Title: 2021 York Motorcycle Festival

Organisation Name: Premiere Events

Date funding was granted: Multiyear agreement 2019 - 2021

Key outcomes derived from the Shire's sponsorship of the event:

The 2021 York Motorcycle Festival was held on Sunday 11th April 2021. Now in its ninth year, the York Motorcycle Festival brings together a motorbike festival to the York community, with all the fun of a family festival. Market stalls and trade displays, food stalls, live music, motorbike stunt shows, kid's activities, vintage collective markets, charity ride, Show & Shine competition, and all free and family friendly. The Festival brings around 6,000 people to York and is a fun, relaxed and entertaining day out. The York Motorcycle Festival serves as a charity event, raising funds for *Beyond Blue*. Motorcycle Rider's Association of WA will also launch 2021 Motorcycle Safety Week at the Festival.

Key Outcomes from the Event in 2021 included being able to run a successful event within Covid-safe guidelines; and to encourage local business participation in the event.

A covid-safe event

During a time when many events are being cancelled due to Covid-19, the vision for the 2021 York Motorcycle Festival was to be able to present a free event for people to enjoy in a covid-safe environment. To achieve this, Festival organisers implemented a Covid Management Plan and Covid Policy for visitors, to ensure their safety and alleviate fears. This included:

- Implementing a "free ticket" system for the first time to be able to contact trace if required.
- Implement staffed entry points into the Festival.
- Entry points also featured QR code for the SAFEWA app on signs, and staff instructed visitors to scan in.
- Covid-marshals were present throughout the Festival.
- Staffing at the entry points assisted with the flow of people through the entries.
- Visitors were advised that if they were not feeling well to please stay at home.
- Patrons are encouraged to physical distance during their visit to the show, keeping within the 1.5m distancing guidelines.
- Hand sanitiser will be available at entrances/exits.
- On site toilets had soap available at all times.
- Food areas were spread over larger distances to allow for physical distancing practices.
- St John's First Aid officers were onsite to assist with people who were not feeling well.

Local business participation

The vision of the York Motorcycle Festival is to bring tourism to the town for financial benefit of the local businesses. It is pleasing to see that most accommodation in York is booked out well in advance as tourists plan their weekend around the Festival, and local hospitality now recognise the York Motorcycle Festival weekend as being such a major

event that they require minimum 2 night bookings over this peak time for accommodation. Local pubs and hotels participated in the Festival by hosting special events, such as:

- Imperial Hotel hosted the rock 'n' roll concert on the Saturday night. They also offered a special Festival menu on the Sunday, including setting up extra facilities to offer breakfast.
- Castle Hotel hosted a karaoke night on Saturday, and on Sunday utilized the road closure to set up extra tables and chairs on the road outside the venue to encourage patronage.
- The Settlers House hosted a major concert on Saturday night with well-known performer Tod Johnston and band performing. They also had special menus and extra facilities for catering on the Sunday.
- The Old York Mill opened specially for the event on Saturday night, with a ticketed rock concert, which was well attended.
- The York Antique Shop hosted a sausage sizzle on Sunday within their grounds as part of the Festival.
- The Shell garage on Avon Terrace opened on the Sunday (normally closed) to serve fuel to riders and drivers.

The growth of the Festival in previous years has meant that these businesses are now aware and equipped to handle the extra patronage during the Festival.

Visitation numbers as a direct result of the event sponsorship (traders, stallholders, camping, visitors on the day)

Estimated total number of attendees: 2500

Free tickets downloaded prior to the event: 4228

Attendance was down on previous years due to bad weather.

Promotions and marketing of the event (paid and other, please supply evidence)

Marketing				
Marketing undertaken:	Local	State	National	International
Radio	Triple M and Hit FM			
Other:	<ul style="list-style-type: none"> • Brochures and posters printed and distributed locally. Approx 1000 • Flyers and posters printed and distributed in Metro Area by Premiere Events. Approx 100 posters and 1000 flyers. • Signage around York in the 3 weeks leading up to the event. Approx 10 signs 			
Online:	<ul style="list-style-type: none"> • Website promotions yorkmotorcyclefestival.com.au • E-newsletters sent to York Motorcycle Festival databases • Promotions on Shire of York website, flyers and social media • Promotions via York Visitor Centre e-newsletter • Advertising on Adventure Show News e-newsletter sent to national database 			
Social media:	<ul style="list-style-type: none"> • Facebook promotions and advertising • Instagram promotions 			
Public Relations:	<ul style="list-style-type: none"> • Press release sent to relevant media • Journalists and photographers invited to the event 			

Media Impact

Achieved media impact (unpaid media coverage):	Local	State	National	International
Print - Magazines			Mcnews.com.au: https://www.mcnews.com.au/york-motorcycle-festival-returns-in-2021/	
Print - Newspapers		Article in The West Australian newspaper, Saturday 3 April		
Radio	Interview on local radio with Chris Gibbs (musician)	Festival director Peter Woods interview on 6PR with Tod Johnston. Promotions on 107.3 HFM through their Motorcycle Torque program	Interview with Festival Director Peter Woods on <i>The Camping & Off Road Radio Show</i> broadcast through Macquarie Media, 180 radio stations nationally.	
Other:	https://mrawa.org/events/york-motorcycle-festival-charity-ride/			

How was the Shire of York acknowledged throughout this project?

Logo on all promotions.

Acknowledgement within Press Releases.

CASH BUDGET		
Cash Income	Total	Notes
<i>Government sponsorship</i>		
Local Government	\$ 23,500.00	Shire of York
Tourism WA	\$ 10,000.00	RES Funding
Subtotal	\$ 33,500.00	
<i>Corporate sponsorship</i>		
Shannons Insurance	\$ 10,000.00	Naming Rights
Harley Davidson	\$ 10,000.00	Stage sponsorship
Road Safety Commission	\$ 4,000.00	Festival Sponsorship
Subtotal	\$ 24,000.00	
<i>Estimated spectator revenue</i>		
Food/Bar sales	\$ 132.00	

Camping	\$ 713.00	
Stall/market sales	\$ 13,806.00	
Show and Shine	\$ 672.00	
Admin fee	\$ 1,175.00	
Misc Income	\$ 2,220.00	
Marquee Hire	\$ 700.00	
Power	\$ 320.00	
Credit Card Fee	\$ -	
Insurance	\$ 150.00	
Donations	\$ 2,216.00	
Subtotal	\$ 22,104.00	
Total Cash Income	\$ 79,604.00	
Cash Expenditure	Total	
<i>Administration</i>		
Management Fee	\$ 15,000.00	
Casual staff	\$ 3,200.00	
Insurance	\$ 1,651.00	
Stationary	\$ 398.00	
Travel costs (fuel)	\$ 192.00	
Staff expenses	\$ 2,143.00	
Bank Fees	\$ 30.00	
Fees and Permits	\$ 1,287.00	
Subtotal	\$ 23,901.00	
<i>Operational costs</i>		
Toilets	\$ 1,145.00	
Venue Hire	\$ 1,081.00	
Marquee Hire	\$ 5,174.00	
Security	\$ -	
Fire Brigade	\$ -	
Fencing	\$ 3,055.00	
Tables and Chairs	\$ 172.00	
General Equipment Hire	\$ 1,355.00	
Traffic Management	\$ 2,850.00	
General Repairs	\$ 176.00	
First Aid	\$ 976.00	
Stunt Riders	\$ 8,000.00	
Music Bands	\$ 1,045.00	
Stage MC	\$ 550.00	
Stage Sound / PA	\$ 4,500.00	
Performers Meals/ drinks	\$ -	
Performers Accommodation	\$ -	
Performers Flights / Travel	\$ -	
Power	\$ 1,136.00	
Subtotal	\$ 31,215.00	

<i>Marketing and promotions</i>		
Advertising (TV, Radio, Press)	\$ 604.00	
Web Hosting/Maintenance	\$ 1,533.00	
Signage	\$ 933.00	
Tshirts	\$ 4,025.00	
Artwork	\$ 1,278.00	
Video production	\$ 1,800.00	
Flyers and Posters	\$ 596.00	
Digital advertising	\$ 329.00	
Donations to Beyond Blue	\$ 2,216.00	
Subtotal	\$ 13,314.00	
Total Cash Expenditure	\$ 68,430.00	
Cash Profit / Loss	\$ 11,174.00	

*Acquittal report prepared by: Karen Tiedtke*_____

*Duly Authorised by: Peter Woods*_____

*Title: Director*_____

*Date: 19/07/21*_____



ACQUITTAL REPORT

Please complete this form no later than 90 days following the conclusion of your sponsored event / project and return to the Shire.

Please attach expenditure budget if you require more space than provided below and ensure it is signed by a duly authorised officer of your organisation (i.e. Treasurer, Accountant or Executive Office bearer)

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

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

Organisation Name (name of group funded): YORK AGRICULTURAL SOCIETY INC

Date funding was granted: 1st JULY 2021 — 30 2023
MULTI YEAR FUNDING AGREEMENT.

Date project was delivered: 4TH SEPTEMBER 2021.

Describe the key outcomes of your project: TO PROMOTE & RUN A YORK BASED COMMUNITY EVENTS I.E. THE YORK SHOW TO PROMOTE AGRICULTURAL COMMUNITY BUSINESSES & OTHER NFF ORGANISATIONS - LOCAL COMMUNITY - CRAFTS & PRODUCE, ARTS & CHILDRENS WORKS ON Display.

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

THE VOLUNTEERING CULTURE & SUPPORT FOR THE SHOW IS STILL VERY STRONG & GROWING WITH SUPPORT. THE SHOW IS STILL NUMBER 1 FOR COMMUNITY PARTICIPATION.

How many people benefited from your project?

Attendance numbers 5300

Club / Group membership increases (if applicable) by 15 to 100+ paid members

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

Other

- CONSTANT LIASON WITH ALL COMMUNITY BASED GROUPS.
- New in 2021 • YORK School grounds used for Harness & Breeds EQUESTRIAN COMPETITIONS
- CONTINUED SUPPORT FOR NORTHAM (AVON) Hockey Association

How was the Shire of York acknowledged throughout this project?

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

☐ Other

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

Did your organisation spend all sponsorship funds granted? If not, why? **YES**

Did your club or organisations derive revenue from the sponsorship? **YES**

If yes, what is the derived revenue being spent on? **ENTERTAINMENT, INSURANCE, EQUIPMENT HIRE. RUNNING COSTS FOR COMPETITIONS - EXHIBITORS RE PAVILLION.**
 Please list the income and expenditure relating to your project:

INCOME	AMOUNT (\$)
ITEM/PROGRAM/PROJECT COSTS	
3 YR MULTIGRADE FUNDING	11000 -
BOND REFUND PENDING	1000
SUBTOTAL	\$12000
In Kind Support	
SUBTOTAL	\$ 12000 \$
FUNDING AMOUNT FROM SHIRE OF YORK	\$12,000
TOTAL INCOME	\$12000

ITEM/PROGRAM/PROJECT COSTS	
Cardile Fireworks	\$ 5000
Oval Facilities Hire Inc Event	
Planning Documentation & Permits	2834
Power Equipment & Support Hire	4831
SUBTOTAL	\$ 12665
In Kind Support	
SUBTOTAL	\$ 12665
TOTAL EXPENDITURE	\$ 12665

Declaration

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

- ☒ We declare to the best of our knowledge that the statements made in this report are true.
- ☒ We have recorded and retained original invoices and receipts in accordance with the Funding Agreement. We acknowledge that Shire of York may audit the organisation to verify the accuracy of the information contained in this acquittal.
- ☒ The information contained within the Statement of Expenditure or Explanation is complete and accurate and does not contain any misleading or fraudulent information.
- ☒ Relevant statutes, regulations, by-laws and requirements on any Federal, State or Local Government have been complied with.

Acquittal report duly authorised by:

Name: KATHRYN EMIN Position Held: TREASURER

Date: 12/10/2021

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

Co coordinators report

Act belong commit York Medieval Fayre,



Another great family friendly medieval fayre – the 7th hosted by the York Friendship Club, Even the occasional showers didn't dampen spirits, particularly the kids playing knights in the arena between the group re enactor battles.

The 25 stalls plus, foodies fitted in well in the new park layout. Raptors, reptiles and camel rides were on the grassy verge. Horse Archery was at the coffee carriage area doing great displays, the gate cleared \$8,000 (1600 adults X5 per head) for Perth homeless via various organisations. We will save stall holder fees etc. for the 2022 kickstart fund. Thanks to the York Shire who generously upped our usual funding due to a covid year shortfall. We are grateful for the Health Ways Act Belong Commit funding which covered media and advertising particularly. Our thanks to the York festival for including the Fayre in the brochure and on the website.

Special thanks to all the performers, who without their talent and crafts in the medieval village we wouldn't have a fayre!!! Beautifully Presented You Guy's!!!

Musical entertainers and invaluable helpers throughout the day and to people who supported the event our grateful thanks.

Yvonne Dols,

York Friendship Club Coordinator.



ACQUITTAL REPORT

Please complete this form no later than 90 days following the conclusion of your sponsored event / project and return to the Shire.

Please attach expenditure budget if you require more space than provided below and ensure it is signed by a duly authorised officer of your organisation (i.e. Treasurer, Accountant or Executive Office bearer)

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

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

York Medieval Fayre .

Organisation Name (name of group funded): York Friendship Club

Date funding was granted: 2021 Multiyear

Date project was delivered: 26 Sept 2021

Describe the key outcomes of your project: _____

delivery of Medieval Fayre event for the community

increase visitors to the town

offer opportunity for local youth to engage in events locally

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

parade cancellation disappointing - hoping to include in future 2022 event. Toilets ran out of paper by lunchtime.

weather wasn't great but still attracted good numbers - three phase power needed at Avon Park to allow more stall holders use

How many people benefited from your project?

Attendance numbers 1600 through gate

Club / Group membership increases (if applicable)

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

Other

York Men's Shed assisted with bump in for event (fencing install/ dismantle) & local generator supplied by George Saunders & electrical equipment checked by Burt Meredith

Mosaic - art workshops facilitated by Friendship Club

York CRC - assisted with administration

York Community Matters - instal of marquees

How was the Shire of York acknowledged throughout this project?

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

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

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

Yes - as attached

Did your club or organisations derive revenue from the sponsorship?

If yes, what is the derived revenue being spent on? 2022 Medieval Fayre

Please list the income and expenditure relating to your project:

INCOME	AMOUNT (\$)
ITEM/PROGRAM/PROJECT COSTS	
Shire grant	8000
Healthway grant	2000
stall holder profits	2000
gate takings @1600people x \$5pp	8000
SUBTOTAL	\$20,000
In Kind Support	
YFC	2000
SUBTOTAL	\$22,000
FUNDING AMOUNT FROM SHIRE OF YORK	\$
TOTAL INCOME	\$22000

EXPENDITURE	AMOUNT (\$)
ITEM/PROGRAM/PROJECT COSTS	
outgoing expenses (see breakdown)	8000
healthway expenditure - advertising/media/signage	2000
charitable donation	8000
SUBTOTAL	\$18000
In Kind Support	
YFC profits to be retained for 2022 event	4000
SUBTOTAL	\$
TOTAL EXPENDITURE	\$18000

Declaration

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

- ☐ We declare to the best of our knowledge that the statements made in this report are true.
- ☐ We have recorded and retained original invoices and receipts in accordance with the Funding Agreement. We acknowledge that Shire of York may audit the organisation to verify the accuracy of the information contained in this acquittal.
- ☐ The information contained within the Statement of Expenditure or Explanation is complete and accurate and does not contain any misleading or fraudulent information.
- ☐ Relevant statutes, regulations, by-laws and requirements on any Federal, State or Local Government have been complied with.

Acquittal report duly authorised by:

Name: Yvonne Dois

Position Held: Co-ordinator

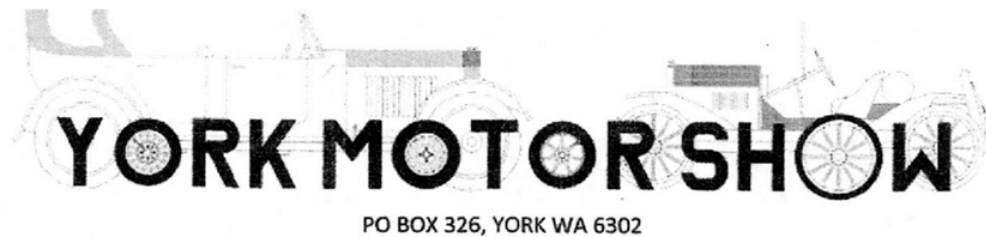
Date: 13/10/2021

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

Invoice from York Friendship Club Inc.Medieval Fayre 2021*Breakdown of Shire funds*

Entertainers.... Re-enactor groups	\$4,450.00
Workers, gate entrance, set up	\$1,400.00
CRC grant costs	200.00
CRC Admin	543.00
Website	300.00
Shire License	305.00
Men's Shed set up fencing	200.00
Tents. Kids, shade, entrance gate	150.00
Assorted hardware	52.00
Banners	400.00

TOTAL \$8,000



25th October, 2021

**Shire of York
PO Box 22
YORK WA 6302**

Dear Esmeralda,

Re: Acquittal Report YORK MOTOR SHOW 2021

In addition to the acquittal report attached, we would like to advise of the following ways the Shire of York was acknowledged throughout the project:

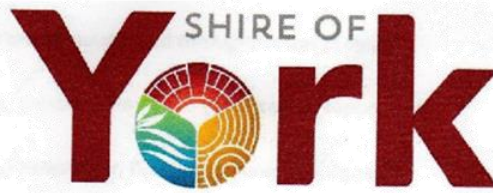
- 1. Local Community Newspapers (Community Matters & Toodyay Herald)
(Both advertisements and articles)**
- 2. Radio advertisements and interviews (York FM and Triple M)**
- 3. Signs and posters**
- 4. Website**
- 5. Various Car magazines (eg Early Auto)**
- 6. Acknowledgement in speeches and announcements throughout the event.**
- 7. Logo on all printed matter showing Shire of York as major sponsor.**
- 8. General meetings held acknowledged support and sponsorship in minutes.**

We still have an account from the CRC for printing etc not yet received

Thank you for your support and assistance

**Kind Regards
Tricia Byfield (Secretary)**

WWW.YORKMOTORSHOW.COM.AU



ACQUITTAL REPORT

Please complete this form no later than 90 days following the conclusion of your sponsored event / project and return to the Shire.

Please attach expenditure budget if you require more space than provided below and ensure it is signed by a duly authorised officer of your organisation (i.e. Treasurer, Accountant or Executive Office bearer)

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

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

Organisation Name (name of group funded): THE VETERAN CAR CLUB OF W.A.
(INC) - YORK BRANCH

Date funding was granted:

Date project was delivered: 19 SEPT. 2021

Describe the key outcomes of your project: TO PROVIDE A FREE EVENT
ENCOURAGING VISITORS TO YORK ALONG WITH AN
OPPORTUNITY FOR COMMUNITY INVOLVEMENT IN
A FAMILY EVENT

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

AS PER LAST 12 YEARS IN RUNNING THE
EVENT. EACH YEAR HAS NEW CHALLENGES.

How many people benefited from your project?

Attendance numbers 8000.

Club / Group membership increases (if applicable) 3 NEW MEMBERSHIP APPLICATIONS

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

Other

N/A.

How was the Shire of York acknowledged throughout this project?

☐ Annual report
 ☒ Social Media
 ☒ Letters to supporters

☒ Media release
 ☒ Newsletter, flyers, brochures
 ☒ Signage

☒ Website
 ☒ Speeches

☒ Other

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

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

Did your club or organisations derive revenue from the sponsorship? YES

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

Please list the income and expenditure relating to your project:

INCOME	AMOUNT (\$)
ITEM/PROGRAM/PROJECT COSTS	
LOCAL SPONSORSHIP	1580.00
VENDORS	440.00
EVENT SATURDAY NIGHT FEE	350.00
SUBTOTAL	\$2370.00
In Kind Support	
LOCAL BUSINESSES	250.00
SUBTOTAL	\$ 250.00
FUNDING AMOUNT FROM SHIRE OF YORK	\$ 8800.00
TOTAL INCOME	\$11420.00

EXPENDITURE	AMOUNT (\$)
ITEM/PROGRAM/PROJECT COSTS	
RURA TRAFFIC MANAGEMENT	4221.92
ADVERTISING/POSTERS/PRINTING/SIGNAGE	2144.60
S.O.Y. EVENT FEE/VCC FEE/1ST AID POST	2146.00
TROPHIES/ENTERTAINMENT/PRIZES/SUPPLIES	1186.10
SUBTOTAL	\$9698.29
In Kind Support	
LOAN OF EQUIPMENT/TABLES/	
TRUCK HIRE	850.00
SUBTOTAL	\$ 850.00
TOTAL EXPENDITURE	\$10,548.62

Declaration

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

- ☒ We declare to the best of our knowledge that the statements made in this report are true.
- ☒ We have recorded and retained original invoices and receipts in accordance with the Funding Agreement. We acknowledge that Shire of York may audit the organisation to verify the accuracy of the information contained in this acquittal.
- ☒ The information contained within the Statement of Expenditure or Explanation is complete and accurate and does not contain any misleading or fraudulent information.
- ☒ Relevant statutes, regulations, by-laws and requirements on any Federal, State or Local Government have been complied with.

Acquittal report duly authorised by:

Name: GARY BUFIELD

Position Held: CHAIRMAN VCC
YORK BRANCH.

Date: 25. OCT 2021.

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

SY142-11/21 PUBLIC ART PROPOSAL - 156 AVON TERRACE, YORK

File Number:	AV1.60968
Author:	Carol Littlefair, Arts and Cultural Heritage Officer
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	Not Applicable
Appendices:	<ol style="list-style-type: none">1. Application ↓2. Location of 156 Avon Terrace, York ↓3. Designated Heritage Areas ↓4. Comments by Leigh Barratt, Shire of York's Heritage Advisor for Planning ↓5. Panel Assessment - Confidential

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report presents a public art proposal for a mural on the garden wall of Penola House, 156 Avon Terrace, York to Council for consideration.

BACKGROUND

The proposal is from a private resident, the owner of 156 Avon Terrace, who wishes to commission mural artist Mr Brenton See to paint a mural on the garden wall of the property. The proposal is presented in Appendix 1.

Penola House at 156 Avon Terrace is listed on the Local Heritage Survey as Place No 54 (refer Appendix 2). It is located within the Central York Heritage Area and has been assessed as making considerable contribution to the cultural heritage of the Shire of York (refer Appendix 3).

COMMENTS AND DETAILS

This is a very high-quality proposal in terms of the calibre of artist proposed, Brenton See, who has an excellent reputation throughout the State as a mural artist of native flora and fauna. Examples of his work can be seen via <http://www.brentonsee.com.au>. The content is nature-based and the Indigenous assessment panel member commented that the proposal was sympathetic to Noongar culture and could be a drawcard towards the river.

Considerations of the siting within the Central York Heritage Precinct necessitate the proposal being presented to the Department of Planning, Lands and Heritage (DPLH) for comment. The colours in the mock-up are very vibrant due to being photographic but are described in the proposal as being 'true to life' – a clearer impression may be gained by studying other murals by the artist on the abovementioned website.

From a heritage perspective, Officers concur with the comments by Leigh Barratt, the Shire's Heritage Advisor on planning matters, and have referred the matter to DPLH for comment. From a public art perspective, Officers suggest this is a suitable proposal in content and the proposed artist is of a very high calibre, making the proposal an excellent 'first' for York in terms of public art and setting the standard expected for public art proposals. The proposal also carries the benefits that no funding contribution is required by the Shire of York and it will contribute to the art and cultural development of the region. It is considered the applicant has satisfactorily addressed the criteria of Policy C6 – Public Art.

OPTIONS

Council has the following options:

- Option 1:** Council could accept the proposal, subject to no objections being raised by DPLH.
- Option 2:** Council could defer the proposal until comments have been received from DPLH.
- Option 3:** Council could reject the proposal.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

As the proposed site is in the Central York Heritage Precinct, which is on the Assessment Register for State listing and may be considered to have a visual impact upon the vistas of several State Heritage Listed Places, advice and comment has been sought from DPLH. At the time of writing this report a response is yet to be received.

State Registered Places nearby include:

- Old York Fire Station, 151 Avon Terrace, York Heritage Place No. 2860
- Monger's Trading Post (fmr) (Sandalwood Yard), 165 Avon Terrace, York Heritage Place No. 3980
- Monger's Yard, 165 Avon Terrace, York Heritage Place No. 23467
- Sandalwood Yards, Cnr Avon Terrace and Ford Street, York Heritage Place No. 23466

Leigh Barrett, the Shire's Heritage Advisor for planning matters has provided comment, presented in Appendix 4, advising that *"The boundary fence is not original and is already painted. The proposed mural would not have a detrimental effect on the fabric of the wall. The work is readily reversible (it can be painted over). I don't think the mural would 'complement' the heritage streetscape as suggested by the applicant but I don't think its impact would be significant"*.

