

AGENDA

For the Council Meeting to be held on

Thursday 15 November, 2018

Commencing at 5 p.m.

In the Hopetoun Community Centre, Hopetoun.



SHIRE OF RAVENSTHORPE

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Ravensthorpe Shire Council for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Ravensthorpe Shire Council disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity that act or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of Ravensthorpe Shire Council during the course of any meeting is not intended to be and is not taken as notice of approval from the Ravensthorpe Shire Council. The Ravensthorpe Shire Council warns that anyone who has an application lodged with the Ravensthorpe Shire Council must obtain and only should rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Ravensthorpe Shire Council in respect of the application.

A handwritten signature in blue ink, appearing to read "Ian Fitzgerald".

Ian Fitzgerald
Chief Executive Officer

8/11/2018

65 Morgans Street Ravensthorpe WA 6346
Tel (08) 9839000; Fax (08) 98381282
E-mail: - shire@ravensthorpe.wa.gov.au



WRITTEN DECLARATION OF INTEREST IN MATTER BEFORE COUNCIL

NOTE: USE ONE FORM PER DECLARATION

I, (1) _____ wish to declare an interest in the following item to be considered by council at its meeting to be held on (2)

Agenda item (3) _____

The type of interest I wish to declare is (4)

- Financial pursuant to Sections 5.60A of the Local Government Act 1995
- Proximity pursuant to Section 5.60B of the Local Government Act 1995
- Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995
- Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulation 2007

The nature of my interest is (5)

The extent of my interest is (6)

I understand that the above information will be recorded in the Minutes of the meeting and recorded by the Chief Executive Officer in an appropriate Register.

Signature

Date

RECEIVED BY:

Chief Executive Officer

Date

- (1) Insert you name.
- (2) Insert the date of the Council Meeting at which the item it to be considered.
- (3) Insert the Agenda Item Number and Title.
- (4) Tick the box to indicate the type of interest.
- (5) Describe the nature of your interest.
- (6) Describe the extent of your interest (if seeking to participate in the matter under the s.5.68 of the Act)

Financial pursuant to Sections 5.60A of the Local Government Act 1995

5.60A – Financial Interest

For the purpose of this Subdivision, a person has a financial interest in a matter if it is reasonable to expect that the matter will if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

[Section 5.60A inserted by No. 64 of 1998 s. 30; amended by No. 49 of 2004 s. 50.]

Proximity pursuant to Section 5.60B of the Local government Act 1995

5.60B – Proximity Interest

- (1). For the purposes of this Subdivision, a person has a proximity interest in a matter if the matter concerns –
 - (a). a proposed change to a planning scheme affecting land that adjoins the person's land;
 - (b). a proposed change to zoning or use of land that adjoins that person's land; or
 - (c). a proposed development (as defined in section 5.63 (5)) of land that adjoins the person's land.
- (2). In this section, land ("**the proposal land**") adjoins a person's land if –
 - (a). the proposal land, not being a thoroughfare, has a common boundary with the person's land;
 - (b). the proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or
 - (c). the proposal land is that part of a thoroughfare that has a common boundary with the person's land.
- (3). In this section a reference to a person's land is a reference to any land owned by the person or in which the person has any estate or interest.

[Section 5.60B inserted by No 64 of 1998 s. 30.]

Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995

5.61 – Indirect financial interest

A reference in this Subdivision to an indirect financial interest of a person in a matter includes a reference to a financial relationship between that person and another person who requires a local government decision in relation to the matter.

Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulation 2007

11 – Disclosure of interest

- (1). In this regulation –
Interest means an interest that could, or could reasonably be perceived to; adversely affect the impartiality of the person having the interest arising from kinship friendship or membership of an association.
- (2). A person who is a council member and who has an interest in any matter to be discussed at a council or committee meeting 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.

- (3). Sub-regulation (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4). Sub-regulation (2) does not apply if –
 - (a). A person who is a council member fails to disclose an interest because the person did not know he or she has an interest in the matter; or
 - (b). A person who is a council member fails to disclose an interest because the person did not know the matter in which he or she had an interest would be discussed at the meeting and the person disclosed the interest as soon as possible after the discussion began.
- (5). If, under sub-regulation (2)(a), a person who is a council member discloses 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 a matter to which the disclosure related is discussed.
- (6). If –
 - (a). Under sub-regulation (2)(b) or (4)(b) a person's interest in a matter is disclosed at a meeting; or
 - (b). Under sub-regulation (5) (b) notice of a person's interest in a matter is brought to the attention of the persons present at a meeting.

The nature of the interest is to be recorded in the minutes of the meeting.

Describe the extent of your interest (If seeking to participate in the matter under the s.5.68 of the act)

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 sections does not prevent the disclosing member from discussing, or participating in the decision making process on, the question on whether an application should be made to the Minister under section 5.69.



**SHIRE OF RAVENSTHORPE
WORKS REQUEST FORM**

Name: _____

Date: ____/____/2018 Urgency: Low / Medium / High / Strategic

Road / Public Building / Area: _____

Request: _____

Description:

OFFICE USE ONLY:

Action Taken:

Comment:

Completed: ____/____/2018 Signature: _____

Inspected and/or authorised: _____
Chief Executive Officer



Application for Leave of Absence

(Pursuant to Section 2.25 of the Local Government Act 1995 (as amended))

- (1) A council may, by resolution, grant leave of absence to a member.
- (2) Leave is not to be granted to a member in respect to more than 6 consecutive ordinary meetings of the Council without the approval of the Minister.
- (3) The granting of the leave is to be recorded in the minutes of the meeting.
- (4) A member who is absent without first obtaining leave of the Council throughout 3 consecutive ordinary meetings of the Council is disqualified from continuing his or her membership of the Council.
- (5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the Council does not constitute absence from an ordinary meeting of Council –
 - (a) if no meeting of the Council at which a quorum is present is actually held on that day; or
 - (b) if the non-attendance occurs while –
 - (i) the member has ceased to act as a member after which written notice has been given to the member under Section 2.27 (3) and before written notice has been given to the member under Section 2.27 (5);
 - (ii) while proceedings in connection with the disqualification of the member have been commenced and are pending; or
 - (iii) while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending.

I,, hereby apply for Leave of Absence from the Ravensthorpe Shire Council from..... to for the purpose of

Signed:..... Date:.....



**Shire of Ravensthorpe
Notice of Ordinary Council Meetings**

In accordance with the Local Government Act 1995 and Administration Regulation 12 (I) it, is hereby notified that as from January 2018 to December 2018, Ordinary Council meetings of the Shire of Ravensthorpe will be held as follows:

| | | |
|--------------------------|---------------------------------------|-------------|
| January 2018 | No meetings scheduled | |
| 12 February 2018 | Ravensthorpe Council Chambers- Forum | 1 pm |
| 15 February 2018 | Ravensthorpe Council Chambers | 5 pm |
| 12 March 2018 | Ravensthorpe Council Chambers - Forum | 1 pm |
| 15 March 2018 | Hopetoun Community Centre | 5 pm |
| 16 April 2018 | Ravensthorpe Council Chambers - Forum | 1 pm |
| 19 April 2018 | Ravensthorpe Council Chambers | 5 pm |
| 14 May 2018 | Ravensthorpe Council Chambers - Forum | 1 pm |
| 17 May 2018 | Hopetoun Community Centre | 5 pm |
| 18 June 2018 | Ravensthorpe Council Chambers - Forum | 1 pm |
| 21 June 2018 | Ravensthorpe Council Chambers | 5 pm |
| 16 July 2018 | Ravensthorpe Council Chambers - Forum | 1 pm |
| 19 July 2018 | Hopetoun Community Centre | 5 pm |
| 13 August 2018 | Ravensthorpe Council Chambers – Forum | 1pm |
| 16 August 2018 | Ravensthorpe Council Chambers | 5pm |
| 17 September 2018 | Ravensthorpe Council Chambers – Forum | 1pm |
| 20 September 2018 | Ravensthorpe Council Chambers | 5pm |
| 15 October 2018 | Ravensthorpe Council Chambers - Forum | 1 pm |
| 18 October 2018 | Ravensthorpe Council Chambers | 5 pm |
| 12 November 2018 | Ravensthorpe Council Chambers - Forum | 1 pm |
| 15 November 2018 | Hopetoun Community Centre | 5 pm |
| 17 December 2018 | Ravensthorpe Council Chambers- Forum | 1 pm |
| 20 December 2018 | Ravensthorpe Council Chambers | 5 pm |

Ratepayers and residents are welcome to attend the council meetings and participate in the Public Question time session which are held at the beginning of each Council Meeting.

**Ian Fitzgerald
Chief Executive Officer**

ORDINARY MEETING OF COUNCIL
TO BE HELD IN THE HOPETOUN COMMUNITY CENTRE, HOPETOUN
ON 15 NOVEMBER 2018, COMMENCING AT 5PM

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**2. ATTENDANCE / APOLOGIES/ APPROVED LEAVE OF ABSENCE**

MEMBERS: Cr Keith Dunlop (Shire President)
Cr Julianne Belli (Deputy Shire President)
Cr Kerry Dickinson
Cr Ian Goldfinch
Cr Thomas Major
Cr Graham Richardson
Cr Peter Smith

STAFF: Ian Fitzgerald (Chief Executive Officer)
Darren Kennedy (Manager of Corporate and Community Services)
Helen Coleman (Personal Assistant)

APOLOGIES:

ON LEAVE OF ABSENCE:

ABSENT:

3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**4. PUBLIC QUESTION TIME****5. APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST****6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS****7. CONFIRMATION OF MINUTES****7.1 COUNCIL MEETING – 18 OCTOBER, 2018**

OFFICER RECOMMENDATION

ITEM 7.1

That the minutes of the meeting of council held on 18 October, 2018 be confirmed as a true and correct record of proceedings.

8. SUSPENSION OF STANDING ORDERS

9. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

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10. REPORTS OF OFFICERS**10.1 MANAGER OF CORPORATE AND COMMUNITY SERVICES****10.1.1 SCHEDULE OF ACCOUNT PAYMENTS – OCTOBER 2018****File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 7 November, 2018**Author:** Wendy Spaans – Admin/Creditors Officer**Authorising Officer:** Darren Kennedy – Manager of Corporate and Community Services**Attachments:** 10.1.1.1 Schedule of Payments to 31 October 2018
10.1.1.2 Credit Card Transactions to 31 October 2018**Summary:**

This item presents the schedule of payments for Council approval in accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996.

Background:

Period 1/7/2018 – 31/10/2018

2018/19

| Month | Cheques | EFT Pymts | Direct Debits | Credit Card | Trust | Total Creditors | Payroll |
|--------------|----------------|-------------------|----------------|---------------|----------------|-------------------|------------------|
| Jul | 1,367 | 2,442,344 | 90,290 | 12,115 | 950 | 2,547,065 | 174,327 |
| Aug | 37,082 | 2,032,888 | 225,672 | 5,618 | 688 | 2,301,948 | 212,428 |
| Sep | 10,479 | 887,060 | 53,711 | 5,559 | 2,617 | 959,426 | 173,926 |
| Oct | 10,076 | 1,922,570 | 115,844 | 8,636 | 2,049 | 2,059,175 | 123,007 |
| Nov | | | | | | 0 | |
| Dec | | | | | | 0 | |
| Jan | | | | | | 0 | |
| Feb | | | | | | 0 | |
| Mar | | | | | | 0 | |
| Apr | | | | | | 0 | |
| May | | | | | | 0 | |
| Jun | | | | | | 0 | |
| Total | 59,005 | 7,284,861 | 485,517 | 31,928 | 6,304 | 7,867,615 | 683,688 |
| 17/18 | 327,905 | 18,507,404 | 209,587 | 65,010 | 317,445 | 19,427,351 | 2,601,283 |

Comment:

This schedule of accounts as presented, submitted to each member of the Council, has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices computation, and costing's and the amounts shown have been paid.

Consultation:

N/A

Statutory Obligations:

Regulation 13 (1) – (3) of the ***Local Government (Financial Management) Regulations 1996***

Policy Implications:

N/A

Budget / Financial Implications:

This item address Council's expenditure from Trust and Municipal funds which have been paid under delegated authority.

Strategic Implications:

N/A

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple majority

OFFICER RECOMMENDATION

ITEM 10.1.1

That pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the month of October 2018, be noted.

Date: 05/11/2018
Time: 1:54:15PM

Shire of Ravensthorpe
Creditor payments October 2018

USER: Wendy Spaans
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| Cheque /EFT No | Date | Name | Invoice Description | Bank Code | INV Amount | Amount |
|---------------------------|-------------|------------------------------------|---|----------------------|-----------------------|---------------|
| 42 | 01/10/2018 | Joseph Rossi | GYM KEY BOND REFUND | 2 | | 20.00 |
| INV T1249 | 01/10/2018 | Joseph Rossi | GYM KEY BOND REFUND | 2 | 20.00 | |
| 328 | 05/10/2018 | Telstra | Account charges sat phone plans 24 Sept - 24 Oct 2018 | 1 | | 265.33 |
| INV T311 | 25/09/2018 | Telstra | Account charges sat phone plans 24 Sept - 24 Oct 2018 | | 265.33 | |
| 329 | 11/10/2018 | Shire of Ravensthorpe | Payroll deductions | 1 | | 400.00 |
| INV DEDUCT10/10/2018 | 10/10/2018 | Shire of Ravensthorpe | Payroll deductions | | 400.00 | |
| 330 | 11/10/2018 | Water Corporation | Water main repair fee | 1 | | 688.00 |
| INV 0001 | 13/09/2018 | Water Corporation | Water main repair fee | | 688.00 | |
| 331 | 26/10/2018 | Shire of Ravensthorpe | Payroll deductions | 1 | | 400.00 |
| INV DEDUCT24/10/2018 | 24/10/2018 | Shire of Ravensthorpe | Payroll deductions | | 400.00 | |
| 332 | 26/10/2018 | Synergy | Account for 11 Oct 17 - 11 Oct 18, 59 Morgans st | 1 | | 258.25 |
| INV 2008495811/10/2018 | 11/10/2018 | Synergy | Account for 11 Oct 17 - 11 Oct 18, 59 Morgans st | | 258.25 | |
| 333 | 26/10/2018 | Telstra | Account charges for 11 Sep to 10 Oct 2018 | 1 | | 8,064.68 |
| INV P046942418/10/2018 | 10/10/2018 | Telstra | Account charges for 11 Sep to 10 Oct 2018 | | 8,064.68 | |
| EFT9134 | 01/10/2018 | CSBP Limited | REFUND FOR BOND FOR INVOICE M0224 | 2 | | 200.00 |
| INV T1306 | 01/10/2018 | CSBP Limited | REFUND FOR BOND FOR INVOICE M0224 | 2 | 200.00 | |
| EFT9135 | 01/10/2018 | Daniel Offer | BOND REFUND GYM KEY | 2 | | 20.00 |
| INV T1268 | 01/10/2018 | Daniel Offer | BOND REFUND GYM KEY | 2 | 20.00 | |
| EFT9136 | 01/10/2018 | Hopetoun Community Resource Centre | REFUND FOR BOND FOR M0225 | 2 | | 50.00 |
| INV T740 | 01/10/2018 | Hopetoun Community Resource Centre | REFUND FOR BOND FOR M0225 | 2 | 50.00 | |
| EFT9137 | 01/10/2018 | Jesse MacKenzie | REFUND FOR BOND GYM KEY | 2 | | 40.00 |

Date: 05/11/2018
Time: 1:54:15PM

Shire of Ravensthorpe
Creditor payments October 2018

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| Cheque /EFT No | Date | Name | Invoice Description | Bank Code | INV Amount | Amount |
|------------------------|-------------|--|---|------------------|-------------------|---------------|
| INV T1303 | 01/10/2018 | Jesse MacKenzie | REFUND FOR BOND GYM KEY | 2 | 20.00 | |
| INV T1302 | 01/10/2018 | Jesse MacKenzie | REFUND FOR GYM KEY BOND | 2 | 20.00 | |
| EFT9138 | 01/10/2018 | Kylie Edwards | REFUND FOR GYM KEY BOND | 2 | | 20.00 |
| INV T289 | 01/10/2018 | Kylie Edwards | REFUND FOR GYM KEY BOND | 2 | 20.00 | |
| EFT9139 | 01/10/2018 | Mick Cunningham | HOPETOUN GYM KEY BOND REFUND | 2 | | 20.00 |
| INV T1149 | 01/10/2018 | Mick Cunningham | HOPETOUN GYM KEY BOND REFUND | 2 | 20.00 | |
| EFT9140 | 01/10/2018 | Ravensthorpe Community Resource Centre | REFUND FOR BOND OF INVOICE M0206 | 2 | | 400.00 |
| INV T873 | 01/10/2018 | Ravensthorpe Community Resource Centre | REFUND FOR BOND OF INVOICE M0206 | 2 | 400.00 | |
| EFT9141 | 01/10/2018 | Ravensthorpe Wildflower Show Inc. | REFUND OF BOND FOR INVOICE M0215 | 2 | | 400.00 |
| INV T944 | 01/10/2018 | Ravensthorpe Wildflower Show Inc. | REFUND OF BOND FOR INVOICE M0215 | 2 | 400.00 | |
| EFT9142 | 05/10/2018 | AMPAC Debt Recovery | Debt recovery costs 28/08/2018 | 1 | | 1,146.04 |
| INV 49747 | 14/09/2018 | AMPAC Debt Recovery | Debt recovery costs 14/9/18 | | 0.33 | |
| INV 49790 | 27/09/2018 | AMPAC Debt Recovery | Debt recovery costs 18/9/18 | | 495.00 | |
| INV 49262 | 31/08/2018 | AMPAC Debt Recovery | Debt recovery costs 28/08/2018 | | 650.71 | |
| EFT9143 | 05/10/2018 | Albany Lock Service | Lock, Z Handles, Spindle kit | 1 | | 928.00 |
| INV 0000890228/09/2018 | | Albany Lock Service | Lock, Z Handles, Spindle kit | | 928.00 | |
| EFT9144 | 05/10/2018 | Bob Waddell & Associates Pty Ltd | Reset of play account in Synergy | 1 | | 132.00 |
| INV 1471 | 28/09/2018 | Bob Waddell & Associates Pty Ltd | Reset of play account in Synergy | | 132.00 | |
| EFT9145 | 05/10/2018 | Caltex Australia Starcard | Account for September 2018 | 1 | | 166.59 |
| INV 0106566330/09/2018 | | Caltex Australia Starcard | Account for September 2018 | | 166.59 | |
| EFT9146 | 05/10/2018 | Enviro Sweep | Sweeping of Raventhorpe and Hopetoun townsite | 1 | | 5,424.10 |
| INV 59137 | 30/09/2018 | Enviro Sweep | Sweeping of Raventhorpe and Hopetoun townsite | | 5,424.10 | |

