



ANNUAL REPORT

**FOR THE YEAR ENDED
30TH JUNE 2013**

MISSION STATEMENT

To build on our history to create our future

SHIRE OF YORK

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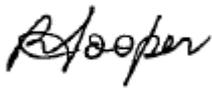
Introduction

The Annual Report of the Council is produced in accordance with the requirements of the Local Government Act 1995 and provides a valuable record of the work of the Local Government over the reporting period.

The format of the Annual Report seeks to provide information in a way that is easy to read, interesting and informative.

As a part of our history it is designed to record the successes and challenges the Council faced and to demonstrate how the community and the Council met those challenges.

The second part of the report provides the statement by the Auditor and the financial reports showing the statutory information in the format required by the Local Government Act.

A handwritten signature in black ink, appearing to read 'R Hooper', written in a cursive style.

Ray Hooper
Chief Executive Officer

President's Report



It is with pleasure and pride that I present the 2012/13 Shire of York Annual Report to the community as a stepping stone in the development of York as a liveable and sustainable entity.

2012/13 was the culmination of the large scale development components of the Forrest Oval project with the final stages such as carparking, landscaping, water management and other exterior works programmed for 2014/15 and 2015/16.

2012/13 was also the start of the new management for Local Government through Integrated Planning and Reporting under which the Shire will develop and implement a Community Strategic Plan, Asset Management Plan, Workforce Plan, Long Term Financial Plan and a Corporate Business Plan with performance or management ratios to further inform the public on sustainability issues.

As in past years, Council continued the process of Regional planning for the future to ensure that York continues to grow and develop.

Council continued the structural reform process in 2012/13 on the premise that change will be enforced by the government in both metropolitan and rural areas and that it is better to chose your partners than to have them forced on you.

Law, order and public safety remained as strong priorities in 2012/13 and close liaison with York Police is a focus for Council. Special thanks are extended to Sergeant Gubanyi and his team for their efforts in keeping York safe.

I also take this opportunity to express sincere thanks and appreciation to the staff for the loyalty and commitment to York and for their service delivery to the community to make York an even better place to live.


AS BOYLE
SHIRE PRESIDENT

Mission Statement

To build on our history to create our future

Our Vision – The Rural Gateway

Our Shire will be:

- ❖ A place to visit, work, play and rest;
- ❖ A place of vibrancy and energy, but one of tranquillity and safety;
- ❖ A place of growth, find opportunities and thrive;
- ❖ A place of history, and cultural interests, where past history is valued, building a sense of permanency and pride;
- ❖ A place of community, where lifestyle choices are important and where community matters.

Our Aim

To manage growth economically and socially in supporting a progressive vibrant community.

Our Goals

Social

- ❖ Manage population growth through planned provision of services and infrastructure;
- ❖ Strengthen community interactions and a sense of a united, cohesive and safe community;
- ❖ Build and strengthen community, culture, vibrancy and energy.

Environmental

- ❖ Maintain and preserve the natural environment during growth, enhancing the 'rural' nature of York, and ensuring a sustainable environment for the future;
- ❖ Support sustainable energy and renewable resource choices.

Economic

- ❖ Build population base through economic prosperity;
- ❖ Value, protect and preserve our heritage past;
- ❖ Grow the economic base and actively support local businesses and service provision.

Governance

Strengthen Shire Leadership

Our Vision

- ◆ We will ensure our sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.
- ◆ We will engage and listen to our community, advocate on behalf of our community, be accountable and manage within our governance and legislative framework.
- ◆ Our objectives and priorities are built from our shared outcomes.

Staff of the York Shire

Senior Staff

Chief Executive Officer

Mr Ray Hooper

Deputy Chief Executive Officer

Mrs Tyhscha Cochrane

Manager of Works

Mr Glen Jones

Manager Administration & Technical Services

Vacant

Manager Environmental Health and Building Services

Mr Gordon Tester

Manager Planning Services

Mrs Jacky Jurmann

Human Resources

The organisation would be unable to function without the support of its administration staff and I would like to pay tribute to the following staff and identify their role in our operations:

Allison Brown *	Recreation & Convention Centre Manager
Anneke Birleson	Youth Activities Coordinator
Carol Littlefair	Museum Curator
Cindy Keeble	Customer Service Officer
Daniel Birleson	Ranger Services
Gail Maziuk	Senior Administration Officer / Projects
George Johnson	Compliance Officer Building/Planning
Helen Darcy-Walker	Executive Support Officer
Judith Anderson *	Environmental Health Officer
Kathryn Brown	Recreation & Convention Centre Manager
Katrina Parsons	Casual Swimming Pool Attendant
Kira Strange	Planning Officer
Kristy Robinson *	Planning Assistant
Leonie Kempin	Depot Administration Officer
Lindy Dewar	Customer Services Officer
Lynette Kay *	Youth Officer
Matthew Davies	Payroll/Finance Officer
Matthew Sharpe	Ranger Services
Natasha Brennan	Casual Administration Support Officer
Nicole Fleay	Casual Records/Administration Support Officer
Nicole McNamara	Casual Administration Support Officer
Pamella Law	Administration Support Officer
Patricia Mogridge	Rates Officer
Sharla Fythe	Technical Services Officer
Susan Johns	Records/Administration Support Officer
Tabitha Bateman	Senior Finance Officer
Tamara Hooper	Information Services Officer
Timothy Jurmann	Building Surveyor
Tracy McInnes *	Customer Services Officer
Vicki Robinson	Information Services Officer
William (Bill) Livingstone	Pool Manager

* denotes the staff member left the employ of the Shire of York in this financial year

ADMINISTRATION AND CORPORATE SERVICES SECTOR

The 2012/2013 Financial Year has again proved to be an extremely busy period for Council staff, predominantly as a result of increased development pressure and Local Government Structural reform projects.

Administration staff levels remained stable during 2012/13, with one new position introduced. The new administration staff members employed in 2012/13 are:

Anneke Birleson	Youth Activities Co-ordinator
Kira Strange	Planning Officer
Kathryn Brown	Recreation & Convention Centre Manager

Elections

There were no Local Government elections held in 2012/13. The York Shire Councillors duly elected in 2009 and 2011 remained the same:

Councillors

Expiry of Term

Tony Boyle – Shire President	Oct 2013
Roy Scott – Deputy Shire President	Oct 2013
Brian Lawrance	Oct 2013
Pat Hooper – re-elected 2011	Oct 2015
Mark Duperouzel – newly elected 2011	Oct 2015
Denese Smythe – newly elected 2011	Oct 2015

End of Year Financial Situation

The York Shire Council recorded a surplus of \$2,232,627 for the 2012/2013 Financial Year. Contributors to the surplus include incomplete road construction works, unspent SEARTG funds, and a 50% advance payment of 2013/14 grant funds from Local Government Grants Commission. Most of the non-completed works have been included in the 2013/2014 budget.