As defined in Policy C6 - Public Art an independent panel of experts within the arts community was formed to assess the proposal. The panel comprised:

- Steve Castledine, Castledine & Castledine, designer and artist, based in Mundaring
- Dennis Kickett Noongali, well-known WA Aboriginal artist and Traditional Owner, being a Ballardong Noongar Elder
- Paul Morgan, recently retired Head of Design at the WA Museum, based in Toodyay
- Angelyne Wolfe, Bling Design, based in Perth

All have many years of expertise as professional artists in various fields and received a small honorarium as is customary for professional services on arts panels. A standardised response and scoring system based on the Shire of York Assessment Table Template for assessing quotations was used. A confidentiality and impartiality declaration was also required of the panel participants.

Panel assessments and comments were generally favourable and the assessment sheets are presented in Appendix 5.

Strategic

Strategic Community Plan 2020-2030

Goal 4: Built for Lifestyle and Resilience

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

Policy Related

C6 Public Art

Financial

There are no financial implications for Council as the proposal will be entirely funded by the property owner.

Legal and Statutory

Not applicable

Risk Related

There is a low reputational risk in terms of criticism for the siting of the proposal in the Central Heritage Precinct, which will be alleviated by consultation with DPLH.

Workforce

As this proposal is entirely on private property, apart from the process to date to bring the proposal to Council's attention, there should be minimal workforce input to the project.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to the Public Art Proposal - 156 Avon Terrace, York, Council:

- 1. Accepts the public art proposal for Penola House located at 156 Avon Terrace, York as presented in Appendix 1, subject to no objections being received from the Department of Planning, Lands and Heritage.**

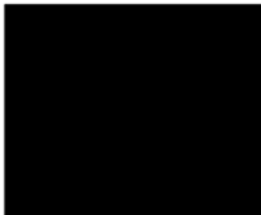
**PROPOSAL FOR A MURAL PAINTED ON THE GREY WALL THAT
FACES THE CORNER OF AVON TERRACE AND CHRISTIE
RETREAT.**

156 Avon terrace - **PENOLA HOUSE**

Artwork by Brenton See

20th September 2021.

Applicant:



Proposal:

I propose to have a mural painted on the grey wall of my property, that faces the corner of Christie Retreat and Avon Terrace.

YORK PUBLIC ART POLICY:

The policy has 8 dot points which my proposal addresses.

- To encourage quality artwork in the public realm.
My mural would achieve this.
- Create a sense of place through public art.
As many pedestrians access the river's suspension footbridge by walking this way, especially tourists walking between the RV park and town; I believe my mural would itself be a bridge to the wonders that lie beyond the main street.
- Celebrate the character heritage diversity of the town.
As the name 'Avon Terrace' comes from the river that the town straddles, this mural celebrates the diversity of the historic settlement amid its natural setting.
- Integrate qualities of diversity, creativity, and imagination into the fabric of daily life.
Guests walking down to the river will enjoy the imagery that depicts landmarks such as Mt Brown, Avon River, and endangered species.
- Contribute to the art and cultural development for the region, by integrating public art into development and built infrastructure as well as festivals, events, and celebrations.
This artwork compliments cultural events such as, The York Arts Festival
- Maximise the potential for high quality public art to contribute to tourism
The art depicted in my proposed mural would add value to the cultural, aesthetic, and economic vitality of York. It is now well accepted that public art contributes to a community's identity, fosters community pride and a sense of belonging. It also enhances the experience of visitors and its residents. My mural would achieve this.
- Encourage public and private sector partnerships in the arts.
Encourage artists such as Brenton See to continue working in the community.



1 of 1



These illustrations show the street frontage of the property and the proposed mural theme.

The gaps in one of the pictures correspond to the fenced part of the wall. The work would be carried out by the professional mural artist Brendon See. Brendon has completed art murals all over the state of W.A and his forte are scenes of flora and fauna and endangered species, of the area in which he is working.

The mural would depict:

The female red-tail cockatoo on the left is what will be on the small section on the front corner which then goes on to the long wall. There would be a mix of flora and fauna to the area:

A red-tailed phascogale, a western spotted frog, and a barking gecko. In the background you will see the Avon River.

Colours: The colours of the mural will be true to life.

Blue sky:

Yellow:

Browns:

Black:

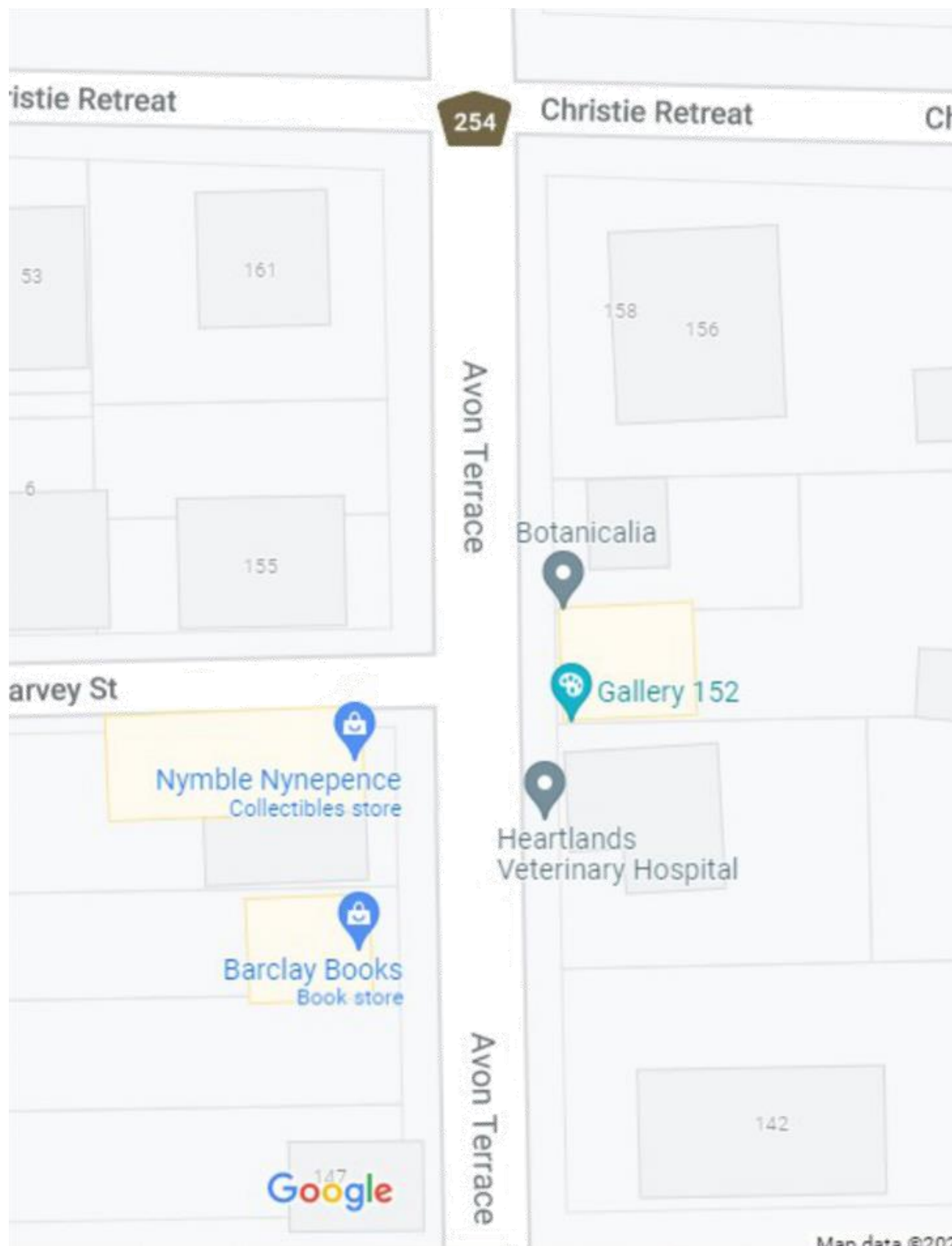
Red:

His website is: www.Brentonsee.com.au This will give you an insight into his work.

Who: Who will the proposal affect?

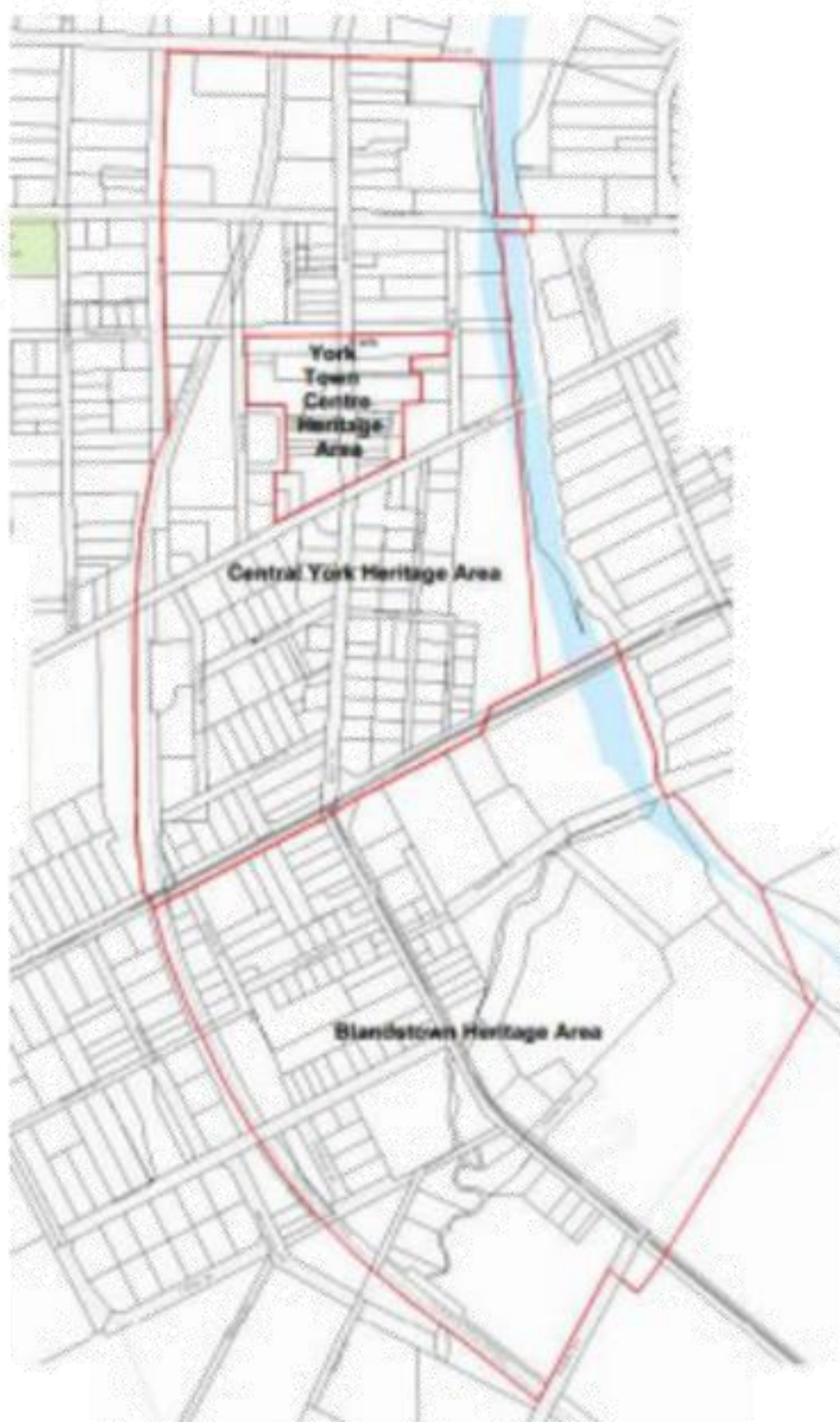
As Avon Terrace is a heritage listed precinct, attracting many tourists and day visitors from Perth, as well as being the centre of a thriving local community; my intention is to contribute to the town's streetscape, in a way that celebrates the town's river setting. The mural also promotes awareness of the river's fauna, some of which are now endangered.

I look forward to hearing from you.



Appendix 2

HERITAGE AREA'S MAP OVERVIEW



FW: Wall Mural Proposal - 156, Avon Tce. Comments by Leigh Barrett,, Heritage Advisor



Carol Littlefair
To: Carol Littlefair

[Reply](#) [Reply All](#) [Forward](#) [...](#)

Mon 1/11/2021 10:33 AM

From: Leigh Barrett [REDACTED]

Sent: Wednesday, 7 July 2021 10:14 PM

To: Natasha Jurmann [REDACTED]

Subject: Re: Wall Mural Proposal - 156, Avon Tce.

Hi Natasha

Thank you forwarding the proposed wall mural to me for comment.

Penola at 156 Avon Tce is included on the Shire of York's Local Heritage Survey as Place No 54. It is located within the Central York Heritage Area has been assessed as making considerable contribution to the cultural heritage of the Shire of York.

The proposal is to paint a mural on the painted masonry boundary fence at the Christie Street/Avon Tce intersection. The boundary fence is not original and is already painted. The proposed mural would not have a detrimental impact on the fabric of the wall. The work is readily reversible (ie it can be painted over).

I don't think the proposed mural would 'complement' the heritage streetscape as suggested by the applicant but I don't think it's impact would be significant. Heritage implications aside, what's the general feeling within the Shire about a mural on Avon Tce?

Leigh



Leigh Barrett
[REDACTED]



SY143-11/21 REVIEW OF THE ACCESS AND INCLUSION ADVISORY COMMITTEE

File Number: OR.CMA.9.1

Author: Alina Behan, Executive Manager Corporate & Community Services

Authoriser: Chris Linnell, Chief Executive Officer

Previously before Council: 28 September 2021 (020921)

Appendices: 1. Amended Terms of Reference [↓](#)

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report presents a review of the Access & Inclusion Advisory Committee (AIAC) and its Terms of Reference.

BACKGROUND

At its June 2017 Ordinary Meeting Council resolved in part (120617):

- “3. Establishes an Access and Inclusion Advisory Committee in accordance with the Terms of Reference as attached at Appendix C to this report and requests the Chief Executive Officer to;**
- (a) call for expressions of interest from the community for a period of four weeks for membership of the Access and Inclusion Advisory Committee;**
 - (b) present the nominations received for Council's consideration.**
- 4. Notes that the Access and Inclusion Advisory Committee is a formal committee of Council under Part 5, Division 2 (Sub-division 2) of the Local Government Act 1995.”**

Expressions of Interest were called for membership, with the intent that the AIAC assists in preparing the new Disability Access and Inclusion Plan (DAIP). A Terms of Reference document was published and nominations called for. The nomination letter indicated that the establishment of the DAIP would require 4-6 meetings to finalise. The AIAC has continued past this point, receiving progress updates on the DAIP and considering other access and inclusion related items as introduced by either members or officers.

Amended Policy E1 - Code of Conduct: Council Members, Committee Members & Candidates was adopted by Council at its April 2021 Ordinary Meeting (060421). Following this, at its 5 May 2021 meeting the AIAC Presiding Member requested a review of the Terms of Reference to ensure they are current and relevant. The Executive Manager Corporate and Community Services agreed to investigate and prepare a report for the AIAC's August 2021 meeting.

The report was presented to the AIAC where it resolved:

“That, with regard to the Access & Inclusion Terms of Reference, the Committee:

- (a) Postpones voting on the recommended review of the Terms of Reference.*
- (b) Holds a workshop for the Committee to input to the Terms of Reference review.”*

The recommendation of the AIAC was considered by Council at its September 2021 Ordinary meeting where Council resolved (020921):

“That, with regard to the Minutes of the Access & Inclusion Advisory Committee Meeting held on 4 August 2021, Council:

1. *Receives the minutes of the Access & Inclusion Advisory Committee Meeting held on 4 August 2021.*

COMMENTS AND DETAILS

The AIAC held a workshop on 20 August 2021 to discuss amendments to the Terms of Reference. As the workshop progressed it became clear that members wanted a more flexible and inclusive Terms of Reference and that the constraints of working as a formal Committee of Council were impeding progress. Concerns were raised that:

1. The Council process was difficult to follow
2. The Terms of Reference were too formal
3. Members had limited input into the agenda
4. There was limited time for discussion
5. The meeting was not a model of accessibility
6. Community members cannot see that members are raising issues

The AIAC requested the Executive Manager Corporate and Community Service to seek information from other local governments to assist the AIAC to propose a new structure for which Terms of Reference could be agreed in the future.

Following research there appear to be three models available to Council when seeking input into its DAIP and other projects with an access and inclusion focus, including:

1. A formal Committee of Council without delegated authority. At the time of writing this report, no other formal Committees of Council, with or without delegated authority, other than York had been identified.
2. An Advisory or Working Group established by the Local Government Authority (LGA) to provide input into the DAIP, consider its progress and provide a mechanism for the LGA to engage with relevant parties when access and inclusion input is required. This is in use by several local governments to further their DAIP initiatives or seek input on current projects from an access and inclusion perspective.

The Shire of Mundaring Inclusion and Disability Access Advisory Group comprises one Councillor, carers, friends or family of a person with a disability, community service providers and residents with a disability. This group provides informed input into Shire projects, audits facilities and events, and makes recommendations for minor equipment purchases and community awards.

The Shire of Esperance convenes a Disability Access and Inclusion Plan Working Group with membership comprising Councillors, Officers, community members and community organisations. Their focus is specifically on reviewing and reporting on the DAIP, as well as raising awareness in the community about matters relating to disability access and inclusion in the Shire.

The City of Perth Access and Inclusion Advisory Group informs plans and strategies in addition to the review and reporting on the DAIP.

None of these Groups are a formal Committee of Council, all are currently undergoing a review of their structure and terms of reference, although the stated intent of each LGA is to continue to have an advisory group in some format.

3. The third model used by both small and large LGAs is to consult on an as needs basis, whether in response to a DAIP review or other specific projects. All Wheatbelt local governments consulted use this model.

No other models were in use at the local governments contacted. However, a fourth option could be proposed whereby a community led working group considered access and inclusion issues with a Council delegate in attendance who reported back to Council.

The current AIAC have disbanded following the Ordinary Elections on 16 October 2021 and a decision is now required on the future of the AIAC and its Terms of Reference.

The direction requested by the outgoing AIAC is to disband the current Council Committee and form a new Advisory Group that meets a minimum of four (4) times a year and then on an as needs basis to inform Council projects. The Group would have a new, more inclusive Terms of Reference that:

- a. Allows for flexible meeting times, member input into meeting agendas and adequate time for discussion.
- b. Showcases a more inclusive meeting model.

The Officer's recommendation takes this into account.

OPTIONS

Council has the following options:

- Option 1:** Council could resolve that the format of the AIAC remain the same and adopt the amended Terms of Reference (as presented in Appendix 1) to clarify the conduct and attendance of Committee members.
- Option 2:** Council could choose not to re-establish the current AIAC and request the Chief Executive Officer to form a new Access and Inclusion Advisory Group and develop a new, more inclusive Terms of Reference.
- Option 3:** Council could choose not to re-establish the current AIAC and direct the Chief Executive Officer to undertake future engagement on the DAIP on an as needs basis.
- Option 4:** Council could choose not to re-establish the current AIAC and request the Chief Executive Officer to conduct future engagement on the DAIP through a community led working group.

Option 2 is the recommended option. It is the option preferred by the outgoing AIAC and is the Officer's recommendation.

IMPLICATIONS TO CONSIDER

Consultative

AIAC

Shire of Mundaring

Shire of Esperance

Shire of Toodyay

Shire of Northam

Shire of Merredin

City of Perth

City of Swan

City of Wanneroo

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

E1 Code of Conduct – Council Members – Committee Members – Candidates

Financial

Not applicable

Legal and Statutory

The AIAC was established under Part 5 – Division 2 (Subdivision 2) of the *Local Government Act 1995 – Committees and their meetings*. No authority is delegated to the AIAC and all recommendations are presented to Council for decision.

Risk Related

By enabling consistent external representation to the AIAC, it can be considered the level of risk is reduced due to greater transparency and oversight.

Workforce

It is anticipated the workforce implications will not change from previous arrangements which can be undertaken within current operational resources.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to the Review of the Access and Inclusion Advisory Committee, Council:

- 1. Resolves not to reform the Access and Inclusion Advisory Committee of Council.**
- 2. Resolves to form a new Advisory Group that meets a minimum of four (4) times a year and then on an as needs basis to inform Council projects.**
- 3. Requests the Chief Executive Officer to develop a new, more inclusive Terms of Reference that:**
 - a. Allows for flexible meeting times, member input into meeting agendas and adequate time for discussion.**
 - b. Showcases a more inclusive meeting model.**
- 4. Requests the Chief Executive Officer to conduct an expression of interest process for members to the new Advisory Group.**
- 5. Notes the minutes of each new Advisory Group Meeting will be reported to Council at the next available Ordinary Meeting.**

Access & Inclusion Advisory Committee

The Access & Inclusion Advisory Committee operates under the *Western Australian Disability Services Act 1993 (amended 2004)*.

2 x Councillors (including 1 x Deputy)	-	Cr Kevin Trent Cr Jane Ferro
	-	Cr Denese Smythe
7 x Community Delegates	-	Ms Liz Christmas – Community Representative Ms Rosemary Parker – Community Representative Ms Bev Penny – Community Representative Ms Marie Forster – Community Representative Ms Marjorie Kerkoff – Community Representative Ms Tegan Walsh – Wanslea Representative Ms Sarah Sloss – Community Representative
Chairperson/ Deputy	-	Ms Bev Penny (Chairperson); Ms Marie Forster (Deputy Chair)
Officer Responsible	-	Executive Manager, Corporate and Community Services
Standing Ex-Officio Members	-	Chief Executive Officer Executive Manager, Corporate and Community Services
Meeting Schedule	-	Quarterly and as required
Meeting Location	-	Council Chambers, York Town Hall
Quorum	-	Five (5) voting members as per Section 5.15 of the <i>Local Government Act 1995</i> including at least one Councillor.
Delegated Authority	-	Nil
Meetings are open to the public.		

FUNCTIONS:

1.0 NAME

The name of the Committee is the Access and Inclusion Advisory Committee

2.0 DISTRICT/AREA OF CONTROL

Local Government boundaries of the Shire of York.

3.0 VISION / PURPOSE

To provide valuable expertise and advice that will contribute towards improvements in disability access and inclusion throughout the Shire of York.

Disability Services Regulations 2004

Schedule 3 – Desired outcomes of disability access and inclusion plans

1. People with disabilities have the same opportunities as other people to access the services of, and any events organised by, a public authority.
2. People with disabilities have the same opportunities as other people to access the buildings and other facilities of a public authority.
3. People with disabilities receive information from a public authority in a format that will enable them to access the information as readily as other people are able to access it.
4. People with disabilities receive the same level and quality of service from the staff of a public authority as other people receive from the staff of that public authority.
5. People with disabilities have the same opportunities as other people to make complaints to a public authority.
6. People with disabilities have the same opportunities as other people to participate in any public consultation by a public authority.
7. People with disability have the same opportunities as other people to obtain and maintain employment with a public authority

4.0 STATUTE

The Committee operates according to the *Western Australia Disability Services Act 1993 (amended 2004)*. Public authorities are required to prepare and implement Disability Access and Inclusions Plans (DAIP's).

Local Government Act 1995

Subdivision 2 — Committees and their meetings

5.8. Establishment of committees

A local government may establish committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

** Absolute majority required.*

Disability Services Act 1993

Part 5 — Disability access and inclusion plans by public authorities

[Heading amended by No. 57 of 2004 s. 19.]

27. Application of Part

- (1) *This Part applies to public authorities.*
- (2) *Notwithstanding subsection (1), regulations may declare that this Part does not apply to a specified public authority.*

28. Disability access and inclusion plans

- (1) *Each public authority must have a disability access and inclusion plan to ensure that in so far as its functions involve dealings with the general public, the performance of those functions furthers the principles in Schedule 1 and meets the objectives in Schedule 2.*
- (2) *A disability access and inclusion plan must meet any prescribed standards.*
- (3) *A public authority must lodge its disability access and inclusion plan with the Commission —*
 - (a) *if the authority was established before the commencement of the Disability Services Amendment Act 2004, without delay;*
 - (b) *if the authority is established after the commencement of the Disability Services Amendment Act 2004, within 12 months after the day on which it is established.*
- (4) *A public authority may amend its disability access and inclusion plan at any time.*
- (5) *A public authority may review its disability access and inclusion plan at any time.*

- (6) After reviewing its disability access and inclusion plan, a public authority must lodge a report of the review with the Commission in accordance with subsection (7).
- (7) Not more than 5 years is to elapse —
 - (a) between the day on which a public authority first lodges its disability access and inclusion plan with the Commission and the day it lodges a report of a review of the plan with the Commission; or
 - (b) between the lodgement of the report of one review of a plan and the lodgement of the report of another review of the plan.
- (8) After reviewing its disability access and inclusion plan, a public authority may amend the plan or prepare a new plan.
- (9) If at any time a public authority amends its disability access and inclusion plan or prepares a new plan, whether after a review or not, it must lodge the amended or new plan with the Commission as soon as practicable after doing so.
- (10) A public authority must undertake public consultation in accordance with the procedure specified in the regulations when preparing, reviewing or amending a disability access and inclusion plan.