Date: 05/11/2018
Time: 1:54:15PM

Shire of Ravensthorpe
Creditor payments October 2018

USER: Wendy Spaans
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| Cheque /EFT No | Date | Name | Invoice Description | Bank Code | INV Amount | Amount |
|---------------------------|-------------|--|--|----------------------|-----------------------|---------------|
| EFT9147 | 05/10/2018 | Goldfields Records Storage | Preperation of legal documents for the record storage facility agreement | 1 | | 518.95 |
| INV IN6303 | 27/09/2018 | Goldfields Records Storage | Preperation of legal documents for the record storage facility agreement | | 518.95 | |
| EFT9148 | 05/10/2018 | HubHello Australia | CDC Annual licence | 1 | | 968.00 |
| INV INV18/0728/09/2018 | | HubHello Australia | CDC Annual licence | | 968.00 | |
| EFT9149 | 05/10/2018 | Landgate | Rural UV'S chargable | 1 | | 66.50 |
| INV 342943-1020/09/2018 | | Landgate | Rural UV'S chargable | | 66.50 | |
| EFT9150 | 05/10/2018 | Matthews Smash Repairs | Excess due on insurance claim | 1 | | 500.01 |
| INV 11149/2 | 28/09/2018 | Matthews Smash Repairs | Excess due on insurance claim | | 500.01 | |
| EFT9151 | 05/10/2018 | MedTech Healthcare | Monthly site support - October 2018 | 1 | | 82.50 |
| INV 048005 | 01/10/2018 | MedTech Healthcare | Monthly site support - October 2018 | | 82.50 | |
| EFT9152 | 05/10/2018 | Munglinup Roadhouse | Toilet cleaning September 2018 | 1 | | 2,887.50 |
| INV 0009179314/08/2018 | | Munglinup Roadhouse | Tip clean up | | 412.50 | |
| INV 0009385930/08/2018 | | Munglinup Roadhouse | Toilet block BBQ x 20 hours | | 880.00 | |
| INV 0009853401/10/2018 | | Munglinup Roadhouse | Toilet cleaning September 2018 | | 1,100.00 | |
| INV 0009853001/10/2018 | | Munglinup Roadhouse | Munglinup Refuse Site clean up | | 495.00 | |
| EFT9153 | 05/10/2018 | Ravensthorpe Community Resource Centre | Laminate | 1 | | 49.50 |
| INV INV-030312/09/2018 | | Ravensthorpe Community Resource Centre | Laminate | | 49.50 | |
| EFT9154 | 05/10/2018 | Ravensthorpe Historical Society Inc. | FCTA Quarterly Rent for Museum | 1 | | 750.00 |
| INV FCTA | 04/10/2018 | Ravensthorpe Historical Society Inc. | FCTA Quarterly Rent for Museum | | 750.00 | |
| EFT9155 | 05/10/2018 | Ray White Rural South Coast WA | October 18 Rental on 165 Banksia Road | 1 | | 1,213.33 |
| INV T3691 | 01/10/2018 | Ray White Rural South Coast WA | October 18 Rental on 165 Banksia Road | | 1,213.33 | |

Date: 05/11/2018
Time: 1:54:15PM

Shire of Ravensthorpe
Creditor payments October 2018

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| Cheque /EFT No | Date | Name | Invoice Description | Bank Code | INV Amount | Amount |
|-------------------------|------------|-------------------------------|---|-----------|------------|-----------|
| EFT9156 | 05/10/2018 | Rodney Clarence Daw | Telstra reimbursement to 10/09/2018 | 1 | | 107.14 |
| INV REIMBU02/10/2018 | | Rodney Clarence Daw | Telstra reimbursement to 10/09/2018 | | 107.14 | |
| EFT9157 | 05/10/2018 | Roselea Trading | Hopetoun Gym Rent | 1 | | 638.45 |
| INV RENT | 04/10/2018 | Roselea Trading | Hopetoun Gym Rent | | 488.34 | |
| INV RATES | 04/10/2018 | Roselea Trading | Hopetoun Gym Rates | | 150.11 | |
| EFT9158 | 05/10/2018 | Sport and Recreation Surfaces | Ravensthorpe tennis court reinstatement | 1 | | 81,283.40 |
| INV INV-006617/09/2018 | | Sport and Recreation Surfaces | Ravensthorpe tennis court reinstatement | | 81,283.40 | |
| EFT9159 | 05/10/2018 | Stewarts Engineering | 2 money pillars as per quote 2647 | 1 | | 2,721.03 |
| INV 8523 | 15/09/2018 | Stewarts Engineering | 2 money pillars as per quote 2647 | | 2,721.03 | |
| EFT9160 | 05/10/2018 | The DANatural Way | Floor cleaner, Sphagnum moss, Handwash | 1 | | 215.00 |
| INV 970 | 11/09/2018 | The DANatural Way | Floor cleaner, Sphagnum moss, Handwash | | 215.00 | |
| EFT9161 | 05/10/2018 | Traffic Force | Job cancelled for P/O19109 - 3 hours preparing TMP | 1 | | 264.00 |
| INV 0001314428/09/2018 | | Traffic Force | Job cancelled for P/O19109 - 3 hours preparing TMP | | 264.00 | |
| EFT9162 | 05/10/2018 | WALGA | WA Local Government Convention - Tom Major and Gabby Major | 1 | | 7,365.00 |
| INV I3072705 15/08/2018 | | WALGA | WA Local Government Convention - Keith Dunlop | | 1,936.00 | |
| INV I3072706 15/08/2018 | | WALGA | WA Local Government Convention - Ian Fitzgerald | | 1,563.00 | |
| INV I3072707 15/08/2018 | | WALGA | WA Local Government Convention - Tom Major and Gabby Major | | 1,980.00 | |
| INV I3072708 15/08/2018 | | WALGA | WA Local Government Convention - Peter Smith - Marie-Anne Smith | | 1,936.00 | |
| INV C301156603/10/2018 | | WALGA | Credit for invoice I3073269 - Transport and road forum | | -50.00 | |
| EFT9163 | 11/10/2018 | 4 Rivers Plumbing & Gas | New Rinnai HWS to replace worn Bosch unit | 1 | | 1,496.00 |
| INV 0000420609/10/2018 | | 4 Rivers Plumbing & Gas | New Rinnai HWS to replace worn Bosch unit | | 1,496.00 | |
| EFT9164 | 11/10/2018 | Australia Post | Hopetoun post office account September 2018 | 1 | | 1.98 |

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| INV 1007884503/10/2018 | | Australia Post | Hopetoun post office account September 2018 | | 1.98 | |
| EFT9165 | 11/10/2018 | BOC Limited | Bottle Rental 29/7/18 to 28/8/18 | 1 | | 23.34 |
| INV 4020471329/08/2018 | | BOC Limited | Bottle Rental 29/7/18 to 28/8/18 | | 23.34 | |
| EFT9166 | 11/10/2018 | Beacon Equipment | Procore line P/O19249 | 1 | | 162.50 |
| INV 44249 # 116/07/2018 | | Beacon Equipment | Bolt hex, Washer Spring | | 37.50 | |
| INV 44885 # 712/09/2018 | | Beacon Equipment | Procore line P/O19249 | | 125.00 | |
| EFT9167 | 11/10/2018 | CJD Equipment | Transmission, Clutch shudder P/O19323 | 1 | | 1,841.41 |
| INV 1743916 04/09/2018 | | CJD Equipment | Cap oil filter P/O 19244 | | 234.53 | |
| INV 1751358 18/09/2018 | | CJD Equipment | Aircond condensor fan, Filters P/O19240 | | 371.14 | |
| INV 0062268628/09/2018 | | CJD Equipment | Transmission, Clutch shudder P/O19323 | | 815.10 | |
| INV 1759067 04/10/2018 | | CJD Equipment | Filters, Elements P/O19326 | | 420.64 | |
| EFT9168 | 11/10/2018 | Caltex Energy WA | Diesel 23,701 L | 1 | | 35,057.10 |
| INV 5000460830/09/2018 | | Caltex Energy WA | Diesel 23,701 L | | 35,057.10 | |
| EFT9169 | 11/10/2018 | ChemCentre | Sample of treated effluent water on 13/9/18 | 1 | | 259.60 |
| INV 1156318S03/10/2018 | | ChemCentre | Sample of treated effluent water on 13/9/18 | | 259.60 | |
| EFT9170 | 11/10/2018 | City of Albany | Building and Resource sharing | 1 | | 374.00 |
| INV 82175 04/10/2018 | | City of Albany | Building and Resource sharing | | 374.00 | |
| EFT9171 | 11/10/2018 | Cleanaway Pty Ltd | Collections for September 2018 | 1 | | 17,190.40 |
| INV 9825360 30/09/2018 | | Cleanaway Pty Ltd | Collections for September 2018 | | 17,190.40 | |
| EFT9172 | 11/10/2018 | Community Spirit Newspaper Inc | Advertisements | 1 | | 411.00 |
| INV 0002232220/09/2018 | | Community Spirit Newspaper Inc | Advertisements | | 411.00 | |
| EFT9173 | 11/10/2018 | Concept Media Pty Ltd | Advertisement | 1 | | 431.64 |

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| INV 0005055607/09/2018 | | Concept Media Pty Ltd | Advertisement | | 431.64 | |
| EFT9174 | 11/10/2018 | Courier Australia | Courier charges, Best Office, Westrac, Jason Signmakers | 1 | | 713.75 |
| INV 0375 | 21/09/2018 | Courier Australia | Courier charges, Best Office, Westrac, Jason Signmakers | | 494.06 | |
| INV 0374 | 14/09/2018 | Courier Australia | Courier charges Path west, Chem Centre, Beacon, Westrac | | 100.93 | |
| INV S302680 | 24/08/2018 | Courier Australia | Courier charges - Truckline | | 118.76 | |
| EFT9175 | 11/10/2018 | FE Daw & Sons | Account charges for September 2018 | 1 | | 328.74 |
| INV SEPTEMBER | 05/10/2018 | FE Daw & Sons | Account charges for September 2018 | | 328.74 | |
| EFT9176 | 11/10/2018 | Fairfax Media Publications Pty Ltd | 1/4 page advertisement in Esperance Express Wildflower Edition | 1 | | 350.00 |
| INV 0805482030/09/2018 | | Fairfax Media Publications Pty Ltd | 1/4 page advertisement in Esperance Express Wildflower Edition | | 350.00 | |
| EFT9177 | 11/10/2018 | Hopetoun Men In Sheds Incorporated | Manning of Hopetoun Transfer Station | 1 | | 1,800.00 |
| INV 248 | 04/10/2018 | Hopetoun Men In Sheds Incorporated | Manning of Hopetoun Transfer Station | | 1,800.00 | |
| EFT9178 | 11/10/2018 | Hopetoun Tyre Service | 1CUB568 Tyres, Fitting | 1 | | 5,894.00 |
| INV 13678 | 19/09/2018 | Hopetoun Tyre Service | 1CUB568 Tyres, Fitting | | 3,382.50 | |
| INV 13687 | 25/09/2018 | Hopetoun Tyre Service | Tires, Fitting, Repair | | 1,402.50 | |
| INV 13693 | 27/09/2018 | Hopetoun Tyre Service | Battery | | 130.00 | |
| INV 13681 | 24/09/2018 | Hopetoun Tyre Service | Tyres | | 979.00 | |
| EFT9179 | 11/10/2018 | JR & A Hersey Pty Ltd | Ranger Uniforms | 1 | | 220.92 |
| INV 0004317611/09/2018 | | JR & A Hersey Pty Ltd | Ranger Uniforms | | 220.92 | |
| EFT9180 | 11/10/2018 | Jason Signmakers | Various Signs | 1 | | 619.14 |
| INV 190991 | 04/10/2018 | Jason Signmakers | Various Signs | | 619.14 | |
| EFT9181 | 11/10/2018 | Landmark | Roundup | 1 | | 928.84 |
| INV 9010493126/09/2018 | | Landmark | Concrete | | 60.28 | |

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| INV 9010492626/09/2018 | | Landmark | Concrete | | 301.40 | |
| INV 9009940211/09/2018 | | Landmark | Work Boots | | 215.60 | |
| INV 9009790406/09/2018 | | Landmark | Roundup | | 351.56 | |
| EFT9182 | 11/10/2018 | Lincolns | Audit of financial statements and preparation of financial report as at 30 June 2018 | 1 | | 3,190.00 |
| INV 6465 | 19/09/2018 | Lincolns | Audit of financial statements and preparation of financial report as at 30 June 2018 | | 3,190.00 | |
| EFT9183 | 11/10/2018 | McLeods Barristers & Solicitors | 2018/19 retainer fee | 1 | | 2,750.00 |
| INV 105233 | 04/10/2018 | McLeods Barristers & Solicitors | 2018/19 retainer fee | | 2,750.00 | |
| EFT9184 | 11/10/2018 | Meridian Agencies | Account 17/9/18 to 5/10/18 | 1 | | 1,243.52 |
| INV SEPT 20105/10/2018 | | Meridian Agencies | Account 17/9/18 to 5/10/18 | | 1,243.52 | |
| EFT9185 | 11/10/2018 | Palmer Earthmoving Pty Ltd T/As Palmer Civil Construction | WANDRRA - AGRN 743- Works package 17 - Payment certificare No 4 claim | 1 | | 215,744.21 |
| INV 0000224410/10/2018 | | Palmer Earthmoving Pty Ltd T/As Palmer Civil Construction | WANDRRA - AGRN 743- Works package 17 - Payment certificare No 4 claim | | 215,744.21 | |
| EFT9186 | 11/10/2018 | Patricia Jane Francis | Reimbursement for training | 1 | | 299.81 |
| INV REIMBU110/10/2018 | | Patricia Jane Francis | Reimbursement for training | | 299.81 | |
| EFT9187 | 11/10/2018 | Phoenix Civil & Earthmoving | WANDRRA AGRN - 743, Contract 02/2018 Progress payment No.2 | 1 | | 295,566.53 |
| INV 0000014106/10/2018 | | Phoenix Civil & Earthmoving | WANDRRA AGRN - 743, Contract 02/2018 Progress payment No.2 | | 295,566.53 | |
| EFT9188 | 11/10/2018 | R and R Heavy Diesel Services | Annual Service of Hopetoun Rural 2.4B | 1 | | 6,706.82 |
| INV 3165 | 07/09/2018 | R and R Heavy Diesel Services | Annual Service of Mt Short 2.4R | | 2,538.02 | |
| INV 3192 | 19/09/2018 | R and R Heavy Diesel Services | Annual Service of Hopetoun Rural 2.4B | | 4,168.80 | |
| EFT9189 | 11/10/2018 | Ravensthorpe & District Art Group | Shire Aquisition Prize 2018 | 1 | | 750.00 |
| INV PRIZE | 04/10/2018 | Ravensthorpe & District Art Group | Shire Aquisition Prize 2018 | | 750.00 | |