Valuations

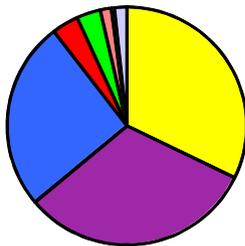
Rural land was re-valued during the period in accordance with the requirements of the Regional Developments and Land information to value rural land on an annual basis.

The Department of Land Information have now changed the time frame between GRV re-valuations from five years to four years, next re-valuation will be for financial year 2015/2016.

Revenue and Expenditure

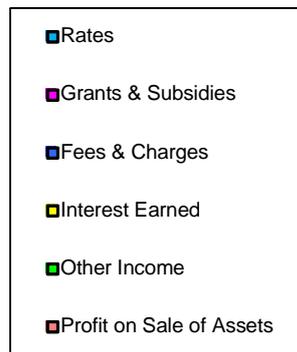
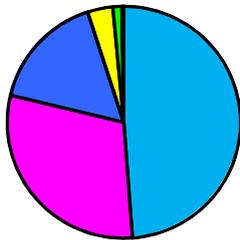
Operating Expenditure

Employee Costs	\$2,832,982	32.18%
Materials & Contracts	\$2,795,719	31.75%
Depreciation	\$2,260,024	25.67%
Utilities	\$316,571	3.60%
Insurance	\$283,955	3.22%
Interest Expenses	\$130,656	1.48%
Loss on Sale of Assets	\$37,205	0.42%
Other Expenditure	\$147,732	1.68%
TOTAL	\$8,804,844	100.00%



Operating Income

Rates	\$3,753,025	48.83%
Operating Grants, Subsidies & Contributions	\$2,300,487	29.93%
Fees & Charges	\$1,248,821	16.25%
Interest Earned	\$268,732	3.49%
Other Revenue	\$95,666	1.24%
Profit on Sale of Assets	\$19,779	0.25%
TOTAL	\$7,686,510	100.00%



Rates Incentive Prize

**SHIRE OF YORK
RATES INCENTIVE PRIZES
WINNERS**

FIRST PRIZE — Mr Phil Furey

The Shire of York, in conjunction with the York & Districts Community Bank Branch of Bendigo Bank, a \$1,000 bank account

SECOND PRIZE— Mr Peter Lilienfeld

\$200 worth of Unleaded Petrol donated by Fuel Distributors of WA Pty Ltd.

THIRD PRIZE— Mr Justin Baxter

One night's accommodation to the value of \$200 supplied by Aspen Parks.

FOURTH PRIZE— Mr Ray Shipard

Four tickets to the Western Australian Symphony Orchestra donated by WASO



The Shire of York gratefully acknowledges the support of the York & Districts Community Bank Branch of Bendigo Bank, Fuel Distributors of Western Australia Pty Ltd, West Australian Symphony Orchestra and Aspen Parks for their contributions to the 2012/2013 rates incentive prizes.

These prize winners were drawn by random computer selection.



Community Assistance & Support

Once again community organisations were provided with financial assistance through direct sponsorship and donations. Community Sponsorships for 2012/2013 were as follows:

Name	Purpose	Funds
York Agricultural Society	Staging of 2012 Agricultural Show (Inc in-kind support)	\$5,000.00
York District High School P & C Association	Hall Hire for Art Exhibition including setup and pack up. Use of Pavilion for committee/fundraising.	\$726.00
Avon Tourism Inc.	Regional area promotion and marketing for the Avon Valley. Council confirmed commitment for three financial years.	\$2,000.00
York District High School	2011 Presentation Night - Book awards \$500 and Hall Hire, setup and pack up \$682	\$1,182.00
Nice n Easy Singing Group	Senior Citizens Appreciation Day (Hold Money on their behalf) In-kind - Hall Hire and Set-up Donation \$616	\$2116.00
York Society	Archives and Historical Research	\$750.00
York Society - Arts & Crafts	Use of Town Hall, Setup and Pack Up	\$5,346.00
York Society	New Residents Pack	\$600.00
York Society	Photographic Awards	\$500.00
Greenhills Progress Association	Improvements and maintenance of Hall	\$4,200.00
Motor Cycle Events	Event funding	\$2,000.00
Cycle Events	Event funding	\$2,000.00
	Australia Day Breakfast including labour	\$2,600.00
	Town Hall Usage Free for Various Events	\$2,500.00
Recognition of Achievers	Various	\$2,000.00

York Youthcare	Chaplain at York District High School	\$3,000.00
York Children's Christmas Street Party	Christmas Street party and late night trading for event	\$4,000.00
York Racing	Promoting York Beverley Turf Club Meetings.	\$1,000.00
Talbot Brook Environmental group	Travel reimbursement	\$500.00
Talbot Brook Community Group	Improvements and maintenance of Talbot Hall (holding in term deposit until there are enough funds)	\$4,200.00
York Senior's Mobility Group	Stay on Your Feet	\$1,250.00
Community Resource Centre	York Business Directory	\$1,200.00
York World Vision	Community usage of the Community Centre	\$297.00
Toy Library	Community usage of the Community Centre	\$297.00
Playgroup	Community usage of the Community Centre	\$297.00
Community Bus Hire for Companion Time Committee & Other Community Groups	Community Bus Hire for Seniors and Youth Outings	\$2,500.00
York Pony Club	Signage - identifying club operations and grounds.	\$1,000.00
Bicycling Western Australia	31 July 2012 event - free use of town hall and mobile toilets in-kind and portion of cash \$2000	\$5,000.00
	Total Sponsorship 2012/13	\$58,061.00

It should be noted that the above contributions do not include all the in-kind assistance provided to many community organisations and contributions paid to organisations towards the development of Council owned facilities.

Library

The York Library has continued to purchase its own library stock through State Library's webselect. This has enabled us to purchase items that are required by local readers and to fill gaps in the reference library. We have been able to increase our selection of large print and audio books which are experiencing increasing demand. The feedback from local readers has been very positive as we are able to cater for a variety of interest.

State Library continues offering e-books to library users. The York Library has joined with 60 libraries across the state to offer this service to its users. The service requires readers to log onto a website to download e-books using their library cards.

The York Library is participating in a number of community programs to promote literacy levels in our local community. These programs include Better Beginnings and the new Better Beginnings Kindy and Pre School Program. These programs promote the importance of parents reading to young children to increase literacy standards in children. The Storytime program has been very successful with up to 16 families attending weekly to enjoy the story, activity and socializing.

Our local stock has increased steadily in the past year with much of this attributed to donations from generous members of our community.

We have one volunteer at the library whose contributions help with the running of the library and are greatly appreciated.

Our annual statistics show an increase in the use of Fiction borrowings and an increase in the number of adults joining the library. The interlibrary loans have also increased due to the demand for the new webselect items. Requests for information have double over this period and indicate that our library is being used by the community to inform their reading choices and for gathering of information.