[Section 28 inserted by No. 57 of 2004 s. 20(1).]

29. Report about disability access and inclusion plan

- (1) A public authority that has a disability access and inclusion plan must, if required to report under Part 5 of the Financial Management Act 2006, include in such report, a report about the implementation of the plan.
- (2) A local government or regional local government that has a disability access and inclusion plan must include in its annual report prepared under section 5.53 of the Local Government Act 1995 a report about the implementation of the plan.
- (3) A public authority that —
 - (a) has prepared or amended a disability access and inclusion plan in a year ending 30 June; and
 - (b) is not required to report under subsection (1) or (2),
 must make a report about the implementation of the plan to the Commission within 2 months after the end of that year.
- (4) The regulations may prescribe information that must be included in a report under subsection (1), (2) or (3) about the implementation of a disability access and inclusion plan.

[Section 29 inserted by No. 44 of 1999 s. 14; amended by No. 57 of 2004 s. 21; No. 5 of 2005 s. 38; No. 77 of 2006 s. 17.]

29A. Disability access and inclusion plans to be made available

A public authority that has a disability access and inclusion plan must ensure that the plan is made available to people with disabilities, and the public generally, by publication in the prescribed manner.

[Section 29A inserted by No. 57 of 2004 s. 22.]

29B. Public authorities to ensure implementation of a disability access and inclusion plan

A public authority that has a disability access and inclusion plan must take all practicable measures to ensure that the plan is implemented by the public authority and its officers, employees, agents or contractors.

[Section 29B inserted by No. 57 of 2004 s. 22.]

Disability Services Regulations 2004

7. Standards for disability access and inclusion plans (s. 28)

For the purposes of section 28(5) of the Act, the standards that a disability access and inclusion plan must meet are those specified in Schedule 2.

8. Information in reports about disability access and inclusion plans (s. 29)

For the purposes of section 29(4) of the Act, a report about a disability access and inclusion plan must include information relating to —

- (a) progress made by the relevant public authority and any agents and contractors of the relevant public authority in achieving the desired outcomes specified in Schedule 3; and
- (b) the strategies implemented by the relevant public authority to inform its agents and contractors of its disability access and inclusion plan.

9. Publication of disability access and inclusion plans (s. 29A)

For the purposes of section 29A, a public authority must publish its disability access and inclusion plan in a document that is made available —

- (a) on request, at the offices of the authority —
 - (i) in an electronic format;
 - (ii) in hard copy format in both standard and large print; and
 - (iii) in an audio format on cassette or compact disc;
- (b) on request, by email; and
- (c) on any website maintained by or on behalf of the authority, and notice of which is given in a newspaper circulating throughout the State or, in the case of a local government, the district of that local government under the Local Government Act 1995.

Disability Services Regulations 2004

Schedule 2 – Standards for disability access and inclusion plans

1. A disability access and inclusion plan must provide a means of ensuring that people with disabilities have the same opportunities as other people to access the services of, and any events organised by, the relevant public authority.
2. A disability access and inclusion plan must provide a means of ensuring that people with disabilities have the same opportunities as other people to access the buildings and other facilities of the relevant public authority.
3. A disability access and inclusion plan must provide a means of ensuring that people with disabilities receive information from the relevant public authority in a format that will enable them to access the information as readily as other people are able to access it.
4. A disability access and inclusion plan must provide a means of ensuring that people with disabilities receive the same level and quality of service from the staff of the relevant public authority as other people receive from that authority.
5. A disability access and inclusion plan must provide a means of ensuring that people with disabilities have the same opportunities as other people to make complaints to the relevant public authority.
6. A disability access and inclusion plan must provide a means of ensuring that people with disabilities have the same opportunities as other people to participate in any public consultation by the relevant public authority.

Shire of York Meeting Local Law 2016

The Shire of York Meeting Local Law 2016 applies.

5.0 ESTABLISHMENT

The Access and Inclusion Advisory Committee was established in 2017 as per Council Resolution.

6.0 OBJECTIVES

The purpose of the Committee is to provide advice to Council on the development, implementation, review and evaluation of the Disability Access and Inclusion Plan (DAIP) to ensure Council meets its obligations under the *Disability Services Act 1993 (amended 2004)*.

The Committee is to:

- Contribute to the collation and development of information to inform the council on disability access and inclusion issues in the Shire of York.
- To assist the engagement of a broad cross-section of the Shire of York Community, both residents and visitors, through consultative processes.
- Contribute to the development, implementation and review of the DAIP and projects that contribute to achieving the objectives of the DAIP.
- Make recommendations to the Council in relation to disability access and inclusion strategies to overcome barriers in the Shire of York.

7.0 MEMBERSHIP

7.1 General

Council will appoint 2 Council Delegates and 1 Deputy that are members of Council.

7.2 Tenure of Membership

Local Government Act 1995

5.11. Tenure of committee membership

- (1) *Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —*
 - (a) *the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be;*
 - (b) *the person resigns from membership of the committee;*
 - (c) *the committee is disbanded; or*
 - (d) *the next ordinary elections day, whichever happens first.*
- (2) *Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —*
 - (a) *the term of the person's appointment as a committee member expires;*
 - (b) *the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant;*
 - (c) *the committee is disbanded; or*
 - (d) *the next ordinary elections day, whichever happens first.*

7.3 Reasons for removal of Membership

In accordance with **Section 2.7(2) of the Local Government Act 1995**, Council determines the Shire's policies and the Access and Inclusion Advisory Committee is subject to **Policy E1 - Code of Conduct: Council Members, Committee Members & Candidates**.

Members may be removed from the Access & Inclusion Committee if they do not abide by the general principles to guide the behaviour of committee members listed in the Code of Conduct policy.

Committee Members are required to attend in person a minimum of two meetings per financial year. Members unable to meet this minimum requirement may be removed from the Access & Inclusion Committee.

8.0 DELEGATED AUTHORITY

The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. Unless provision has been made in the Budget for expenditure, Committees require an officer report to be presented to Council for endorsement of any proposed expenditure.

9.0 COMMITTEE

9.1 Chairperson

Members to elect a Chairperson and Deputy Chairperson from the membership.

The Chairperson is **Ms Bev Penny** and Deputy Chairperson is **Ms Marie Forster**.

9.2 Secretariat

A Shire Officer will fulfil this administrative non-voting role.

9.3 Standing Ex-Officio Members

Executive Manager, Corporate & Community Services and/or his/her delegate(s) will be standing ex-officio members. Other officers or community members may be invited to attend meetings as required and to be determined by the Chief Executive Officer.

10.0 MEETINGS

10.1 Annual General Meeting

No AGM.

10.2 Committee Meetings

The Chief Executive Officer will call meetings every three months and as required. Committee meetings will be advertised as per statutory requirements.

10.3 Quorum

Five (5) voting members as per Section 5.15 of the *Local Government Act 1995*.

5.15. Reduction of quorum for committees

The local government may reduce the number of offices of committee member required for a quorum at a committee meeting specified by the local government if there would not otherwise be a quorum for the meeting.*

** Absolute majority required.*

10.4 Voting

Local Government Act 1995

S 5.21 - Voting

- (1) *Each council member and each member of a committee who is present at a meeting of the council or committee is entitled to one vote.*
- (2) *Subject to section 5.67, each council member and each member of a committee to which a local government power or duty has been delegated who is present at a meeting of the council or committee is to vote.*
- (3) *If the votes of members present at a council or a committee meeting are equally divided, the person presiding is to cast a second vote.*
- (4) *If a member of a council or a committee specifically requests that there be recorded —*
 - (a) *his or her vote; or*
 - (b) *the vote of all members present, on a matter voted on at a meeting of the council or the committee, the person presiding is to cause the vote or votes, as the case may be, to be recorded in the minutes.*
- (5) *A person who fails to comply with subsection (2) or (3) commits an offence.*
[Section 5.21 amended by No. 49 of 2004 s. 43.]

10.5 Minutes

The person presiding at a meeting is to ensure that the Minutes are kept of the meetings proceedings.

The minutes may be confirmed by a majority of members present at the meeting, by committee resolution at the following meeting. Once Minutes have been confirmed by members they are to be posted on the Shire's website.

Recommendations arising from the Minutes shall be presented to Council at the next available Ordinary Meeting for endorsement and/or action or earliest available Council meeting if it is not possible to present the Minutes to the next Ordinary Council Meeting.

10.6 Who Acts if No Presiding Member***Local Government Act 1995*****5.14 Who acts if no presiding member**

If, in relation to the presiding member of a committee —

- (a) *the office of presiding member and the office of deputy presiding member are vacant; or*
- (b) *the presiding member and the deputy presiding member, if any, are not available or are unable or unwilling to perform the functions of presiding member, then the committee members present at the meeting are to choose one of themselves to preside at the meeting.*

10.7 Members Interests to be Disclosed

Members of the Access & Inclusion Advisory Committee are required to declare their financial interests and complete a Declaration form where relevant, using the principles detailed in the Local Government Act Section 5.65-5.70 with respect to disclosure of financial, impartiality or proximity interests ('CEO' in the LGA text means the 'Chairperson' in the committee sense).

5.65. Members' interests in matters to be discussed at meetings to be disclosed

- (1) *A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest —*
 - (a) *in a written notice given to the CEO before the meeting; or*
 - (b) *at the meeting immediately before the matter is discussed.*

Penalty: \$10 000 or imprisonment for 2 years.

- (2) *It is a defence to a prosecution under this section if the member proves that he or she did not know —*
 - (a) *that he or she had an interest in the matter; or*
 - (b) *that the matter in which he or she had an interest would be discussed at the meeting.*
- (3) *This section does not apply to a person who is a member of a committee referred to in section 5.9(2)(f).*

5.9. Types of committees

- (1) *In this section — “other person” means a person who is not a council member or an employee.*
- (2) *A committee is to comprise —*
 - (f) *other persons only.*

5.66. Meeting to be informed of disclosures

If a member has disclosed an interest in a written notice given to the CEO before a meeting then —

- (a) *before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and*
- (b) *at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present immediately before the matters to which the disclosure relates are discussed.*

[Section 5.66 amended by No.1 of 1998 s.16; No. 64 of 1998 s.33.]

5.67. Disclosing members not to participate in meetings

A member who makes a disclosure under section 5.65 must not —

- (a) *preside at the part of the meeting relating to the matter; or*
- (b) *participate in, or be present during, any discussion or decision making procedure relating to the matter, unless, and to the extent that, the disclosing member is allowed to do so under section 5.68 or 5.69.*

Penalty: \$10 000 or imprisonment for 2 years.

5.68. Councils and committees may allow members disclosing interests to participate etc. in meetings

- (1) *If a member has disclosed, under section 5.65, an interest in a matter, the members present at the meeting who are entitled to vote on the matter —*

- (a) *may allow the disclosing member to be present during any discussion or decision making procedure relating to the matter; and*
- (b) *may allow, to the extent decided by those members, the disclosing member to preside at the meeting (if otherwise qualified to preside) or to participate in discussions and the decision making procedures relating to the matter if —*
 - (i) *the disclosing member also discloses the extent of the interest; and*
 - (ii) *those members decide that the interest —*
 - (I) *is so trivial or insignificant as to be unlikely to influence the disclosing member’s conduct in relation to the matter; or*
 - (II) *is common to a significant number of electors or ratepayers.*

- (2) *A decision under this section is to be recorded in the minutes of the meeting relating to the matter together with the extent of any participation allowed by the council or committee.*

- (3) *This section does not prevent the disclosing member from discussing, or participating in the decision making process on, the question of whether an application should be made to the Minister under section 5.69.*

5.69. Minister may allow members disclosing interests to participate etc. in meetings

- (1) *If a member has disclosed, under section 5.65, an interest in a matter, the council or the CEO may apply to the Minister to allow the disclosing member to participate in the part of the meeting, and any subsequent meeting, relating to the matter.*
- (2) *An application made under subsection (1) is to include —*
 - (a) *details of the nature of the interest disclosed and the extent of the interest; and*
 - (b) *any other information required by the Minister for the purposes of the application.*
- (3) *On an application under this section the Minister may allow, on any condition determined by the Minister, the disclosing member to preside at the meeting, and at any subsequent meeting, (if otherwise qualified to preside) or to participate in discussions or the decision making procedures relating to the matter if —*
 - (a) *there would not otherwise be a sufficient number of members to deal with the matter; or*
 - (b) *the Minister is of the opinion that it is in the interests of the electors or ratepayers to do so.*
- (4) *A person must not contravene a condition imposed by the Minister under this section.*
Penalty: \$10 000 or imprisonment for 2 years.
[Section 5.69 amended by No. 49 of 2004 s. 53.]

5.69A. Minister may exempt committee members from disclosure requirements

- (1) *A council or a CEO may apply to the Minister to exempt the members of a committee from some or all of the provisions of this Subdivision relating to the disclosure of interests by committee members.*
- (2) *An application under subsection (1) is to include —*
 - (a) *the name of the committee, details of the function of the committee and the reasons why the exemption is sought; and*
 - (b) *any other information required by the Minister for the purposes of the application.*
- (3) *On an application under this section the Minister may grant the exemption, on any conditions determined by the Minister, if the Minister is of the opinion that it is in the interests of the electors or ratepayers to do so.*
- (4) *A person must not contravene a condition imposed by the Minister under this section.*
Penalty: \$10 000 or imprisonment for 2 years.
[Section 5.69A inserted by No. 64 of 1998 s. 34(1).]

5.70. Employees to disclose interests relating to advice or reports

- (1) *In this section —*
employee *includes a person who, under a contract for services with the local government, provides advice or a report on a matter.*
- (2) *An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.*
- (3) *An employee who discloses an interest under this section must, if required to do so by the council or committee, as the case may be, disclose the extent of the interest.*
Penalty: \$10 000 or imprisonment for 2 years.

5.71. Employees to disclose interests relating to delegated functions

- If, under Division 4, an employee has been delegated a power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and —*
- (a) *in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and*

- (b) *in the case of any other employee, must disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter.*

Penalty: \$10 000 or imprisonment for 2 years.

SY144-11/21 APPOINTMENT OF DELEGATES TO COUNCIL COMMITTEES, WORKING GROUPS AND EXTERNAL COMMITTEES

File Number: OR.MTG

Author: Vanessa Green, Council & Executive Support Officer

Authoriser: Chris Linnell, Chief Executive Officer

Previously before Council: Not applicable

Appendices: Nil

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

Review

PURPOSE OF REPORT

This report seeks Council's consideration of proposed Council Committees and Reference/Working Groups and seeks nominations for representation on active external committees and working groups.

BACKGROUND

In accordance with Section 5.11 of the *Local Government Act 1995*, Council representatives on Committees (and subsequently, Shire of York Reference/Working Groups and externally administered Committees) are discontinued following a local government election and as such, nominations for Council representation are required.

COMMENTS AND DETAILS

Below is an outline of the committees and working groups that are currently active.

Committees of Council	Details	Membership
Audit & Risk Committee	Required in accordance with Section 7.1A of the <i>Local Government Act 1995</i> to provide advice and information on matters relevant to statutory audits, internal controls, compliance, financial management and risk	Up to 3 Councillors Up to 2 external members
Local Emergency Management Committee (LEMC)	Required in accordance with Section 38 of the <i>Emergency Management Act 2005</i> to oversee the district's Local Emergency Management Arrangements	1 Councillor (normally Shire President) 1 Deputy
Reference/Working Groups of Council	Details	Membership
York Honours Reference Group	To provide advice and recommendations to Council on matters relating to community awards and recognition	1 Councillor 1 Representative from the Bendigo Bank 1 Representative of the York Co-Op

		Up to 4 Community Members
Reconciliation Action Plan (RAP) Working Group	Established to develop a Reconciliation Action Plan in consultation with Reconciliation Australia	1 Councillor
Earthquake Building Mitigation Project Working Group	Established to oversee the Earthquake Building Mitigation Project in accordance with the funding agreement for the project	1 Councillor EMIDS (ex-officio)
Access and Inclusion Advisory Committee*		
External Regional	Details	Membership
Joint Development Assessment Panel	To determine development applications within a certain type and value threshold through consistent, accountable and professional decision-making	2 Councillors 2 Deputies 3 Specialist Members
Avon Midland Country Zone of WALGA	Zones are groups of geographically aligned Member Councils who are responsible for direct elections of State Councillors, providing input into policy formulation and providing advice to WALGA on various matters	1 Councillor 1 CEO
Wheatbelt North Regional Road Group	Responsible for assessing road funding submissions from member local governments, annual distribution of funds to local governments and monitoring and reporting on the effectiveness of applying funds to local government roads in its region Includes the Avon Regional Road Sub-Group	1 Councillor
Avon Region Organisation of Councils (AROC)	Includes the Shires of Northam, Toodyay, York, Goomalling and Victoria Plains with the aim to work together on one or more common issues, collaborate and lobby on behalf and for the betterment of the region	Shire President CEO (ex-officio)
Rural Water Council	To raise awareness of water supply issues relating to farmland and communities in rural and dryland agricultural areas	1 Councillor 1 Deputy 1 Shire Staff (EMIDS) Other LG Members
External Community	Details	Membership
River Conservation Society	Local community organisation that encourages interest in, educates, and promotes awareness of the threats faced by the Avon River and remnant bushland reserves and roadsides	1 Councillor 1 Deputy
York Community Resource Centre	Local community organisation that provides a resource and information centre to build community capacity through economic, business and social development	1 Councillor
York District High School Board	Council representation on the Board at the previous request of York DHS	1 Councillor
York Health Advisory Group	Informal group established to improve the provision of health and allied services in York through collaboration, communication and lobbying	1 Councillor 1 Deputy

Paint York REaD	To encourage everyone in the community to read, talk and sing with children from birth to ensure they are ready to learn at school (a branch of the national 'Paint the Town REaD organisation)	1 Councillor 1 Shire Staff (EMCCS) 13 Committee Members
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*Note that consideration of the Access and Inclusion Advisory Committee depends on Council's resolution on the matter which is to be considered in a separate report at its November Ordinary Council Meeting hence it has not been included in the above table.

Audit and Risk Committee

At its June 2021 Ordinary Meeting Council adopted the amended Terms of Reference for the Audit & Risk Committee (140621). Subsequently at its September 2021 Ordinary Meeting Council selected the appointment of an external member to the Committee following a public expression of interest process (040921). Those changes have been taken into consideration in this report and the Officer's recommendation.

York Honours Reference Group

Also at its September 2021 Ordinary Meeting Council resolved to adopt the amended Terms of Reference for the York Honours Reference Group (030921). The amendment included the Group not being disbanded following the local government election process in October, but rather the Group's membership continues until after February of the following year to enable the current planning and organisation of the Australia Day event and Award nominations to occur.

Hence in accordance with Council's September 2021 resolution, the membership of the York Honours Reference Group is not being considered at this time.

Earthquake Building Mitigation Project Working Group

It is recommended to appoint a Council delegate to this working group as it is expected there will be another meeting/s before the project ends in June 2022.

Joint Development Assessment Panel (JDAP)

All existing local government JDAP members are currently appointed for a term ending 26 January 2022. As there has been no change in that representation on Council (ie all current JDAP members are still elected to Council) nominations for this are not necessary at this time. Hence the Officer's recommendation reflects this.

Avon Regional Organisation of Councils (AROC)

The AROC Memorandum of Understanding stipulates the Shire President and CEO of each member local government are to be appointed as their representatives. Hence the Officer's recommendation reflects this.

External Community Committees/Groups

It has been suggested that rather than appointing Council delegates to general external committees there may be more benefit to both the committee/group and Council that, should those committees/groups request attendance or appointment of a Council delegate, that it be done at that time. It is noted that any committee/group can approach any Councillor or the Shire Administration at any time to have any queries or concerns addressed without the need for a formal Council delegate appointment.

Consultation with the committees/groups who previously had a Council delegate appointed indicates support for the proposal. Therefore, it is recommended that no appointments be made to external community committees/groups.

OPTIONS

Council has the following options:

- Option 1:** Council could choose to appoint delegates and deputy delegates (where applicable) to Committees, Working Groups and External Committees.
- Option 2:** Council could choose not to appoint delegates and deputy delegates (where applicable) to Committees, Working Groups and External Committees.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

Concept Forum 9 November 2021

Strategic

Strategic Community Plan 2020-2030

Goal 5: Strong Leadership and Governance

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

Policy Related

G9 Reference Groups

Financial

All costs are included in the current budget.

Legal and Statutory

Sections 5.8, 5.9, 5.10, 5.11A and 5.11 of the *Local Government Act 1995* are applicable and state:

“5.8. Establishment of committees

A local government may establish committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

** Absolute majority required.*

5.9. Committees, types of

(1) *In this section —*

other person means a person who is not a council member or an employee.

(2) *A committee is to comprise —*

- (a) *council members only; or*
- (b) *council members and employees; or*
- (c) *council members, employees and other persons; or*
- (d) *council members and other persons; or*
- (e) *employees and other persons; or*
- (f) *other persons only.*

5.10. Committee members, appointment of

(1) *A committee is to have as its members —*

- (a) *persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and*

- (b) *persons who are appointed to be members of the committee under subsection (4) or (5).*

** Absolute majority required.*

- (2) *At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.*
- (3) *Section 52 of the Interpretation Act 1984 applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the council.*
- (4) *If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.*
- (5) *If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —*
 - (a) *to be a member of the committee; or*
 - (b) *that a representative of the CEO be a member of the committee,**the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.*

5.11A. Deputy committee members

- (1) *The local government may appoint* a person to be a deputy of a member of a committee and may terminate such an appointment* at any time.*

** Absolute majority required.*

- (2) *A person who is appointed as a deputy of a member of a committee is to be —*
 - (a) *if the member of the committee is a council member — a council member; or*
 - (b) *if the member of the committee is an employee — an employee; or*
 - (c) *if the member of the committee is not a council member or an employee — a person who is not a council member or an employee; or*
 - (d) *if the member of the committee is a person appointed under section 5.10(5) — a person nominated by the CEO.*
- (3) *A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.*
- (4) *A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member.*

5.11. Committee membership, tenure of

- (1) *Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —*
 - (a) *the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be; or*
 - (b) *the person resigns from membership of the committee; or*
 - (c) *the committee is disbanded; or*

- (d) *the next ordinary elections day,*
whichever happens first.
- (2) *Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —*
 - (a) *the term of the person's appointment as a committee member expires; or*
 - (b) *the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or*
 - (c) *the committee is disbanded; or*
 - (d) *the next ordinary elections day,*
whichever happens first."

In relation to the Audit and Risk Committee, Section 7.1A of the *Local Government Act 1995* is applicable and states:

"7.1A. Audit committee

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

** Absolute majority required.*

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

Risk Related

Council could be exposed to legislative risk by not complying with the requirements for committee membership outlined in the *Local Government Act 1995*.

Council could be exposed to reputational risk by not providing adequate representation on strategic external committees.

Workforce

The time to administer and participate in Committees and reference/working groups can be managed within existing resources.

VOTING REQUIREMENTS

Absolute Majority: Yes

RECOMMENDATION A

That, with regard to the Appointment of Delegates to Council Committees, and in accordance with Section 7.1A of the *Local Government Act 1995*, Council:

1. Appoints Cr _____, Cr _____ and Cr _____ to the Shire of York Audit and Risk Committee, with all other Councillors appointed as Deputies.
2. Appoints Mr Peter Carden as the external member of the Audit and Risk Committee.
3. Requests the Chief Executive Officer to conduct an advertising process of not less than 14 days calling for expressions of interest from suitably qualified and skilled persons to be appointed as the second external representative to the Shire of York Audit & Risk Committee, utilising the documentation previously developed.
4. Requests the Chief Executive Officer to present all applications received to the March 2022 meeting of the Audit & Risk Committee for consideration and recommendation to Council.
5. Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes to the documentation prior to publication.