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| EFT9190 | 11/10/2018 | Ravensthorpe Agencies | Work boots, Fire fighter, Cement | 1 | | 4,166.70 |
| INV 23037 | 30/09/2018 | Ravensthorpe Agencies | Work boots, Fire fighter, Cement | | 4,166.70 | |
| EFT9192 | 11/10/2018 | Robin Farmer | Reimbursement for Certificates for PRODA lunch | 1 | | 187.60 |
| INV REIMBU | 11/10/2018 | Robin Farmer | Reimbursement for Certificates for PRODA lunch | | 187.60 | |
| EFT9193 | 11/10/2018 | Shire of Morawa | Leave Liability - Jenny Goudbourn | 1 | | 18,836.14 |
| INV 5861 | 28/09/2018 | Shire of Morawa | Leave Liability - Jenny Goudbourn | | 18,836.14 | |
| EFT9194 | 11/10/2018 | Shire of Ravensthorpe Social Club | Payroll deductions | 1 | | 85.00 |
| INV DEDUCT | 11/10/2018 | Shire of Ravensthorpe Social Club | Payroll deductions | | 85.00 | |
| EFT9195 | 11/10/2018 | SonoSite | Edge II Ultrasound and associated equipment as per Quote 535334 | 1 | | 65,591.19 |
| INV 31438 | 31/08/2018 | SonoSite | Edge II Ultrasound and associated equipment as per Quote 535334 | | 65,591.19 | |
| EFT9196 | 11/10/2018 | South Coast Foodservice | Gabage bags | 1 | | 351.56 |
| INV 4217337 | 09/10/2018 | South Coast Foodservice | Gabage bags | | 351.56 | |
| EFT9197 | 11/10/2018 | State Law Publisher | Government gazette notification firebreaks and Fire Control Officers | 1 | | 1,121.64 |
| INV 161689 | 08/10/2018 | State Law Publisher | Government gazette notification firebreaks and Fire Control Officers | | 1,121.64 | |
| EFT9198 | 19/10/2018 | Albany Mapping & Surveying Services | Aerial surveying and mapping, Volume calculations, Transit | 1 | | 3,837.13 |
| INV 1810102 | 10/10/2018 | Albany Mapping & Surveying Services | Aerial surveying and mapping, Volume calculations, Transit | | 3,837.13 | |
| EFT9199 | 19/10/2018 | Australias Golden Outback | Shire editorial in 2019 Outback holiday planner | 1 | | 1,675.00 |
| INV 0000332412 | 12/10/2018 | Australias Golden Outback | Shire editorial in 2019 Outback holiday planner | | 1,675.00 | |
| EFT9200 | 19/10/2018 | BCP Contractors Pty Ltd | WANDRRA AGRN 743 - Package 15 Claim 5 | 1 | | 145,919.59 |
| INV INV-598228 | 09/2018 | BCP Contractors Pty Ltd | WANDRRA - AGRN 743 Package 19 Claim 4 | | 5,975.02 | |
| INV INV-596928 | 09/2018 | BCP Contractors Pty Ltd | WANDRRA AGRN 743 - Package 15 Claim 5 | | 139,944.57 | |

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| EFT9201 | 19/10/2018 | Best Office Systems | Monthly Copier readings for Konica Minolta Copiers x 2 | 1 | | 1,180.50 |
| INV 547665 | 16/10/2018 | Best Office Systems | Monthly Copier readings for Konica Minolta Copiers x 2 | | 1,180.50 | |
| EFT9202 | 19/10/2018 | Boya Equipment | Serivce kit for Schaffer P/O19236 | 1 | | 966.26 |
| INV 70631/01 | 16/08/2018 | Boya Equipment | Serivce kit for Schaffer P/O19236 | | 966.26 | |
| EFT9203 | 19/10/2018 | Bunnings Group Ltd | Primer metalshield 4L | 1 | | 81.61 |
| INV 2022/99703 | 03/10/2018 | Bunnings Group Ltd | Primer metalshield 4L | | 81.61 | |
| EFT9204 | 19/10/2018 | CPC Engineering | Steel angle and Flat plate P/O19246 | 1 | | 635.80 |
| INV R12776-025 | 09/2018 | CPC Engineering | Steel angle and Flat plate P/O19246 | | 635.80 | |
| EFT9205 | 19/10/2018 | Coastal Transport Engineering | Install ball race P/O 19316 | 1 | | 3,080.00 |
| INV 7/9/18 | 18/10/2018 | Coastal Transport Engineering | Install ball race P/O 19316 | | 3,080.00 | |
| EFT9206 | 19/10/2018 | Commonwealth Bank | Monthly ATM Cash Servicing and Maintenance | 1 | | 1,801.16 |
| INV BWR10A24 | 09/2018 | Commonwealth Bank | Monthly ATM Cash Servicing and Maintenance | | 1,801.16 | |
| EFT9207 | 19/10/2018 | Courier Australia | Courier chargers - Sigma, JBT, Westrasc, Cutting edge, JR & A Hersey | 1 | | 1,169.97 |
| INV 0373 | 07/09/2018 | Courier Australia | Courier charges - Westrac | | 58.42 | |
| INV 0376 | 05/10/2018 | Courier Australia | Courier chargers - Sigma, JBT, Westrasc, Cutting edge, JR & A Hersey | | 1,072.93 | |
| INV 0377 | 12/10/2018 | Courier Australia | Freight charges, Komatsu, Jason signmakers | | 38.62 | |
| EFT9208 | 19/10/2018 | Cutting Edges Equipment Parts | Tooth Scarifier, Grader blade, Plow bolt, Nut, Washer, Tooth P/O19250 | 1 | | 4,728.54 |
| INV 3233977 | 02/10/2018 | Cutting Edges Equipment Parts | Tooth Scarifier, Grader blade, Plow bolt, Nut, Washer, Tooth P/O19250 | | 4,728.54 | |
| EFT9209 | 19/10/2018 | DIAL BEFORE YOU DIG WA LTD | Minimum referal fee July to Sept 2018 | 1 | | 110.00 |
| INV WA1613330 | 09/2018 | DIAL BEFORE YOU DIG WA LTD | Minimum referal fee July to Sept 2018 | | 110.00 | |

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| EFT9210 | 19/10/2018 | Daimler Trucks Perth | Service Kit - P/O19328 | 1 | | 332.82 |
| INV 6147296D04/10/2018 | | Daimler Trucks Perth | Service Kit - P/O19328 | | 332.82 | |
| EFT9211 | 19/10/2018 | Department of Fire and Emergency Services (Previously FESA) | 2018/19 ESL - Second Quarter Contribution | 1 | | 4,613.23 |
| INV 148283 | 02/10/2018 | Department of Fire and Emergency Services (Previously FESA) | 2018/19 ESL - Second Quarter Contribution | | 4,613.23 | |
| EFT9212 | 19/10/2018 | Digga West & Earthparts WA | Seal, Set of bearings P/O19237 | 1 | | 102.85 |
| INV 49106 | 16/08/2018 | Digga West & Earthparts WA | Seal, Set of bearings P/O19237 | | 102.85 | |
| EFT9213 | 19/10/2018 | Esperance Communications | Horn speaker | 1 | | 115.00 |
| INV 5044719 | 15/10/2018 | Esperance Communications | Horn speaker | | 115.00 | |
| EFT9214 | 19/10/2018 | Freight Lines Group | Freight Charges - Metro Hardware | 1 | | 98.96 |
| INV 0004467525/09/2018 | | Freight Lines Group | Freight Charges - Metro Hardware | | 67.09 | |
| INV 0004551 | 08/10/2018 | Freight Lines Group | Freight charges - Custom Aluminum | | 31.87 | |
| EFT9215 | 19/10/2018 | Hillside Hardware | Account 23/8/18 - 25/9/18 | 1 | | 2,408.33 |
| INV AUG-SEP02/10/2018 | | Hillside Hardware | Account 23/8/18 - 25/9/18 | | 2,408.33 | |
| EFT9216 | 19/10/2018 | Hopetoun Tyre Service | Tyres, Freight | 1 | | 3,084.95 |
| INV 13700 | 01/10/2018 | Hopetoun Tyre Service | Tyres, Fitting | | 1,193.50 | |
| INV 13703 | 27/07/2018 | Hopetoun Tyre Service | Tyres, Fitting, Patch | | 518.65 | |
| INV 13660 | 11/09/2018 | Hopetoun Tyre Service | Tyres, Freight | | 1,372.80 | |
| EFT9217 | 19/10/2018 | Jason Signmakers | Signs | 1 | | 66.81 |
| INV 19124 | 15/10/2018 | Jason Signmakers | Signs | | 66.81 | |
| EFT9218 | 19/10/2018 | Kleenwest Distributors | Phoskleen, Urnial blocks, hand wash, Binn liners, Hand towels, Toilet rolls P/O 19243 | 1 | | 3,598.12 |
| INV 0003358326/09/2018 | | Kleenwest Distributors | Hand towels P/O19243 | | 660.00 | |

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| INV 0003309130/08/2018 | | Kleenwest Distributors | Phoskleen, Urnial blocks, hand wash, Binn liners, Hand towels, Toilet rolls P/O 19243 | | 2,720.32 | |
| INV 0003216509/07/2018 | | Kleenwest Distributors | 2x Sanitary bins P/O 19225 | | 217.80 | |
| EFT9219 | 19/10/2018 | Perfect Computer Solutions | Assistance with crystal reports path, Lock and unlock synergy, Install trend, Clean space on Licensing PC | 1 | | 425.00 |
| INV 24067 | 10/10/2018 | Perfect Computer Solutions | Assistance with crystal reports path, Lock and unlock synergy, Install trend, Clean space on Licensing PC | | 425.00 | |
| EFT9220 | 19/10/2018 | Ravensthorpe Roadhouse | Fuel account for September 2018 | 1 | | 2,818.42 |
| INV INV-038330/09/2018 | | Ravensthorpe Roadhouse | Fuel account for September 2018 | | 2,818.42 | |
| EFT9221 | 19/10/2018 | Sigma Chemicals | Repair Chemigem dosing job, Valves Pair, Valves bracket | 1 | | 348.66 |
| INV 121571/0115/10/2018 | | Sigma Chemicals | Repair Chemigem dosing job, Valves Pair, Valves bracket | | 348.66 | |
| EFT9222 | 19/10/2018 | The Roast N Grill Cafe | Catering for Fitzgerald Biosphere | 1 | | 300.00 |
| INV 64 | 11/10/2018 | The Roast N Grill Cafe | Catering for Fitzgerald Biosphere | | 300.00 | |
| EFT9223 | 19/10/2018 | Traffic Force | Generic TMP (Prescribed Burns) Renewal as per Quote G0143-18 | 1 | | 704.00 |
| INV 0001320714/10/2018 | | Traffic Force | Generic TMP (Prescribed Burns) | | 352.00 | |
| INV 0001320811/10/2018 | | Traffic Force | Generic TMP (Prescribed Burns) Renewal as per Quote G0143-18 | | 352.00 | |
| EFT9224 | 19/10/2018 | TruckLine | King pin, Gloves, Suzi Coil,Brush Head, Wash pole, BAg of rags, Jaw set, Brush suit, Jaw pivot P/O 19232 | 1 | | 1,085.56 |
| INV 6380113 07/08/2018 | | TruckLine | King pin, Gloves, Suzi Coil,Brush Head, Wash pole, BAg of rags, Jaw set, Brush suit, Jaw pivot P/O 19232 | | 1,085.56 | |
| EFT9225 | 19/10/2018 | VisiMax | Choke lead | 1 | | 60.50 |
| INV 0000571911/10/2018 | | VisiMax | Choke lead | | 60.50 | |
| EFT9226 | 19/10/2018 | WINC Australia Pty Ltd | Plastic pockets, A4 laminating, Envelopes, Files, Pens, Diary | 1 | | 410.77 |
| INV 8868810208/10/2018 | | WINC Australia Pty Ltd | Plastic pockets, A4 laminating, Envelopes, Files, Pens, Diary | | 410.77 | |
| EFT9227 | 19/10/2018 | Workwear | Helen uniform, Blouse, Zi Cardigan, LL Knit, Detail dress, Tunic | 1 | | 1,518.31 |

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| INV 1085945704/10/2018 | | Workwear | Dene Uniform - Madem shirt, Shell top, Mid length jacket, slimline pant | | 365.00 | |
| INV 1085970004/10/2018 | | Workwear | Heidi uniform, Cape blouse, Fluted top, S/W Pant, Zip cardigan, Detail dress | | 369.15 | |
| INV 1085940805/10/2018 | | Workwear | Helen uniform, Blouse, Zi Cardigan, LL Knit, Detail dress, Tunic | | 402.30 | |
| INV 1083139026/09/2018 | | Workwear | Eimear uniform, Fluted top, Chino pant, Conceal shirt, Camisole, SS dress | | 381.86 | |
| EFT9228 | 19/10/2018 | Wren Oil | Admin and compliance fees | 1 | | 16.50 |
| INV 57551 | 11/10/2018 | Wren Oil | Admin and compliance fees | | 16.50 | |
| EFT9229 | 19/10/2018 | dormakaba Australia Pty Ltd | Maintenance service for Automatic sliding door | 1 | | 550.00 |
| INV 35WA-5611/10/2018 | | dormakaba Australia Pty Ltd | Maintenance service for Automatic sliding door | | 550.00 | |
| EFT9230 | 19/10/2018 | Ravensthorpe Roadhouse | Unleaded fuel account for August 2018 | 1 | | 212.43 |
| INV INV-036731/08/2018 | | Ravensthorpe Roadhouse | Unleaded fuel account for August 2018 | | 212.43 | |
| EFT9231 | 22/10/2018 | Australian Taxation Office (ATO) | BAS RETURN SEPTEMBER 2018 | 1 | | 51,356.00 |
| INV BAS SEP30/09/2018 | | Australian Taxation Office (ATO) | BAS RETURN SEPTEMBER 2018 | | 51,356.00 | |
| EFT9232 | 26/10/2018 | ACH Contractors | WANDRRA AGRN 743 - Contract 3/2018 claim 1 | 1 | | 256,138.05 |
| INV 90 | 12/10/2018 | ACH Contractors | WANDRRA AGRN 743 - Contract 3/2018 claim 1 | | 256,138.05 | |
| EFT9233 | 26/10/2018 | BP Australia Pty Ltd | Fuel account for September 2018 | 1 | | 1,234.65 |
| INV 1035166930/09/2018 | | BP Australia Pty Ltd | Fuel account for September 2018 | | 1,234.65 | |
| EFT9234 | 26/10/2018 | Connect Technology Australia | System rental for Hopetoun & Ravensthorpe Medical | 1 | | 3,022.18 |
| INV 7220 | 10/04/2018 | Connect Technology Australia | System rental for Hopetoun & Ravensthorpe Medical | | 1,295.22 | |
| INV 72577 | 01/09/2018 | Connect Technology Australia | System rental for Hopetoun & Ravensthorpe Medical | | 1,295.22 | |
| INV 72301 | 25/10/2018 | Connect Technology Australia | System rental for Hopetoun & Ravensthorpe Medical | | 431.74 | |
| EFT9235 | 26/10/2018 | Darren Kennedy | Reimbursement - Bunnings, BP | 1 | | 207.60 |

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| INV REIMBU | 19/10/2018 | Darren Kennedy | Reimbursement - Bunnings, BP | | 207.60 | |
| EFT9236 | 26/10/2018 | Esperance Fire Services | Jacking pump monthly inspection and testing | 1 | | 324.50 |
| INV 05592 | 17/10/2018 | Esperance Fire Services | Jacking pump monthly inspection and testing | | 324.50 | |
| EFT9237 | 26/10/2018 | Fulcher Contractors | WANDRRA 2017 works package 19&21 01/2018 AGRN 743 | 1 | | 386,954.62 |
| INV IV00000021 | 10/2018 | Fulcher Contractors | WANDRRA 2017 works package 19&21 01/2018 AGRN 743 | | 386,954.62 | |
| EFT9238 | 26/10/2018 | Hallams Cartage | Springdale road bridge flood repairs P/O 19111 | 1 | | 61,718.80 |
| INV 0000275316 | 16/10/2018 | Hallams Cartage | Springdale road bridge flood repairs P/O 19111 | | 61,718.80 | |
| EFT9239 | 26/10/2018 | JV Transport | Springdale road bridge works flood repairs | 1 | | 28,867.85 |
| INV 0000009014 | 10/2018 | JV Transport | Springdale road bridge works flood repairs | | 11,856.35 | |
| INV 0000008907 | 10/2018 | JV Transport | Springdale road bridge works flood repairs | | 9,449.00 | |
| INV 0000008807 | 10/2018 | JV Transport | Springdale road bridge works flood repairs | | 7,562.50 | |
| EFT9240 | 26/10/2018 | Jerramungup Electrical Service | Disconnect A/C at CRC/ recon | 1 | | 523.88 |
| INV 0001187303 | 10/2018 | Jerramungup Electrical Service | Disconnect A/C at CRC/ recon | | 523.88 | |
| EFT9241 | 26/10/2018 | MIRCO BROS | Cera traps | 1 | | 6,142.40 |
| INV 0000335214 | 08/2018 | MIRCO BROS | Cera traps | | 6,142.40 | |
| EFT9242 | 26/10/2018 | Meridian Agencies | Account 9/10/18 - 16/10/18 | 1 | | 39.82 |
| INV OCT 18 | 19/10/2018 | Meridian Agencies | Account 9/10/18 - 16/10/18 | | 39.82 | |
| EFT9243 | 26/10/2018 | R and R Heavy Diesel Services | Annual servicing of Munlinup 4.4B | 1 | | 2,548.91 |
| INV 3211 | 09/10/2018 | R and R Heavy Diesel Services | Annual servicing of Munlinup 4.4B | | 2,548.91 | |
| EFT9244 | 26/10/2018 | Ravensthorpe Bulk Haulage | Cartage of Gravel for the Floater Rd Temp Road project | 1 | | 17,971.25 |
| INV 1604 | 15/10/2018 | Ravensthorpe Bulk Haulage | Cartage of Gravel for the Floater Rd Temp Road project | | 17,971.25 | |

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Creditor payments October 2018