Items Issued	Adult Non Fiction	4390
	Adult Fiction	14290
	Junior Library	4658
	Paperbacks, Magazines	494
	Total	23,832
Membership	Adults	962
	Family	298
	Junior	90
	Total	1,350
General Statistics	Library was opened for	2115 hrs
	Books issued per hour	11.26
	Items requested by other libraries	356
	Items requested from other libraries	1,070
	Requests for information	1413
Local Stock On Hand	Adult Non Fiction	3,539
	Adult Fiction	3,556
	Junior	1,635
	Total	8730
State Library Stock	Adult Non Fiction	1,476
	Adult Fiction	1,961
	Junior	1,086
	Total	4,523

Residency Museum

National Trust Heritage Festival 20 April – 26 May 2013

The Museum took the lead role in organising and co-ordinating heritage-related events in York during May as the above Heritage Festival was used as the main promotional event for the Museum this year. A wide range of events took place and those operators who planned early benefited from promotion through the NT website, brochures and a downloadable app from the appstore.

An in-house brochure was also produced for local distribution through the Information Centre, shops and accommodation providers. In total seventeen heritage events took place including a bush dance, Bus Tours, a High Tea, Open Days and Evenings at heritage sites, plus the Museum events as described below.

Hidden Treasures Exhibition and Open Evening

Some of the Museum's best pieces were brought out of storage for this special exhibition which took the form of a 'find the treasure' trail throughout the museum. Most Museums are a bit like icebergs – there is far more in storage than you actually see on show due to space constraints and for conservation reasons. The Residency is no exception, having many more objects of historic significance than can ever be displayed at once.

On display for the first time was the barometer that recorded York's weather during the 1800's; the dazzling Dempster Quilt was displayed on a magnificent brass bed and stunning portraits of early settlers were admired along with a stole that once belonged to Edith Cowan, a gorgeous wedding dress, etchings and photographs with farming themes and artefacts that were used in the many town trades and businesses.

For a Museum, 'treasure' means historic significance not monetary value, so things like a primitive washing machine and even a moulded block of beeswax were included because of the interesting stories and the people that are connected with them.

Visitors were intrigued by the Chinese medicine jar full of lizard and bird bones and marvelled at the works of bush craftsmanship such as carvings, furniture and paintings on box lids.

Over fifty guests enjoyed an Open Evening with Curator's Guided Tour for National Museums Day, the event being run by the hardworking Museum Committee and volunteers and supported by gold coin donations from guests.



Open Evening for National Museums Day

York Residency Museum
4 Brook Street, York

Saturday 18 May 2013 5-7.30pm

Champagne, canapés and a Curator's tour of
Hidden Treasures Exhibition to celebrate National Museums Day.
Gold coin donation.

Bookings essential. Ph: 9641 1751

Email: yorkresidencymuseum@westnet.com.au

Web: www.york.wa.gov.au/residencymuseum



York Town Hall - The Halcyon Years

The Heritage festival saw the return in condensed format of this popular exhibition held last year to celebrate the Town hall's Centenary. It included some of the favourite objects from that showing; the superb sulky conserved by a previous Lotterywest Conservation grant; the historic drum and euphonium from York Brass Band; an enchanting child's fancy dress rabbit costume and a wheelbarrow made by a local blacksmith during goldrush days.

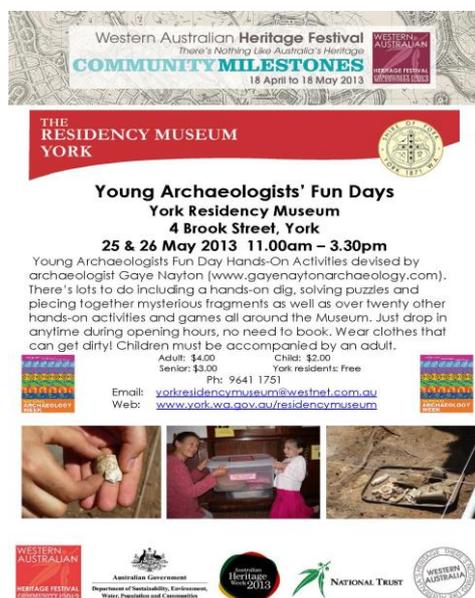
Meet the Archaeologist

Sean Winter and his team from the University of Western Australia spent a blisteringly hot January in 2010 making exciting discoveries at the site of the York Convict Depot behind the Residency Museum. They discovered the Convict Depot remains behind the Residency Museum and this well-attended site walk and presentation provided the public with an opportunity to meet Sean and find out what the dig revealed, which was a fascinating insight into convict life in York.

Young Archaeologists' Fun Days

To coincide with the above, a weekend of Young Archaeologists Fun Day Hands-On Activities devised by archaeologist Gaye Nayton was held at the Museum. These included a hands-on dig, solving puzzles and piecing together mysterious fragments as well as over twenty other hands-on activities and games all around the Museum.

The Archaeological Dig activity has now been incorporated into our package of education activities for schools use, available all year round.



Western Australian Heritage Festival
There's Nothing Like Australia's Heritage
COMMUNITY MILESTONES
18 April to 18 May 2013

WESTERN AUSTRALIA
HERITAGE FESTIVAL
18 April to 18 May 2013

THE RESIDENCY MUSEUM
YORK

Young Archaeologists' Fun Days
York Residency Museum
4 Brook Street, York
25 & 26 May 2013 11.00am – 3.30pm

Young Archaeologists Fun Day Hands-On Activities devised by archaeologist Gaye Nayton (www.gayenaytonarchaeology.com). There's lots to do including a hands-on dig, solving puzzles and piecing together mysterious fragments as well as over twenty other hands-on activities and games all around the Museum. Just drop in anytime during opening hours, no need to book. Wear clothes that can get dirty! Children must be accompanied by an adult.

Adult: \$4.00	Child: \$2.00
Senior: \$3.00	York residents: Free

Ph: 9641 1751
Email: yorkresidencymuseum@westnet.com.au
Web: www.york.wa.gov.au/residencymuseum



Successful Conservation grant award for Photographs and Storage

Volunteers and staff at York's Residency Museum were kept busy packing up some of the Museum collection to send to Preservation Services, a specialist conservation studio in Perth, following the the welcome news that their conservation grant application to Lotterywest had been successful.

The Museum was awarded a grant for the conservation of a number of important photographs of nineteenth century personalities who were instrumental in shaping York. These include pictures of past Councillors that for many years hung in the Town Hall. The originals will be conserved and replicas made for longer-term display.

To help with caring for the collection, the grant also includes the purchase of two dust-free storage units.



Re-organisation of Store

The successful grant application necessitated a re-organisation of the museum store, achieved in a fortnight during July thanks to our hardworking volunteers.



Increase in School and group visits

During the last few months the Museum has seen an encouraging increase in schools use of the Museum. The Museum is now listed on the DET excursion provider's website <http://www.det.wa.edu.au/schoolexcursions/detcms/navigation/excursion-providers/?key=Y> and teacher's resources are available on the Shire website <http://www.york.wa.gov.au/residencymuseum>.

We have received a very positive response from teachers who find the on-line resources extremely valuable. Schools from the wider Wheatbelt area find the Museum particularly useful as trips to Perth are very long and tiring days for children. We are currently discussing how to cross-promote the Museum and Courthouse to schools with the National Trust.