RECOMMENDATION B

That, with regard to the Appointment of Delegates to Committees, and in accordance with Section 38 of the *Emergency Management Act 2005*, Council:

1. Appoints Cr _____ to the Shire of York Local Emergency Management Committee with Cr _____ as Deputy.

RECOMMENDATION C

That, with regard to the Appointment of Delegates to Council Working Groups and External Committees, Council:

- 1. Appoints Cr _____ to the Reconciliation Action Plan (RAP) Working Group with Cr _____ as Deputy.**
- 2. Confirms the appointment of Cr Denese Smythe and Cr Kevin Trent as Members of the Development Assessment Panel, with Cr Denis Warnick and Cr Ashley Garratt as Alternate (Deputy) Members.**
- 3. Confirms the appointment of the Shire President, Cr Denese Smythe, with the Chief Executive Officer (ex-officio) to the Avon Regional Organisation of Councils (AROC).**
- 4. Appoints Cr _____ to the Wheatbelt North Regional Roads Group and Avon Sub-Group, with the Executive Manager Infrastructure and Development Services (ex-officio).**
- 5. Appoints Cr _____ as Delegate and Cr _____ as Deputy to the Rural Water Council, with the Executive Manager Infrastructure and Development Services (ex-officio).**
- 6. Appoints Cr _____ to the Earthquake Building Mitigation Working Group, with the Chief Executive Officer and Executive Manager Infrastructure and Development (ex-officio's).**

RECOMMENDATION D

That, with regard to the Appointment of Delegates to External Committees, Council:

- 1. Appoints Cr _____ to the Board of the York District High School.**

RECOMMENDATION E

That, with regard to the Appointment of Delegates to External Committees, Council:

- 1. Notes that no formal appointment will be made at this time to the following community committees or groups:**
 - a. River Conservation Society Committee.**
 - b. York Community Resource Centre Board.**
 - c. York Health Advisory Group.**
 - d. Paint York REaD.**

SY145-11/21 COUNCIL MEETING DATES 2022

File Number:	OR.MTG
Author:	Vanessa Green, Council & Executive Support Officer
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	Not Applicable
Appendices:	1. Meeting Dates 2022 ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive
Legislative

PURPOSE OF REPORT

This report seeks Council approval for advertising the proposed dates and times for Ordinary Council Meetings and Audit & Risk Committee Meetings to be held during 2022.

BACKGROUND

Council has previously held its Ordinary Meetings on the fourth Tuesday of each month with an Agenda Briefing held prior on the third Tuesday of each month. The agenda is generally distributed between ten (10) days but no later than one (1) week prior to the meeting. The dates for the Ordinary Council Meetings are to be advertised in accordance with the requirements for Local Public Notice.

Since May 2016, Council has also conducted a monthly Concept Forum to provide Officers the opportunity to bring to Council's attention any emerging issues and to seek guidance regarding Council's strategic direction in accordance with the Strategic Community Plan and Corporate Business Plan. Concept Forums have previously been held on the first Tuesday of the month.

Ordinary Council Meetings are usually held in Council Chambers. However, where an issue or report is likely to attract more than 16 members in the public gallery, the Shire President may determine to conduct that Ordinary Council Meeting in the Lesser Hall of the York Town Hall.

Council has historically held a meeting once a year in Talbot and Greenhills respectively. For the last several years Council has not held an Ordinary Council Meeting in January.

COMMENTS AND DETAILS

Officers propose that Concept Forums, Agenda Briefings and Ordinary Council Meetings are held monthly with the following schedule for 2022:

1. Concept Forum – second Tuesday of every month commencing at 4:00pm
2. Council Agenda Briefing – third Tuesday of every month commencing at 5:00pm
3. Ordinary Meeting of Council – fourth Tuesday of every month commencing at 5:00pm
4. Audit & Risk Committee – quarterly on the second Tuesday of the month commencing March at 3:00pm

The two exceptions to this are:

1. January, where no meetings of Council are held to allow Councillors and staff to take annual leave

2. December, where due to the compressed Christmas timeline, Concept Forum will be held on the first Tuesday, Agenda Briefing will be held on the second Tuesday and the Ordinary Council Meeting will be held on the third Tuesday of the month.

The reason for the proposed change in date for the Concept Forum is to enable Officers additional time to action Council's resolutions from the Ordinary Meeting and to research and compile the necessary information for the Concept Forum. A change to the date is also proposed for the Audit & Risk Committee to align with Council activities for Concept Forum so the one day of the month is used for both.

It is again proposed that the Ordinary Council Meeting in Talbot be held in April and the Meeting at Greenhills be held in September.

As has been the case previously it is proposed that, aside from the Ordinary Council Meeting, the following meetings are opened to the public:

1. Agenda Briefing
2. Audit & Risk Committee

Presented in Appendix 1 is a 2022 calendar indicating the proposed dates for:

1. Concept Forums
2. Close and release of agendas for Ordinary Council Meetings
3. Agenda Briefings
4. Ordinary Council Meetings
5. Audit & Risk Committee Meetings

While it has not been included here, depending on Council's resolution in relation to the status of the Access and Inclusion Advisory Committee (which is being considered in a separate report to this November Ordinary Meeting Agenda), meeting dates may also need to be determined for that Committee in the future should it remain a Committee of Council. Should that be the case a report will be presented to a future Ordinary Council Meeting for consideration.

OPTIONS

Council has the following options:

- Option 1:** Council could accept the scheduled dates, times and locations for 2022 as presented in Appendix 1.
- Option 2:** Council could select another day, date and/or time to hold Council meetings. However, the meeting dates and times have been proposed in accordance with what appears to be convenient for the community and Councillors.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

The dates of Council meetings and Committee meetings that are open to the public are required to be advertised publicly in accordance with Regulation 12(2) of the *Local Government (Administration) Regulations 1996*.

Strategic

Strategic Community Plan 2020-2030

Goal 5: Strong Leadership and Governance

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

Policy Related

- E1 Code of Conduct – Council Members, Committee Members and Candidates
- G10 Public Question Time
- G11 Conduct of Council Forums

Financial

Nil

Legal and Statutory

Sections 5.23 and 5.25 of the *Local Government Act 1995* are applicable and state:

“5.23. Meetings generally open to public

- (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; and*
 - (b) *the personal affairs of any person; and*
 - (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; and*
 - (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; and*
 - (e) *a matter that if disclosed, would reveal —*
 - (i) *a trade secret; or*
 - (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; and*
 - (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; or*
 - (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;**and*
 - (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.*

5.25. Regulations about council and committee meetings and committees

- (1) *Without limiting the generality of section 9.59, regulations may make provision in relation to —*
- (a) *the matters to be dealt with at ordinary or at special meetings of councils; and*
 - (b) *the functions of committees or types of committee; and*
 - (ba) *the holding of council or committee meetings by telephone, video conference or other electronic means; and*
 - (c) *the procedure to be followed at, and in respect of, council or committee meetings; and*
 - (d) *methods of voting at council or committee meetings; and*
 - (e) *the circumstances and manner in which a decision made at a council or a committee meeting may be revoked or changed (which may differ from the manner in which the decision was made); and*
 - (f) *the content and confirmation of minutes of council or committee meetings and the keeping and preserving of the minutes and any documents relating to meetings; and*
 - (g) *the giving of public notice of the date and agenda for council or committee meetings; and*
 - (h) *the exclusion from meetings of persons whose conduct is not conducive to the proper conduct of the meetings and the steps to be taken in the event of persons refusing to leave meetings; and*
 - (i) *the circumstances and time in which the unconfirmed minutes of council or committee meetings are to be made available for inspection by members of the public; and*
 - (j) *the circumstances and time in which notice papers and agenda relating to any council or committee meeting and reports and other documents which could be —*
 - (i) *tabled at a council or committee meeting; or*
 - (ii) *produced by the local government or a committee for presentation at a council or committee meeting,**are to be made available for inspection by members of the public.*
- (2) *Regulations providing for meetings to be held by telephone, video conference or other electronic means may modify the application of this Act in relation to those meetings to the extent necessary or convenient to facilitate the holding of those meetings in that way.”*

Regulations 12(2) and 14 of the *Local Government (Administration) Regulations 1996* are also applicable and state:

“12. Publication of meeting details (Act s. 5.25(1)(g))

- (1) *In this regulation —*
- meeting details**, *for a meeting, means the date and time when, and the place where, the meeting is to be held.*
- (2) *The CEO must publish on the local government’s official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —*
- (a) *ordinary council meetings;*
 - (b) *committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.*

- (3) *Any change to the meeting details for a meeting referred to in subregulation (2) must be published on the local government's official website as soon as practicable after the change is made.*
- (4) *If a local government decides that a special meeting of the council is to be open to members of the public, the CEO must publish the meeting details for the meeting and the purpose of the meeting on the local government's official website as soon as practicable after the decision is made.*

14. Notice papers, agenda etc., public inspection of (Act s. 5.25(1)(j))

- (1) *A local government is to ensure that notice papers and agenda relating to any council or committee meeting and reports and other documents which —*
- (a) *are to be tabled at the meeting; or*
 - (b) *have been produced by the local government or a committee for presentation at the meeting,*
- and which have been made available to members of the council or committee for the meeting are available for inspection by members of the public and published on the local government's official website from the time the notice papers, agenda or documents were made available to the members of the council or committee.*
- (2) *Subregulation (1) does not apply if, in the CEO's opinion, the meeting or that part of the meeting to which the information refers is likely to be closed to members of the public under section 5.23(2)."*

Risk Related

Outlined below are the identified risks related to the Officer recommendations contained in this report.

Identified Risk	Risk type	Level of Risk	Mitigation
Community criticism regarding transparency	Reputational	Moderate/High	In order to increase the opportunity for community input, public distribution of meeting agendas is at least seven days prior to Ordinary Council Meetings and at least 72 hours prior to meetings of Committees.
Contravention of Department of Local Government Guidelines	Compliance	Low	DLGSC guidelines state that local governments should implement a system that best suits their needs. Policy G 2.7 outlines the Shire's framework for conducting Council Forums.

Workforce

Nil

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Council Meeting Dates 2022, Council:

1. Adopts the following dates for the 2022 Ordinary Council Meetings to be held at 5.00pm in Council Chambers, unless otherwise stated:

Tuesday 22 February 2022	Tuesday 23 August 2022
Tuesday 22 March 2022	Tuesday 27 September 2022 Greenhills Hall, Greenhills
Tuesday 26 April 2022 Talbot Hall, Talbot	Tuesday 25 October 2022
Tuesday 24 May 2022	Tuesday 22 November 2022
Tuesday 28 June 2022	Tuesday 20 December 2022
Tuesday 26 July 2022	

2. Opens to the public and adopts the following dates for the 2022 Council Agenda Briefings to be held at 5.00pm in Council Chambers:

Tuesday 15 February 2022	Tuesday 16 August 2022
Tuesday 15 March 2022	Tuesday 20 September 2022
Tuesday 19 April 2022	Tuesday 18 October 2022
Tuesday 17 May 2022	Tuesday 15 November 2022
Tuesday 21 June 2022	Tuesday 13 December 2022
Tuesday 19 July 2022	

3. Opens to the public and adopts the following dates for the 2022 Audit and Risk Committee Meetings to be held at 3.00pm in Council Chambers:

Tuesday 8 March 2022	Tuesday 13 September 2022
Tuesday 14 June 2022	Tuesday 6 December 2022

4. Notes that Agendas for Ordinary Council Meetings will generally be distributed ten (10) days but no later than one (1) week prior to the Ordinary Council Meeting.
5. Requests the Chief Executive Officer to advertise the above meeting dates in accordance with Regulation 12(2) of the *Local Government (Administration) Regulations 1996*.

SHIRE OF York

Meeting Dates 2022

JANUARY						
M	T	W	T	F	S	S
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6
FEBRUARY						
M	T	W	T	F	S	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	1	2	3	4	5	6
7	8	9	10	11	12	13
MARCH						
M	T	W	T	F	S	S
28	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10
APRIL OCM Talbot Hall						
M	T	W	T	F	S	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8
MAY						
M	T	W	T	F	S	S
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5
JUNE						
M	T	W	T	F	S	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3
4	5	6	7	8	9	10
JULY						
M	T	W	T	F	S	S
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7
AUGUST						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11
SEPTEMBER OCM Greenhills Hall						
M	T	W	T	F	S	S
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9
OCTOBER						
M	T	W	T	F	S	S
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6
NOVEMBER						
M	T	W	T	F	S	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4
5	6	7	8	9	10	11
DECEMBER						
M	T	W	T	F	S	S
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

LEGEND

Concept Forum	Ordinary Meeting of Council	Audit & Risk Committee Meeting
Agenda Close - staff	Public Holiday	School Holidays
Agenda Briefing		Agenda Distribution

SY146-11/21 DISPOSAL OF ST PATRICK'S CONVENT SCHOOL - LOT 800-801, 25-27 SOUTH STREET, YORK

File Number: CCP.12; SO1.60562; SO1.60563

Author: Vanessa Green, Council & Executive Support Officer

Authoriser: Chris Linnell, Chief Executive Officer

Previously before Council: 26 October 2021 (091021)

Appendices:

1. Calendar - November to December 2021 [↓](#)
2. Calendar - Proposed Timeline - November 2021 to February 2022
[↓](#)

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report seeks Council approval to extend the presentation of tender submissions received for the disposal of St Patrick's Convent School.

BACKGROUND

At its October 2021 meeting Council resolved (091021):

"That, with regard to the Disposal of St Patrick's Convent School - Lot 800-801, 25-27 South Street, York, Council:

- 1. Notes the valuation provided by Acumentis (WA) Pty Ltd dated 29 July 2021 as presented in Confidential Appendix 1.***
- 2. Sets the Reserve price on the property as Option 1 if both lots are sold or Option 1 if a suitable offer is received for Lot 801 or Option 1 if a suitable offer is received for Lot 800, in accordance with the Options as presented in Confidential Appendix 2.***
- 3. Approves the Disposal Specifications as presented in Confidential Appendix 3.***
- 4. Notes the Chief Executive Officer will undertake a Request for Quotation process to appoint a Real Estate Agent(s) to market the lots for disposal.***
- 5. Notes that all offers received by close of tender will be presented back to Council for consideration at its December 2021 Ordinary Meeting.***
- 6. Authorises the Chief Executive Officer to make any necessary minor formatting and typographical changes to the Disposal Specifications prior to advertising."***

To address point 4, a request for quote was sent direct via email to all local real estate agents on Wednesday 3 November 2021 with a closing date and time of Monday 15 November 2021 at 12.00pm WST. At the time of writing this report no submissions had been received.

Point 5 of Council's resolution states that submissions received at the close of the public tender process calling for offers on the property are to be presented to its December 2021 Ordinary Meeting.

COMMENTS AND DETAILS

Presented in Appendix 1 is a calendar for November and December 2021 which includes details of key dates associated with advertising the disposal, the minimum timeframe for advertising the disposal and deadlines for the December 2021 Ordinary Meeting.

While it may be possible for a late item to be presented to Council at its December 2021 Ordinary Meeting Officers do not recommend this due to the following:

1. Adequate time for interested parties to view the property, make their own enquiries around the suitability and development options available and submit an offer in accordance with the tender specifications.
2. Time for Officer's assessment of the offers received to provide informed comment in a Council Report.
3. Council to consider the offers received and make a determination on which, if any, are acceptable.

It is proposed the advertising period for the disposal be extended until mid-January 2022 to enable enough time to address the above points and adequately cover the Christmas/New Year period during which many people will be away and businesses will be closed. A proposed timeline of events is presented in Appendix 2.

Extending the advertising period would enable the matter to be presented back to Council at its February 2022 Ordinary Meeting, although there is also an option to conduct a Special Council Meeting should Council consider that appropriate.

OPTIONS

Council has the following options:

Option 1: Council could choose to extend the deadline for presentation of offer submissions.

Option 3: Council could choose not to extend the deadline for presentation of offer submissions.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

Council Concept Forum 6 July 2021

Council Concept Forum 7 September 2021

Council Ordinary Meeting 26 October 2021

The disposal of property has been in the public realm over several occasions. Marketing the disposal could be considered further community engagement with anyone able to submit an offer for consideration.

Strategic

Strategic Community Plan 2020-2030

Goal 2: Driving the York Economy Forward

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

Goal 4: Built for Lifestyle and Resilience

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

Policy Related

F2 Procurement

Financial

As mentioned in the October report, funds are not included in the 2021/22 budget for the purpose of marketing or disposing of the property. Should Council wish to proceed with the sale in the current

financial year a reallocation of funding may be possible in the first quarter FACR, subject to any identified surplus or project reallocation. The following estimate of costs could be expected:

Cost Description	Amount
Tender Advertising	\$1,500
Marketing	\$5,000
Settlement Agent Fees	\$2,500
TOTAL	\$9,000
Plus Agent's Fees	Approx. 3.5% of the sale price

It is proposed funds realised from the disposal would be allocated towards the outstanding loan balance with any additional surplus allocated to the Building Reserve.

A clearer indication of marketing and agent's fees will be known once the RFQ process closes on 15 November 2021.

Legal and Statutory

Section 3.58 of the *Local Government Act 1995* is applicable and states:

“3.58. Disposing of property

(1) *In this section —*

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) *Except as stated in this section, a local government can only dispose of property to —*

(a) *the highest bidder at public auction; or*

(b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

(3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*

(a) *it gives local public notice of the proposed disposition —*

(i) *describing the property concerned; and*

(ii) *giving details of the proposed disposition; and*

(iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*

and

(b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*

(4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*

(a) *the names of all other parties concerned; and*

(b) *the consideration to be received by the local government for the disposition; and*

(c) *the market value of the disposition —*

- (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*
- (5) *This section does not apply to —*
 - (a) *a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or*
 - (b) *a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or*
 - (c) *anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or*
 - (d) *any other disposition that is excluded by regulations from the application of this section.”*

Risk Related

The main risk identified is if the disposal process does not comply with requirements of the *Local Government Act 1995*. By extending the timeframe allowable for tender offers to be received and considered by Council will mitigate this risk.

Workforce

Tasks and activities related to the disposal can be undertaken with current operational resources.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to the Disposal of St Patrick's Convent School - Lot 800-801, 25-27 South Street, York, Council:

- 1. Notes that all offers received by close of tender will be presented back to Council for consideration at its February 2022 Ordinary Meeting.**



November 2021 (Australia)

December 2021

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3 Real Estate Agent RFQ released	4	5	6	7
8	9	10	11 Remembrance Day	12	13	14
15 Real Estate Agent RFQ Closes	16	17	18	19	20	21
	Officer assessment of RFQ's received and appointment of Agent					
22	23 Commence advertising disposal of property - web & social media	24	25	26	27	28
29	30	1	2	3	4	5

● Federal Holidays
 ● Local Holidays
 ●● Multiple Events



December 2021 (Australia)

January 2022

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Mon	Tue	Wed	Thu	Fri	Sat	Sun
29	30	1 Advertise disposal of property in local newspaper	2	3 Agenda Close - staff	4	5
6	7	8	9 Agenda Release	10	11	12
13	14 Agenda Briefing	15	16 Minimum 14 day advertising period ends (from 1 Dec)	17	18	19
20	21 Council Meeting	22	23 Office Closure for Christmas/New Year	24 Christmas Eve	25 Christmas Day	26 Boxing Day
27	28	29	30	31 New Year's Eve	1 New Year's Day	2

● Federal Holidays
 ● Local Holidays
 ●● Multiple Events



November 2021 (Australia)

December 2021

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3 Real Estate Agent RFQ released	4	5	6	7
8	9	10	11 Remembrance Day	12	13	14
15 Real Estate Agent RFQ Closes	16	17	18	19	20	21
	Officer assessment of RFQ's received and appointment of Agent					
22	23 Commence advertising disposal of property - web & social media	24	25	26	27	28
29	30	1	2	3	4	5

● Federal Holidays
 ● Local Holidays
 ●● Multiple Events



December 2021 (Australia)

January 2022

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Mon	Tue	Wed	Thu	Fri	Sat	Sun
29	30	1 Advertise disposal of property in local newspaper	2	3 Agenda Close - staff	4	5
6	7	8	9 Agenda Release	10	11	12
13	14 Agenda Briefing	15	16 Minimum 14 day advertising period ends (from 1 Dec)	17	18	19
20	21 Council Meeting	22	23 Office Closure for Christmas/New Year	24 Christmas Eve	25 Christmas Day	26 Boxing Day
27	28	29	30	31 New Year's Eve	1 New Year's Day	2

● Federal Holidays
 ● Local Holidays
 ●● Multiple Events



January 2022 (Australia)

February 2022

M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

Mon	Tue	Wed	Thu	Fri	Sat	Sun
27	28	29	30	31 New Year's Eve	1 New Year's Day	2
3	4 Office reopens	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21 Suggested close of offer/tender submissions	22	23
24	25	26 Australia Day	27	28	29	30
31	1	2	3	4	5	6
Officer assessment of offers/tenders received						

● Federal Holidays
 ● Local Holidays
 ●● Multiple Events



February 2022 (Australia)

March 2022

M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Mon	Tue	Wed	Thu	Fri	Sat	Sun
31	1	2	3	4 Agenda Close - staff	5	6
7	8 Concept Forum	9	10	11 Agenda distribution	12	13
14	15 Agenda Briefing	16	17	18	19	20
21	22 Council Meeting	23	24	25	26	27
28	1	2	3	4	5	6

SY147-11/21 INVESTMENTS - OCTOBER 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 October 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

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

COMMENTS AND DETAILS

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

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

There were no maturing municipal deposits during the month of October 2021. Further details of the Shire's current term deposits and bank balances is presented in Appendix 1.

OPTIONS

Not applicable.

IMPLICATIONS TO CONSIDER**Consultative**

Standard and Poor's Australia - Global ratings
Financial institutions

Strategic**Strategic Community Plan 2020-2030**

Goal 5: Strong Leadership and Governance

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

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

Policy Related

F4 Investment

Delegation 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 - October 2021, Council:

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



SHIRE OF YORK INVESTMENT PORTFOLIO

31 October 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+		Sunday, 31 October 2021	4,846,149.10	52%		4,846,149.10	0.00	
	Westpac Flex-i	AA-		Sunday, 31 October 2021	5,360.84	0%		5,360.84	0.00	
	AMP Banking At call	BBB		Sunday, 31 October 2021	1,186.20	0%		1,186.20	0.00	
	AMP Banking Notice	BBB		Sunday, 31 October 2021	279,655.39	3%		279,655.39	0.00	
MUNICIPAL - Other					5,132,351.53	55%		5,132,351.53	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+		Sunday, 31 October 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 PREISIG 2509	Bendigo Bank	BBB+	Friday, 30 April 2021	Monday, 29 November 2021	213	34,327.60	0%	0.30%	34,387.70	60.10
T40 I/SECTIONS 2513	Bendigo Bank	BBB+	Friday, 30 April 2021	Monday, 29 November 2021	213	32,204.88	0%	0.30%	32,261.26	56.38
T77 C/OVERS 2514	Bendigo Bank	BBB+	Friday, 30 April 2021	Monday, 29 November 2021	213	61,957.42	1%	0.30%	62,065.89	108.47
TRUST - Interest Bearing NCDs/TDs					128,489.90	1%	0.30%	128,714.85	224.95	

TRUST - Other funds						
	Trust Acct 118630649	BBB+	Sunday, 31 October 2021	330,356.80	4%	330,356.80 0.00
TRUST - Other				330,356.80	4%	330,356.80 0.00
TOTALS				9,261,939	100%	0.28% 9,267,710 5,771
Reconciliation						
by rating			Summary of Amounts			
Value of Investments/Bank accounts			TD's by bank		Bank Accounts - Bendigo Bank	
AA-	3,463,025.22	37%	Bendigo Bank	128,489.90 4%	Municipal	4,846,149.10
BBB+	5,518,072.27	60%	AMP Banking	0.00 0%	Reserve	213,076.47
BBB	280,841.59	3%	National Australia Ban	2,004,915.09 56%	Trust	330,356.80
			Westpac Bank	1,452,749.29 41%	AMP At call	1,186.20
					AMP Notice	279,655.39
					Wespac Flex-i	5,360.84
TOTAL	9,261,939.08	100%		3,586,154.28 100%	31-Oct-21 \$	5,675,784.80
Total Cash						9,261,939.08
Interest Earnings			Total Cash by Fund			
Fund	Adopted Budget	Year to Date Actual	Fund		Fund	
Municipal \$	3,000.00	\$ 700.48	Municipal	6,133,581.68	Reserve	2,669,510.70
Reserve \$	8,000.00	\$ 10,690.72	Trust	458,846.7	Total \$	9,261,939.08
Trust \$	-	\$ -				
Total \$	11,000.00	\$ 11,391.20				

SY148-11/21 FINANCIAL REPORT - OCTOBER 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 - October 2021 ↓2. Creditors Payment Listing - October 2021 ↓3. Credit Card Summary - September 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 31 October 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 31 October 2021.

Outstanding Rates and Services

The total outstanding rates balance at the end of October 2021 was \$3,300,543 compared to \$3,284,968 at the end of October 2020.

Current Year	Properties	31/10/2021	%	Properties	31/10/2020	%
3 years and over	83	\$ 554,151	17%	86	\$ 491,029	15%
2 years and over	102	\$ 206,516	6%	100	\$ 215,057	7%
1 year and over	187	\$ 294,742	9%	223	\$ 334,631	10%
Total Aged		\$1,055,409	32%		\$1,040,718	32%
Current Rates	1256	\$2,245,134	68%	1396	\$2,244,250	68%
Total Rates Outstanding		\$3,300,543			\$3,284,968	

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.