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| Cheque /EFT No | Date | Name | Invoice Description | Bank Code | INV Amount | Amount |
|------------------------|------------|---|--|-----------|------------|-----------|
| EFT9245 | 26/10/2018 | Ravensthorpe Community Resource Centre | Library Services - second quarter 2018/2019 | 1 | | 12,696.20 |
| INV INV-047519/10/2018 | | Ravensthorpe Community Resource Centre | Library Services - second quarter 2018/2019 | | 12,696.20 | |
| EFT9246 | 26/10/2018 | Ravy Country Kitchen | .catering Bush Fire Advisory Council meeting 2.10.2018 | 1 | | 737.00 |
| INV 5 | 15/10/2018 | Ravy Country Kitchen | Councillors lunch Forum scheduled Monday 17.9.2018 for 10 people | | 297.00 | |
| INV 6 | 24/10/2018 | Ravy Country Kitchen | .catering Bush Fire Advisory Council meeting 2.10.2018 | | 440.00 | |
| EFT9247 | 26/10/2018 | Shire Of Esperance | Town Planning Services | 1 | | 7,530.85 |
| INV 70772 | 15/10/2018 | Shire Of Esperance | Town Planning Services | | 7,530.85 | |
| EFT9248 | 26/10/2018 | Shire of Ravensthorpe Social Club | Payroll deductions | 1 | | 85.00 |
| INV DEDUCT24/10/2018 | | Shire of Ravensthorpe Social Club | Payroll deductions | | 85.00 | |
| EFT9249 | 26/10/2018 | WINC Australia Pty Ltd | Extention lead (Backorder) | 1 | | 37.72 |
| INV 1021631908/10/2018 | | WINC Australia Pty Ltd | Extention lead (Backorder) | | 37.72 | |
| EFT9250 | 26/10/2018 | Workwear | Uniform Wendy, Flutted top, layered top, belt, Jacket, Skirt, Pant, Cardigan, Vneck blouse | 1 | | 1,696.90 |
| INV 1086144005/10/2018 | | Workwear | Uniform - Kirra, Shell top, Cape blouse, Fluted top, Pencil skirt, Jacket, Belt, Pants, Knit | | 657.90 | |
| INV 1087019809/10/2018 | | Workwear | Uniform - Stacey, SS Dress | | 95.73 | |
| INV 1085970103/10/2018 | | Workwear | Uniform Stacey, Sleeve top, Pant, Layered top | | 189.27 | |
| INV 1085950005/10/2018 | | Workwear | Uniform Wendy, Flutted top, layered top, belt, Jacket, Skirt, Pant, Cardigan, Vneck blouse | | 754.00 | |
| EFT9251 | 30/10/2018 | Building Commision, Department of Mines, Industry Regulation and Safety | SEPTEMBER 2018 BSL | 2 | | 301.95 |
| INV T2 | 29/10/2018 | Building Commision, Department of Mines, Industry Regulation and Safety | SEPTEMBER 2018 BSL | 2 | 301.95 | |
| EFT9252 | 30/10/2018 | Building and Construction Industry Training Fund | SEPTEMBER 2018 BCITF | 2 | | 327.00 |
| INV T3 | 29/10/2018 | Building and Construction Industry Training Fund | SEPTEMBER 2018 BCITF | 2 | 327.00 | |

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| Cheque /EFT No | Date | Name | Invoice Description | Bank Code | INV Amount | Amount |
|------------------------|------------|----------------------------|---|-----------|------------|-----------|
| EFT9253 | 30/10/2018 | Chad Francis | POOL KEY REFUND | 2 | | 40.00 |
| INV T1094 | 29/10/2018 | Chad Francis | POOL KEY REFUND | 2 | 20.00 | |
| INV T434 | 29/10/2018 | Chad Francis | GYM KEY REFUND | 2 | 20.00 | |
| EFT9254 | 30/10/2018 | Darralynn Jones | GYM KEY REFUND | 2 | | 20.00 |
| INV T1293 | 29/10/2018 | Darralynn Jones | GYM KEY REFUND | 2 | 20.00 | |
| EFT9255 | 30/10/2018 | Kim Wilson | GYM KEY REFUND | 2 | | 20.00 |
| INV T1246 | 29/10/2018 | Kim Wilson | GYM KEY REFUND | 2 | 20.00 | |
| EFT9256 | 30/10/2018 | Luke Walker | GYM KEY REFUND | 2 | | 40.00 |
| INV T93 | 29/10/2018 | Luke Walker | GYM KEY REFUND | 2 | 20.00 | |
| INV T384 | 29/10/2018 | Luke Walker | POOL KEY REFUND | 2 | 20.00 | |
| EFT9257 | 30/10/2018 | Quentin Vagneux | GYM KEY REFUND | 2 | | 20.00 |
| INV T1311 | 29/10/2018 | Quentin Vagneux | GYM KEY REFUND | 2 | 20.00 | |
| EFT9258 | 30/10/2018 | Raelene Guest | GYM KEY BOND REFUND | 2 | | 20.00 |
| INV T744 | 29/10/2018 | Raelene Guest | GYM KEY BOND REFUND | 2 | 20.00 | |
| EFT9259 | 30/10/2018 | Sue Hall | GYM KEY REFUND | 2 | | 40.00 |
| INV T1000 | 29/10/2018 | Sue Hall | GYM KEY REFUND | 2 | 20.00 | |
| INV T226 | 29/10/2018 | Sue Hall | POOL KEY REFUND | 2 | 20.00 | |
| EFT9260 | 30/10/2018 | WA Primary Health Alliance | BOND REFUND FOR BOOKING VENUE COMMUNITY CENTRE HOPETOUN | 2 | | 50.00 |
| INV T1299 | 29/10/2018 | WA Primary Health Alliance | BOND REFUND FOR BOOKING VENUE COMMUNITY CENTRE HOPETOUN | 2 | 50.00 | |
| EFT9261 | 31/10/2018 | LGIS Liability | LGIS Liability - Installment 2 | 1 | | 11,779.44 |
| INV 100-132530/09/2018 | | LGIS Liability | LGIS Liability - Installment 2 | | 11,779.44 | |

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| Cheque /EFT No | Date | Name | Invoice Description | Bank Code | INV Amount | Amount |
|------------------------|------------|--------------------------------------|---|-----------|------------|-----------|
| EFT9262 | 31/10/2018 | LGIS Property | Property LGIS 30/06/2018 to 30/06/2019 Renewal - Instalment 2 | 1 | | 37,977.27 |
| INV 100-132530/09/2018 | | LGIS Property | Property LGIS 30/06/2018 to 30/06/2019 Renewal - Instalment 2 | | 48,818.20 | |
| INV CR100-1303/10/2018 | | LGIS Property | 2018/2019 Contributions Credit note - Second instalment | | -10,840.93 | |
| EFT9263 | 31/10/2018 | LGIS Workcare | LGIS Workcare | 1 | | 52,800.00 |
| INV 100-132630/09/2018 | | LGIS Workcare | LGIS Workcare | | 52,800.00 | |
| 1016 | 03/10/2018 | 1 - BANK FEES | MERCHANT FEES | 1 | | 101.83 |
| 1016 | 31/10/2018 | 1 - BANK FEES | MERCHANT FEES | 1 | | 740.21 |
| 1016 | 01/10/2018 | 1 - BANK FEES | OBB RECORD FEE | 1 | | 24.50 |
| 1016 | 01/10/2018 | 1 - BANK FEES | MAINTENANCE FEE | 1 | | 60.00 |
| 1016 | 01/10/2018 | 1 - BANK FEES | ELECTRONIC TRANSACTION FEE | 1 | | 4.00 |
| 1016 | 01/10/2018 | 1 - BANK FEES | BPAY CREDIT CARD FEE | 1 | | 176.64 |
| 1016 | 01/10/2018 | 1 - BANK FEES | BPAY TRANSACTION FEE | 1 | | 365.25 |
| DD4332.1 | 10/10/2018 | Loyd D.G. & Sandra Collins Superfund | Superannuation contributions | 1 | | 45.29 |
| INV SUPER | 10/10/2018 | Loyd D.G. & Sandra Collins Superfund | Superannuation contributions | 1 | 45.29 | |
| DD4332.2 | 10/10/2018 | FirstChoice Personal Super | Superannuation contributions | 1 | | 95.72 |
| INV SUPER | 10/10/2018 | FirstChoice Personal Super | Superannuation contributions | 1 | 95.72 | |
| DD4332.3 | 10/10/2018 | SuperWrap Personal Super Plan | Payroll deductions | 1 | | 970.32 |
| INV SUPER | 10/10/2018 | SuperWrap Personal Super Plan | Superannuation contributions | 1 | 721.52 | |
| INV DEDUCT | 10/10/2018 | SuperWrap Personal Super Plan | Payroll deductions | 1 | 248.80 | |
| DD4332.4 | 10/10/2018 | MTAA Superannuation Fund | Superannuation contributions | 1 | | 164.35 |
| INV SUPER | 10/10/2018 | MTAA Superannuation Fund | Superannuation contributions | 1 | 164.35 | |

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| Cheque /EFT No | Date | Name | Invoice Description | Bank Code | INV Amount | Amount |
|-----------------------|-------------|---|--|------------------|-------------------|---------------|
| DD4332.5 | 10/10/2018 | Rest Superannuation | Superannuation contributions | 1 | | 102.95 |
| INV SUPER | 10/10/2018 | Rest Superannuation | Superannuation contributions | 1 | 102.95 | |
| DD4332.6 | 10/10/2018 | WA Local Government Super Plan | Payroll deductions | 1 | | 7,044.65 |
| INV DEDUCT | 10/10/2018 | WA Local Government Super Plan | Payroll deductions | 1 | 182.46 | |
| INV DEDUCT | 10/10/2018 | WA Local Government Super Plan | Payroll deductions | 1 | 386.87 | |
| INV DEDUCT | 10/10/2018 | WA Local Government Super Plan | Payroll deductions | 1 | 48.12 | |
| INV SUPER | 10/10/2018 | WA Local Government Super Plan | Superannuation contributions | 1 | 6,102.37 | |
| INV DEDUCT | 10/10/2018 | WA Local Government Super Plan | Payroll deductions | 1 | 67.19 | |
| INV DEDUCT | 10/10/2018 | WA Local Government Super Plan | Payroll deductions | 1 | 257.64 | |
| DD4332.7 | 10/10/2018 | Australian Superannuation (Formally Westscheme) | Superannuation contributions | 1 | | 2,861.82 |
| INV DEDUCT | 10/10/2018 | Australian Superannuation (Formally Westscheme) | Payroll deductions | 1 | 586.04 | |
| INV SUPER | 10/10/2018 | Australian Superannuation (Formally Westscheme) | Superannuation contributions | 1 | 2,275.78 | |
| DD4332.8 | 10/10/2018 | Colonial First State | Superannuation contributions | 1 | | 389.14 |
| INV DEDUCT | 10/10/2018 | Colonial First State | Payroll deductions | 1 | 57.65 | |
| INV SUPER | 10/10/2018 | Colonial First State | Superannuation contributions | 1 | 331.49 | |
| DD4332.9 | 10/10/2018 | BT Super For Life | Superannuation contributions | 1 | | 194.63 |
| INV SUPER | 10/10/2018 | BT Super For Life | Superannuation contributions | 1 | 194.63 | |
| DD4350.1 | 09/10/2018 | BANKWEST Corporate Mastercard | September 2018 Statement BALANCE .53 out | 1 | | 8,636.38 |
| INV SEPTEMBER | 04/10/2018 | BANKWEST Corporate Mastercard | September 2018 Statement BALANCE .53 out | 1 | 8,636.38 | |
| DD4353.1 | 24/10/2018 | Loyd D.G. & Sandra Collins Superfund | Superannuation contributions | 1 | | 84.89 |
| INV SUPER | 24/10/2018 | Loyd D.G. & Sandra Collins Superfund | Superannuation contributions | 1 | 84.89 | |
| DD4353.2 | 24/10/2018 | FirstChoice Personal Super | Superannuation contributions | 1 | | 101.74 |

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| Cheque /EFT No | Date | Name | Invoice Description | Bank Code | INV Amount | Amount |
|---------------------------|-------------|---|------------------------------|----------------------|-----------------------|---------------|
| INV SUPER | 24/10/2018 | FirstChoice Personal Super | Superannuation contributions | 1 | 101.74 | |
| DD4353.3 | 24/10/2018 | SuperWrap Personal Super Plan | Payroll deductions | 1 | | 970.32 |
| INV SUPER | 24/10/2018 | SuperWrap Personal Super Plan | Superannuation contributions | 1 | 721.52 | |
| INV DEDUCT | 24/10/2018 | SuperWrap Personal Super Plan | Payroll deductions | 1 | 248.80 | |
| DD4353.4 | 24/10/2018 | MTAA Superannuation Fund | Superannuation contributions | 1 | | 145.21 |
| INV SUPER | 24/10/2018 | MTAA Superannuation Fund | Superannuation contributions | 1 | 145.21 | |
| DD4353.5 | 24/10/2018 | Rest Superannuation | Superannuation contributions | 1 | | 129.61 |
| INV SUPER | 24/10/2018 | Rest Superannuation | Superannuation contributions | 1 | 129.61 | |
| DD4353.6 | 24/10/2018 | WA Local Government Super Plan | Payroll deductions | 1 | | 7,325.57 |
| INV DEDUCT | 24/10/2018 | WA Local Government Super Plan | Payroll deductions | 1 | 182.46 | |
| INV DEDUCT | 24/10/2018 | WA Local Government Super Plan | Payroll deductions | 1 | 386.87 | |
| INV DEDUCT | 24/10/2018 | WA Local Government Super Plan | Payroll deductions | 1 | 48.12 | |
| INV SUPER | 24/10/2018 | WA Local Government Super Plan | Superannuation contributions | 1 | 6,391.71 | |
| INV DEDUCT | 24/10/2018 | WA Local Government Super Plan | Payroll deductions | 1 | 65.21 | |
| INV DEDUCT | 24/10/2018 | WA Local Government Super Plan | Payroll deductions | 1 | 251.20 | |
| DD4353.7 | 24/10/2018 | Australian Superannuation (Formally Westscheme) | Superannuation contributions | 1 | | 2,962.86 |
| INV DEDUCT | 24/10/2018 | Australian Superannuation (Formally Westscheme) | Payroll deductions | 1 | 625.69 | |
| INV SUPER | 24/10/2018 | Australian Superannuation (Formally Westscheme) | Superannuation contributions | 1 | 2,337.17 | |
| DD4353.8 | 24/10/2018 | Colonial First State | Superannuation contributions | 1 | | 389.14 |
| INV DEDUCT | 24/10/2018 | Colonial First State | Payroll deductions | 1 | 57.65 | |
| INV SUPER | 24/10/2018 | Colonial First State | Superannuation contributions | 1 | 331.49 | |
| DD4353.9 | 24/10/2018 | BT Super For Life | Superannuation contributions | 1 | | 110.28 |

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| Cheque /EFT No | Date | Name | Invoice Description | Bank Code | INV Amount | Amount |
|----------------|------------|---|---|-----------|------------|-----------|
| INV SUPER | 24/10/2018 | BT Super For Life | Superannuation contributions | 1 | 110.28 | |
| DD4370.1 | 31/10/2018 | Horizon Power | ACCOUNT PAYMENT BY AUTHORITY OCTOBER 2018 | 1 | | 5,864.59 |
| INV OCT 2018 | 31/10/2018 | Horizon Power | ACCOUNT PAYMENT BY AUTHORITY OCTOBER 2018 | 1 | 5,864.59 | |
| DD4370.2 | 31/10/2018 | Department of Transport (Shire Licensing) | DoT PAYMENT BY AUTHORITY OCTOBER 2018 | 1 | | 18,665.60 |
| INV OCT 18 | 31/10/2018 | Department of Transport (Shire Licensing) | DoT PAYMENT BY AUTHORITY OCTOBER 2018 | 1 | 18,665.60 | |
| DD4370.3 | 31/10/2018 | Water Corporation | ACCOUNT PAYMENT BY AUTHORITY OCTOBER 2018 | 1 | | 317.04 |
| INV OCT 2018 | 31/10/2018 | Water Corporation | ACCOUNT PAYMENT BY AUTHORITY OCTOBER 2018 | 1 | 317.04 | |
| DD4370.4 | 15/10/2018 | SG Fleet | LEASE RENTALS OCTOBER 2018 | 1 | | 13,509.04 |
| INV AUSG0011 | 15/10/2018 | SG Fleet | LEASE RENTALS OCTOBER 2018 | 1 | 13,509.04 | |
| DD4370.5 | 01/10/2018 | Westnet Pty Ltd | ACCOUNT PAYMENT BY AUTHORITY OCTOBER 2018 | 1 | | 694.00 |
| INV 1040821001 | 10/2018 | Westnet Pty Ltd | ACCOUNT PAYMENT BY AUTHORITY OCTOBER 2018 | 1 | 694.00 | |
| DD4370.6 | 01/10/2018 | WA Treasury Corporation (WATC) | WATC LOAN REPAYMENT OCTOBER 2018 | 1 | | 28,668.47 |
| INV WATC 001 | 10/2018 | WA Treasury Corporation (WATC) | WATC LOAN REPAYMENT OCTOBER 2018 | 1 | 28,668.47 | |
| DD4370.7 | 02/10/2018 | WA Treasury Corporation (WATC) | WATC LOAN REPAYMENT OCTOBER 2018 | 1 | | 12,172.18 |
| INV WATC 002 | 10/2018 | WA Treasury Corporation (WATC) | WATC LOAN REPAYMENT OCTOBER 2018 | 1 | 12,172.18 | |
| DD4370.8 | 31/10/2018 | Synergy | PAYMENT BY AUTHORITY OCTOBER 2018 | 1 | | 8,585.95 |
| INV OCTOBE | 31/10/2018 | Synergy | PAYMENT BY AUTHORITY OCTOBER 2018 | 1 | 8,585.95 | |
| DD4332.10 | 10/10/2018 | MLC Superannuation | Superannuation contributions | 1 | | 48.42 |
| INV SUPER | 10/10/2018 | MLC Superannuation | Superannuation contributions | 1 | 48.42 | |
| DD4332.11 | 10/10/2018 | AMP Super | Superannuation contributions | 1 | | 63.64 |
| INV SUPER | 10/10/2018 | AMP Super | Superannuation contributions | 1 | 63.64 | |