There has also been an increase in the number of groups [mainly seniors].

Red Tardis Update

Design work has almost been completed for the panels to go into the Tardis windows. York Men's Shed have kindly promised to refurbish and paint the telephone boxes so we hope that once the York Men's Shed have their Shed up and running, the Tardi will be landing in Avon Terrace!

Record Keeping

A complete review of the Shire of York's Record Keeping Plan was carried out in early 2010.

The Shire of York, which is renowned for its heritage values and its commitment to preserving local history, supports the principles of the State Records Act and recognises the importance of establishing and maintaining a reliable and credible Record Keeping System.

In accordance with section 28 of the *State Records Act 2000*, the Plan for the Shire is to be reviewed within five years of its approval date. Once completed, a report of the review must be submitted to the State Records Office by **18 June 2015**.

The Plan indicates a strong commitment to address certain matters within specific timeframes and we continue to work hard to meet all timeframes.

Freedom of Information

It is this local government's intention to provide access to requested documents, wherever possible in the ordinary course of daily work provided that in so doing no harm is inflicted upon the rights or interests of private individuals or commercial organisations.

Where requested documents are of a sensitive nature the application will be dealt with under the provisions of sections 5.94, 5.95, and 5.96 of the Local Government Act - Freedom of Information, taking into account all parties concerned.

It is our belief that this strategy will facilitate the provision of information to the public in a prompt and cost effective manner whilst still observing the need to preserve the confidentiality of classified information.

In 2012/13 there were twenty three (23) new Freedom of Information applications received by the Shire of York.

Planning for the Future

Integrated Planning and Reporting Framework

Components of the Integrated Planning and Reporting Framework include:

- Workforce Planning
- Community Strategic Plan
- Asset Management Plan
- Corporate Business Plan
- Long Term Financial Planning

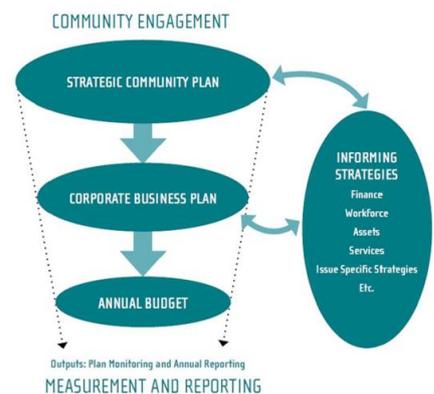
The Shire's planning framework aligns with the DLG's framework as outlined below and comprises of the following plans and activities (refer Diagram 1).
Strategic Community Plan (SCP) – identifies the community's main aspirations and priorities for the future and outlines strategies for achieving these goals
Corporate Business Plan (CBP) – describes the activities that will be undertaken over the next four years to achieve the agreed short and long term goals and outcomes.

Divisional Operational Plans (DOP) – outlines the details of the specific projects and activities that will achieve the commitments documented in the Corporate Business Plan.

Long Term Financial Plan (LTFP) – details the financial resources needed to enact the CBP in the first four years and potential revenues and expenses for the next six years of the plan. This plan serves to inform and resource all aspects of the integrated planning activities as appropriate.

Asset Management Plan (AMP) – This plan identifies and records the asset register, service levels, activities and strategies to ensure the physical assets and infrastructure are appropriately managed and maintained over their lifecycle, and disposed of or replaced at the end of that lifecycle.

Integrated Workforce Plan (IWP) – This plan identifies and reports on the internal capacity to meet current and future needs of the goals and objectives of the Shire / Community, both in capacity and capability. It identifies the gaps in human resources, assets or financial resources and strategies to mitigate them.



Timeline to adopt components of the Integrated Planning and Reporting Framework

- Asset Management Plan
 - Building - adopted 2012/13
 - Roads/Bridges - adopt December 2013
- Corporate Business Plan - adopt February 2014
- Long Term Financial Planning - adopt December 2013

Workforce Planning

The Shire of York has a current Workforce Plan.

The Workforce Plan identifies gaps between the current workforce profile and the organisational structure.

The Workforce Plan identifies organisational activities to foster and develop the workforce.

The Workforce Plan implementation is budgeted for in the Corporate Business Plan and the Long term Financial Plan.

Purpose

The purpose of Workforce Planning is to develop and implement a structure, systems and processes for workforce planning that will be implemented across all aspects of the Shire's planning, operations and services. This integrated approach to workforce planning will ensure that the Shire of York recruits, retains and manages the human resource requirements needed to meet the strategic and operational objectives of the Shire, its community and the organisation.

Integrated Workforce Planning

The workforce plan has been developed to address the requirements of the Local Government Act 1995 section S5.56 (1) A "plan for the future" and S5.56(2): That Local Governments develop a Strategic Community Plan that links community aspirations with the Council's long term strategy. That the Local Government has a corporate business plan linking to long term financial planning that integrates asset management, workforce planning and specific council plans (informing strategies) with the strategic plan.

Strategic Community Plan- 2012 to the Future

The Strategic Community Plan (SCP) is a Council visionary document for the next ten years, based on community input and our research (Reference: Community Plan), to ensure our future is sustainable. Whilst it is recognised that not all outcomes can be delivered immediately, the Plan will guide our decisions over the next ten years.

The Corporate Business Plan identifies what we will achieve in the shorter term, and the steps we will take to reach our long term vision, and will enable us and the community to review and monitor our progress towards achieving our aspirations.

Implementing this Plan will demand that the Shire not only continues to deliver and represent the community, but recognises that we can't deliver alone. We will work in partnership with other Shires, State and Federal Governments, and the private sector, to advocate delivery of our Plan.