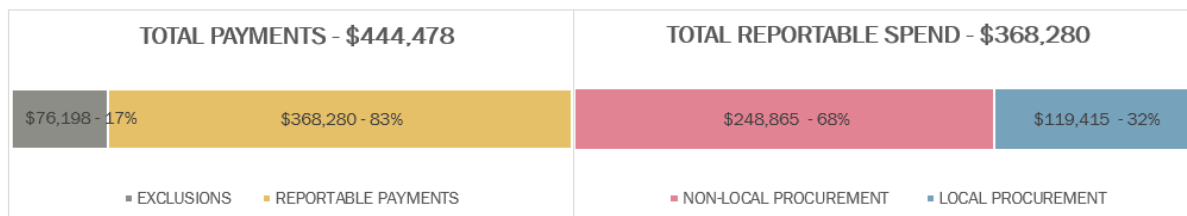
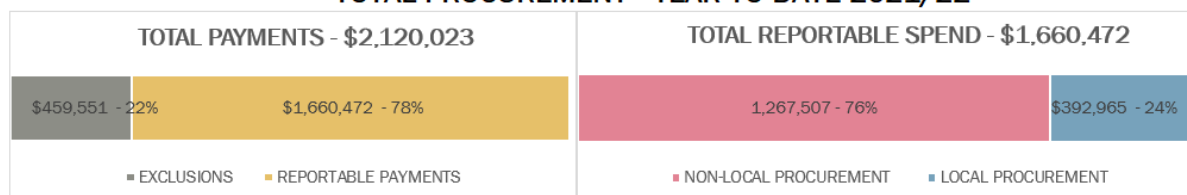
Outstanding Sundry Debtors

The figure for total outstanding sundry debtors as at 30 October 2021 was \$26,549 compared to \$64,141 as at 30 October 2020. 5% of the debtors are current as compared to previous year which were 60%.

Current Year	31/10/2021	%	31/10/2020	%
90 days and over	\$15,762	57%	\$22,567	35%
60 days and over	\$5,867	21%	\$1,658	3%
30 days and over	\$3,589	16%	\$1,273	2%
Current	\$1,330	5%	\$38,644	60%
Total Debtors Outstanding	\$26,549		\$64,141	

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 October, Officers report the following in relation to local procurement, noting that 32% 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 - Oct 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 - October 2021, Council:

1. Receives the Monthly Financial Report and the list of payments drawn from the Municipal and Trust accounts for the period ending 31 October 2021 as summarised below:

October 2021

MUNICIPAL FUND	AMOUNT (\$)
Cheque Payments	0
Payroll Debits	218,223.70
Electronic Funds Payments	508,319.72
Payroll Debits - Superannuation	48,008.27
Bank Fees	6,392.58
Corporate Cards	1,222.12
Exetel NBN Fees	297
Fuji Xerox Equipment Rental	0
Fire Messaging Service	0
Sub total - Municipal	782,463.39
 TRUST FUND	
Electronic Funds Payments	6,381.51
Cheque Payments	0
Direct Debits Licensing	92,895.55
Sub total - Trust	99,277.06
 TOTAL DISBURSEMENTS	 881,740.45



**SHIRE OF YORK
MONTHLY STATEMENTS
FOR THE PERIOD ENDED 31 OCTOBER 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 31 October 2021

\$ 8,528,384

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: Friday, 5 November 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	6,322,362	6,316,338
Operating Grants, Subsidies and Contributions	1,047,688	530,469	491,777
Fees and Charges	1,185,255	867,595	982,307
Interest Earnings	89,200	29,724	48,766
Other Revenue	211,616	69,797	108,653
	8,856,857	7,819,947	7,947,842
EXPENDITURE			
Employee Costs	(4,391,976)	(1,456,596)	(1,333,231)
Materials and Contracts	(3,041,331)	(826,889)	(655,717)
Utility Charges	(393,383)	(122,139)	(57,297)
Depreciation	(2,585,950)	(861,936)	(992,408)
Interest Expense	(83,383)	(27,784)	3,379
Insurance	(240,340)	(107,358)	(168,022)
Other Expenditure	(454,308)	(80,888)	(169,006)
	(11,190,671)	(3,483,590)	(3,372,301)
<i>Increase/(Decrease)</i>	(2,333,813)	4,336,357	4,575,541
Non-operating Grants and Subsidies	1,585,953	-	53,709
Profit on Asset Disposal	-	-	-
Loss on Asset Disposal	(248,950)	-	-
	1,337,003	-	53,709
NET RESULT	(996,810)	4,336,357	4,629,251



SHIRE OF YORK
INCOME AND EXPENDITURE STATEMENT BY PROGRAMME
FOR THE PERIOD ENDED 31 OCTOBER 2021

	2020/21 ANNUAL BUDGET	2021/22 YTD ACTUAL
REVENUE		
General Purpose Funding	7,175,443	6,604,951
Governance	2,720	5,071
Law, Order, Public Safety	122,367	32,670
Health	22,800	17,571
Education and Welfare	58,624	35,190
Community Amenities	783,957	706,150
Recreation and Culture	291,067	230,236
Transport	1,683,527	193,597
Economic Services	268,204	163,640
Other Property & Services	34,100	12,476
	<u>10,442,810</u>	<u>8,001,551</u>
EXPENDITURE		
General Purpose Funding	(757,496)	(97,117)
Governance	(954,074)	(212,247)
Law, Order, Public Safety	(498,588)	(152,277)
Health	(202,490)	(73,164)
Education and Welfare	(168,968)	(46,719)
Community Amenities	(1,298,764)	(297,619)
Recreation and Culture	(3,297,258)	(942,177)
Transport	(2,681,574)	(1,122,418)
Economic Services	(1,397,341)	(300,121)
Other Property and Services	(183,066)	(128,441)
	<u>(11,439,620)</u>	<u>(3,372,301)</u>
<i>Change in net assets resulting from operations</i>		
<i>Gain/(Reduction)</i>	<u>(996,810)</u>	<u>4,629,251</u>



SHIRE OF YORK
STATEMENT OF CURRENT ASSETS AND LIABILITIES
FOR THE PERIOD ENDED 31 OCTOBER 2021

CURRENT ASSETS	YTD ACTUAL 30/06/2021	YTD ACTUAL 31/10/2021
Cash and cash equivalents	4,359,858	6,133,425
- Investments Reserves	2,658,820	2,669,511
Sundry Debtors	912,201	2,972,319
Sundry Debtors General	31,053	43,530
Stock on Hand	34,902	50,910
SUB-TOTAL	7,996,833	11,869,695
LESS CURRENT LIABILITIES		
Sundry Creditors	(1,705,643)	(318,309)
Loan Liability	(251,899)	(201,787)
Leave Provisions	(916,209)	(910,258)
	(2,873,752)	(1,430,354)
Net Current Assets	5,123,082	10,439,341
Add back Cash Backed Reserves	(2,658,820)	(2,669,511)
Add Back Current Loan Liability	251,899	201,787
Add Back Leave Reserve Balance	554,521	556,767
SUB-TOTAL	(1,852,400)	(1,910,957)
NET CURRENT ASSETS - SURPLUS/(DEFICIT)	3,270,682	8,528,384



SHIRE OF YORK
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 OCTOBER 2021

This statement analyses the movements in assets, liabilities and equity between financial years.

	Unaudited 30/06/2021 \$	Actual 31/10/2021 \$
Current assets		
Cash and cash equivalents	4,359,858	6,133,425
Cash Backed Reserves	2,658,820	2,669,511
Rates and Sundry Debtors Outstanding	912,201	2,972,319
Other Debtors	31,053	43,530
Inventories/Stock	34,902	50,910
Total current assets	7,996,833	11,869,695
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	33,089,789
Infrastructure	104,247,781	103,681,208
Total non-current assets	137,711,061	136,969,392
Total assets	145,707,895	148,839,088
Current liabilities		
Trade and other payables	1,705,643	318,309
Provisions	916,209	910,258
Contract Liabilities (Unspent Tied funds)	556,588	501,928
Interest-bearing loans and borrowings	251,899	201,787
Total current liabilities	3,430,340	1,932,282
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	3,423,259
Net assets	140,786,578	145,415,828
Equity		
Accumulated surplus	33,881,563	33,604,676
Change in net assets resulting from operations	(266,196)	4,629,251
Asset revaluation reserve	104,512,391	104,512,391
Other reserves	2,658,820	2,669,511
Total equity	140,786,578	145,415,828



SHIRE OF YORK

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2021

	2021/22 ANNUAL BUDGET	2021/22 YTD BUDGET	2021/22 YTD ACTUAL 31/10/2021	VAR TO YTD BUDGET \$	VAR TO BUDGET %
OPERATING REVENUE					
General Purpose Funding	7,175,443	6,619,647	6,604,951	(14,696)	0%
Governance	2,720	892	5,071	4,179	468%
Law, Order Public Safety	122,367	22,242	32,670	10,428	47%
Health	22,800	15,464	17,571	2,107	14%
Education and Welfare	58,624	34,536	35,190	654	2%
Community Amenities	783,957	710,510	706,150	(4,360)	-1%
Recreation and Culture	291,067	53,459	230,236	176,777	331%
Transport	1,683,527	174,695	193,597	18,902	11%
Economic Services	268,204	177,142	163,640	(13,502)	-8%
Other Property and Services	34,100	11,360	12,476	1,116	10%
	10,442,811	7,819,947	8,001,551	181,604	-23%
LESS OPERATING EXPENDITURE					
General Purpose Funding	(757,496)	(105,264)	(97,117)	8,147	-8%
Governance	(954,074)	(318,083)	(212,247)	105,836	-33%
Law, Order, Public Safety	(498,588)	(162,210)	(152,277)	9,933	-6%
Health	(202,490)	(64,972)	(73,164)	(8,192)	13%
Education and Welfare	(168,968)	(56,268)	(46,719)	9,549	-17%
Community Amenities	(1,298,764)	(432,128)	(297,619)	134,509	-31%
Recreation and Culture	(3,297,258)	(1,098,536)	(942,177)	156,359	-14%
Transport	(2,681,574)	(865,944)	(1,122,418)	(256,474)	30%
Economic Services	(1,397,341)	(359,097)	(300,121)	58,976	-16%
Other Property & Services	(183,066)	(21,088)	(128,441)	(107,353)	509%
	(11,439,620)	(3,483,590)	(3,372,301)	111,289	-71%
Increase/(Decrease)	(996,810)	4,336,357	4,629,251	292,894	-564%



SHIRE OF YORK

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2021

	2021/22 ANNUAL BUDGET	2021/22 YTD BUDGET	2021/22 YTD ACTUAL 31/10/2021	VAR TO YTD BUDGET \$	VAR TO BUDGET %
ADD					
Principal Repayment Received - Loans	-	-	-	-	0%
(Profit)/Loss on sale of assets	248,950	-	-	-	0%
Movement in Contract Liabilities	-	-	(54,660)	-	0%
Net Change in LSL Reserve	-	-	2,246	-	0%
Accrued NC Leave Provisions	-	-	-	-	0%
Depreciation Written Back	2,585,950	861,936	992,408	130,472	0%
Rounding	3	-	-	-	0%
Total Non- Cash Items	2,834,903	861,936	939,994	130,472	-67%
Sub Total Operating	1,838,094	2,177,067	5,569,244	423,366	203%
LESS CAPITAL PROGRAMME					
Purchase Land & Buildings	(679,300)	(197,588)	(102,166)	95,422	-48%
Infrastructure Assets	(2,951,659)	(977,184)	(114,137)	863,047	-88%
Purchase Plant and Equipment	(1,106,000)	(368,636)	(23,583)	345,053	-94%
Purchase Furniture and Equipment	(121,710)	-	(10,853)	(10,853)	0%
Repayment of Debt - Loan Principal	(251,899)	(83,956)	(50,113)	33,843	-40%
Transfer to Reserves	(408,000)	-	(10,691)	(10,691)	0%
	(5,518,568)	(1,627,364)	(311,543)	1,315,821	-81%
LESS FUNDING FROM					
Reserves	635,000	-	-	-	-100%
Loans Raised	-	-	-	-	0%
Proceeds from Asset Sale	612,000	-	-	-	-100%
Opening Funds	2,433,474	2,433,474	3,270,682	837,208	34%
	3,680,474	2,433,474	3,270,682	837,208	-11%
ESTIMATED SURPLUS/(DEFICIT)	-	2,983,177	8,528,384	2,576,396	

**SHIRE OF YORK
VARIANCE REPORT
FOR THE PERIOD ENDED 31 OCTOBER 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	\$6,619,647	\$6,604,951	-\$14,696	0%
Within Variance threshold				
Governance	\$892	\$5,071	\$4,179	468%
Claim received for Business continuity plan				
Law, Order Public Safety	\$22,242	\$32,670	\$10,428	47%
ESL Grants income recived which was short last month, will recover in the coming months. Received cat and dog registration charges				
Health	\$15,464	\$17,571	\$2,107	14%
Within Variance threshold. Health charges \$2k higher this month				
Education and Welfare	\$34,536	\$35,190	\$654	2%
Within Variance threshold				
Community Amenities	\$710,510	\$706,150	-\$4,360	-1%
Within Variance threshold				
Recreation and Culture	\$53,459	\$230,236	\$176,777	331%
Figures to be sorted.YRCC Revenue only budgeted to the first 3 months of the financial year. This will be revised at budget review				
Transport	\$174,695	\$193,597	\$18,902	11%
A footpath grant of \$8k has been received that was not budgeted. RRG grant is \$10k higher than budget				
Economic Services	\$177,142	\$163,640	-\$13,502	-8%
Charges - Sale water income lower than budget nad havn't received brochure advertising income yet				
Other Property and Services	\$11,360	\$12,476	\$1,116	10%
Within Variance threshold				
	\$7,819,947	\$8,001,551	\$181,604	2%

**SHIRE OF YORK
VARIANCE REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2021**

OPERATING EXPENDITURE	YTD BUDGET	YTD ACTUALS	VAR TO BUDGET	VAR TO BUDGET
General Purpose Funding	-\$105,264	-\$97,117	\$8,147	-8%
Administration overhead are lower than ytd budget. This may even out during this year				
Governance	-\$318,083	-\$212,247	\$105,836	-33%
Admin salaries (\$6k) and Overhead allocations (\$71k) are lower than budget. These may even out over the year				
Law, Order, Public Safety	-\$162,210	-\$152,277	\$9,933	-6%
Within Variance threshold				
Health	-\$64,972	-\$73,164	-\$8,192	13%
Admin overheads are \$15k higher than budget. Staff will review these prior to the budget review				
Education and Welfare	-\$56,268	-\$46,719	\$9,549	-17%
Depreciation expense of \$10k is the main variance in this program. This is expected to fall back in line when depreciation has been processed in the ledger. Admin overheads of \$6k to even out during the year				
Community Amenities	-\$432,128	-\$297,619	\$134,509	-31%
Contractor costs for sanitation - waste collection and disposal are \$77k 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	-\$1,098,536	-\$942,177	\$156,359	-14%
Forrest oval ground and water supplies were lower compared to budget. Operational marketing plan was \$80k lower and this may even out during the year.				
Transport	-\$865,944	-\$1,122,418	-\$256,474	30%
Road maintenance \$108k is the main variance in this program and also the over expenditure of \$26k verge maintenance. Depreciation exp of \$130k is expected to fall back in line once the depreciation is processed. Staff will review budget timing and correct where appropriate				
Economic Services	-\$359,097	-\$300,121	\$58,976	-16%
Area promotion was \$20k lower than the budget and town promotions by \$31k lower				
Other Property & Services	-\$21,088	-\$128,441	-\$107,353	509%
Public Works and Plant Operation recoveries are \$97k overcovered to ytd budget. 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				
	-\$3,483,590	-\$3,372,301	\$111,289	-3%

**SHIRE OF YORK
VARIANCE REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2021**

CAPITAL PROGRAMME	YTD BUDGET	YTD ACTUALS	VAR TO BUDGET	VAR TO BUDGET
Purchase Land & Buildings	-\$197,588	-\$102,166	\$95,422	-48%
Timing of Budgets to be corrected. Capital programme to start soon				
Infrastructure Assets	-\$977,184	-\$114,137	\$863,047	-88%
Timing of Budgets to be corrected				
Purchase Plant and Equipment	-\$368,636	-\$23,583	\$345,053	-94%
Timing of Budgets to be corrected				
Purchase Furniture and Equipment	\$0	-\$10,853	-\$10,853	0%
Within Variance threshold				
Repayment of Debt - Loan Principal	-\$83,956	-\$50,113	\$33,843	-40%
Timing of Budgets to be corrected				
Transfer to Reserves	\$0	-\$10,691	-\$10,691	0%
Within Variance threshold				
	-\$1,627,364	-\$311,543	\$1,315,821	-81%
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	0.00	\$0	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	\$3,270,682	\$837,208	34%



**YORK RECREATION AND CONVENTION CENTRE
OPERATING STATEMENT
FOR THE PERIOD ENDED 31 OCTOBER 2021**

	2021/22 ADOPTED BUDGET	2021/22 YTD BUDGET	2021/22 YTD ACTUAL 31/10/2021	% OF TOTAL BUDGET	MOVEMENT JUL-AUG	2021/22 YTD ACTUAL 1/10/2021
REVENUES						
FORREST OVAL LIGHTS INCOME	0	0	630	0%	0	630
YRCC INCOME - HIRE	0	0	1,019	0%	0	1,019
YRCC INCOME - GYM	0	0	4,882	0%	0	4,882
YRCC INCOME - CONFERENCES	8,000	2,664	8,868	111%	0	8,868
YRCC INCOME - BAR	35,000	11,664	75,288	215%	0	75,288
YRCC INCOME - CAFE/RESTAURANT	38,000	12,664	56,997	150%	0	56,997
YRCC INCOME - CANTEEN	5,000	1,664	9,989	200%	0	9,989
YRCC INCOME - GREEN FEES - BOWLS	0	0	29	0%	0	29
YRCC INCOME - GREEN FEES - TENNIS	0	0	49	0%	0	49
	86,000	28,656	157,751	183%	0	157,751
COST OF SALES						
YRCC EXPENDITURE - GYM	(5,000)	(1,660)	(3,538)	71%	0	(3,538)
YRCC EXPENDITURE - CONFERENCES	(7,898)	(2,632)	(8,949)	113%	0	(8,949)
YRCC EXPENDITURE - BAR	(35,415)	(11,800)	(32,642)	92%	0	(32,642)
YRCC EXPENDITURE - CAFE/RESTAURANT	(38,704)	(12,896)	(36,851)	95%	0	(36,851)
YRCC EXPENDITURE - CANTEEN	(5,000)	(1,664)	(9,318)	186%	0	(9,318)
YRCC EXPENDITURE - BOWLS	(9,880)	(3,288)	0	0%	0	0
YRCC EXPENDITURE - TENNIS	(9,880)	(3,288)	(181)	2%	0	(181)
	(111,777)	(37,228)	(91,478)	82%	0	(91,478)
GROSS PROFIT	11,832	11,832	249,229	2106%	0	249,229
CENTRE COSTS						
FORREST OVAL CONVENTION CENTRE	(64,900)	(21,624)	(27,369)	42%	0	(27,369)
YRCC MARKETING & PROMOTIONS	(1,500)	(500)	(3,480)	232%	0	(3,480)
RECREATION - SALARIES	(183,490)	(61,160)	(22,362)	12%	0	(22,362)
RECREATION - SUPERANNUATION	(26,606)	(8,868)	(9,795)	37%	0	(9,795)
YRCC OPERATIONAL & MARKETING PLAN	(321,000)	(107,000)	(25,393)	8%	0	(25,393)
	(597,496)	(199,152)	(88,398)	15%	0	(88,398)
PROFIT/(LOSS)	(585,664)	(187,320)	160,830	-27%	0	160,830

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EFT26675	01/10/2021 ANTHONY PETER SEABROOK	TONY SEABROOK BUILDING BOND REFUND #252557	2		150.00
INV T83	21/09/2021 ANTHONY PETER SEABROOK	TONY SEABROOK BUILDING BOND REFUND #252557	2	150.00	
EFT26676	01/10/2021 DAVID JOHN YATES	DAVID YATES PARK BOND USE CANCELLED #250742	2		500.00
INV T36	16/09/2021 DAVID JOHN YATES	DAVID YATES PARK BOND USE CANCELLED #250742	2	500.00	
EFT26677	01/10/2021 DENESE EILEEN SMYTHE	DENESE SMYTHE CAT TRAP BOND REFUND #252550	2		89.00
INV T1	21/09/2021 DENESE EILEEN SMYTHE	DENESE SMYTHE CAT TRAP BOND REFUND #252550	2	89.00	
EFT26678	01/10/2021 HELEN VAN DER RIET	HELEN VAN DER RIET REFUND TOGGLE BOND #251781	2		50.00
INV T67	16/09/2021 HELEN VAN DER RIET	HELEN VAN DER RIET REFUND TOGGLE BOND #251781	2	50.00	
EFT26679	01/10/2021 JOHN CLARKE	JOHN CALARKE CAT TRAP BOND REFUND #252206	2		89.00
INV T1	16/09/2021 JOHN CLARKE	JOHN CALARKE CAT TRAP BOND REFUND #252206	2	89.00	
EFT26680	01/10/2021 SARINA NARKLE	SARINA NARKLE KEY BOND REFUND #251344	2		50.00
INV T8	16/09/2021 SARINA NARKLE	SARINA NARKLE KEY BOND REFUND #251344	2	50.00	
EFT26681	01/10/2021 VETERAN CAR CLUB OF W.A. INC - YORK BRANCH	VETERAN CAR CLUB OF WA YORK BRANCH REFUND BOND #252231	2		1,500.00
INV T83	22/09/2021 VETERAN CAR CLUB OF W.A. INC - YORK BRANCH	VETERAN CAR CLUB OF WA YORK BRANCH REFUND BOND #252231	2	1,500.00	
EFT26682	01/10/2021 ASHLEY ROBERT GARRATT	COUNCILLOR ALLOWANCES - SEPTEMBER 2021	1		1,255.93
INV CRS PMT	30/09/2021 ASHLEY ROBERT GARRATT	COUNCILLOR ALLOWANCES - SEPTEMBER 2021	1	1,255.93	
EFT26683	01/10/2021 AUSTRALIAN GROWN	PURCHASE OF UNIFORM ITEMS & POLO SHIRTS FOR RESALE - YVC	1		863.01
INV SI134871	10/09/2021 AUSTRALIAN GROWN	PURCHASE OF UNIFORM ITEMS FOR NEW EMPLOYEES AND VOLUNTEERS - YVC	1	474.49	
INV SI34870	10/09/2021 AUSTRALIAN GROWN	PURCHASE OF POLO SHIRTS FOR RESALE - VISITORS CENTRE	1	388.52	
EFT26684	01/10/2021 AUSTRALIAN SERVICES UNION	UNION FEES	1		129.50
INV	21/09/2021 AUSTRALIAN SERVICES UNION	UNION FEES		129.50	
EFT26685	01/10/2021 AVON VALLEY AG	SUPPLY 2 X ELECTRIC CONTRO VALVE TEEJET - MINOR PLANT	1		716.10