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| Cheque /EFT No | Date | Name | Invoice Description | Bank Code | INV Amount | Amount |
|-----------------------|-------------|--------------------|------------------------------|------------------|-------------------|---------------|
| DD4332.12 | 10/10/2018 | BT Super for Life | Superannuation contributions | 1 | | 662.86 |
| INV SUPER | 10/10/2018 | BT Super for Life | Superannuation contributions | 1 | 662.86 | |
| DD4332.13 | 10/10/2018 | Care Super Pty Ltd | Superannuation contributions | 1 | | 129.73 |
| INV SUPER | 10/10/2018 | Care Super Pty Ltd | Superannuation contributions | 1 | 129.73 | |
| DD4353.10 | 24/10/2018 | MLC Superannuation | Superannuation contributions | 1 | | 48.42 |
| INV SUPER | 24/10/2018 | MLC Superannuation | Superannuation contributions | 1 | 48.42 | |
| DD4353.11 | 24/10/2018 | AMP Super | Superannuation contributions | 1 | | 63.64 |
| INV SUPER | 24/10/2018 | AMP Super | Superannuation contributions | 1 | 63.64 | |
| DD4353.12 | 24/10/2018 | BT Super for Life | Superannuation contributions | 1 | | 662.86 |
| INV SUPER | 24/10/2018 | BT Super for Life | Superannuation contributions | 1 | 662.86 | |
| DD4353.13 | 24/10/2018 | Care Super Pty Ltd | Superannuation contributions | 1 | | 126.06 |
| INV SUPER | 24/10/2018 | Care Super Pty Ltd | Superannuation contributions | 1 | 126.06 | |

REPORT TOTALS

| Bank Code | Bank Name | TOTAL |
|------------------|------------------------|---------------------|
| 1 | Municipal Bank Account | 2,057,125.85 |
| 2 | Trust Bank Account | 2,048.95 |
| TOTAL | | 2,059,174.80 |

01 September 2018 - 30 September 2018

Business Credit Card - Ian Fitzgerald Bankwest

| Date | Payment to | Description | Amount | GST |
|--|------------------------------------|---------------------------|-----------------|-------------|
| 2/09/2018 | Adobe Export, Ireland | Annual fee | 35.19 | |
| 11/09/2018 | BCF - Horseshoe bay Victoria BC | Study tour - Transport | 37.45 | |
| 11/09/2018 | Buccaneer Inn - Nanaimo BC | Study tour - Accomodation | 196.81 | |
| 11/09/2018 | Yellow Cab - Vancouver BC | Study tour - Transport | 52.79 | |
| 13/09/2018 | Schooner enterprises - Tofino BC | Study tour - Meals | 160.86 | |
| 14/09/2018 | Buccaneer Inn - Nanaimo BC | Study tour - Accomodation | 393.13 | |
| 14/09/2018 | Middle beach lodge - Tofino BC | Study tour - Accomodation | 254.85 | |
| 14/09/2018 | Dropbox - Dublin | Annual renewal fee | 152.90 | |
| 16/09/2018 | Budget rent a car - Nanaimo BC | Study tour - Car rental | 673.17 | |
| 16/09/2018 | Seaview Husky Market - Nanamimo BC | Study tour - Fuel | 53.58 | |
| 16/09/2018 | Sunshine cabs - Vancouver BC | Study tour - Transport | 50.05 | |
| 16/09/2018 | BCF - Nanaimo BC | Study tour - Transport | 37.40 | |
| 16/09/2018 | Lions Pub - Vancouver BC | Study tour - Meals | 64.40 | |
| 17/09/2018 | Budget rent a car - Nanaimo BC | Study tour - Car rental | 21.98 | |
| 19/09/2018 | Pinnacle - Vancouver BC | Study tour - Accomodation | 918.71 | |
| Total Purchases for I. Fitzgerald | | | 3,103.27 | 0.00 |

Business Credit Card - Darren Wakins

| Date | Payment to | Description | Amount | GST |
|------------|------------|--------------------------|--------------|-------------|
| 28/09/2018 | Bankwest | Bank Charge - Annual Fee | 39.00 | |
| | | | 39.00 | 0.00 |

Business Credit Card - Ashley Peczka Bankwest

| Date | Payment to | Description | Amount | GST |
|------------|-----------------------------------|--------------------------|---------------|--------------|
| 10/09/2018 | Lina Thompson and DA, Bremmer Bay | Fesa Accomodation | 150.00 | 13.64 |
| 27/09/2018 | Bremmer Bay Resort, Bremmer Bay | Fesa Accomodation | 150.00 | 13.64 |
| 28/09/2018 | Bankwest | Bank Charge - Annual fee | 39.00 | |
| | | | 339.00 | 27.28 |

Business Credit Card - Darren Kennedy Bankwest

| Date | Payment to | Description | Amount | GST |
|------------|---|---|----------------|---------------|
| 3/09/2018 | Ravensthorpe Hotel - Ravensthorpe | Council meal (after special council meeting) | 270.50 | 24.59 |
| 4/09/2018 | Metro Hardware - Balcatta | Rocktuff coating and primer | 1083.00 | 98.45 |
| 7/09/2018 | Wotif - AU Mecure hotel Perth | Accomodation (Cub House training) | 267.02 | 24.27 |
| 7/09/2018 | Paypal - AU Phoenix support for educators | Course- training (cub house) | 396.00 | 36.00 |
| 9/09/2018 | Puma - Castletown | Fuel | 154.01 | 14.00 |
| 14/09/2018 | BP - Ravensthorpe | Fuel | 170.00 | 15.45 |
| 21/09/2018 | BP - Ravensthorpe | Fuel | 131.01 | 11.91 |
| 23/09/2018 | Dynamo fitness equipment - Malaga | Gym equipment | 2324.00 | 211.27 |
| 24/09/2018 | Stumpy's Roadhouse - Brookton | Fuel | 160.01 | 14.55 |
| 28/09/2018 | ASIC - Sydney | Company information query relating to Rates | 9.00 | |
| | | | 4964.55 | 450.49 |

Business Credit Card - Miscellaneous Fees and Charges Bankwest

| Date | Payment to | Description | Amount | GST |
|--------------|------------|-------------------------|--------------------|------------------|
| 30/09/2018 | Bankwest | Foreign Transaction Fee | 91.56 | |
| 1/10/2018 | Bankwest | Facility Fee | 99.00 | |
| | | | 190.56 | |
| Total | | | \$ 8,636.38 | \$ 450.49 |

ATTACHMENT 10.1.1.2

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10.1.2 MONTHLY FINANCIAL REPORT – 31 OCTOBER 2018

| | |
|--|--|
| File Ref: | |
| Applicant: | Internal |
| Location: | Not applicable |
| Disclosure of Officer Interest: | None |
| Date: | 8 November 2018 |
| Author: | Darren Kennedy Manager Corporate & Community Services |
| Authorising Officer: | Not applicable |
| Attachments: | 10.1.2.1 – Monthly Financial Report for October 2018 |

Summary:

In accordance with the *Local Government Financial Management Regulations (1996)*, Regulation 34, a local government is to prepare a monthly Statement of Financial Activity for approval by Council.

Background:

Council is requested to review the October 2018 Monthly Financial Report.

Comment:

The October 2018 Monthly Financial Report is presented for review.

Consultation:

Chief Executive Officer

Statutory Obligations:

Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Management) Regulations 1996 apply

Policy Implications:

Nil

Budget / Financial Implications:

All expenditure has been approved via adoption of the 2017/18 Annual Budget, or resulting from a Council Motion for a budget amendment.

Strategic Implications:

Strategic Community Plan 2014 – 2024

Theme 4 – Civic Leadership: 4.2 High quality corporate governance, accountability & compliance.

Risk

| Risk | Risk Likelihood (based on history and with existing controls) | Risk Impact / Consequence | Risk Rating (Prior to Treatment or Control) | Principal Risk | Risk Action Plan (Controls or Treatment proposed) |
|----------------------------------|---|---------------------------|---|--|---|
| Not meeting Statutory Compliance | Rare (1) | Moderate (3) | Low (1-4) | Failure to meet Statutory, Regulatory or Compliance Requirements | Accept Officer Recommendation |

Sustainability Implications:

- **Environmental**
Not applicable to this specific recurring report
- **Economic**
Not applicable to this specific recurring report
- **Social**
Not applicable to this specific recurring report.

Voting Requirements:

Simple majority

| | |
|--|-------------|
| OFFICER RECOMMENDATION | ITEM 10.1.2 |
| That Council receive the October 2018 Monthly Financial Report as presented. | |

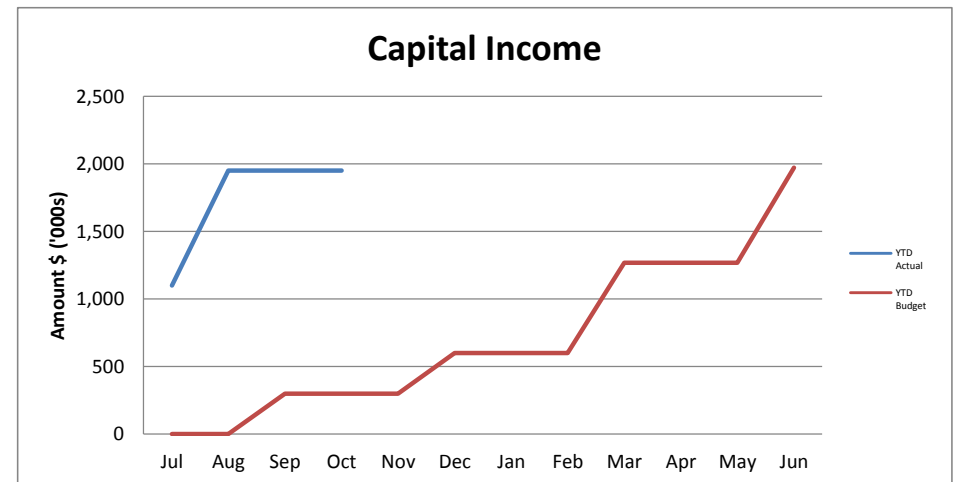
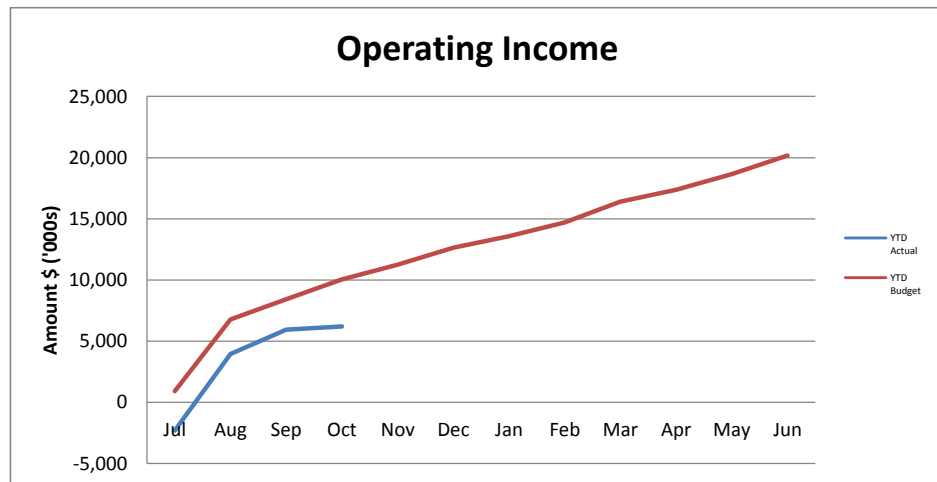
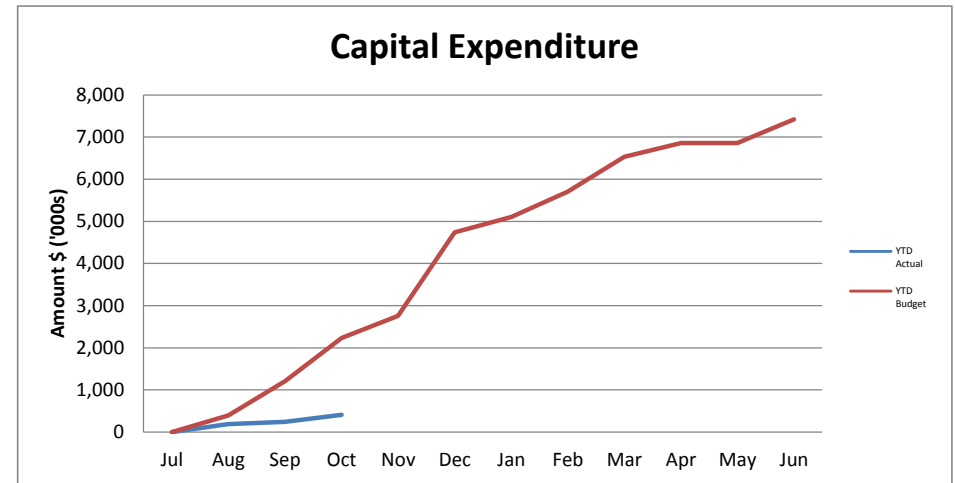
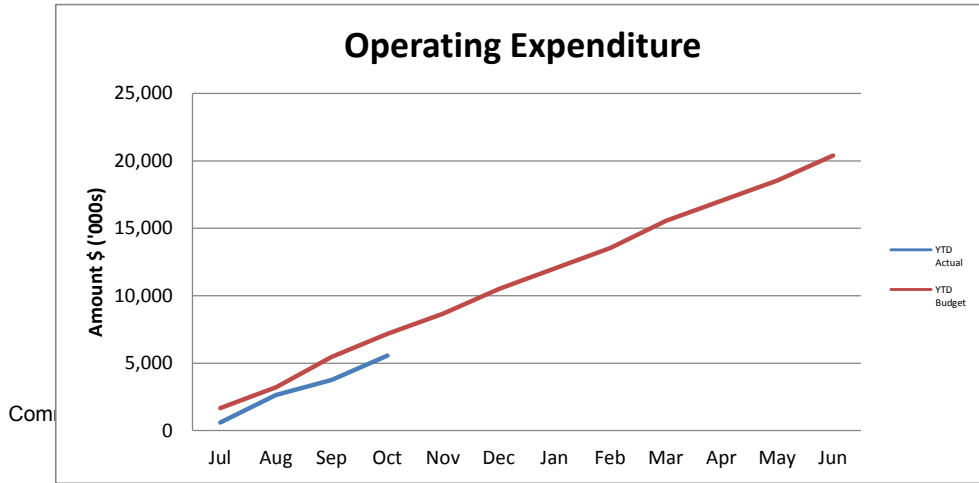