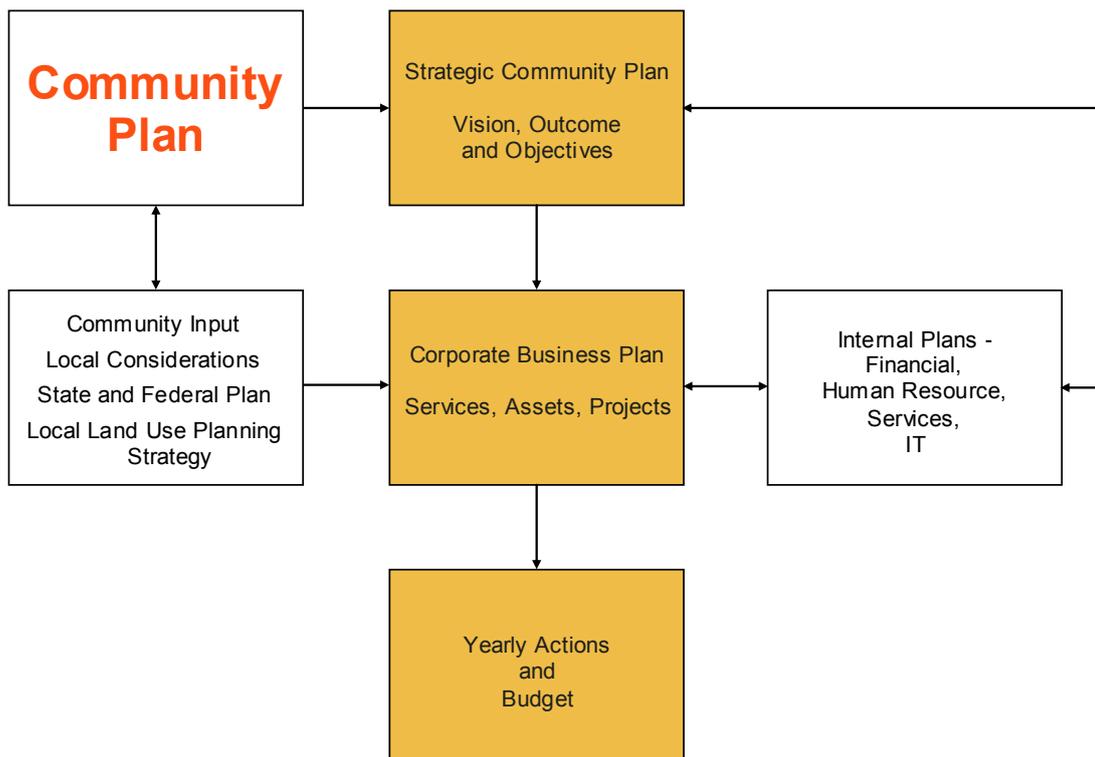
The Strategic Community Plan will undergo an internal review in 2014 and a formal review in 2016.

Our Planning Framework

The Shire, in partnership with community and stakeholders, has developed a shared strategic vision, goals and outcomes.

In the initial stages of development, research was undertaken across the quadruple bottom line to ensure our community and Council were able to make informed and appropriate priority decisions for our local community.

This included a review of the external Federal and State Government plans, and long term demographic changes, impacts, risks, and the challenges facing our community, to ensure we are a sustainable and growing community.



Complaints about Conduct of Members

Council is required to report on official complaints that result in action under section 5.110 6 (b) or (c) of the Local Government Act 1995. During 2012/13 two (2) complaints were received. No determination was provided within the 2012/13 Financial Year.

Development Services

The Development Services Section of the Council is managed by:

- Mrs Jacky Jurmann Manager Planning Services - Town Planning and Heritage.
- Mr Gordon Tester Manager Health & Building - Environmental Health, Building Control, Building Maintenance and Ranger Services.

Health, Building, Town Planning, Fire Prevention & Regulatory Services Sector

Town Planning

Land use planning in York is guided by two main documents – the Local Planning Strategy and the Town Planning Scheme No. 2 (known as TPS 2).

The Planning team consists of a Manager, Planner and Development Services Officer, who field many enquiries, both in person and in writing. Enquiries can range from rezoning and subdivision, restoration and development of heritage properties, to the keeping of sea containers, varying the provisions of the Residential Design Codes and conducting home businesses.

In this period, planning services were outsourced to the Shires of Cunderdin and Tammin, which involves the assessment of planning applications, answering enquiries and attendance at Council meetings when required. Commencing in September 2013, planning services will also be provided to the Shire of Quairading. The income received from the provision of this service has directly funded an additional planning officer's position to ensure that the level of service provided to the community of York is not reduced.

To assist landowners, residents and developers, a series of Information Sheets have been developed to provide general information on planning issues. These are available from the Council Office and on the website in the Residents/Planning section together with copies of the planning strategy, scheme and policies.

It is the aim of the planning section to provide an efficient and effective service to landowners, residents, developers and the community.

Scheme Amendments

Since the gazettal of TPS 2 in 1996, there have been 51 scheme amendments initiated, including three 'omnibus' amendments (description of an amendment that contains a number of proposals). Scheme Amendments 47 – Crawford Court, 48 – Old Lawn Tennis Centre and 51 – Town Centre (north) were gazetted in the 2012-2013 period.

Scheme Amendment 49 – Springbett Reserve is currently with the WAPC for approval. This amendment proposes to rezone a portion of the reserve for light industry and will be developed as part of Landcorp's Regional Development Assistance Program. Studies into water management and servicing have commenced.

Scheme Amendment 50, the most recent 'omnibus', represents a significant review of the Scheme and will introduce new land use definitions and an expanded land use table to represent today's needs and lead into the development of TPS 3. It will also provide guidance on the development and use of reserved land. Once gazetted the Scheme will be an easier to use document that provides better guidance and more certainty for all users, including landowners, developers and planners through better defined land uses and reduced reliance on the 'use not listed' provisions. The amendment is currently with the Minister for Planning for final approval.

Structure Plans

Structure Plans (formerly known as Outline Development Plans or ODPs) are required to guide the larger developments.

A Structure Plan has been submitted for the Daliak Precinct and is currently being finalised to guide orderly development in that precinct. The Plan will outline staging, infrastructure requirements and land uses. Once Council has approved the Plan, it will be submitted to the WAPC for approval.

A Structure Plan is also being developed for the Greenhills townsite to guide the development of building lots. This Plan will soon be available for landowners and the community for comment.

The Equine Precinct is also currently being reviewed in conjunction with the development of the historic York Racecourse. It is envisaged that the Precinct will become the home to regional equine facilities, bridle trails and horse trainers. A Master Plan and Structure Plan will be drafted to guide future development in conjunction with stakeholders, landowners and the community.

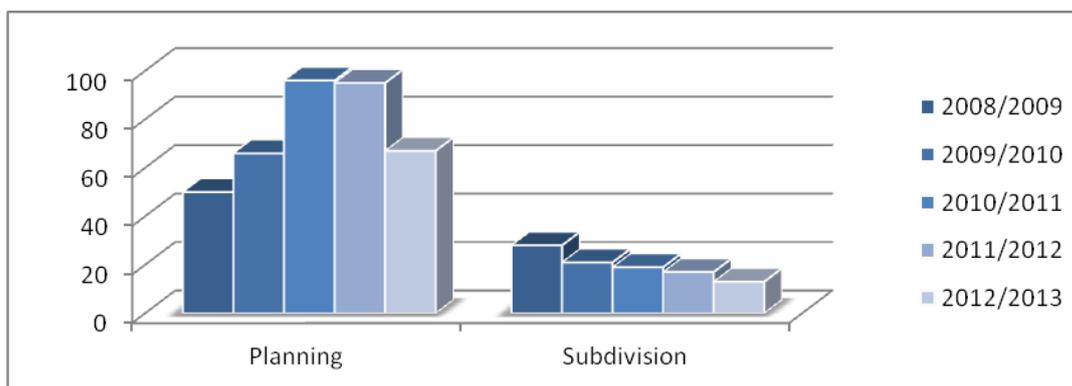
Planning Applications

Planning applications are submitted to Council for construction of dwellings and ancillary residential development, works to heritage buildings and within heritage precincts, change of use of shops and other commercial premises, display advertising signage, and for construction of commercial and industrial developments.