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INV YI14582	24/09/2021 AVON VALLEY AG	SUPPLY 2 X ELECTRIC CONTRO VALVE TEEJET - MINOR PLANT	1	716.10	
EFT26686	01/10/2021 AVON WASTE	RUBBISH/ RECYCLING COLLECTION - 10/9/21	1		12,233.78
INV 00046159	10/09/2021 AVON WASTE	RUBBISH/ RECYCLING COLLECTION - 10/9/21	1	12,233.78	
EFT26687	01/10/2021 BELLISSIMO YORK	CATERING FOR CULTURAL WORKSHOPS 25 AUGUST & 26 AUGUST 2021	1		600.00
INV 39	11/09/2021 BELLISSIMO YORK	CATERING FOR CULTURAL WORKSHOPS 25 AUGUST & 26 AUGUST 2021	1	600.00	
EFT26688	01/10/2021 BOC GASES	SUPPLY VARIOUS GAS & MONTHLY CONTAINER RENTAL 29/7/21-28/8/21 - DEPOT, YRCC & SWIMMING POOL	1		65.32
INV	29/08/2021 BOC GASES	SUPPLY VARIOUS GAS & MONTHLY CONTAINER RENTAL 29/7/21-28/8/21 - DEPOT, YRCC & SWIMMING POOL	1	65.32	
EFT26689	01/10/2021 CAROL LITTLEFAIR	REIMBURSEMENT - VARIOUS ITEMS PURCHASED FOR SHIRE OF YORK	1		167.90
INV	23/09/2021 CAROL LITTLEFAIR	REIMBURSEMENT - VARIOUS ITEMS PURCHASED FOR SHIRE OF YORK	1	167.90	
EFT26690	01/10/2021 COLGAN INDUSTRIES PTY LTD	PROGRESS CLAIM 3 - CONSERVATION WORKS TO THE STATE HERITAGE REGISTERED RESIDENCY MUSEUM AS PER REQUEST FOR TENDER T03-2021 INCLUDES ADJUSTMENT FOR V09 & DRAINAGE NOT PAID IN CLAIM 1	1		81,604.15
INV 00002815	31/08/2021 COLGAN INDUSTRIES PTY LTD	PROGRESS CLAIM 3 - CONSERVATION WORKS TO THE STATE HERITAGE REGISTERED RESIDENCY MUSEUM AS PER REQUEST FOR TENDER T03-2021 INCLUDES ADJUSTMENT FOR V09 & DRAINAGE NOT PAID IN CLAIM 1	1	81,604.15	
EFT26691	01/10/2021 CROWN PERTH	ACCOMMODATION AND BREAKFAST FOR CR DENESE SMYTHE AND CR KEVIN TRENT 19-21 SEPTEMBER WALGA LOCAL GOVERNMENT	1		780.00
INV 11289335	17/09/2021 CROWN PERTH	ACCOMMODATION AND BREAKFAST FOR CR DENESE SMYTHE AND CR KEVIN TRENT 19-21 SEPTEMBER WALGA LOCAL GOVERNMENT	1	780.00	
EFT26692	01/10/2021 D & A PLUMBING & GAS SERVICES	SUPPLY AND INSTALL DAVEY 3 PHASE HI-FLOW 3.9KW PUMP - MONGERS RESERVE	1		2,350.00
INV 271	13/09/2021 D & A PLUMBING & GAS SERVICES	SUPPLY AND INSTALL DAVEY 3 PHASE HI-FLOW 3.9KW PUMP - MONGERS RESERVE	1	2,350.00	
EFT26693	01/10/2021 DARRYS PLUMBING AND GAS	PLUMBING SERVICES	1		2,893.25
INV 8249	02/09/2021 DARRYS PLUMBING AND GAS	BACKFLOW TESTING AT MONGERS RESERVE (CNR STEPHEN ST & THORN ST)	1	240.00	
INV 8252	02/09/2021 DARRYS PLUMBING AND GAS	INSTALL NEW RHEEM LASER MOUNTED WATER BOILER - ADMIN STAFF ROOM	1	1,265.00	
INV 8254	02/09/2021 DARRYS PLUMBING AND GAS	SUPPLY & REPLACE FLUSH BUTTON HOWICK ST FEMALE TOILETS	1	264.00	

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INV 8270	28/09/2021 DARRYS PLUMBING AND GAS	GRAVE EXCAVATION 21/9/21 - CEMETERY	1	316.25	
INV 8279	28/09/2021 DARRYS PLUMBING AND GAS	SUPPLY & REPLACEMENT OF GROHE FLUSH BUTTON TO REPIAR MALE TOILETS AT YRCC	1	308.00	
INV 8280	28/09/2021 DARRYS PLUMBING AND GAS	SUPPLY & REPLACEMENT OF DISABLED SHOWER RAIL AT YRCC	1	500.00	
EFT26694	01/10/2021 DENESE EILEEN SMYTHE	COUNCILLOR ALLOWANCES - SEPTEMBER 2021	1		3,256.48
INV CRS PMT	30/09/2021 DENESE EILEEN SMYTHE	COUNCILLOR ALLOWANCES - SEPTEMBER 2021	1	3,256.48	
EFT26695	01/10/2021 DENIS CHARLES WARNICK	COUNCILLOR ALLOWANCES - SEPTEMBER 2021	1		1,603.51
INV CRS PMT	30/09/2021 DENIS CHARLES WARNICK	COUNCILLOR ALLOWANCES - SEPTEMBER 2021	1	1,603.51	
EFT26696	01/10/2021 DEPARTMENT OF HUMAN SERVICES (CHILD SUPPORT)	SUPPORT PAYMENT	1		273.25
INV	21/09/2021 DEPARTMENT OF HUMAN SERVICES (CHILD SUPPORT)	SUPPORT PAYMENT		273.25	
EFT26697	01/10/2021 DESTINATION PERTH	2/3 PAGE IN ANNUAL PERTH HOLIDAY PLANNER - DESTINATION PERTH - COLLABORATIVE AD WITH YBA	1		3,500.00
INV 8536	24/09/2021 DESTINATION PERTH	2/3 PAGE IN ANNUAL PERTH HOLIDAY PLANNER - DESTINATION PERTH - COLLABORATIVE AD WITH YBA	1	3,500.00	
EFT26698	01/10/2021 EASTERN HILLS CHAINSAWS AND MOWERS PTY LTD	SUPPLY BLOWERS & HELMET KITS	1		1,481.40
INV 47631#4	06/09/2021 EASTERN HILLS CHAINSAWS AND MOWERS PTY LTD	SUPPLY 3 X BG86 CEZ BLOWERS (STV42410111770)	1	1,017.00	
INV 47667#4	14/09/2021 EASTERN HILLS CHAINSAWS AND MOWERS PTY LTD	SUPPLY HELMET KIT PROFESSIONAL X 4 - OUTSIDE STAFF PPE	1	464.40	
EFT26699	01/10/2021 FOCUS NETWORKS	IT SOFTWARE & SUPPORT	1		5,767.85
INV 9329GA	08/09/2021 FOCUS NETWORKS	50% DEPOSIT - SQL SERVER HARDWARE AND SITE ATTENDANCE, SQL SERVER LICENSING, SQL SERVER PROJECT MANAGEMENT	1	5,754.65	
INV 9296G	14/09/2021 FOCUS NETWORKS	2 X CODETWO LICENSES FOR DIMPLE KAUR (FINANCE MANAGER) AND ARRON LIVINGSTONE (RANGER)	1	4.40	
INV 9344G	20/09/2021 FOCUS NETWORKS	CODETWO - SIGNATURES FOR OFFICE 365 X 4 ASHLEE ANNELS, SETHEN SHEEHAN-LEE, SHELLEY HALL, ANNIE	1	8.80	

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EFT26700	01/10/2021 FUEL DISTRIBUTORS	SUPPLY 500L X UNLEADED - DEPOT	1		729.64
INV 53102554	24/09/2021 FUEL DISTRIBUTORS	SUPPLY 500L X UNLEADED - DEPOT	1	729.64	
EFT26701	01/10/2021 HILLSEAFOOD WHOLESALE FOOD MERCHANTS	YRCC - FOOD SUPPLIES	1		917.92
INV 108557	08/09/2021 HILLSEAFOOD WHOLESALE FOOD MERCHANTS	YRCC - FOOD SUPPLIES	1	559.45	
INV 109044	22/09/2021 HILLSEAFOOD WHOLESALE FOOD MERCHANTS	YRCC - FOOD SUPPLIES	1	358.47	
EFT26702	01/10/2021 IMPRINT PLASTIC	SUPPLY STAFF NAME BADGES X 20	1		355.85
INV 00026874	07/09/2021 IMPRINT PLASTIC	SUPPLY STAFF NAME BADGES X 20	1	355.85	
EFT26703	01/10/2021 JAMES BENNETT PTY LTD	PURCHASE OF NEW BOOKS TO SUPPORT THE YORK FESTIVAL AUTHOR TALKS	1		193.61
INV 3138380	14/09/2021 JAMES BENNETT PTY LTD	PURCHASE OF NEW BOOKS TO SUPPORT THE YORK FESTIVAL AUTHOR TALKS	1	193.61	
EFT26704	01/10/2021 JANE ELISE FERRO	COUNCILLOR ALLOWANCES - SEPTEMBER 2021	1		1,255.93
INV CRS PMT	30/09/2021 JANE ELISE FERRO	COUNCILLOR ALLOWANCES - SEPTEMBER 2021	1	1,255.93	
EFT26705	01/10/2021 KAREN MICHELE MCROBERTS	PURCHASE OF LOCAL AUTHOR BOOKS - KARINA MCROBERTS	1		40.00
INV TWO	14/09/2021 KAREN MICHELE MCROBERTS	PURCHASE OF LOCAL AUTHOR BOOKS - KARINA MCROBERTS	1	40.00	
EFT26706	01/10/2021 KEVIN RICHARD TRENT	COUNCILLOR ALLOWANCES - SEPTEMBER 2021	1		1,255.93
INV CRS PMT	30/09/2021 KEVIN RICHARD TRENT	COUNCILLOR ALLOWANCES - SEPTEMBER 2021	1	1,255.93	
EFT26707	01/10/2021 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1		934.01
INV 00060903	15/09/2021 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1	934.01	
EFT26708	01/10/2021 LEIGH BARRETT HERITAGE	HERITAGE ADVISORY SERVICES (JUL & AUG 2021) - PLANNING	1		652.13
INV SOY018	08/09/2021 LEIGH BARRETT HERITAGE	HERITAGE ADVISORY SERVICES (JUL 2021) - PLANNING	1	514.36	
INV SOY019	08/09/2021 LEIGH BARRETT HERITAGE	HERITAGE ADVISORY SERVICES (AUG 2021) - PLANNING	1	137.77	
EFT26709	01/10/2021 MAIN ROADS WESTERN AUSTRALIA	INSTALLATION OF STOP/GIVE WAY/RAIL X LINES ON FOLLOWING ROADS	1		4,056.40
INV 8020480	27/08/2021 MAIN ROADS WESTERN AUSTRALIA	INSTALLATION OF STOP/GIVE WAY/RAIL X LINES ON FOLLOWING ROADS	1	4,056.40	
EFT26710	01/10/2021 MAL AUTOMOTIVES	VEHICLE SERVICES & REPAIRS	1		2,285.40
INV 27014	13/09/2021 MAL AUTOMOTIVES	REPAIR LEAKING PTO PUMP ASSEMBLY - Y711	1	918.40	

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INV 27055	20/09/2021 MAL AUTOMOTIVES	SUPPLY DRIVELINE OIL 20L - Y130	1	146.85	
INV 27051	20/09/2021 MAL AUTOMOTIVES	60,000KM SERVICE - FORD RANGER 1GTN498	1	501.15	
INV 27085	28/09/2021 MAL AUTOMOTIVES	SUPPLY 4 X KUMHO TYRES 205/55/R16 + WHEEL ALIGNMENT - HYUNDAI I30 (EHO VEHICLE)	1	719.00	
EFT26711	01/10/2021 MCLEODS BARRISTERS AND SOLICITORS	LOT 494 SECOND AVENUE, YORK COMPLIANCE / LEGAL ACTION - MATTER 47276	1		817.11
INV 120575	31/08/2021 MCLEODS BARRISTERS AND SOLICITORS	LOT 494 SECOND AVENUE, YORK COMPLIANCE / LEGAL ACTION - MATTER 47276	1	817.11	
EFT26712	01/10/2021 METAL ARTWORK CREATIONS	CHAMBERS DESK PLAQUE - SINEAD MCGUIRE	1		55.28
INV 84465	16/09/2021 METAL ARTWORK CREATIONS	CHAMBERS DESK PLAQUE - SINEAD MCGUIRE	1	55.28	
EFT26713	01/10/2021 MODAL PTY LTD	SECOND PAYMENT 40% - CULTURAL CHANGE 2021 PROGRAM	1		11,580.80
INV 00008166	23/09/2021 MODAL PTY LTD	SECOND PAYMENT 40% - CULTURAL CHANGE 2021 PROGRAM	1	11,580.80	
EFT26714	01/10/2021 MOORE AUSTRALIA	NUTS & BOLTS WORKSHOP - 26 NOVEMBER 2021 - DIMPLE KAUR	1		990.00
INV 2287	10/09/2021 MOORE AUSTRALIA	NUTS & BOLTS WORKSHOP - 26 NOVEMBER 2021 - DIMPLE KAUR	1	990.00	
EFT26715	01/10/2021 MORRIS PEST & WEED CONTROL	WEED SPRAYING VARIOUS LOCATIONS FOR THE SHIRE OF YORK	1		5,273.00
INV 1404	15/09/2021 MORRIS PEST & WEED CONTROL	WEED SPRAYING VARIOUS LOCATIONS FOR THE SHIRE OF YORK	1	5,273.00	
EFT26716	01/10/2021 NODE1 INTERNET	MONTHLY INTERNET CONNECTION FEES (OCTOBER 2021) - YRCC ALARM & GYM	1		89.00
INV N300037	06/09/2021 NODE1 INTERNET	MONTHLY INTERNET CONNECTION FEES (OCTOBER 2021) - YRCC ALARM & GYM	1	89.00	
EFT26717	01/10/2021 OFFICEWORKS	SUPPLY X 1 OLYMPUS VP-20 PEN TYPE VOICE RECORDER PRODUCT CODE OLYVP20 - DEPOT MEETINGS	1		154.95
INV 20912861	17/09/2021 OFFICEWORKS	SUPPLY X 1 OLYMPUS VP-20 PEN TYPE VOICE RECORDER PRODUCT CODE OLYVP20 - DEPOT MEETINGS	1	154.95	
EFT26718	01/10/2021 PAMELA HELEN HEATON	COUNCILLOR ALLOWANCES - SEPTEMBER 2021	1		1,255.93
INV CRS PMT	30/09/2021 PAMELA HELEN HEATON	COUNCILLOR ALLOWANCES - SEPTEMBER 2021	1	1,255.93	
EFT26719	01/10/2021 PERTS PANTRY	PURCHASE OF JAMS/ CHUTNEYS FOR RESALE AT THE YORK VISITOR CENTRE	1		244.00
INV 17	11/09/2021 PERTS PANTRY	PURCHASE OF JAMS FOR RESALE AT THE YORK VISITOR CENTRE	1	124.00	
INV 18	29/09/2021 PERTS PANTRY	PURCHASE OF JAMS/CHUTNEYS FOR RESALE AT THE YORK VISITOR CENTRE	1	120.00	

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EFT26720	01/10/2021 PETER BAXENDALE	DETAILED DESIGN, DOCUMENTATION, PREPARATION OF SPECIFICATION AND REQUEST FOR TENDER TO CONTRACTORS OF THE RESIDENCY MUSEUM	1		2,079.00
INV 2017-04	30/08/2021 PETER BAXENDALE	DETAILED DESIGN, DOCUMENTATION, PREPARATION OF SPECIFICATION AND REQUEST FOR TENDER TO CONTRACTORS OF THE RESIDENCY MUSEUM	1	2,079.00	
EFT26721	01/10/2021 PFD FOOD SERVICES PTY LTD	YRCC - FOOD SUPPLIES	1		57.75
INV KY568435	02/06/2021 PFD FOOD SERVICES PTY LTD	YRCC - FOOD SUPPLIES	1	57.75	
EFT26722	01/10/2021 PRIORITY 1 FIRE AND SAFETY	DELIVERY OF SELF-CONTAINED BREATHING APPARATUS TRAINING 14/9/21	1		275.00
INV 2122-173	16/09/2021 PRIORITY 1 FIRE AND SAFETY	DELIVERY OF SELF-CONTAINED BREATHING APPARATUS TRAINING 14/9/21	1	275.00	
EFT26723	01/10/2021 RAC BUSINESSWISE	ANNUAL RAC BUSINESSWISE ROADSIDE ASSIST X 9	1		1,137.30
INV 34427	28/09/2021 RAC BUSINESSWISE	ANNUAL RAC BUSINESSWISE ROADSIDE ASSIST X 9	1	1,137.30	
EFT26724	01/10/2021 ROUS ELECTRICAL	ELECTRICAL SERVICES	1		1,078.00
INV 00003082	13/09/2021 ROUS ELECTRICAL	CHECK PUMP AT MONGER PARK, RETURN & WIRE REPLACEMENT AFTER PLUMBER HAD REPLACED	1	418.00	
INV 00003087	15/09/2021 ROUS ELECTRICAL	INSTALLATION OF 3 X CEILING FANS - 38 FRASER ST	1	660.00	
EFT26725	01/10/2021 ROYAL LIFE SAVING	POOL LIFEGUARD RE - QUALIFICATION - POOL MANAGER G. HEATON	1		159.00
INV 132395	07/09/2021 ROYAL LIFE SAVING	POOL LIFEGUARD RE - QUALIFICATION - POOL MANAGER G. HEATON	1	159.00	
EFT26726	01/10/2021 SHENTON ENTERPRISES PTY LTD	SUPPLY DOLPHIN PRO EXPERT 50M POOL CLEANER S/N A6337RGL9K ITEM 0470CEDOL2X2 - SWIMMING POOL	1		10,450.00
INV 181209	13/09/2021 SHENTON ENTERPRISES PTY LTD	SUPPLY DOLPHIN PRO EXPERT 50M POOL CLEANER S/N A6337RGL9K ITEM 0470CEDOL2X2 - SWIMMING POOL	1	10,450.00	
EFT26727	01/10/2021 SHIRE OF BEVERLEY	LONG SERVICE LEAVE ENTITLEMENT REIMBURSEMENT FOR TIM JURMANN	1		1,983.52
INV 7584	06/09/2021 SHIRE OF BEVERLEY	LONG SERVICE LEAVE ENTITLEMENT REIMBURSEMENT FOR TIM JURMANN	1	1,983.52	
EFT26728	01/10/2021 SHIRE OF CUBALLING	LONG SERVICE LEAVE ENTITLEMENT REIMBURSEMENT FOR TIM JURMANN	1		1,983.52
INV 5543	03/09/2021 SHIRE OF CUBALLING	LONG SERVICE LEAVE ENTITLEMENT REIMBURSEMENT FOR TIM JURMANN	1	1,983.52	
EFT26729	01/10/2021 SHIRE OF CUNDERDIN	LONG SERVICE LEAVE ENTITLEMENT REIMBURSEMENT FOR TIM JURMANN	1		1,983.52
INV 1428	03/09/2021 SHIRE OF CUNDERDIN	LONG SERVICE LEAVE ENTITLEMENT REIMBURSEMENT FOR TIM JURMANN	1	1,983.52	

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EFT26730	01/10/2021 SMITHS SHELL SERVICE	MAINTENANCE SUPPLIES - AUGUST 2021	1		56.00
INV 234	31/08/2021 SMITHS SHELL SERVICE	MAINTENANCE SUPPLIES - AUGUST 2021	1	56.00	
EFT26731	01/10/2021 SNAPPY GUM HERITAGE SERVICES	ARCHAEOLOGICAL INVESTIGATION REPORT FOR CONSERVATION WORKS TO THE RESIDENCY MUSEUM	1		4,950.00
INV 00000380	31/08/2021 SNAPPY GUM HERITAGE SERVICES	ARCHAEOLOGICAL INVESTIGATION REPORT FOR CONSERVATION WORKS TO THE RESIDENCY MUSEUM	1	2,970.00	
INV 379	31/08/2021 SNAPPY GUM HERITAGE SERVICES	ADDITIONAL ARCHAEOLOGICAL INVESTIGATION REPORT FOR CONSERVATION WORKS TO THE RESIDENCY MUSEUM	1	1,980.00	
EFT26732	01/10/2021 STEPHEN EDWARD MUHLEISEN	COUNCILLOR ALLOWANCES - SEPTEMBER 2021	1		1,255.93
INV CRS PMT	30/09/2021 STEPHEN EDWARD MUHLEISEN	COUNCILLOR ALLOWANCES - SEPTEMBER 2021	1	1,255.93	
EFT26733	01/10/2021 SUNNY SIGNS COMPANY PTY LTD	SIGNAGE SUPPLIES	1		2,949.65
INV 464329	07/09/2021 SUNNY SIGNS COMPANY PTY LTD	SUPPLY TRAFFIC SIGNS	1	2,942.50	
INV 464328	07/09/2021 SUNNY SIGNS COMPANY PTY LTD	SIGNAGE SUPPLIES	1	7.15	
EFT26734	01/10/2021 THE GOOD LIFE STORE	REIMBURSEMENT FOR YORK DOLLARS VOUCHERS	1		370.00
INV 1015	17/09/2021 THE GOOD LIFE STORE	REIMBURSEMENT FOR 18 X YORK DOLLARS VOUCHERS	1	180.00	
INV 1016	27/09/2021 THE GOOD LIFE STORE	REIMBURSEMENT FOR 19 X YORK DOLLARS VOUCHERS	1	190.00	
EFT26735	01/10/2021 THE SOCK FACTORY	REIMBURSEMENT FOR 12 X YORK DOLLARS VOUCHERS	1		120.00
INV 0006712	24/09/2021 THE SOCK FACTORY	REIMBURSEMENT FOR 12 X YORK DOLLARS VOUCHERS	1	120.00	
EFT26736	01/10/2021 THE UNIVERSITY OF ADELAIDE	TRANSFER OF GRANT FUNDING FROM AUSPICED NDRP EARTHQUAKE MITIGATION PROJECT GRANT TO UNIVERSITY OF ADELAIDE	1		67,650.00
INV	16/06/2021 THE UNIVERSITY OF ADELAIDE	TRANSFER OF GRANT FUNDING FROM AUSPICED NDRP EARTHQUAKE MITIGATION PROJECT GRANT TO UNIVERSITY OF ADELAIDE	1	67,650.00	
EFT26737	01/10/2021 TITE SECURITY	SECURITY ALARM MONITORING (OCT21-DEC21) - ADMIN	1		257.40
INV 615823	05/09/2021 TITE SECURITY	SECURITY ALARM MONITORING (OCT21-DEC21) - ADMIN	1	257.40	
EFT26738	01/10/2021 TNT PIZZA & TAKEAWAY	CATERING COUNCIL MEETING 27 JULY 2021	1		120.00
INV 310	04/08/2021 TNT PIZZA & TAKEAWAY	CATERING COUNCIL MEETING 27 JULY 2021	1	120.00	

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EFT26739	01/10/2021 TOLL IPEC PTY LTD	FREIGHT - 31/8/21 & 9/9/21	1		77.18
INV 0446	19/09/2021 TOLL IPEC PTY LTD	FREIGHT - 31/8/21 & 9/9/21	1	77.18	
EFT26740	01/10/2021 TOTALLY WORK WEAR	SUPPLY WORK UNIFORMS - OUTSIDE STAFF	1		153.69
INV	09/09/2021 TOTALLY WORK WEAR	SUPPLY WORK UNIFORMS - OUTSIDE STAFF	1	153.69	
EFT26741	01/10/2021 TRILITY SOLUTIONS PTY LTD	ANNUAL CHLORINE EQUIPMENT SERVICING - SWIMMING POOL	1		5,503.60
INV 75023112	20/09/2021 TRILITY SOLUTIONS PTY LTD	ANNUAL CHLORINE EQUIPMENT SERVICING - SWIMMING POOL	1	5,503.60	
EFT26742	01/10/2021 VANGUARD PRESS	SUPPLY ENVELOPES - ADMIN	1		873.40
INV 00029854	21/05/2021 VANGUARD PRESS	SUPPLY DLX PLAIN FACE ENVELOPES X 3000 - ADMIN	1	434.50	
INV 0030138	21/06/2021 VANGUARD PRESS	SUPPLY 2500 DLX BRANDED WINDOW ENVELOPES - ADMIN	1	438.90	
EFT26743	01/10/2021 WHEATBELT ARTS & EVENTS	MILESTONE - MUTLIYEAR SPONSORSHIP CONTRIBUTIONS FOR 2021/22 - COUNCIL RESOLUTION 070520	1		23,265.00
INV 00000006	20/09/2021 WHEATBELT ARTS & EVENTS	MILESTONE PAYMENT 50% - MUTLIYEAR SPONSORSHIP CONTRIBUTIONS FOR 2021/22 - COUNCIL RESOLUTION 070520	1	12,925.00	
INV 00000007	20/09/2021 WHEATBELT ARTS & EVENTS	MILESTONE PAYMENT 40% - MUTLIYEAR SPONSORSHIP CONTRIBUTIONS FOR 2021/22 - COUNCIL RESOLUTION 070520	1	10,340.00	
EFT26744	01/10/2021 YORK GENERAL PRACTICE	PRE-EMPLOYMENT MEDICALS	1		297.00
INV 195857	13/09/2021 YORK GENERAL PRACTICE	PRE-EMPLOYMENT MEDICAL 13/9/21 - JAMES SCHAUER - CONTAINER DEPOSIT SITE ATTENDANT	1	148.50	
INV 196403	20/09/2021 YORK GENERAL PRACTICE	PRE-EMPLOYMENT MEDICAL 20/9/21 - BONNIE FERGUSON (CONTAINER DEPOSIT SITE ATTENDANT) - RELIEF	1	148.50	
EFT26745	01/10/2021 YORK LANDSCAPE SUPPLIES	RETIC SUPPLIES - PARKS & GARDENS	1		622.00
INV 00008709	27/08/2021 YORK LANDSCAPE SUPPLIES	RETIC SUPPLIES - PARKS & GARDENS	1	622.00	
EFT26746	01/10/2021 YORK MITRE 10	MAINTENANCE SUPPLIES (DEPOT, ADMIN, YVC, YRCC & MUSEUM) - AUGUST 2021	1		989.04
INV YSHIRE	31/08/2021 YORK MITRE 10	MAINTENANCE SUPPLIES (DEPOT, ADMIN, YVC, YRCC & MUSEUM) - AUGUST 2021	1	989.04	
EFT26747	01/10/2021 YORK QUALITY BUTCHERS	YRCC - MEAT SUPPLIES	1		57.21
INV 2175	27/09/2021 YORK QUALITY BUTCHERS	YRCC - MEAT SUPPLIES	1	57.21	