SHIRE OF RAVENSTHORPE
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2018

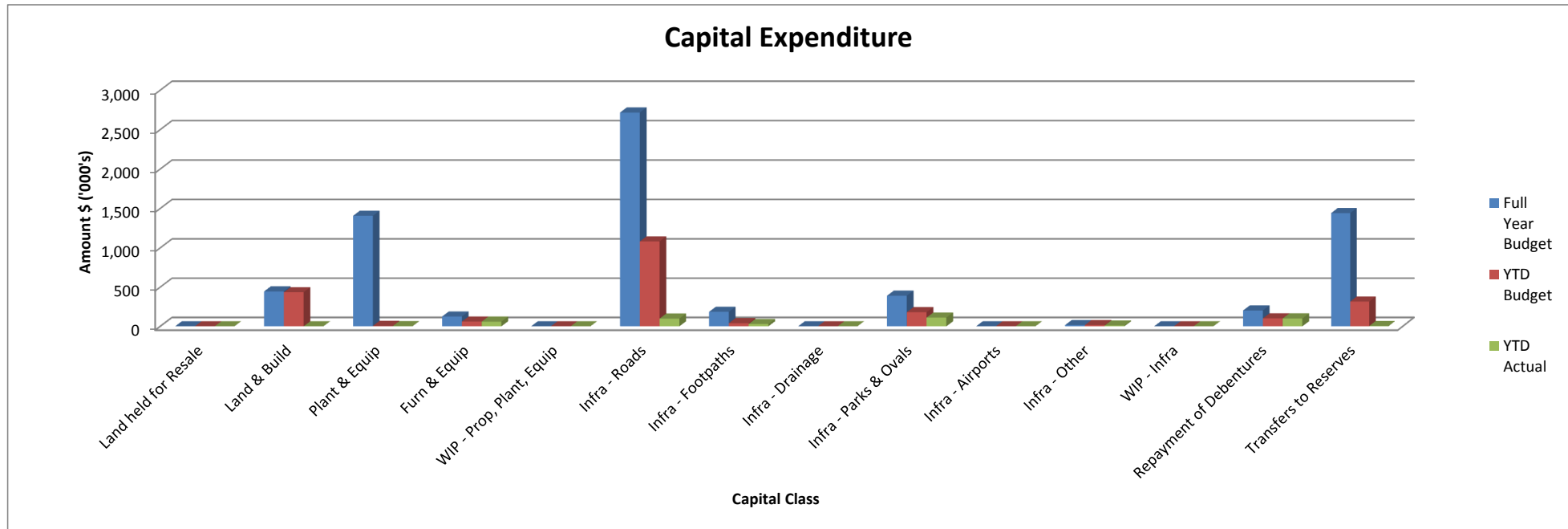
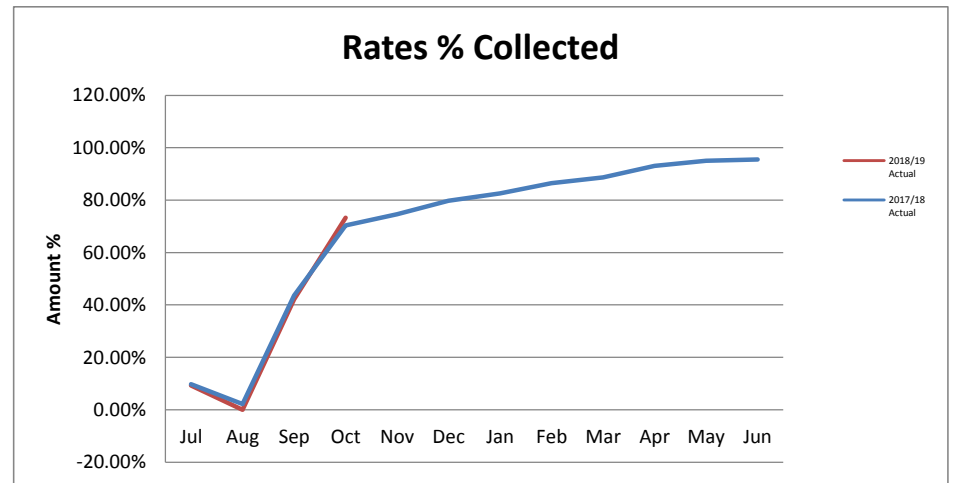
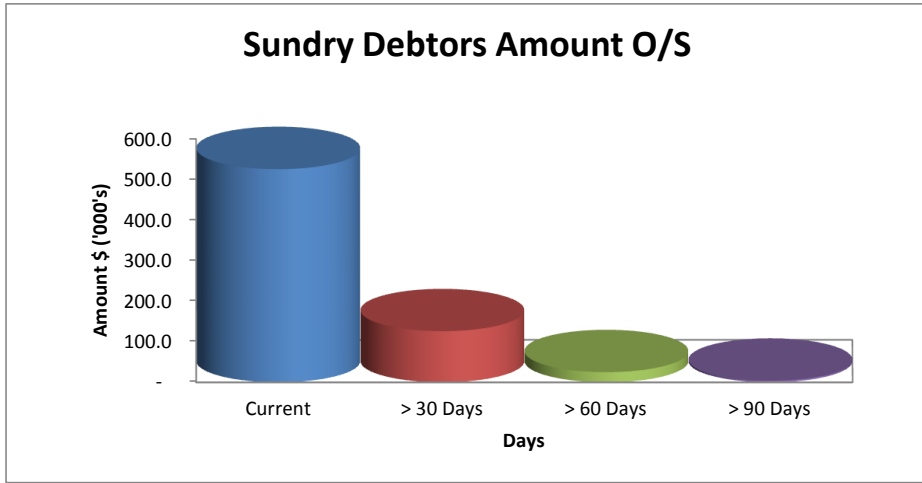
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Income and Expenditure Graphs to 31 October 2018



Other Graphs to 31 October 2018



SHIRE OF RAVENSTHORPE

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

| | NOTE | 2018/19 Adopted Budget \$ | 2018/19 Revised Budget \$ | OCTOBER 2018 Y-T-D Budget \$ | OCTOBER 2018 Actual \$ | Variations Actuals to Budget \$ | Variations Actual Budget to Y-T-D % |
|---|------|------------------------------------|------------------------------------|---------------------------------------|---------------------------------|--|---|
| Operating | | | | | | | |
| Revenues/Sources | | | | | | | |
| Governance | | 3,000 | 3,000 | 0 | 291 | 291 | 0.00% |
| General Purpose Funding | | 1,080,200 | 1,080,200 | 338,534 | 267,117 | (71,417) | (21.10%) |
| Law, Order, Public Safety | | 225,190 | 225,190 | 68,864 | 142,028 | 73,164 | 106.24% |
| Health | | 3,000 | 3,000 | 997 | 6,091 | 5,094 | 510.93% |
| Education and Welfare | | 205,500 | 205,500 | 77,261 | 54,090 | (23,171) | (29.99%) |
| Housing | | 24,900 | 24,900 | 8,271 | 9,040 | 769 | 9.30% |
| Community Amenities | | 699,097 | 699,097 | 381,016 | 457,051 | 76,035 | 19.96% |
| Recreation and Culture | | 206,370 | 206,370 | 158,563 | 91,883 | (66,680) | (42.05%) |
| Transport | | 12,462,039 | 12,896,039 | 4,382,147 | 469,741 | (3,912,406) | (89.28%) |
| Economic Services | | 141,000 | 141,000 | 25,029 | 31,174 | 6,145 | 24.55% |
| Other Property and Services | | 115,000 | 402,500 | 327,746 | 399,184 | 71,438 | 21.80% |
| | | 15,165,296 | 15,886,796 | 5,768,428 | 1,927,690 | (3,840,738) | (66.58%) |
| (Expenses)/(Applications) | | | | | | | |
| Governance | | (641,955) | (641,955) | (255,183) | (213,171) | 42,012 | 16.46% |
| General Purpose Funding | | (222,492) | (222,492) | (81,411) | (54,252) | 27,159 | 33.36% |
| Law, Order, Public Safety | | (774,051) | (774,051) | (270,771) | (151,363) | 119,408 | 44.10% |
| Health | | (278,922) | (278,922) | (87,808) | (93,373) | (5,565) | (6.34%) |
| Education and Welfare | | (372,723) | (372,723) | (127,756) | (90,033) | 37,723 | 29.53% |
| Housing | | (258,313) | (258,313) | (87,192) | (35,333) | 51,859 | 59.48% |
| Community Amenities | | (1,431,629) | (1,431,629) | (459,132) | (299,873) | 159,259 | 34.69% |
| Recreation & Culture | | (1,800,572) | (1,800,572) | (622,432) | (290,023) | 332,409 | 53.40% |
| Transport | | (13,665,430) | (13,665,430) | (4,586,846) | (3,756,570) | 830,276 | 18.10% |
| Economic Services | | (349,466) | (349,466) | (120,450) | (75,531) | 44,919 | 37.29% |
| Other Property and Services | | (341,600) | (591,600) | (467,746) | (500,222) | (32,476) | (6.94%) |
| | | (20,137,153) | (20,387,152) | (7,166,727) | (5,559,744) | 1,606,983 | (22.42%) |
| Net Operating Result Excluding Rates | | (4,971,857) | (4,500,356) | (1,398,299) | (3,632,054) | (2,233,755) | 159.75% |
| Adjustments for Non-Cash | | | | | | | |
| (Revenue) and Expenditure | | | | | | | |
| (Profit)/Loss on Asset Disposals | 2 | 131,000 | 131,000 | 41,000 | 0 | (41,000) | 100.00% |
| Movement in Deferred Pensioner Rates/ESL | | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Movement in Employee Benefit Provisions | | 0 | 0 | 0 | (18,836) | (18,836) | 0.00% |
| Rounding | | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Depreciation on Assets | | 3,302,576 | 3,302,576 | 1,109,901 | 0 | (1,109,901) | 100.00% |
| Capital Revenue and Expenditure | | | | | | | |
| Purchase Land Held for Resale | 1 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Purchase of Land and Buildings | 1 | (11,020) | (11,020) | 0 | 0 | 0 | 0.00% |
| Purchase of Furniture & Equipment | 1 | (125,000) | (125,000) | (60,000) | (59,628) | 372 | 0.62% |
| Purchase of Plant & Equipment | 1 | (1,406,500) | (1,406,500) | (5,375) | 0 | 5,375 | 100.00% |
| Purchase of WIP - PP & E | 1 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Purchase of Infrastructure Assets - Roads | 1 | (2,716,716) | (2,716,716) | (1,081,483) | (98,511) | 982,972 | 90.89% |
| Purchase of Infrastructure Assets - Footpaths | 1 | (184,545) | (184,545) | (39,940) | (28,916) | 11,024 | 27.60% |
| Purchase of Infrastructure Assets - Drainage | 1 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Purchase of Infrastructure Assets - Parks & Ovals | 1 | (389,894) | (389,894) | (180,393) | (111,097) | 69,296 | 38.41% |
| Purchase of Infrastructure Assets - Airports | 1 | (492,000) | (492,000) | 0 | 0 | 0 | 0.00% |
| Purchase of Infrastructure Assets - Other | 1 | (16,000) | (16,000) | (16,000) | (10,197) | 5,803 | 36.27% |
| Purchase of WIP - INFRA | 1 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Proceeds from Disposal of Assets | 2 | 350,000 | 350,000 | 0 | 0 | 0 | 0.00% |
| Repayment of Debentures | 3 | (201,680) | (201,680) | (100,837) | (99,848) | 989 | 0.98% |
| Proceeds from New Debentures | 3 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Advances to Community Groups | | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Self-Supporting Loan Principal Income | | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Transfers to Restricted Assets (Reserves) | 4 | (1,440,001) | (1,440,000) | (315,000) | (3,751) | 311,249 | 98.81% |
| Transfers from Restricted Asset (Reserves) | 4 | 1,622,303 | 1,622,303 | 300,000 | 1,950,000 | 1,650,000 | 550.00% |
| Net Current Assets July 1 B/Fwd | 5 | 2,317,811 | 2,343,419 | 2,343,419 | 2,343,419 | 0 | 0.00% |
| Net Current Assets Year to Date | 5 | 52,705 | 549,814 | 4,878,479 | 4,510,924 | (367,555) | 7.53% |
| Amount Raised from Rates | | (4,284,228) | (4,284,228) | (4,281,486) | (4,280,343) | 1,143 | (0.03%) |

This statement is to be read in conjunction with the accompanying notes.

Material Variances Symbol

Above Budget Expectations ▲
Below Budget Expectations ▼

Purpose

The purpose of the Monthly Variance Report is to highlight circumstances where there is a major variance from the YTD Monthly Budget and YTD Actual figures. These variances can occur because of a change in timing of the activity, circumstances change (e.g. a grants were budgeted for but was not received) or changes to the original budget projections. The Report is designed to highlight these issues and explain the reason for the variance.

The Materiality variance adopted by Council is:

Actual Variance exceeding 10% of YTD Budget or \$100,000 whichever is the lesser.

REPORTABLE OPERATING REVENUE VARIATIONS

General Purpose Funding

Law, Order, Public Safety

Health -

Education and Welfare

Community Amenities

Recreation and Culture

Transport - Revenue under YTD budget

TIMING: Flood damage claims to be lodged.

Economic Services

Other Property and Services

REPORTABLE OPERATING EXPENSE VARIATIONS

Governance

General Purpose Funding

Law, Order, Public Safety - Expenditure under YTD Budget

TIMING: Depreciation not run until after audit

Health -

Education and Welfare -

Housing

Community Amenities - Expenditure under YTD Budget

TIMING: Depreciation not run until after audit and Waste Mgmt expenses under budget

Recreation & Culture - Expenditure under YTD Budget

TIMING: Depreciation not run until after audit

Transport - Expenditure under YTD Budget

TIMING: Depreciation not run until after audit

Economic Services -

Other Property and Services

REPORTABLE NON-CASH VARIATIONS

(Profit)/Loss on Asset Disposals

Depreciation on Assets - Expenditure under YTD budget

TIMING: Monthly depreciation not run until after end of year audit completed

REPORTABLE CAPITAL EXPENSE VARIATIONS

Purchase of Land & Buildings

Purchase of Furniture & Equipment

Purchase of Plant & Equipment

Purchase of Infrastructure Assets Roads - Expenditure under YTD budget

TIMING: Majority of capital upgrades to occur in 2019

Purchase of Infrastructure Parks & Assets

Purchase of Infrastructure Airports

Purchases of Infrastructure Other

REPORTABLE CAPITAL INCOME VARIATIONS

Proceeds from Disposal of Assets -

Repayment of Debentures -

**SHIRE OF RAVENSTHORPE
FOR THE PERIOD ENDED 31 OCTOBER 2018**

BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

| Account# Job# | Description | Council Res | Net Change | Amended Budget Running Balance |
|---|--|-------------|---------------|---|
| | 2018/19 Budget Estimated Surplus /(Deficit) | | | -\$597 |
| 1701000 | Accumulated Surplus - CubHouse Income 16/17 | | \$25,609 | \$25,012 |
| 12201.184 | Lot 177, Lot 318 & Lot 36 Floater Road - Gifted Income By Galaxy | 105/18 | \$434,000 | \$459,012 |
| AL613.520 | Lot 177, Lot 318 & Lot 36 Floater Road - (New Asset) | 105/18 | -\$434,000 | \$25,012 |
| I141.118 | Private Works Income - Stage 1 Temporary Road - Galaxy | 105/18 | \$287,500 | \$312,512 |
| PW9 | Galaxy - Stage 1 Temporary Road Construction | 105/18 | -\$250,000 | \$62,512 |
| Amended Budget as per Council Resolution (1) | | | | \$62,512 |

(1) Budget Surplus / (Deficit) position as per the Statement of Financial Activity

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

| | 2018/19 Adopted Budget \$ | 2018/19 Revised Budget \$ | 2018/19 YTD Budget \$ | OCTOBER 2018 Actual \$ |
|---|------------------------------------|------------------------------------|--------------------------------|---------------------------------|
| 1. ACQUISITION OF ASSETS | | | | |
| The following assets have been acquired during the period under review: | | | | |
| <u>By Program</u> | | | | |
| Law, Order & Public Safety | | | | |
| <i>Fire Prevention & Control</i> | | | | |
| Water Tank 80,000Ltr - Jerdacuttup Bfb | 11,020 | 11,020 | 0 | 0.00 |
| Health | | | | |
| <i>Doctors & Other Health</i> | | | | |
| TIMINGEdge li Ultrasound | 60,000 | 60,000 | 60,000 | 59,628.35 |
| Community Amenities | | | | |
| <i>Sanitation - Household Refuse</i> | | | | |
| Ravensthorpe Regional Landfill | 16,000 | 16,000 | 16,000 | 10,196.82 |
| Recreation and Culture | | | | |
| <i>Other Recreation & Sport</i> | | | | |
| New Gym Equipment | 30,000 | 30,000 | 0 | 0.00 |
| Hopetoun Tennis Courts Resurface | 30,024 | 30,024 | 30,024 | 30,024.00 |
| Rangeview Park Upgrade | 160,000 | 160,000 | 39,999 | 0.00 |
| Ravensthorpe Cricket Pitch | 7,000 | 7,000 | 0 | 0.00 |
| Ravensthorpe Tennis Courts | 43,870 | 43,870 | 43,870 | 43,870.00 |
| Ravensthorpe Bowls Club - Lighting | 39,000 | 39,000 | 39,000 | 37,203.00 |
| Playground Renewal - Ravensthorpe Rec | 110,000 | 110,000 | 27,500 | 0.00 |
| Transport | | | | |
| <i>Construction - Roads, Bridges, Depots</i> | | | | |
| Roads Construction Council | | | | |
| Four Mile Carpark - Construct New Parking | 30,000 | 30,000 | 30,000 | 0.00 |
| Queen Street - Infill Stormwater Drain Adjacent | 45,000 | 45,000 | 45,000 | 0.00 |
| Phillips River Rd Canoe Trail | 28,517 | 28,517 | 0 | 0.00 |
| Streetscape Morgan Street Stage 2 | 25,000 | 25,000 | 25,000 | 93,225.25 |
| Floodway Sealing Repairs | 50,310 | 50,310 | 0 | 0.00 |
| Veal Street - Carpark Expansion | 0 | 0 | 0 | 0.00 |
| Gravel Pit Reinstatement | 75,000 | 75,000 | 18,749 | 3,220.00 |
| Gravel Pit Development | 55,000 | 55,000 | 13,749 | 0.00 |
| Roads Mrwa V Of G Constr | | | | |
| Jerdacuttup Road - Stabilise Pavement & | 275,000 | 275,000 | 0 | 0.00 |
| Springdale Road - Bitumen Reseal (Rrg) | 135,000 | 135,000 | 0 | 0.00 |
| Hamersley Drive Bitumen Reseal (Rrg) | 135,000 | 135,000 | 0 | 0.00 |
| Mrwa Project Construction | | | | |
| Fitzgerald Rd - Gravel Re-Sheet Slk 43.3 - | 548,050 | 548,050 | 548,048 | 0.00 |
| Koorngong Rd - Gravel Re-Sheet Slk 6.12 - | 752,348 | 752,348 | 300,937 | 0.00 |