In the 2012/2013 period, 67 planning applications received, 28 less than in the previous period, which may be reflective of the downturn in the development industry and/or local economy or simply as a result of policy changes, such as the introduction of the Local Planning Policy for Outbuildings that has simplified the approval process.

Similarly, the number of subdivision applications received by the WAPC for the York Shire decreased and in this period 13 subdivision referrals were received by Council, compared to 17 in the previous period.

The following graph depicts the number of planning and subdivision applications for the York local government area:



Heritage

Council has employed a Heritage Consultant to review the Local Planning Policy for Heritage Precincts and Places and the Municipal Heritage Inventory. The first stage of the review has commenced and in the near future be the subject of community and landowner consultation.

A grant application was also successful for the development of a Conservation Plan for the York Cemeteries. A consultant has been appointment and work is scheduled to commence on this project in September 2013.

Compliance

Compliance inspections have continued as part of Council's Compliance Program, with all planning approvals monitored to ensure that it is completed in accordance with the conditions of approval. Where non-compliances are identified, appropriate action is taken in consultation with the owner/applicant. Unfortunately in some cases leads to the instigation of legal action.

The legal budget for the planning section is unfortunately increasing exponentially and in this period was 200% greater than planned that was due to a number of complex and lengthy court cases, which included a successful prosecution under the provisions of the York Town Planning Scheme No. 2 for erection and display of illegal advertising signage.

Health

Council's Environmental Health Officers, Mr Gordon Tester, Mr George Johnson and Ms Judith Anderson are responsible for monitoring various aspects of public health within the Shire. This includes the inspection of food premises, public buildings, lodging houses, caravan park, public swimming pools, septic installations and offensive trade monitoring.

Activities also include the licensing of stall holder applications and the approval of public events and trading in public places.

Council continued to monitor the structural and operational aspects of all premises to ensure compliance with the requirements of relevant legislation.

These duties are also undertaken on a contract basis for the Shires of Tammin, Quairading and Cunderdin and Beverley.

Effluent Disposal Systems

Twenty effluent disposal systems were approved for installation in 2012/2013.

Several existing effluent disposal systems failed and were required to have rectification works.

The progressive installation of reticulated sewer within the town site is required to overcome these problems and to facilitate the development of unit development and smaller residential blocks.

Registered and Licensed Premises

The following premises are currently operating in the Shire;

Offensive Trades	1
Public Buildings	16
Food Premises	46
Licensed Hotels	5
Lodging Houses	19

Additionally there are 8 Bed and Breakfast businesses that are not required to be registered under the Health Act 1911.

Forrest Oval Wastewater Recycling Scheme

A hydro-met chlorine treatment facility was installed at the Forrest Oval Sporting Complex to provide an additional treatment facility for the treatment of effluent wastewater from the Water Corporation sewerage ponds for irrigation of Forrest Oval.

The Shire is responsible for conducting monthly samples of recycled wastewater to ensure that the microbiological count remains within safe levels.

Food Safety

The Shire of York offers a free Online Food Safety Training course to assist food businesses to meet their food safety training requirements under the *Food Act 2008*.

The Online Food Safety Training was developed by Environmental Health Australia and is being used extensively throughout Australia.

The total number of users of the free Online Food Safety Training is 342.

Food businesses in the Shires of Quairading, Cunderdin, Tammin and Beverley also have access to this free Online Food Safety Training course.

Built Environment

The storm event of January 29, 2011 resulted in significant damage to 127 homes with several homes and outbuildings requiring complete demolition.

While the majority of storm affected houses have been satisfactorily repaired or demolished, there remains however several buildings that still require their owners to implement a repair or demolish strategy.

The former Avon Valley Tyres building on the corner of Henrietta St and Avon Terrace was demolished and the site cleared.

Extensive testing of the former power house site foundations has commenced to establish a hazard free residential building site.

Swimming Pools

York War Memorial Public Swimming Pool

The York War Memorial Public Swimming Pool was inspected and sampled monthly over the swimming pool season for November to April.

Samples of the swimming pool water are sent for analysis to a Perth laboratory to ensure they meet the required microbiological and bacteria standards.

Swimming pool manager Bill Livingstone continues to do an excellent job managing and maintaining the pool.

Work for the Dole recipients were contracted to paint the ablution block and upgrade shade shelters and other structures.

Privately Owned Public Pools

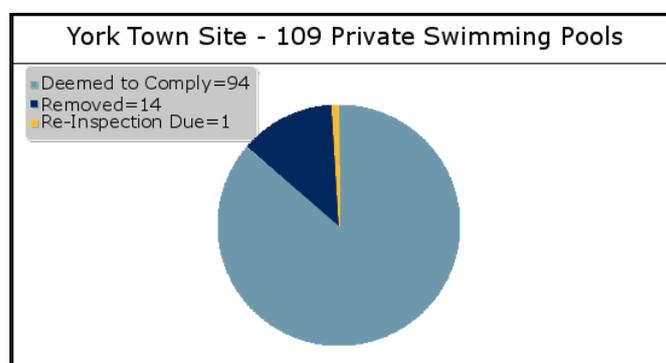
The Department of Health conducted an audit of all privately owned public swimming pools in the Shire resulting in several premises choosing to close their pools to members of the public pending future upgrading of their facilities.

The Shire of York currently has one Department of Health approved privately owned public pool.

Private Swimming Pools

The Shire of York is required to inspect all private swimming pools within its District at least once in every 4 year period. The results of the 2012/2013 inspections are outlined below.

Swimming pool inspections and results



Out of the 109 pools that were inspected in the York Town Site, only 18 were deemed to comply at the first inspection, a further 76 after the second inspection with 1 outstanding. 14 Pools were removed.

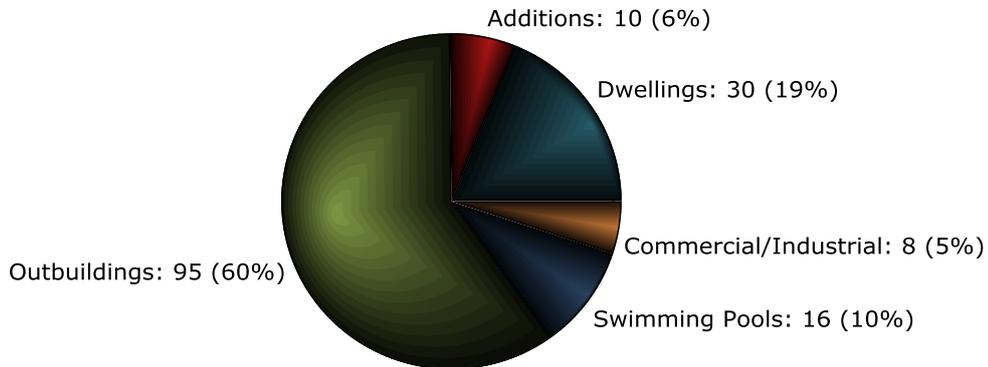
Building

Council's Officers audit building works to ensure compliance with the approved plans and to ensure that all work is carried out to the necessary standard.