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EFT26748	14/10/2021 BUILDING AND ENERGY	BSL REIMBURSEMENT FOR SEPTEMBER 2021	2		1,754.51
INV T6	05/10/2021 BUILDING AND ENERGY	BSL REIMBURSEMENT FOR SEPTEMBER 2021	2	1,754.51	
EFT26749	14/10/2021 CINDY REA KEEBLE	CINDY KEEBLE REFUND CAT TRAP BOND	2		89.00
INV T1	13/10/2021 CINDY REA KEEBLE	CINDY KEEBLE REFUND CAT TRAP BOND	2	89.00	
EFT26750	14/10/2021 MARYANNE RUDDY	REFUND MARYANN RUDDY GYM TOG #448	2		50.00
INV T67	13/10/2021 MARYANNE RUDDY	REFUND MARYANN RUDDY GYM TOG #448	2	50.00	
EFT26751	14/10/2021 SHIRE OF YORK	BSL COLLECTION - AGENCY FEE FOR SEPTEMBER 2021	2		60.00
INV T6	05/10/2021 SHIRE OF YORK	BSL COLLECTION - AGENCY FEE FOR SEPTEMBER 2021	2	60.00	
EFT26752	14/10/2021 SMITHS SHELL SERVICE	SMITHS SHELL OVAL BOND	2		1,000.00
INV T36	13/10/2021 SMITHS SHELL SERVICE	SMITHS SHELL OVAL BOND	2	1,000.00	
EFT26753	14/10/2021 YORK AGRICULTURAL SOCIETY INC.	YORK AG SOCIETY REFUND OVAL BOND # 252378	2		1,000.00
INV T83	04/10/2021 YORK AGRICULTURAL SOCIETY INC.	YORK AG SOCIETY REFUND OVAL BOND # 252378	2	1,000.00	
EFT26754	21/10/2021 A D ENGINEERING INTERNATIONAL PTY LTD	SAM TRAILER WAN CONNECTION QUARTERLY CHARGES - 1/10/21-31/12/21	1		132.00
INV 1198	07/10/2021 A D ENGINEERING INTERNATIONAL PTY LTD	SAM TRAILER WAN CONNECTION QUARTERLY CHARGES - 1/10/21-31/12/21	1	132.00	
EFT26755	21/10/2021 ANDREA CLARE WEBSTER	RATES REFUND A60371 UNIT 4 - 9 JOAQUINA ST	1		794.00
INV A60371	15/10/2021 ANDREA CLARE WEBSTER	RATES REFUND A60371 UNIT 4 - 9 JOAQUINA ST		794.00	
EFT26756	21/10/2021 ANNIE QUINN MEDLEY	REIMBURSEMENT FOR WORKING WITH CHILDREN CHECK - RESIDENCY MUSEUM CURATOR	1		19.95
INV	11/10/2021 ANNIE QUINN MEDLEY	REIMBURSEMENT FOR WORKING WITH CHILDREN CHECK - RESIDENCY MUSEUM CURATOR	1	19.95	
EFT26757	21/10/2021 AUSTRALIAN SERVICES UNION	UNION FEES	1		129.50
INV	05/10/2021 AUSTRALIAN SERVICES UNION	UNION FEES		129.50	
EFT26758	21/10/2021 AUSTRALIAN TAXATION OFFICE	BAS - SEPTEMEBR 2021	1		56,853.00
INV BAS - SEPT	21/10/2021 AUSTRALIAN TAXATION OFFICE	BAS - SEPTEMEBR 2021	1	56,853.00	

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EFT26759	21/10/2021 AVON EXPRESS	FREIGHT - 15/9/21	1		33.00
INV AE7821	15/09/2021 AVON EXPRESS	FREIGHT - 15/9/21	1	33.00	
EFT26760	21/10/2021 AVON VALLEY TYRE SERVICE	TYRE SUPPLIES & REPAIRS	1		2,294.00
INV 2654	29/09/2021 AVON VALLEY TYRE SERVICE	SUPPLY & FIT TYRE - UTILITY ISUZU 4X4 SPACE CAB WORKS Y770	1	209.00	
INV 2653	29/09/2021 AVON VALLEY TYRE SERVICE	SUPPLY NS60S MF CENTURY BATTERY - MOWER RIDE ON JOHN DEERE Y7320	1	149.00	
INV 2651	29/09/2021 AVON VALLEY TYRE SERVICE	SUPPLY & FIT TRUCK TYRES X 6 - TRUCK HINO 2008 Y3777 - GARDENER 3T	1	1,848.00	
INV 2655	29/09/2021 AVON VALLEY TYRE SERVICE	REPAIR TYRE ON HIRE ROLLER	1	88.00	
EFT26761	21/10/2021 AVON WASTE	RUBBISH/ RECYCLING COLLECTIONS	1		58,447.47
INV 00045204	16/07/2021 AVON WASTE	RUBBICH/ RECYCLING COLLECTION - 16/7/21	1	11,640.10	
INV 00045714	27/08/2021 AVON WASTE	RUBBISH/ RECYCLING COLELCTION - 278/21	1	23,371.09	
INV 00046190	24/09/2021 AVON WASTE	RUBBISH/ RECYCLING COLLECTION - 24/9/21	1	23,436.28	
EFT26762	21/10/2021 BATTERY WORLD MIDLAND	RECYCLING OF 143KG X SCRAP BATTERIES	1		143.00
INV	29/09/2021 BATTERY WORLD MIDLAND	RECYCLING OF 143KG X SCRAP BATTERIES	1	143.00	
EFT26763	21/10/2021 BEN SCHREUDER	STAFF REIMBURSEMENT FOR POLICE CLEARANCE - SWIMMING POOL LIFEGUARD	1		49.90
INV STAFF	04/10/2021 BEN SCHREUDER	STAFF REIMBURSEMENT FOR POLICE CLEARANCE - SWIMMING POOL LIFEGUARD	1	49.90	
EFT26764	21/10/2021 BLUE FORCE PTY LTD	ALARM MONITORING (OCTOBER 2021) - YVC	1		20.20
INV 134618	01/10/2021 BLUE FORCE PTY LTD	ALARM MONITORING (OCTOBER 2021) - YVC	1	20.20	
EFT26765	21/10/2021 BONNIE LOUISE FERGUSON	STAFF REIMBURSEMENT FOR POLICE CLEARANCES	1		57.60
INV STAFF	14/10/2021 BONNIE LOUISE FERGUSON	STAFF REIMBURSEMENT FOR POLICE CLEARANCES	1	57.60	
EFT26766	21/10/2021 BRITTANY MOORE - WITH, B	MONTHLY SOCIAL MEDIA MANAGEMENT (OCTOBER 2021) - EXPERIENCE YORK	1		990.00
INV 0127	13/10/2021 BRITTANY MOORE - WITH, B	MONTHLY SOCIAL MEDIA MANAGEMENT (OCTOBER 2021) - EXPERIENCE YORK	1	990.00	
EFT26767	21/10/2021 BUSH CONTRACTING	PLANT HIRE	1		3,333.00
INV 6331	13/07/2021 BUSH CONTRACTING	MINI DIGGER HIRE 1/7/21 (1 X DAY) - BOYERCUTTY ROAD GRAVEL	1	495.00	
INV 6338	10/10/2021 BUSH CONTRACTING	SUPPLY PLANT OPERATOR (3 X DAYS @10 HOURS PER DAY) - KARABINE ROAD GRAVEL	1	1,650.00	

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INV 6335	10/10/2021 BUSH CONTRACTING	FLOAT MULTI TYRE ROLLER FROM BERRYBROW RD TO LEULF RD 9/10/21	1	396.00	
INV 6337	10/10/2021 BUSH CONTRACTING	FLOAT STEEL ROLLER FROM STATION RD TO KARRABINE RD 30/9/21 AND FLOAT STEEL ROLLER FROM SHIRE DEPOT TO KARRABINE RD 30/9/21	1	792.00	
EFT26768	21/10/2021 CELLARBRATIONS DUKE OF YORK	REIMBURSEMENT FOR 153 X YORK DOLLAR\$ VOUCHERS	1		1,530.00
INV 13	30/09/2021 CELLARBRATIONS DUKE OF YORK	REIMBURSEMENT FOR 153 X YORK DOLLAR\$ VOUCHERS	1	1,530.00	
EFT26769	21/10/2021 COCA-COLA AMATIL	YRCC - BEVERAGE SUPPLIES	1		1,216.51
INV 226660368	05/10/2021 COCA-COLA AMATIL	YRCC - BEVERAGE SUPPLIES	1	1,216.51	
EFT26770	21/10/2021 CRIMEA GROWERS MARKET	YRCC - FOOD SUPPLIES	1		346.11
INV 00005414	29/09/2021 CRIMEA GROWERS MARKET	YRCC - FOOD SUPPLIES	1	159.16	
INV 00005427	06/10/2021 CRIMEA GROWERS MARKET	YRCC - FOOD SUPPLIES	1	186.95	
EFT26771	21/10/2021 CS LEGAL	AGED DEBT RECOVERY SERVICES - RFQ 04-2021 (SEPT 2021) - A4680 & A60779	1		720.30
INV 030214	29/09/2021 CS LEGAL	AGED DEBT RECOVERY SERVICES - RFQ 04-2021 (SEPT 2021) - A4680 & A60779	1	720.30	
EFT26772	21/10/2021 DEPARTMENT OF HUMAN SERVICES (CHILD SUPPORT)	SUPPORT PAYMENT	1		304.03
INV	05/10/2021 DEPARTMENT OF HUMAN SERVICES (CHILD SUPPORT)	SUPPORT PAYMENT		304.03	
EFT26773	21/10/2021 DESTINATION PERTH	DESTINATION PERTH - ANNUAL SERVICE MEMBERSHIP RENEWAL 21/22	1		245.00
INV 8365	07/07/2021 DESTINATION PERTH	DESTINATION PERTH - ANNUAL SERVICE MEMBERSHIP RENEWAL 21/22	1	245.00	
EFT26774	21/10/2021 EASTWAY FOOD SUPPLIES	YRCC - FOOD SUPPLIES	1		644.25
INV 193704	06/10/2021 EASTWAY FOOD SUPPLIES	YRCC - FOOD SUPPLIES	1	644.25	
EFT26775	21/10/2021 EMERG SOLUTIONS PTY LTD	PURCHASE 4 (FOUR) VIRTUAL MOBILE NUMBERS FOR: BURGESS SIDING VOLUNTEER BUSH FIRE BRIGADE, GREENHILLS VOLUNTEER BUSH FIRE BRIGADE, MALEBELLING VOLUNTEER BUSH FIRE BRIGADE & TALBOT BROOK VOLUNTEER BUSH FIRE BRIGADE	1		600.00
INV 1537	13/09/2021 EMERG SOLUTIONS PTY LTD	PURCHASE 4 (FOUR) VIRTUAL MOBILE NUMBERS FOR: BURGESS SIDING VOLUNTEER BUSH FIRE BRIGADE, GREENHILLS VOLUNTEER BUSH FIRE BRIGADE, MALEBELLING VOLUNTEER BUSH FIRE BRIGADE & TALBOT BROOK VOLUNTEER BUSH FIRE BRIGADE	1	600.00	

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EFT26776	21/10/2021 EUREKA 4WD TRAINING	DAVE WARR - HR (TLIC3004) - ROAD RANGER TRAINING (HR) 2 DAY COURSE - 21/09/2021 - 22/09/2021	1		1,410.00
INV 00038691	05/10/2021 EUREKA 4WD TRAINING	DAVE WARR - HR (TLIC3004) - ROAD RANGER TRAINING (HR) 2 DAY COURSE - 21/09/2021 - 22/09/2021	1	1,410.00	
EFT26777	21/10/2021 FOCUS NETWORKS	ANNUAL COMPUTER SUPPORT & SOFTWARE SUPPLIES	1		9,754.24
INV 9336GA	09/09/2021 FOCUS NETWORKS	50% DEPOSIT PAYMENT - NEW AMLIB SERVER FOR OPEN OPAC & PUBLIC ACCESS PC	1	2,394.83	
INV 9358G	30/09/2021 FOCUS NETWORKS	MICROSOFT OFFICE 365 BUSINESS STANDARD LICENSE FOR JONATHAN HEWIS (SEPT 2021)	1	18.01	
INV	12/10/2021 FOCUS NETWORKS	ANNUAL COMPUTER SUPPORT - MANAGED PROACTIVE PC & SERVER SERVICES (OCTOBER 2021)	1	3,390.20	
INV	12/10/2021 FOCUS NETWORKS	ANNUAL COMPUTER SUPPORT - HOSTED & RECOVERY SERVICES (OCTOBER 2021)	1	3,951.20	
EFT26778	21/10/2021 GATHER YORK	SUPPLY AND DELIVER SANDWICH PLATTERS & FRUIT PLATTERS TO THE LESSOR HALL - OUTSIDE STAFF TRAINING	1		253.00
INV 0098	28/09/2021 GATHER YORK	SUPPLY AND DELIVER SANDWICH PLATTERS & FRUIT PLATTERS TO THE LESSOR HALL - OUTSIDE STAFF TRAINING	1	253.00	
EFT26779	21/10/2021 HILLSEAFOOD WHOLESALE FOOD MERCHANTS	YRCC - FOOD SUPPLIES	1		2,055.61
INV 109240	29/09/2021 HILLSEAFOOD WHOLESALE FOOD MERCHANTS	YRCC - FOOD SUPPLIES	1	950.35	
INV 109347	30/09/2021 HILLSEAFOOD WHOLESALE FOOD MERCHANTS	YRCC - FOOD SUPPLIES	1	47.85	
INV 109482	06/10/2021 HILLSEAFOOD WHOLESALE FOOD MERCHANTS	YRCC - FOOD SUPPLIES	1	717.21	
INV 109705	13/10/2021 HILLSEAFOOD WHOLESALE FOOD MERCHANTS	YRCC - FOOD SUPPLIES	1	340.20	
EFT26780	21/10/2021 IT VISION	MONTHLY PAYROLL SERVICES - SEPTEMBER 2021 & TRAINING	1		2,803.90
INV 36062	30/09/2021 IT VISION	MONTHLY PAYROLL SERVICES - SEPTEMBER 2021	1	1,962.40	
INV 36063	30/09/2021 IT VISION	RANGER SERVICES - INFRINGEMENTS, CATS AND DOGS, RENEWALS - LAURA APPLETON AND LINDY DEWAR	1	841.50	
EFT26781	21/10/2021 JULES SHOPPE	CATERING/ REFRESHMENTS	1		338.00
INV 0061	16/09/2021 JULES SHOPPE	BUSHFIRE BRIGADE TRAINING LUNCH - 08/09/2021	1	233.00	
INV 0062	01/10/2021 JULES SHOPPE	PROVIDE ASSORTED SANDWICHES FOR MUSEUM VOLUNTEERS & STAFF 29/9/21	1	105.00	
EFT26782	21/10/2021 KATHRYN BROWN	REIMBURSEMENT FOR PAYMENT EXTENSION TRADING PERMIT FOR LICENCE AREA FOR FUNERAL SERVICE ON FORREST OVAL	1		114.50

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INV	12/10/2021 KATHRYN BROWN	REIMBURSEMENT FOR PAYMENT EXTENSION TRADING PERMIT FOR LICENCE AREA FOR FUNERAL SERVICE ON FORREST OVAL	1	114.50	
EFT26783	21/10/2021 KLEENHEAT GAS	YRCC - BULK GAS X 1400.4L	1		1,997.95
INV 21836960	21/09/2021 KLEENHEAT GAS	YRCC - BULK GAS X 1400.4L	1	1,997.95	
EFT26784	21/10/2021 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1		2,116.57
INV 00061314	29/09/2021 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1	1,015.36	
INV 00061562	13/10/2021 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1	445.50	
INV 0061678	13/10/2021 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1	655.71	
EFT26785	21/10/2021 LIQUID MIX (WA) PTY LTD	YRCC - BEVERAGE SUPPLIES	1		4,251.08
INV 000575522	04/10/2021 LIQUID MIX (WA) PTY LTD	YRCC - BEVERAGE SUPPLIES	1	4,251.08	
EFT26786	21/10/2021 MAL AUTOMOTIVES	CARRY OUT SERVICE - GRADER VOLVO G930 2013 Y205	1		900.00
INV 27169	08/10/2021 MAL AUTOMOTIVES	CARRY OUT SERVICE - GRADER VOLVO G930 2013 Y205	1	900.00	
EFT26787	21/10/2021 MARK CHRISTOPHER APPLETON	50% DEPOSIT PAYMENT - BUILD TO SPECIFICATION (2) SERVICING DESKS TO REPLACE EXISTING - INSTALL TO SITE INCLUDING SUPPLY OF 12 MONTH WORKMANSHIP WARRANTY - YORK VISITOR CENTRE	1		2,910.00
INV 0028	16/10/2021 MARK CHRISTOPHER APPLETON	50% DEPOSIT PAYMENT - BUILD TO SPECIFICATION (2) SERVICING DESKS TO REPLACE EXISTING - INSTALL TO SITE INCLUDING SUPPLY OF 12 MONTH WORKMANSHIP WARRANTY - YORK VISITOR CENTRE	1	2,910.00	
EFT26788	21/10/2021 MCLEODS BARRISTERS AND SOLICITORS	LEGAL ADVICE - DRAFT LICENCE AGREEMENT YRCC USER GROUPS - MATTER 47632	1		297.00
INV 120893	29/09/2021 MCLEODS BARRISTERS AND SOLICITORS	LEGAL ADVICE - DRAFT LICENCE AGREEMENT YRCC USER GROUPS - MATTER 47632	1	297.00	
EFT26789	21/10/2021 MINUTEMAN PRESS MIDLAND	SUPPLY 250 X BUSINESS CARDS - RANGER ARRON LIVINGSTONE	1		90.20
INV 20371	30/09/2021 MINUTEMAN PRESS MIDLAND	SUPPLY 250 X BUSINESS CARDS - RANGER ARRON LIVINGSTONE	1	90.20	
EFT26790	21/10/2021 NICHOLAS JOHN ROOSEDAAL	RATES REFUND A13101 79 GEORGIANA ST YORK 6302	1		31.35
INV A13101	15/10/2021 NICHOLAS JOHN ROOSEDAAL	RATES REFUND A13101 79 GEORGIANA ST YORK 6302		31.35	
EFT26791	21/10/2021 OFFICEWORKS	PURCHASE OF FURNX PINBOARD 1200 X 900 FOR YORK VISITOR CENTRE EVENTS DISPLAY	1		188.95

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INV 20534738	09/09/2021 OFFICEWORKS	PURCHASE OF FURNX PINBOARD 1200 X 900 FOR YORK VISITOR CENTRE EVENTS DISPLAY	1	188.95	
EFT26792	21/10/2021 PFD FOOD SERVICES PTY LTD	YRCC - FOOD SUPPLIES	1		1,315.10
INV KZ801168	01/10/2021 PFD FOOD SERVICES PTY LTD	YRCC - FOOD SUPPLIES	1	340.95	
INV KZ822468	05/10/2021 PFD FOOD SERVICES PTY LTD	YRCC - FOOD SUPPLIES	1	797.85	
INV KZ858346	08/10/2021 PFD FOOD SERVICES PTY LTD	YRCC - FOOD SUPPLIES	1	176.30	
EFT26793	21/10/2021 ROUS ELECTRICAL	ELECTRICAL SERVICES	1		770.00
INV 00003109	30/09/2021 ROUS ELECTRICAL	REPLACE DOUBLE 15 AMP GPO AND RCD AT AVON PARK	1	385.00	
INV 00003110	30/09/2021 ROUS ELECTRICAL	FIX CCTV TERMINAL (AVON TERRACE CCTV'S) IMPERIAL HOMESTEAD LOCATION	1	385.00	
EFT26794	21/10/2021 RURAL RANGER SERVICES	EMERGENCY PROVISION OF CONTRACT RANGER SERVICES 14/9/21	1		118.80
INV 2148	30/09/2021 RURAL RANGER SERVICES	EMERGENCY PROVISION OF CONTRACT RANGER SERVICES 14/9/21	1	118.80	
EFT26795	21/10/2021 SAFE AVON VALLEY	IMPOUND OF SHIRE OF YORK CATS AUGUST 2021 - RANGER SERVICES	1		625.00
INV YORK2102	09/09/2021 SAFE AVON VALLEY	IMPOUND OF SHIRE OF YORK CATS AUGUST 2021 - RANGER SERVICES	1	625.00	
EFT26796	21/10/2021 SANOKIL	MONTHLY SUPPLY & SERVICE OF SANITARY WASTE DISPOSAL UNIT - SEPTEMBER 2021	1		401.50
INV 20086340	01/10/2021 SANOKIL	MONTHLY SUPPLY & SERVICE OF SANITARY WASTE DISPOSAL UNIT - SEPTEMBER 2021	1	401.50	
EFT26797	21/10/2021 SASSY BEAUTY PARLOUR	REIMBURSEMENT FOR 5 X YORK DOLLAR\$ VOUCHERS	1		50.00
INV 022021	13/10/2021 SASSY BEAUTY PARLOUR	REIMBURSEMENT FOR 5 X YORK DOLLAR\$ VOUCHERS	1	50.00	
EFT26798	21/10/2021 SCREAIGHS	YRCC - BEVERAGE FREIGHT 5/10/21 & 7/10/21	1		240.55
INV 00311155	12/10/2021 SCREAIGHS	YRCC - BEVERAGE FREIGHT 5/10/21 & 7/10/21	1	240.55	
EFT26799	21/10/2021 SEEK LIMITED	ADVERTISING IN SEEK 4/10/21 - PROPERTY MAINTENANCE OFFICER	1		313.50
INV 97884945	04/10/2021 SEEK LIMITED	ADVERTISING IN SEEK 4/10/21 - PROPERTY MAINTENANCE OFFICER	1	313.50	
EFT26800	21/10/2021 SHIRE OF NORTHAM	TIPPING FEES - SEPTEMBER 2021	1		12,389.00
INV 25808	04/10/2021 SHIRE OF NORTHAM	TIPPING FEES - SEPTEMBER 2021	1	12,389.00	

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EFT26801	21/10/2021 SHRED-X PTY LTD	PAPER SHRED 240L BIN AT ADMIN OFFICE 5/8/21 AND DESTROY 40 X ARCHIVE BOXES	1		759.69
INV 01675848	31/08/2021 SHRED-X PTY LTD	PAPER SHRED 240L BIN AT ADMIN OFFICE 5/8/21 AND DESTROY 40 X ARCHIVE BOXES	1	759.69	
EFT26802	21/10/2021 SMITHS SHELL SERVICE	REIMBURSEMENT FOR 31 X YORK DOLLAR\$ VOUCHERS	1		310.00
INV 2374	01/10/2021 SMITHS SHELL SERVICE	REIMBURSEMENT FOR 31 X YORK DOLLAR\$ VOUCHERS	1	310.00	
EFT26803	21/10/2021 STANLEY JOSEPH ADAMSKI & ANNIE BRIDGET WAGNER	RATES REFUND A8530 53 NEWCASTLE ST YORK 6302	1		779.26
INV A8530	15/10/2021 STANLEY JOSEPH ADAMSKI & ANNIE BRIDGET WAGNER	RATES REFUND A8530 53 NEWCASTLE ST YORK 6302		779.26	
EFT26804	21/10/2021 SUNNY SIGNS COMPANY PTY LTD	SIGNAGE SUPPLIES - DEPOT	1		293.58
INV 464327	07/09/2021 SUNNY SIGNS COMPANY PTY LTD	SIGNAGE SUPPLIES - DEPOT	1	225.23	
INV 4659837	01/10/2021 SUNNY SIGNS COMPANY PTY LTD	SIGNAGE SUPPLIES - DEPOT	1	68.35	
EFT26805	21/10/2021 SYNERGY	ELECTRICITY CHARGES	1		11,850.97
INV 785488350	30/09/2021 SYNERGY	ELECTRICITY 31/8/21-30/9/21 - POWERWATCH LIGHTING	1	1,018.27	
INV 4675683.50	04/10/2021 SYNERGY	ELECTRICITY 1/9/21-4/10/21 - STREETLIGHTS	1	7,113.99	
INV 254322430	12/10/2021 SYNERGY	ELECTRICITY 16/8/21-12/10/21 - DEPOT	1	3,718.71	
EFT26806	21/10/2021 THE GOOD LIFE STORE	REIMBURSEMENT FOR 34 X YORK DOLLAR\$ VOUCHERS	1		340.00
INV 1017	10/10/2021 THE GOOD LIFE STORE	REIMBURSEMENT FOR 34 X YORK DOLLAR\$ VOUCHERS	1	340.00	
EFT26807	21/10/2021 THE OLIVE PEOPLE (AUST.) PTY LTD	SUPPLY 24 X BOTTLES OF OIL FOR RESALE STOCK - YVC	1		258.00
INV 00025144	06/10/2021 THE OLIVE PEOPLE (AUST.) PTY LTD	SUPPLY 24 X BOTTLES OF OIL FOR RESALE STOCK - YVC	1	258.00	
EFT26808	21/10/2021 THE SOCK FACTORY	REIMBURSEMENT FOR YORK DOLLAR\$ VOUCHERS	1		130.00
INV 00006724	01/10/2021 THE SOCK FACTORY	REIMBURSEMENT FOR 4 X YORK DOLLAR\$ VOUCHERS	1	40.00	
INV 00006739	08/10/2021 THE SOCK FACTORY	REIMBURSEMENT FOR 9 X YORK DOLLAR\$ VOUCHERS	1	90.00	
EFT26809	21/10/2021 UNITED EQUIPMENT PTY LTD	5 YEAR MAJOR SERVICE INCLUDING INSTALLATION OF STROBE LIGHT - HAULOTTE 2017 HA120PX ARTICULATING DIESEL BOOM	1		5,771.15