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

| 1. ACQUISITION OF ASSETS (Continued) | 2018/19 Adopted Budget \$ | 2018/19 Revised Budget \$ | 2018/19 YTD Budget \$ | OCTOBER 2018 Actual \$ |
|---|------------------------------------|------------------------------------|--------------------------------|---------------------------------|
| The following assets have been acquired during the period under review: | | | | |
| By Program (Continued) | | | | |
| Transport (Continued) | | | | |
| Roads To Recovery Construction | | | | |
| Ravensthorpe Streets | 462,491 | 462,491 | 0 | 2,065.30 |
| Bridges Construction | | | | |
| Springdale Road Bridge | 100,000 | 100,000 | 100,000 | 0.00 |
| Footpath Construction | | | | |
| Chittick St/Gibson Way/Forrest Way - | 117,500 | 117,500 | 0 | 0.00 |
| Crc/Dunnart - Laneway Paving & Landscaping | 39,940 | 39,940 | 39,940 | 28,074.17 |
| Hosking Street - Concrete Footpath | 27,105 | 27,105 | 0 | 842.16 |
| Road Plant Purchases | | | | |
| Maintenance Grader Replacement | 330,000 | 330,000 | 0 | 0.00 |
| Multi Tyre Roller | 185,000 | 185,000 | 0 | 0.00 |
| Skid Steer Loader | 100,000 | 100,000 | 0 | 0.00 |
| Construction Loader | 310,000 | 310,000 | 0 | 0.00 |
| Light Truck - P&G Ravensthorpe | 60,000 | 60,000 | 0 | 0.00 |
| Side Tipper | 105,000 | 105,000 | 0 | 0.00 |
| Mechanical Workshop Fitout | 50,000 | 50,000 | 0 | 0.00 |
| Street Sweeper Trailer | 10,000 | 10,000 | 0 | 0.00 |
| Zero Turn Mower | 7,000 | 7,000 | 0 | 0.00 |
| Sundry Plant And Equipment Purchases (Less | 21,500 | 21,500 | 5,375 | 0.00 |
| Aerodromes | | | | |
| Runway Reseal | 492,000 | 492,000 | 0 | 0.00 |
| Other Property & Services | | | | |
| Administration | | | | |
| Computer Upgrades | 35,000 | 35,000 | 0 | 0.00 |
| Toyota Landcruiser/Prado - Ceo | 75,000 | 75,000 | 0 | 0.00 |
| Toyota Hilux Dual Cab - Mes | 60,000 | 60,000 | 0 | 0.00 |
| Toyota Fortuner - Mccs | 48,000 | 48,000 | 0 | 0.00 |
| Toyota Hilux Dual Cab (Pool Car) | 45,000 | 45,000 | 0 | 0.00 |
| | <u>5,341,675</u> | <u>5,341,675</u> | <u>1,383,191</u> | <u>308,349.05</u> |
| By Class | | | | |
| Buildings | 11,020 | 11,020 | 0 | 0.00 |
| Furniture & Equipment | 125,000 | 125,000 | 60,000 | 59,628.35 |
| Plant & Equipment | 1,406,500 | 1,406,500 | 5,375 | 0.00 |
| Work in Progress - PPE | 0 | 0 | 0 | 0.00 |
| Infrastructure - Roads | 2,716,716 | 2,716,716 | 1,081,483 | 98,510.55 |
| Infrastructure - Footpaths | 184,545 | 184,545 | 39,940 | 28,916.33 |
| Infrastructure - Drainage | 0 | 0 | 0 | 0.00 |
| Infrastructure - Parks & Ovals | 389,894 | 389,894 | 180,393 | 111,097.00 |
| Infrastructure - Airports | 492,000 | 492,000 | 0 | 0.00 |
| Infrastructure - Other | 16,000 | 16,000 | 16,000 | 10,196.82 |
| Work in Progress - INFRA | 0 | 0 | 0 | 0.00 |
| | <u>5,341,675</u> | <u>5,341,675</u> | <u>1,383,191</u> | <u>308,349.05</u> |

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

2. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

| <u>By Program</u> | Written Down Value | | Sale Proceeds | | Profit(Loss) | |
|--------------------------------------|--|--|--|--|--|--|
| | 2018/19 Adopted Budget \$ | 2018/19 YTD Actual \$ | 2018/19 Adopted Budget \$ | 2018/19 YTD Actual \$ | 2018/19 Adopted Budget \$ | 2018/19 YTD Actual \$ |
| Transport | | | | | | |
| John Deere 670G 2012 Grader | 133,000.00 | | 80,000.00 | | (53,000.00) | 0.00 |
| Ammann AP240 Multi Tyre Roller | 25,000.00 | | 25,000.00 | | 0.00 | 0.00 |
| Bobcat & Attachments | 37,000.00 | | 20,000.00 | | (17,000.00) | 0.00 |
| John Deere 624K Z Bar Loader | 98,000.00 | | 80,000.00 | | (18,000.00) | 0.00 |
| Mitsubishi Triton | 10,000.00 | | 8,000.00 | | (2,000.00) | 0.00 |
| Mitsubishi Triton GLX | 24,000.00 | | 16,000.00 | | (8,000.00) | 0.00 |
| Duraquip Side Tipper | 35,000.00 | | 10,000.00 | | (25,000.00) | 0.00 |
| Other Property & Services | | | | | | |
| Toyota Prado (CEO) | 52,000.00 | | 50,000.00 | | (2,000.00) | 0.00 |
| Toyota Hilux D/C (MES) | 46,000.00 | | 40,000.00 | | (6,000.00) | 0.00 |
| Toyota Kluger (MCCS) | 21,000.00 | | 21,000.00 | | 0.00 | 0.00 |
| | 481,000.00 | 0.00 | 350,000.00 | 0.00 | (131,000.00) | 0.00 |

| <u>By Class of Asset</u> | Written Down Value | | Sale Proceeds | | Profit(Loss) | |
|---------------------------------|--|--|--|--|--|--|
| | 2018/19 Adopted Budget \$ | 2018/19 YTD Actual \$ | 2018/19 Adopted Budget \$ | 2018/19 YTD Actual \$ | 2018/19 Adopted Budget \$ | 2018/19 YTD Actual \$ |
| Plant & Equipment | | | | | | |
| John Deere 670G 2012 Grader | 133,000.00 | 0.00 | 80,000.00 | 0.00 | (53,000.00) | 0.00 |
| Ammann AP240 Multi Tyre Roller | 25,000.00 | 0.00 | 25,000.00 | 0.00 | 0.00 | 0.00 |
| Bobcat & Attachments | 37,000.00 | 0.00 | 20,000.00 | 0.00 | (17,000.00) | 0.00 |
| John Deere 624K Z Bar Loader | 98,000.00 | 0.00 | 80,000.00 | 0.00 | (18,000.00) | 0.00 |
| Mitsubishi Triton | 10,000.00 | 0.00 | 8,000.00 | 0.00 | (2,000.00) | 0.00 |
| Mitsubishi Triton GLX | 24,000.00 | 0.00 | 16,000.00 | 0.00 | (8,000.00) | 0.00 |
| Duraquip Side Tipper | 35,000.00 | 0.00 | 10,000.00 | 0.00 | (25,000.00) | 0.00 |
| Toyota Prado (CEO) | 52,000.00 | 0.00 | 50,000.00 | 0.00 | (2,000.00) | 0.00 |
| Toyota Hilux D/C (MES) | 46,000.00 | 0.00 | 40,000.00 | 0.00 | (6,000.00) | 0.00 |
| Toyota Kluger (MCCS) | 21,000.00 | 0.00 | 21,000.00 | 0.00 | 0.00 | 0.00 |
| | 481,000.00 | 0.00 | 350,000.00 | 0.00 | (131,000.00) | 0.00 |

Summary

| | | |
|---------------------------|---------------------|-------------|
| Profit on Asset Disposals | 0.00 | 0.00 |
| Loss on Asset Disposals | (131,000.00) | 0.00 |
| | <u>(131,000.00)</u> | <u>0.00</u> |

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

| Particulars | Principal 1-Jul-18 | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
|------------------------------------|-----------------------|------------------------------------|--------------------------------|------------------------------------|--------------------------------|------------------------------------|--------------------------------|
| | | 2018/19 Adopted Budget \$ | 2018/19 YTD Actual \$ | 2018/19 Adopted Budget \$ | 2018/19 YTD Actual \$ | 2018/19 Adopted Budget \$ | 2018/19 YTD Actual \$ |
| Housing | | | | | | | |
| Loan 145 Satff Housing | 258,870 | 33,907 | 16,833 | 224,964 | 242,037 | 8,779 | 736 |
| Loan 147 Other Housing | 254,711 | 15,919 | 7,893 | 238,792 | 246,818 | 10,153 | 2,116 |
| Recreation and Culture | | | | | | | |
| Loan 146 Hopetoun Community Centre | 325,114 | 13,123 | 6,503 | 311,991 | 318,611 | 13,772 | 1,225 |
| Transport | | | | | | | |
| Loan 138D Town Street | 318,113 | 26,801 | 13,181 | 291,312 | 304,932 | 22,889 | 2,598 |
| Loan 144 Town Street | 205,645 | 47,682 | 23,548 | 157,962 | 182,097 | 11,005 | 2,546 |
| Loan 143B Refinance | 231,832 | 30,365 | 15,075 | 201,467 | 216,757 | 7,862 | 659 |
| Loan 138E Refinance | 301,765 | 33,884 | 16,815 | 267,881 | 284,950 | 10,820 | 957 |
| | 1,896,049 | 201,680 | 99,848 | 1,694,368 | 1,796,201 | 85,280 | 10,837 |

(*) Self supporting loan financed by payments from third parties.

All other loan repayments were financed by general purpose revenue.

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

| | 2018/19 Adopted Budget \$ | 2018/19 YTD Actual \$ |
|--|------------------------------------|--------------------------------|
| 4. RESERVES | | |
| Cash Backed Reserves | | |
| (a) Plant Reserve | | |
| Opening Balance | 430,959 | 430,959 |
| Amount Set Aside / Transfer to Reserve | 6,801 | 425 |
| Amount Used / Transfer from Reserve | 0 | 0 |
| | <u>437,760</u> | <u>431,384</u> |
| (b) Emergency Farm Water Reserve | | |
| Opening Balance | 26,734 | 26,734 |
| Amount Set Aside / Transfer to Reserve | 422 | 26 |
| Amount Used / Transfer from Reserve | 0 | 0 |
| | <u>27,156</u> | <u>26,760</u> |
| (c) Building Reserve | | |
| Opening Balance | 1,519,294 | 1,519,294 |
| Amount Set Aside / Transfer to Reserve | 1,223,977 | 1,499 |
| Amount Used / Transfer from Reserve | (1,200,000) | (1,950,000) |
| | <u>1,543,271</u> | <u>(429,207)</u> |
| (d) Road & Footpath Reserve | | |
| Opening Balance | 422,867 | 422,867 |
| Amount Set Aside / Transfer to Reserve | 6,673 | 309 |
| Amount Used / Transfer from Reserve | 0 | 0 |
| | <u>429,540</u> | <u>423,176</u> |
| (e) Swimming Pool Upgrade Reserve | | |
| Opening Balance | 44,031 | 44,031 |
| Amount Set Aside / Transfer to Reserve | 695 | 152 |
| Amount Used / Transfer from Reserve | 0 | 0 |
| | <u>44,726</u> | <u>44,183</u> |
| (f) UHF Repeater Reserve | | |
| Opening Balance | 0 | 0 |
| Amount Set Aside / Transfer to Reserve | 0 | 0 |
| Amount Used / Transfer from Reserve | 0 | 0 |
| | <u>0</u> | <u>0</u> |
| (g) Airport Reserve | | |
| Opening Balance | 751,528 | 751,528 |
| Amount Set Aside / Transfer to Reserve | 61,860 | 742 |
| Amount Used / Transfer from Reserve | (369,303) | 0 |
| | <u>444,085</u> | <u>752,270</u> |
| (h) Waste & Sewerage Reserve | | |
| Opening Balance | 298,032 | 298,032 |
| Amount Set Aside / Transfer to Reserve | 39,703 | 294 |
| Amount Used / Transfer from Reserve | 0 | 0 |
| | <u>337,735</u> | <u>298,326</u> |

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

| | 2018/19 Adopted Budget \$ | 2018/19 YTD Actual \$ |
|---|------------------------------------|--------------------------------|
| 4. RESERVES (Continued) | | |
| Cash Backed Reserves (Continued) | | |
| (i) State Barrier Fence Reserve | | |
| Opening Balance | 214,099 | 214,099 |
| Amount Set Aside / Transfer to Reserve | 73,379 | 211 |
| Amount Used / Transfer from Reserve | 0 | 0 |
| | <u>287,478</u> | <u>214,310</u> |
| (j) Leave Reserve | | |
| Opening Balance | 94,483 | 94,483 |
| Amount Set Aside / Transfer to Reserve | 26,491 | 93 |
| Amount Used / Transfer from Reserve | (53,000) | 0 |
| | <u>67,974</u> | <u>94,576</u> |
| Total Cash Backed Reserves | <u><u>3,619,725</u></u> | <u><u>1,855,778</u></u> |

All of the above reserve accounts are to be supported by money held in financial institutions.

**Summary of Transfers
To Cash Backed Reserves**

Transfers to Reserves

| | | |
|-------------------------------|------------------|--------------|
| Plant Reserve | 6,801 | 425 |
| Emergency Farm Water Reserve | 422 | 26 |
| Building Reserve | 1,223,977 | 1,499 |
| Road & Footpath Reserve | 6,673 | 309 |
| Swimming Pool Upgrade Reserve | 695 | 152 |
| UHF Repeater Reserve | 0 | 0 |
| Airport Reserve | 61,860 | 742 |
| Waste & Sewerage Reserve | 39,703 | 294 |
| State Barrier Fence Reserve | 73,379 | 211 |
| Leave Reserve | 26,491 | 93 |
| | <u>1,440,001</u> | <u>3,751</u> |

Transfers from Reserves

| | | |
|--|-------------------------|---------------------------|
| Plant Reserve | 0 | 0 |
| Emergency Farm Water Reserve | 0 | 0 |
| Building Reserve | (1,200,000) | (1,950,000) |
| Road & Footpath Reserve | 0 | 0 |
| Swimming Pool Upgrade Reserve | 0 | 0 |
| UHF Repeater Reserve | 0 | 0 |
| Airport Reserve | (369,303) | 0 |
| Waste & Sewerage Reserve | 0 | 0 |
| State Barrier Fence Reserve | 0 | 0 |
| Leave Reserve | (53,000) | 0 |
| | <u>(1,622,303)</u> | <u>(1,950,000)</u> |
| Total Transfer to/(from) Reserves | <u><u>(182,302)</u></u> | <u><u>(1,946,249)</u></u> |

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

4. RESERVES (Continued)

Cash Backed Reserves (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Plant Reserve

To be used to assist in the purchasing of major plant and machinery.

Emergency Farm Water Reserve

To be used for the repair and/or construction of emergency farm water supplies in the Shire of Ravensthorpe

Building Reserve

To be used for the construction, refurbishment, modification or renovation of all buildings in the Shire of Ravensthorpe

Road and Footpath Reserve

To be used for the construction, renewal, resealing or repair of the road and footpath network.

Swimming Pool Upgrade Reserve

To be used towards any major repairs or improvements for the Ravensthorpe swimming pool.

UHF Repeater Reserve

Used in 2016/17 for upgrded diplexer on UHF Radio Repeaters in Hopetoun and Munglinup.

Airport Reserve

To be used for the construction, reconstruction, repairs or modification of facilities including buildings, tarmac, airstrip and associated infrastructure at the Ravensthorpe Airport

Waste and Sewerage Reserve

To be used for the repair and/or construction of waste and sewerage facilities in the Shire of Ravensthorpe.