In 2012/2013 the Building Control Section of the Council processed 159 building applications and 6 demolition applications.

These applications were split into the following categories:

Building Approvals 12/13



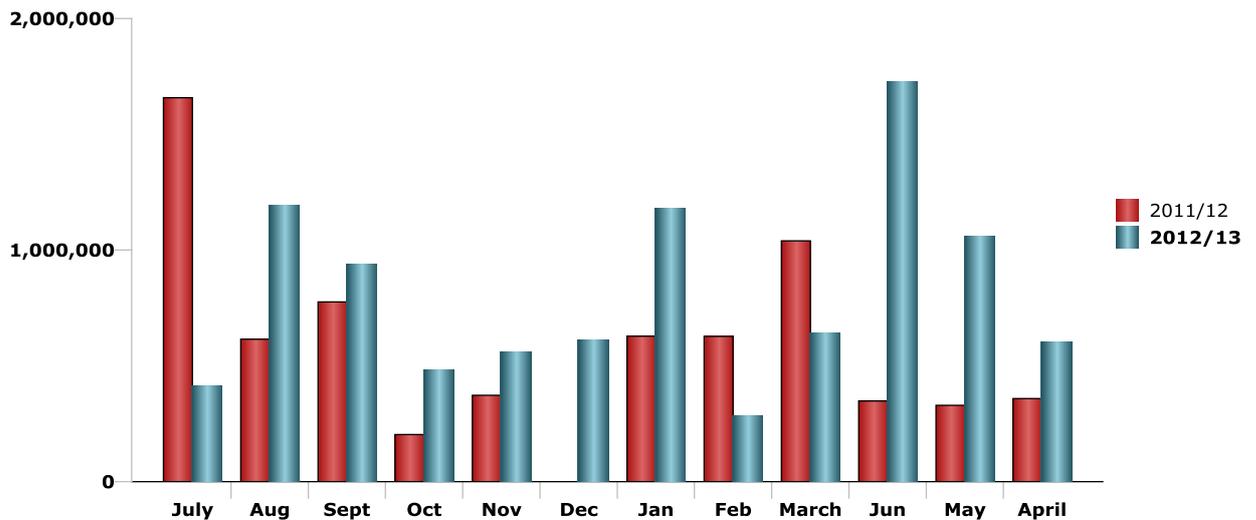
The percentage split is similar to previous years with a slight increase in commercial applications.

Comparison table for previous years are as follows:

	2012/13	2011/12	2010/11	2009/10	2008/09	2007/08	2006/07
Dwellings	30	21	30	16	22	46	42
Additions	10	12	50	22	23	30	60
Outbuildings	95	89	97	77	78	124	75
S/ Pools	16	7	13	2	10	8	10
Commercial	8	10	7	2	7	10	4
Total	159	139	197	119	140	218	191

The number of Building Permits issued has increased over the previous 3 years average, excluding the 10/11 financial year, which had inflated figures due to storm damage.

Construction Values



The approximate value of building works in the Shire was \$18.9 million, up 169% in value, from \$7.023 million in 2011/2012 and up 15.9% in value from \$16.3 million in 2010/11.

The value of the total amount of construction increased by approximately 14.3%. This is a small increase over the previous financial year. However when the corrected “works value” figures are reviewed it can be seen that there was an increase in the number of larger projects, particularly in the number of dwellings approved which increased by 42.8%.

In the 2012/2013 there has been an increase in workload due to increased number of larger projects being assessed and the new Building Regulation and processes undergoing constant modification after experiencing implementation difficulties.

The introduction of Privately Certified applications has not impacted on the workloads within the Shire of York.

The increase in the requirement for Continued Professional Development Points (CPD), by the Building Commission will place an additional load on existing resources. It is estimated that CPD will require training of the equivalent of 1-1.5 days per month.

Waste Collection & Disposal

The Council again participated in the “drum MUSTER” program. This nationwide program provides for the collection and disposal of used farm chemical containers. A new collection yard was located adjacent to the transfer station and collections are received regularly. A total of 3692 drums were collected under the program this year slightly higher than the amount collected last year.

Council continued with its participation in the Mobile Muster program. This program was initiated to ensure that mobile phones and their accessories are recycled. Collection points for mobiles are located at the Shire Administration Office and the waste transfer station. Approximately 12 kg of disused mobile phones were collected.

A total of 1198 tonnes of waste were transported to the Shire of Northam landfill site for the 2012/13 financial year. This is 684 Tonnes less waste than the 2011/12 financial year.

A total of 361 tonnes of recyclable material and many litres of waste oil were also recycled during the year.

Electronic waste was collected and recycled with funding for this activity having been obtained from Municipal Funds.

The skip bin service offered to residents with a bin service continues to be popular.

The bulk waste pick-ups which were introduced in 2007 continue to be well received.

Council has extended the bulk pick up service twice yearly to the Greenhills and Kauring Townsites.

Building Construction and Maintenance

The Council continues to maintain and improve its assets. Major projects this year included:

- Netball Shed
- Shade Shelters – Candice Bateman Park
- Softfall replacement at Avon Park
- Bowling Greens and Shelters

Ranger Services

Council Rangers have continued to provide Ranger Services to the Shires of Kellerberrin, Tammin, Cunderdin, Beverley and Quairading. They provide regular patrols in these towns and are responsible for responsible dog ownership, stock control, animal welfare, litter/illegal dumping control, illegal camping, illegal off-road usage, snake removal and fire control.

Ranger Services are still responsible for the compliance of the legislation relating to the Bush Fire Act 1954, Regulations and Local Laws. Council Rangers conducted pre-firebreak property inspections throughout York in September and October 2012 and sent out approx 500 letters to residents to ensure that compliance of firebreaks were completed by the due date. Those property owners who failed to comply were infringed accordingly.

The issuing of fire permits during the restricted burning period and the management of the permits in relation to who was burning and when was also completed by the Rangers. This resulted in the number of permit burns getting away reduced to zero and less incidents of the fire brigade having to turn out unnecessarily.

Animal Control has also been a priority with educating people on the responsibilities of animal ownership. The occurrence of dogs wandering from their properties or not kept on a lead in public has reduced dramatically with regular patrols and public education. Council Rangers have been vigilant on dog registrations by completing numerous property registration checks.

There were approximately 650 dogs registered in the Shire. The number of dogs impounded during the year was down on previous years with more dog owners being responsible and ensuring their name and phone number was on their dog's tag.

Parking in no parking areas has been closely monitored by the Ranger Services with particular concentration on the disabled parking bays on Avon Terrace and York District High School "children's drop off zone".

Straying stock on the roads has also been a contentious issue with owners needing to ensure their fencing is adequate to keep their stock within.

Council purchased a number of security cameras which have been placed at various locations around the town site. The implementation of these cameras has seen the cost to Council for damage, vandalism and illegal dumping decrease dramatically.