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INV	30/09/2021 UNITED EQUIPMENT PTY LTD	ATTEND SITE TRANSPORT TO AND FROM THE SHIRE OF YORK DEPOT FOR MAJOR SERVICE HAULOTTE 2017 HA120PX ARTICULATING DIESEL BOOM	1	821.15	
INV	30/09/2021 UNITED EQUIPMENT PTY LTD	5 YEAR MAJOR SERVICE INCLUDING INSTALLATION OF STROBE LIGHT - HAULOTTE 2017 HA120PX ARTICULATING DIESEL BOOM	1	4,950.00	
EFT26810	21/10/2021 VANESSA JAYDE GREEN	STAFF REIMBURSEMENT FOR PARKING AND TRAIN TICKET TO ATTEND WALGA ELECTED MEMBERS INDUCTION PROGRAM COURSE 4/10/21	1		6.30
INV STAFF	12/10/2021 VANESSA JAYDE GREEN	STAFF REIMBURSEMENT FOR PARKING AND TRAIN TICKET TO ATTEND WALGA ELECTED MEMBERS INDUCTION PROGRAM COURSE 4/10/21	1	6.30	
EFT26811	21/10/2021 WATERLOGIC AUSTRALIA PTY LTD	WATER FILTRATION UNIT (OCT 2021) - SHIRE ADMINISTRATION BUILDING	1		70.62
INV	01/10/2021 WATERLOGIC AUSTRALIA PTY LTD	WATER FILTRATION UNIT (OCT 2021) - SHIRE ADMINISTRATION BUILDING	1	70.62	
EFT26812	21/10/2021 WATTLE & DAUB FLORISTRY	PURCHASE OF CHRISTMAS WREATH DISPLAY FOR YORK VISITOR CENTRE	1		150.00
INV 00056	08/10/2021 WATTLE & DAUB FLORISTRY	PURCHASE OF CHRISTMAS WREATH DISPLAY FOR YORK VISITOR CENTRE	1	150.00	
EFT26813	21/10/2021 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	REGISTRATION & ATTENDANCE WALGA LOCAL GOVERNMENT CONVENTION & ELECTED MEMBERS TRAINING	1		3,960.00
INV I3089413	30/09/2021 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	REGISTRATION & ATTENDANCE WALGA LOCAL GOVERNMENT CONVENTION 19-21 SEPTEMBER 2021 - COUNCILLOR TRENT, SMYTHE AND CEO & EMCCS	1	3,860.00	
INV I3089546	05/10/2021 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	ATTENDANCE AT INDUCTION PROGRAM FOR ELECTED MEMBERS COURSE - 4 OCTOBER 2021 - VANESSA GREEN (INCLUDES CREDIT 3012659 & 3012660 APPLIED)	1	100.00	
EFT26814	21/10/2021 WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES 16/3/21-15/10/21 - RESIDENCY MUSEUM	1		1.04
INV 212754	15/10/2021 WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES 16/3/21-15/10/21 - RESIDENCY MUSEUM	1	1.04	
EFT26815	21/10/2021 WILLIAM NUNN	REIMBURSEMENT FOR ACCOMMODATION FOR CFC PARTNERS CHANGE MAKERS PARTNERS CONFERENCE & GALA DINNER 15/10/21	1		239.84
INV	18/10/2021 WILLIAM NUNN	REIMBURSEMENT FOR ACCOMMODATION FOR CFC PARTNERS CHANGE MAKERS PARTNERS CONFERENCE & GALA DINNER 15/10/21	1	239.84	
EFT26816	21/10/2021 WINC.	STATIONERY SUPPLIES	1		1,218.58
INV	05/10/2021 WINC.	STATIONERY SUPPLIES	1	1,218.58	
EFT26817	21/10/2021 YORK & DISTRICT CO-OPERATIVE LTD	REIMBURSEMENT FOR YORK DOLLARS VOUCHERS	1		3,447.63
INV 641207209	26/09/2021 YORK & DISTRICT CO-OPERATIVE LTD	REIMBURSEMENT FOR 132 X YORK DOLLARS VOUCHERS	1	1,318.99	

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INV 641207209	30/09/2021 YORK & DISTRICT CO-OPERATIVE LTD	REIMBURSEMENT FOR 67 X YORK DOLLAR\$ VOUCHERS	1	669.94	
INV 641207209	10/10/2021 YORK & DISTRICT CO-OPERATIVE LTD	REIMBURSEMENT FOR 146 X YORK DOLLAR\$ VOUCHERS	1	1,458.70	
EFT26818	21/10/2021 YORK AUTO ELECTRICS	VEHICLE/ PLANT ELECTRICAL SERVICES	1		3,707.00
INV 16841	24/09/2021 YORK AUTO ELECTRICS	SUPPLY & INSTALL CEL-FI GO G31 AND AERIAL - UTILITY 2019 FORD RANGER DUAL CAB XL 3.2L ARCTIC WHITE 1GTN498, GRADER Y130 & GRADER Y205	1	3,498.00	
INV 16859	30/09/2021 YORK AUTO ELECTRICS	FIT LOW VOLTAGE DISCONNECT & CHARGE BATTERY - GREENHILLS BUSHFIRE BRIGADE SHED	1	209.00	
EFT26819	21/10/2021 YORK COMMUNITY RESOURCE CENTRE INC	FUNDING PROVISIONS TO SUPPORT 2021/22 MULTIYEAR FUNDINGG AGREEMENT OBLIGATIONS - COUNCIL RES 120921 - 21/22 50% PAYMENT FOR JULY 2021	1		13,200.00
INV 00005830	01/07/2021 YORK COMMUNITY RESOURCE CENTRE INC	FUNDING PROVISIONS TO SUPPORT 2021/22 MULTIYEAR FUNDINGG AGREEMENT OBLIGATIONS - COUNCIL RES 120921 - 21/22 50% PAYMENT FOR JULY 2021	1	13,200.00	
EFT26820	21/10/2021 YORK GENERAL PRACTICE	PRE-EMPLOYMENT MEDICALS	1		445.50
INV 196949	28/09/2021 YORK GENERAL PRACTICE	PRE-EMPLOYMENT MEDICAL 28/9/21 - ARRON LIVINGSTONE (RANGER)	1	148.50	
INV 197158	01/10/2021 YORK GENERAL PRACTICE	PRE-EMPLOYMENT MEDICAL - STELLA MANNING (SWIMMING POOL LIFEGUARD)	1	148.50	
INV 197679	11/10/2021 YORK GENERAL PRACTICE	PRE-EMPLOYMENT MEDICAL - BEN SCHREUDER (SWIMMING POOL LIFEGUARD)	1	148.50	
EFT26821	21/10/2021 YORK LICENSED POST OFFICE	REIMBURSEMENT FOR 13 X YORK DOLLAR\$ VOUCHERS	1		130.00
INV 0021	29/09/2021 YORK LICENSED POST OFFICE	REIMBURSEMENT FOR 13 X YORK DOLLAR\$ VOUCHERS	1	130.00	
EFT26822	21/10/2021 YORK MITRE 10	REIMBURSEMENT FOR 245 X YORK DOLLAR\$ VOUCHERS	1		2,448.15
INV YORKDOLL	30/09/2021 YORK MITRE 10	REIMBURSEMENT FOR 245 X YORK DOLLAR\$ VOUCHERS	1	2,448.15	
EFT26823	21/10/2021 YORK NEWSAGENCY	REIMBURSEMENT FOR 48 X YORK DOLLAR\$ VOUCHERS	1		480.00
INV 42470	01/10/2021 YORK NEWSAGENCY	REIMBURSEMENT FOR 48 X YORK DOLLAR\$ VOUCHERS	1	480.00	
EFT26824	21/10/2021 YORK QUALITY BUTCHERS	YRCC - MEAT SUPPLIES	1		251.76
INV 2188	03/10/2021 YORK QUALITY BUTCHERS	YRCC - MEAT SUPPLIES	1	158.08	
INV 2197	09/10/2021 YORK QUALITY BUTCHERS	YRCC - MEAT SUPPLIES	1	93.68	
DD15422.1	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1		12,559.05
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	2,149.41	

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INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	152.55	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	68.65	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	310.07	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	155.03	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	245.96	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	110.68	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	299.62	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	149.81	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	149.33	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	261.52	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	117.68	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	115.66	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	280.36	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	154.52	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	292.16	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	69.53	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	280.63	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	126.28	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	241.54	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	302.08	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	150.00	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	382.11	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	171.95	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	146.08	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	709.49	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	212.85	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	208.94	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	557.69	

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INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	250.96	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	311.14	
INV	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	1,523.63	
INV	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	146.08	
INV	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	305.10	
INV	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	155.03	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	155.57	
INV	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	350.00	
INV	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	212.85	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	167.27	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	282.23	
INV SUPER	05/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	127.01	
DD15422.2	05/10/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1		2,296.34
INV SUPER	05/10/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1	1,314.50	
INV	05/10/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1	826.50	
INV	05/10/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1	155.34	
DD15422.3	05/10/2021 RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	1		835.91
INV SUPER	05/10/2021 RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	1	835.91	
DD15422.4	05/10/2021 IOOF LIFETRACK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		287.39
INV SUPER	05/10/2021 IOOF LIFETRACK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	287.39	
DD15422.5	05/10/2021 HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1		539.49
INV SUPER	05/10/2021 HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1	401.16	
INV	05/10/2021 HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1	138.33	
DD15422.6	05/10/2021 CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	1		816.30
INV SUPER	05/10/2021 CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	687.98	
INV	05/10/2021 CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	128.32	

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DD15422.7	05/10/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		2,386.11
INV SUPER	05/10/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	1,547.56	
INV SUPER	05/10/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	217.65	
INV	05/10/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	44.96	
INV	05/10/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	213.16	
INV	05/10/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	101.61	
INV	05/10/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	261.17	
DD15422.8	05/10/2021 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		929.71
INV SUPER	05/10/2021 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1	761.08	
INV	05/10/2021 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1	168.63	
DD15422.9	05/10/2021 AMP FLEXIBLE LIFETIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		104.26
INV SUPER	05/10/2021 AMP FLEXIBLE LIFETIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	104.26	
DD15432.1	13/10/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		100.52
INV ALAN	13/10/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	100.52	
DD15434.1	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1		12,954.90
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	2,297.73	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	152.55	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	68.65	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	292.36	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	146.18	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	206.77	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	93.05	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	297.78	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	148.89	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	153.83	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	290.42	

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INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	130.69	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	187.64	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	280.36	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	158.90	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	71.50	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	292.07	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	280.63	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	126.28	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	241.54	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	325.31	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	150.00	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	382.11	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	171.95	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	709.49	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	146.03	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	212.85	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	218.02	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	557.69	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	250.96	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	299.07	
INV	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	1,564.35	
INV	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	146.03	
INV	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	305.10	
INV	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	146.18	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	149.53	
INV	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	350.00	
INV	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	212.85	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	196.55	

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Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	374.49	
INV SUPER	19/10/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	168.52	
DD15434.2	19/10/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1		3,044.59
INV SUPER	19/10/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1	1,278.25	
INV	19/10/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1	1,611.00	
INV	19/10/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1	155.34	
DD15434.3	19/10/2021 RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	1		800.75
INV SUPER	19/10/2021 RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	1	800.75	
DD15434.4	19/10/2021 IOOF LIFETRACK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		287.39
INV SUPER	19/10/2021 IOOF LIFETRACK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	287.39	
DD15434.5	19/10/2021 HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1		701.56
INV SUPER	19/10/2021 HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1	541.77	
INV	19/10/2021 HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1	159.79	
DD15434.6	19/10/2021 CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	1		801.08
INV SUPER	19/10/2021 CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	675.06	
INV	19/10/2021 CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	126.02	
DD15434.7	19/10/2021 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		939.76
INV SUPER	19/10/2021 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1	765.92	
INV	19/10/2021 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1	173.84	
DD15434.8	19/10/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		2,301.97
INV SUPER	19/10/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	1,716.73	
INV	19/10/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	231.54	
INV	19/10/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	101.61	
INV	19/10/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	252.09	
DD15434.9	19/10/2021 AMP FLEXIBLE LIFETIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		71.68

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Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	19/10/2021 AMP FLEXIBLE LIFETIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	71.68	
DD15440.1	02/10/2021 TELSTRA	SHIRE PHONES 25/9/21-24/10/21	1		321.39
INV	02/10/2021 TELSTRA	SHIRE PHONES 25/9/21-24/10/21	1	321.39	
DD15422.10	05/10/2021 COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	1		484.79
INV SUPER	05/10/2021 COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	1	281.18	
INV	05/10/2021 COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	1	203.61	
DD15422.11	05/10/2021 HESTA	SUPERANNUATION CONTRIBUTIONS	1		66.27
INV SUPER	05/10/2021 HESTA	SUPERANNUATION CONTRIBUTIONS	1	66.27	
DD15422.12	05/10/2021 LSP SCHREUDER SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		46.57
INV SUPER	05/10/2021 LSP SCHREUDER SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	46.57	
DD15422.13	05/10/2021 PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	SUPERANNUATION CONTRIBUTIONS	1		541.28
INV SUPER	05/10/2021 PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	392.43	
INV	05/10/2021 PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	148.85	
DD15422.14	05/10/2021 ING SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		486.46
INV SUPER	05/10/2021 ING SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	395.25	
INV	05/10/2021 ING SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	91.21	
DD15422.15	05/10/2021 DHESI SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1		676.71
INV SUPER	05/10/2021 DHESI SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	516.44	
INV	05/10/2021 DHESI SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	160.27	
DD15422.16	05/10/2021 AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	1		153.21
INV SUPER	05/10/2021 AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	114.91	

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Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV	05/10/2021 AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	38.30	
DD15422.17	05/10/2021 FUTURE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		55.26
INV SUPER	05/10/2021 FUTURE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	55.26	
DD15434.10	19/10/2021 COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	1		670.43
INV SUPER	19/10/2021 COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	1	388.85	
INV	19/10/2021 COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	1	281.58	
DD15434.11	19/10/2021 HESTA	SUPERANNUATION CONTRIBUTIONS	1		103.83
INV SUPER	19/10/2021 HESTA	SUPERANNUATION CONTRIBUTIONS	1	103.83	
DD15434.12	19/10/2021 LSP SCHREUDER SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		79.90
INV SUPER	19/10/2021 LSP SCHREUDER SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	79.90	
DD15434.13	19/10/2021 PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	SUPERANNUATION CONTRIBUTIONS	1		453.45
INV SUPER	19/10/2021 PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	362.89	
INV	19/10/2021 PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	90.56	
DD15434.14	19/10/2021 ING SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		486.46
INV SUPER	19/10/2021 ING SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	395.25	
INV	19/10/2021 ING SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	91.21	
DD15434.15	19/10/2021 DHESI SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1		651.33
INV SUPER	19/10/2021 DHESI SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	497.07	
INV	19/10/2021 DHESI SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	154.26	
DD15434.16	19/10/2021 AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	1		143.67
INV SUPER	19/10/2021 AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	107.75	

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Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV	19/10/2021 AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	35.92	
DD15434.17	19/10/2021 FUTURE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		149.89
INV SUPER	19/10/2021 FUTURE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	149.89	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	MUNICIPAL FUND BANK	556,649.38
2	TRUST FUND BANK	6,381.51
TOTAL		563,030.89

**SHIRE OF YORK****BUSINESS CARD SUMMARY****September 2021*****BUSINESS CARD 2 – EXECUTIVE MANAGER CORPORATE AND COMMUNITY SERVICES***

Total purchases September 2021 \$1226.12

1.9.21	Eventbrite – ticket for CEO Chris Linnell to attend 2021 State Budget Breakfast Wheatbelt 10 September 2021
1.9.21	SAI Global – Fraud and Corruption Control PDF standards
17.9.21	Telstra landline account – (2 x bills) August 2021 and September 2021
18.9.21	WALGA – Aboriginal Engagement and Reconciliation Forum 22 September 2021 – Arts and Cultural Heritage Officer Carol Littlefair
30.9.21	Greenhills Inn - Council and Executive staff evening meals for Council Meeting 28 September 2021
29.9.21	Card Fee

Business Credit Card



009670
SHIRE OF YORK
PO BOX 22
YORK WA 6302

Your details at a glance

BSB number	XXXXXX
Account number	XXXXXXXXXX
Customer number	XXXXXXXX/XXXX
Account title	SHIRE OF YORK SHIRE OF YORK

Account summary

Statement period	1 Sep 2021 - 30 Sep 2021
Statement number	160
Opening balance on 1 Sep 2021	\$556.89
Payments & credits	\$556.89
Withdrawals & debits	\$1222.12
Interest charges & fees	\$4.00
Closing Balance on 30 Sep 2021	\$1,226.12

Account details

Credit limit	\$5,000.00
Available credit	\$3,773.88
Annual purchase rate	13.990%
Annual cash advance rate	13.990%

Payment details

Minimum payment required	\$36.78
Payment due	14 Oct 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 **9 years and 5 months**

And you will pay an estimated total of interest charges of **\$658.75**

If you make no additional charges using this card and each month you pay **\$58.86**

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 **\$186.52, a saving of \$472.23**

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 XXXXXXXXX
Statement period 01/09/2021 to 30/09/2021
Statement number 160 (page 2 of 4)

Business Credit Card

Date	Transaction	Withdrawals	Payments	Balance
Opening balance				\$556.89
1 Sep 21	EB *State Budget ,80 1-413-7200 AUS RETAIL PURCHASE 31/08 CARD NUMBER 552638XXXXXX214 1	27.46		584.35
1 Sep 21	SAI GLOBAL, SYDNEY AUS RETAIL PURCHASE 31/08 CARD NUMBER 552638XXXXXX214 1	210.08		794.43
14 Sep 21	PERIODIC TFR 00130741741201 00000000000		556.89	237.54
17 Sep 21	TELSTRA PAYBYPHONE, MELBOURNE AUS RETAIL PURCHASE 16/09 CARD NUMBER 552638XXXXXX214 1	638.58		876.12
18 Sep 21	WA LOCAL GOVERN1,WES T LEEDERVI AUS RETAIL PURCHASE 16/09 CARD NUMBER 552638XXXXXX214 1	140.00		1,016.12
29 Sep 21	CARD FEE 1 @ \$4.00	4.00		1,020.12
30 Sep 21	M.C SMITH & R.M SMI, GREENHILLS AUS RETAIL PURCHASE 28/09 CARD NUMBER 552638XXXXXX214 1	206.00		1,226.12
Transaction totals / Closing balance		\$1,226.12	\$556.89	\$1,226.12

AUTOMATIC PAYMENTS HAVE BEEN SPECIFIED
FOR YOUR ACCOUNT.

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 **Bank@Post™** using your credit card.
Agency Banking



Business Credit Card

BSB number 633-000
Account number 691046619
Customer name SHIRE OF YORK
Minimum payment required \$36.78
Closing Balance on 30 Sep 2021 \$1,226.12
Payment due 14 Oct 2021
Date _____ **Payment amount** _____

Drawer	Chq No	BSB	Account No	\$	¢

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

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Continued overleaf..



Account number	xxxxxxxxxx
Statement period	01/09/2021 to 30/09/2021
Statement number	160 (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).

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Making great things happen
in your community.



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009670

 SHIRE OF YORK
 PO BOX 22
 YORK WA 6302

Card summary

Account number xxxxxxxx
Card number xxxxxxxxxxxxxxxxx
Customer number xxxxxxxx/xxxx
Statement period 01/09/2021 to 30/09/2021
Statement number 160 (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
1 Sep 21	EB *State Budget ,80 1-413-7200 AUS	27.46	
1 Sep 21	SAI GLOBAL, SYDNEY AUS	210.08	
17 Sep 21	TELSTRA PAYBYPHONE, MELBOURNE AUS	638.58	
18 Sep 21	WA LOCAL GOVERN1,WES T LEEDERVI AUS	140.00	
30 Sep 21	M.C SMITH & R.M SMI, GREENHILLS AUS	206.00	
TOTALS		\$1,222.12	\$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.)

SY149-11/21 OUTSTANDING RATES AND CHARGES - PAYMENT AGREEMENTS

File Number: FI.DRS.3.1

Author: Anneke Birleson, Finance Officer (Rates & Debtors)

Authoriser: Alina Behan, Executive Manager Corporate & Community Services

Previously before Council: 26 October 2021

Appendices: 1. Payment Agreement Applications - Summary - Confidential

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

The purpose of this report is to provide Council with details regarding payment arrangement applications the Shire has received, that do not qualify under Delegation DE3-3 – Agreement as to Payment of Rates and Service Charges.

This report seeks Council's approval to accept the Officer's recommendations regarding the proposed arrangements, as presented in Confidential Appendix 1.

BACKGROUND

The current Policy F1 - Revenue Collection Policy and Delegation DE3-3 Agreement as to Payment of Rates and Service Charges authorises the Chief Executive Officer to accept payment arrangements for outstanding rates and charges where there are no arrears, and the balance will be paid in full by 30 June of the relevant financial year. Any applications outside this scope must be presented to Council for review and acceptance or rejection. Any application for a payment arrangement relating to sundry debtor charges must be referred to Council as there is no current delegation.

COMMENTS AND DETAILS

In 2020/21, Council approved fourteen (14) applications for the 2021/22 financial year. The majority of these agreements expire on 30 June 2022.

The Shire has received eight (8) further applications for the 2021/22 financial year that do not qualify under DE3-3 and therefore require Council consideration.

The applicants are claiming financial difficulties and or hardship as a result of their circumstances.

Confidential Appendix 1 details the current debts and a brief reason why the debtors cannot meet the standard payment options. The table also provides an officer recommendation for each application.

Applications are assessed on a case-by-case basis, taking into consideration people's circumstances, in accordance with Principle (c) of Policy F1.

Any application that is approved is subject to the condition where any default may result in debt recovery action without further notice.

OPTIONS

Council has the following options:

Option 1: Approve the applications for payment arrangements as presented in Confidential Appendix 1.

Option 2: Choose which applications to approve or reject.

Option 3: Reject all requests for payment arrangements.

Option 1 is the recommended option, noting that officers have worked with the applicants regarding their current financial circumstances and ability to pay. One of the principles of the revenue collection policy is that people's circumstances are taken into account. Default by the applicant on payments made under the arrangement may result in debt recovery action.

IMPLICATIONS TO CONSIDER**Consultative**

Not Applicable

StrategicStrategic Community Plan 2020-2030

Goal 5: Strong Leadership and Governance

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

Policy Related

F1 Revenue Collection Policy

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

Financial

The total debt associated with the payment arrangements relating to rates and charges, as at 31 October 2021, is \$22,533.51.

This represents approximately 0.7% of the total outstanding rates and charges as at 31 October 2021.

Legal and Statutory***Local Government Act 1995******6.49. Agreement as to payment of rates and service charges***

A local government may accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person.

Risk Related

The Financial Impact risk is Minor (2).

The Likelihood of recurrence is Possible (3).

The overall risk rating is Moderate (6).

The risk can be considered acceptable as there is a policy in place to control and manage the risk. Should any debtors default on their arrangement, debt recovery action can be taken to recover the due amounts.

The financial risk reduces as the debts are paid.

Workforce

The scope of this report will have a minor impact on the workforce relating to ongoing monitoring of payments.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Outstanding Rates and Charges - Payment Agreements, Council:

- 1. Approves the applications for payment agreements, as presented in Confidential Appendix 1.**
- 2. Notes that any default on the agreements may result in debt recovery action.**

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11 QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

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

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:

SY150-11/21 - Confidential - Rates and Charges - Requests for Minor Write Offs

This matter is considered to be confidential under Section 5.23(2) - e(iii) of the Local Government Act, 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.

SY151-11/21 - Confidential - Proposed Write Off - Sundry Debtor 7643

This matter is considered to be confidential under Section 5.23(2) - e(iii) of the Local Government Act, 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.

SY152-11/21 - Confidential - Sale of Land Under Section 6.64 of the Local Government Act 1995

This matter is considered to be confidential under Section 5.23(2) - d and e(iii) of the Local Government Act, 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 legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting and 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**