Disability Access and Inclusion Plan

Council continues to make progress on the Disability Access and Inclusion Plan (DAIP) which was adopted by Council on 16th July 2007. A series of objectives and strategies were included in the DAIP along with a list of 10 recommendations for the delivery and monitoring of initiatives and strategies included in the plan. Council staff will work on an ongoing basis over the coming years to implement those recommendations.

Council actively pursued and authorised the option of installing an external lift to access the upper floor of the York Town Hall with this project being satisfactory completed.

The lift open day was a success with Mr Mark Hutson from the Disability Services Commission being the first person in a wheelchair to access the Council Chambers in 100 years.

A full review of Council's Disability Access Plan has been undertaken with community consultation in 2012 and a revised plan was submitted for approval to the Disability Services Commission and approved.

This plan is available for perusal on Council's website.

WORKS & SERVICES SECTOR

Staff

The Council's works staff continues to undertake various work activities ranging from mowing grassed areas to constructing and sealing regional roads.

The Depot Workforce for 2012/2013 was:

Glen Jones
Leonie Kempin
Peter Atkins
Robbie Windsor
Richard Smith
Trevor Barrett
Leigh Tait
Richard Holmes

Ricky Thompson
Robert Mackenzie
Neil Thomas
Les Burrow
Glen Plaisted
Michael Ashworth
Clint Strickland
Christian Chadwick

Plant

The Council purchased/replaced the following plant items in this reporting period.

- Kubota Tractor with Loader Assembly
- Metro Road Side Traffic Counters

Capital Works

Roads to Recovery

2012/13 was the fourth year of Stage 3 of the federally funded Roads to Recovery Programmes.

Specific road works undertaken through Roads to Recovery Funding in 2012/13 included the following:

➤ Mokine Road	\$104,375
➤ Talbot West Road	\$141,198
➤ Greenhills Road	\$ 35,969
➤ Talbot Road	\$ 22,239
➤ Quellington Road	\$ 70,641

Regional Roads

The Western Australian Government provided \$272,097 for works on designated regional roads and Council provided an additional contribution of \$107,985.

Works were undertaken on:

- York-Tammin (Goldfields) Road – Widen and upgrade to 7 metre seal, plus reseals – \$380,082.

Black Spots

Re-alignment of the Ovens Road / Qualen West Road intersection was completed as a Blackspot project in 2012/13 at a total cost of \$55,903.

Municipal Fund

In addition to the works mentioned above Council expended a further \$1,312,415 on transport based works and services which included street cleaning, tree lopping, road & bridge maintenance, road construction, gravel purchases, sealing & re-sealing, culverts & drainage and car park maintenance & construction.

Major Works undertaken were:

➤ Road Maintenance	\$ 593,515
➤ Ashworth Road	\$ 44,836
➤ Quellington Rd	\$ 65,709
➤ Avon Terrace	\$ 87,560
➤ South Street	\$ 57,323
➤ Greenhills South Road	\$ 15,582
➤ Qualen West Road	\$ 13,207
➤ Newcastle Street	\$ 51,102
➤ Lowe Street	\$ 26,055

It is programmed that similar levels of expenditure will be in place for the next three (3) years with some increased funding for regional roads and bridges.

Over the past few years the Council has significantly increased its expenditure on asset preservation for roads and this preservation effort must be continued if the road network is to be sustainable.

Main Roads WA Project

Shire staff completed a trial project to widen a 4km section of the York/Merredin Road to a total cost of \$546,098 with a further 10km programmed for 2013/14.

Private Works

Private works income generated in response to works requests amounted to \$30,612. The Council is conscious that its involvement in private works will not be at a detriment to its own works program and of our local contractors.

Recreation Facilities

During 2012/13 beautification and landscaping to the surrounds of the York Recreation and Convention Centre commenced. This included paving, fencing, sport bench seating, amphitheatre seating, lawn areas, netball shed and shade as well as shade shelters for the bowling greens. The York Recreation & Convention Centre was granted an unrestricted Tavern Licence in February 2013 providing the bar/café/restaurant the opportunity to offer a full hospitality service to the York sports clubs and the wider community.

Other recreational facility upgrades include:

- | | |
|----------------------------------------------------------------------------------------------------------|----------|
| • Candice Bateman Park, new shade shelter | \$ 4,731 |
| • Avon Park Playground, replace and/or repair damaged:
- sail shades, soft fall, playground equipment | \$14,462 |
| • Swimming Pool, new chlorine shed | \$10,148 |

COMMUNITY

Australia Day Breakfast

This year's Australia Day celebration was blessed with perfect weather and saw a large crowd of more than 400 enjoyed a great Aussie breakfast in the park and to celebrate being Australian.

The York Young Men's Volunteer Group, assisted by many wonderful volunteers, cooked and served bacon, eggs and sausages from 7.30am whilst the Salvation Army provided tea, coffee and cold drinks.

A very large thank you is extended to the following people:

- **York District High School 2013 Head Boy Brody Bauer and Head Girl Emily Sherry** for performing their first official duties in raising the flags at the beginning of the ceremony.
- **York & Districts Community Bank Branch of the Bendigo Bank** for their continued support and the donation of the financial rewards for the winners of the Sports Awards.
- **York IGA** for providing all the food, plates, cutlery, bread and drinks for the breakfast.

- **York Volunteer Workers** for assisting with breakfast.
- **York First Scout Group and York Canning Bridge Rotary** for their support with the breakfast.
- **Frank Dols** for providing the music and sound system.
- **Salvation Army** for their provision of hot and cold beverages.
- **York Honours Committee** –Tim Hooper, Wayne Collins, Delys Sherry, Pat Hooper, Graeme Hunt, John Weeks, Gail Maziuk
- **Nice & Easy Singers** for the national anthem and entertainment.
- **Individuals clubs and organisations** who nominated people for the awards.
- **The Community of York** for attending.
- **York Shire Council** for ongoing commitment to the Australia Day event.
- **Avon Waste** for their provision of clean wheelie bins for the kid’s games and extra bins for rubbish.
- **York Shire Works staff** for the high level of presentation of the park and for their involvement.

Australia Day Awards

The York Shire Council congratulates the winners and all nominees for the following awards.

Junior Citizen of the Year

Nominees:

Emily Jane Mott-Hogan

Winner: Emily Jane Mott-Hogan

Citizen of the Year

Nominees:

Harold (Richard) Boulton, Bernie Finestone, Tess Earnshaw, Guydon Boyle.

Winner: Harold (Richard) Boulton

Junior Sports Star of the Year

Nominees:

Marshall Jones, Reilly Joyce, Jake Duperouzel

Winner: Jake Duperouzel

Sports Star of the Year

Nominees:

Adrian Lister, Mark Palumbo, Sue Chapman

Winner: Adrian Lister

Community Group or Event

Nominees:

Ride for Zoe, York Children's Party, York Motorcycle Festival

Winner: Ride for Zoe (Guydon Boyle)

Appreciation

I would like to thank all staff of the Shire of York for their loyal and dedicated service during the period under review. I believe the Shire and its residents are well served by their employees many of who go to great lengths to provide services to the public in their role as a Council officer.



RAY HOOPER
Chief Executive Officer