State Barrier Fence Reserve

To be used for the extension of the State Barrier Fence from Ravensthorpe to Esperance

Leave Reserve

To be used to fund long service leave and non-current annual leave requirements

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

| | 2017/18 B/Fwd Per 2018/19 Budget \$ | 2017/18 B/Fwd Per Financial Report \$ | OCTOBER 2018 Actual \$ |
|--|--|--|---|
| 5. NET CURRENT ASSETS | | | |
| Composition of Estimated Net Current Asset Position | | | |
| CURRENT ASSETS | | | |
| Cash - Unrestricted | (294,724) | (1,138,613) | 2,402,774 |
| Cash - Restricted Unspent Grants | 0 | 866,807 | 220,000 |
| Cash - Restricted Unspent Loans | 0 | 0 | 0 |
| Cash - Restricted Reserves | 3,802,027 | 3,802,028 | 1,855,780 |
| Receivables (Budget Purposes Only) | 0 | 0 | 0 |
| Rates Outstanding | 189,049 | 189,049 | 1,292,653 |
| Sundry Debtors | 58,758 | 58,758 | 682,266 |
| Provision for Doubtful Debts | 0 | 0 | 0 |
| Gst Receivable | 328,810 | 328,810 | 172,351 |
| Accrued Income/Payments In Advance | 4,369,362 | 4,369,362 | 0 |
| Loans - Clubs/Institutions | 0 | 0 | 0 |
| Inventories | 16,247 | 16,247 | 16,247 |
| | <u>8,469,529</u> | <u>8,492,448</u> | <u>6,642,071</u> |
| LESS: CURRENT LIABILITIES | | | |
| Payables and Provisions (Budget Purposes Only) | 0 | 0 | 0 |
| Sundry Creditors | (1,897,231) | (1,897,231) | (214,580) |
| Accrued Interest On Loans | (26,421) | (26,421) | 0 |
| Accrued Salaries & Wages | (28,464) | (28,464) | 0 |
| Income In Advance | 0 | 0 | 0 |
| Gst Payable | (66,980) | (12,767) | (9,061) |
| Payroll Creditors | 0 | (54,213) | (48,069) |
| Accrued Expenses | (330,595) | (327,905) | 0 |
| PAYG Liability | 0 | 0 | 0 |
| Other Payables | 0 | 0 | (3,657) |
| Current Employee Benefits Provision | (445,306) | (445,307) | (426,471) |
| Current Loan Liability | (201,680) | (201,680) | (101,833) |
| | <u>(2,996,677)</u> | <u>(2,993,988)</u> | <u>(803,671)</u> |
| NET CURRENT ASSET POSITION | 5,472,852 | 5,498,460 | 5,838,400 |
| Less: Cash - Reserves - Restricted | (3,802,027) | (3,802,028) | (1,855,780) |
| Less: Cash - Unspent Grants - Restricted | 0 | 0 | 0 |
| Add Back : Component of Leave Liability not Required to be Funded | 445,306 | 445,307 | 426,471 |
| Add Back : Current Loan Liability | 201,680 | 201,680 | 101,833 |
| Adjustment for Trust Transactions Within Muni | 0 | 0 | 0 |
| ESTIMATED SURPLUS/(DEFICIENCY) C/FWD | <u>2,317,811</u> | <u>2,343,419</u> | <u>4,510,924</u> |

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

6. RATING INFORMATION

| RATE TYPE | Rate in \$ | Number of Properties | Rateable Value \$ | 2018/19 Rate Revenue \$ | 2018/19 Interim Rates \$ | 2018/19 Back Rates \$ | 2018/19 Total Revenue \$ | 2018/19 Budget \$ |
|-------------------------------|-----------------------|-------------------------------------|----------------------------------|--|---|--|---|----------------------------------|
| General Rate | | | | | | | | |
| GRV Residential | 0.112985 | 775 | 10,913,894 | 1,233,106 | | | 1,233,106 | 1,235,814 |
| GRV Commercial | 0.126873 | 34 | 1,404,972 | 178,253 | | | 178,253 | 178,253 |
| GRV Industrial | 0.148920 | 35 | 512,772 | 76,362 | | | 76,362 | 76,362 |
| GRV Transient Workforce Accom | 0.301308 | 1 | 780,000 | 235,020 | | | 235,020 | 235,020 |
| GRV Short Stay Accommodation | 0.301308 | 1 | 72,800 | 21,935 | | | 21,935 | 21,935 |
| UV - Mining | 0.080000 | 64 | 2,164,211 | 173,137 | | | 173,137 | 173,137 |
| UV - Rural | 0.009428 | 340 | 205,000,000 | 1,932,740 | | | 1,932,740 | 1,929,007 |
| Non-Rateable | | | | | | | | |
| Sub-Totals | | 1,250 | 220,848,649 | 3,850,553 | 0 | 0 | 3,850,553 | 3,849,528 |
| Minimum Rates | Minimum \$ | | | | | | | |
| GRV Residential | 850 | 379 | 1,106,364 | 322,150 | | 0 | 322,150 | 323,850 |
| GRV Commercial | 850 | 9 | 44,740 | 7,650 | | 0 | 7,650 | 7,650 |
| GRV Industrial | 850 | 12 | 45,268 | 10,200 | | 0 | 10,200 | 10,200 |
| UV - Mining | 300 | 54 | 73,322 | 16,200 | | 0 | 15,600 | 16,500 |
| UV - Rural | 850 | 91 | 4,746,640 | 77,350 | | 0 | 76,506 | 76,500 |
| Sub-Totals | | 545 | 6,016,334 | 433,550 | 0 | 0 | 432,106 | 434,700 |
| Total Rates | | | | | | | 4,282,659 | 4,284,228 |

All land except exempt land in the Shire of Ravensthorpe is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2018/19 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

7. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

| Detail | Balance 01-Jul-18 \$ | Amounts Received \$ | Amounts Paid (\$) | Balance \$ |
|--|-------------------------------------|------------------------------------|----------------------------------|-----------------------|
| Builders Construction Industry Training Func | (25) | 2,251 | (1,877) | 349 |
| Bitumen Tender Document Bond | 487 | 0 | 0 | 487 |
| Building Registration Board Levy | 0 | 11,785 | (1,427) | 10,358 |
| Gym Swipe Card Bond | 10,062 | 1,660 | (380) | 11,342 |
| Hall Hire and Key Bonds | 5,393 | 1,800 | (2,450) | 4,743 |
| Hopetoun Tennis Club | 9,072 | 0 | 0 | 9,072 |
| Police Licensing Receipts | 2,717 | 0 | (2,690) | 27 |
| Candidate Nominations | 0 | 0 | 0 | 0 |
| Pavillion Hire Bonds | 1,233 | 0 | 0 | 1,233 |
| Ravensthorpe Cemetery Group | 76 | 0 | 0 | 76 |
| Rehabilitation Bond - Barminco | 6,866 | 0 | 0 | 6,866 |
| Shire Staff Housing Bond | 0 | 0 | 0 | 0 |
| Rural Subdivisions Shed Bonds | 33,494 | 0 | 0 | 33,494 |
| Standpipe Swipe Card Bond | 2,800 | 50 | (50) | 2,800 |
| Subdivision Maintenance Bonds | 14,375 | 0 | 0 | 14,375 |
| Sundry Overpayments | 5,393 | 1,011 | 0 | 6,404 |
| Swimming Pool Key Deposits | 3,740 | 480 | (120) | 4,100 |
| Unknown Rates Payments | 1,719 | 0 | 0 | 1,719 |
| Flood Damage Donations | 400 | 0 | 0 | 400 |
| | 97,802 | 19,037 | (8,994) | 107,845 |

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

8. OPERATING STATEMENT BY PROGRAM

| | OCTOBER 2018 Actual \$ | 2018/19 Adopted Budget \$ | 2017/18 Actual \$ |
|---|---------------------------------|------------------------------------|-------------------------|
| OPERATING REVENUES | | | |
| Governance | 291 | 3,000 | 3,000 |
| General Purpose Funding | 4,549,776 | 5,364,428 | 5,974,936 |
| Law, Order, Public Safety | 142,028 | 225,190 | 273,528 |
| Health | 6,091 | 3,000 | 3,486 |
| Education and Welfare | 54,090 | 205,500 | 317,898 |
| Housing | 9,040 | 24,900 | 12,860 |
| Community Amenities | 457,051 | 699,097 | 758,411 |
| Recreation and Culture | 91,883 | 206,370 | 476,663 |
| Transport | 469,741 | 12,462,039 | 14,240,934 |
| Economic Services | 31,174 | 141,000 | 177,619 |
| Other Property and Services | 399,184 | 115,000 | 166,078 |
| TOTAL OPERATING REVENUE | 6,210,349 | 19,449,524 | 22,405,414 |
| OPERATING EXPENSES | | | |
| Governance | (213,171) | (641,955) | (512,935) |
| General Purpose Funding | (54,252) | (222,492) | (214,133) |
| Law, Order, Public Safety | (151,363) | (774,051) | (751,432) |
| Health | (93,373) | (278,922) | (311,402) |
| Education and Welfare | (90,033) | (372,723) | (474,312) |
| Housing | (35,333) | (258,313) | (178,558) |
| Community Amenities | (299,873) | (1,431,629) | (1,139,181) |
| Recreation & Culture | (290,023) | (1,800,572) | (1,792,353) |
| Transport | (3,756,570) | (13,665,430) | (15,757,850) |
| Economic Services | (75,531) | (349,466) | (328,653) |
| Other Property and Services | (500,222) | (341,600) | (661,713) |
| TOTAL OPERATING EXPENSE | (5,559,744) | (20,137,152) | (22,122,522) |
| CHANGE IN NET ASSETS RESULTING FROM OPERATIONS | 650,605 | (687,628) | 282,892 |

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

8. OPERATING STATEMENT BY NATURE & TYPE

| | OCTOBER 2018 Actual \$ | 2018/19 Adopted Budget \$ | 2017/18 Actual \$ |
|--|---|--|----------------------------------|
| OPERATING REVENUES | | | |
| Rates | 4,282,659 | 4,279,228 | 3,996,775 |
| Operating Grants, Subsidies and Contributions | (674,305) | 11,240,622 | 15,102,927 |
| Non-Operating Grants, Subsidies and Contributions | 436,892 | 2,320,177 | 1,009,995 |
| Fees and Charges | 580,965 | 1,170,497 | 1,162,712 |
| Service Charges | 0 | 0 | 0 |
| Interest Earnings | 29,828 | 115,000 | 113,476 |
| Profit on Asset Disposals | 0 | 0 | 38,774 |
| Proceeds on Disposal of Assets | 0 | 350,000 | 296,008 |
| Realisation on Disposal of Assets | 0 | (350,000) | (296,008) |
| Other Revenue | 1,554,311 | 324,000 | 980,758 |
| TOTAL OPERATING REVENUE | 6,210,350 | 19,449,524 | 22,405,417 |
| OPERATING EXPENSES | | | |
| Employee Costs | (1,129,545) | (3,268,469) | (3,535,400) |
| Materials and Contracts | (4,000,981) | (12,616,007) | (14,999,278) |
| Utility Charges | (59,114) | (179,750) | (160,194) |
| Depreciation on Non-Current Assets | 0 | (3,302,576) | (2,699,709) |
| Interest Expenses | (10,838) | (85,280) | (91,389) |
| Insurance Expenses | (291,857) | (303,732) | (277,276) |
| Loss on Asset Disposals | 0 | (131,000) | (93,744) |
| FV Adjustment of Non-Current assets | 0 | 0 | 0 |
| Other Expenditure | (67,410) | (250,338) | (265,532) |
| TOTAL OPERATING EXPENSE | (5,559,745) | (20,137,152) | (22,122,522) |
| CHANGE IN NET ASSETS | | | |
| RESULTING FROM OPERATIONS | 650,605 | (687,628) | 282,895 |

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

9. STATEMENT OF FINANCIAL POSITION

| | OCTOBER 2018 Actual \$ | 2017/18 Actual \$ |
|--------------------------------------|---|----------------------------------|
| CURRENT ASSETS | | |
| Cash and Cash Equivalents | 4,478,554 | 3,530,222 |
| Trade and Other Receivables | 2,147,270 | 4,945,979 |
| Inventories | 16,247 | 16,247 |
| TOTAL CURRENT ASSETS | 6,642,071 | 8,492,448 |
| NON-CURRENT ASSETS | | |
| Other Receivables | 23,206 | 23,206 |
| Inventories | 0 | 0 |
| Property, Plant and Equipment | 33,158,953 | 33,097,008 |
| Infrastructure | 154,974,887 | 154,726,164 |
| TOTAL NON-CURRENT ASSETS | 188,157,046 | 187,846,378 |
| TOTAL ASSETS | 194,799,117 | 196,338,826 |
| CURRENT LIABILITIES | | |
| Trade and Other Payables | 275,368 | 2,347,002 |
| Long Term Borrowings | 101,833 | 201,680 |
| Provisions | 426,471 | 445,307 |
| TOTAL CURRENT LIABILITIES | 803,672 | 2,993,989 |
| NON-CURRENT LIABILITIES | | |
| Trade and Other Payables | 0 | 0 |
| Long Term Borrowings | 1,694,368 | 1,694,368 |
| Provisions | 137,998 | 137,998 |
| TOTAL NON-CURRENT LIABILITIES | 1,832,366 | 1,832,366 |
| TOTAL LIABILITIES | 2,636,038 | 4,826,355 |
| NET ASSETS | 192,163,079 | 191,512,471 |
| EQUITY | | |
| Trust Imbalance | 0 | 0 |
| Retained Surplus | 40,883,233 | 38,286,380 |
| Reserves - Cash Backed | 1,855,780 | 3,802,028 |
| Revaluation Surplus | 149,424,064 | 149,424,064 |
| TOTAL EQUITY | 192,163,078 | 191,512,472 |

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 OCTOBER 2018

10. FINANCIAL RATIOS

| | 2019 YTD | 2018 | 2017 | 2016 |
|-------------------------|-------------|------|------|--------|
| Current Ratio | 12.11 | 1.50 | 3.01 | 1.64 |
| Operating Surplus Ratio | 1.77 | 7.04 | 3.29 | (0.24) |

The above ratios are calculated as follows:

| | |
|-------------------------|--|
| Current Ratio | $\frac{\text{Current assets minus restricted current assets}}{\text{Current liabilities minus liabilities associated with restricted assets}}$ |
| Operating Surplus Ratio | $\frac{\text{operating revenue minus operating expense}}{\text{own source operating revenue}}$ |

SHIRE OF RAVENSTHORPE

WORKS BUILDING MAINTENANCE BUDGET 2018/2019

| JOB | Description | Budget | Actuals | Comments |
|--------|--|--------|-----------|--|
| BM810 | Cub House | | 1,308.81 | |
| BM401 | Admin Building | | 819.36 | |
| BM001 | Jubilee Park Toilets | | 459.06 | |
| BM002 | Rangeview Park Toilets | | 138.36 | |
| BM003 | Munglinup Park Toilets | | 0.00 | |
| BM004 | Hopetoun Foreshore Toilets | | 0.00 | |
| BM005 | Kundip Walk Toilets | | 139.50 | |
| BM006 | Two Mile Beach Toilets | | 0.00 | |
| BM007 | Twelve Mile Beach Toilet | | 0.00 | |
| BM008 | Mason Bay Toilets | | 209.83 | |
| BM009 | Starvation Bay Main Toilets | | 279.01 | |
| BM010 | Starvation Bay Sub Toilets | | 0.00 | |
| BM011 | West Beach Toilets | | 104.92 | |
| BM012 | Hamersley Inlet Main Toilets | | 0.00 | |
| BM012A | Hamersley Inlet Toilets - Day Use | | 0.00 | |
| BM013 | Lee Creek Toilets | | 42.19 | |
| BM014 | Mcculloch Park Toilets | | 41.50 | |
| BM015 | Starvation Bay Toilets - Fishermans Camp | | 0.00 | |
| BM016 | Jerdacuttup Parking Bay Toilets | | 0.00 | |
| BM017 | Starvation Bay Toilets - Main Carpark At Boat Ramp | | 0.00 | |
| BM018 | Mason Bay Toilets - Western End Of Camp Ground | | 0.00 | |
| BM101 | Ravensthorpe Tennis Club Pavilion | | 138.65 | |
| BM102 | Ravensthorpe Golf & Bowling Club | | 0.00 | |
| BM103 | Ravensthorpe Hand Gun Club | | 46.00 | |
| BM104 | Hopetoun Recreation Pavilion | | 1,035.53 | |
| BM105 | Hopetoun Golf Club | | 0.00 | |
| BM106 | Munglinup Recreation Pavilion | | 0.00 | |
| BM107 | Munglinup Golf Club | | 0.00 | |
| BM108 | Munglinup Equestrian Club | | 0.00 | |
| BM115 | Swimming Pool | | 816.70 | |
| BM121 | Fitzgerald Hall | | 1.26 | |
| BM122 | Jerdacuttup Hall | | 242.12 | |
| BM123 | North Ravensthorpe Hall | | 0.64 | |
| BM124 | Ravensthorpe Hall | | 12,217.77 | New Portico to Hall entry |
| BM125 | Hopetoun Community Centre | | 3,421.57 | |
| BM150 | Ravensthorpe Museum | | 69.52 | |
| BM154 | Ravensthorpe Recreation Centre | | 13,279.18 | LED Light Replacement program completed \$7K |
| BM170 | Ravensthorpe Crc | | 2,106.19 | |
| BM175 | Dunnart Art Building | | 1,385.88 | |
| BM201 | Ravensthorpe Works Depot | | 423.13 | |
| BM202 | Hopetoun Works Depot | | 1,528.40 | |
| BM205 | Airport Terminal Buildings | | 422.46 | |
| BM402 | 63 Morgan Street (Youth Group) | | 348.43 | |
| BM403 | 59-61 Morgans Street | | 0.00 | |
| BM703 | Hopetoun Drs Surgery | | 520.00 | |
| BM704 | Ravensthorpe Drs Surgery | | 911.42 | |
| BM801 | Ravensthorpe Senior Citizens Centre | | 0.00 | |
| BM802 | Hopetoun Senior Citizens Centre | | 879.38 | |
| BM803 | Ravensthorpe Aged Accomodation Units | | 0.00 | |
| BM804 | Hopetoun Aged Accomodation Units | | 0.00 | |
| BM811 | Little Barrens | | 619.78 | |

| SHIRE OF RAVENSTHORPE | | | | |
|---|------------------------------|-------------------|------------------|----------|
| WORKS BUILDING MAINTENANCE BUDGET 2018/2019 | | | | |
| JOB | Description | Budget | Actuals | Comments |
| BM901 | 4 Daw Street | | 0.00 | |
| BM903 | 18 Carlisle Street - Ceo | | 0.00 | |
| BM904 | 41 Kingsmill Street | | 139.00 | |
| BM905 | 30 Kingsmill Street | | 0.00 | |
| BM910 | 88 Martin Street | | 0.00 | |
| BM914 | 93 Spence Street | | 180.00 | |
| BM916 | Lot 79 Esplanade | | 0.00 | |
| BM917 | 66 Queen Street | | 0.00 | |
| BM918 | 27A Carlisle Street | | 0.00 | |
| BM919 | 27B Carlisle Street | | 0.00 | |
| BM920 | 27C Carlisle Street | | 1,360.00 | |
| BM925 | 5 Daw Street - Doctors House | | 0.00 | |
| TOTAL BUILDING MAINTENANCE BUDGET | | 601,100.00 | 45,635.55 | 8% |

10.1.3 LIBRARY CONTRACTS – RAVENSTHORPE CRC AND HOPETOUN CRC**File Ref:****Applicant:** Ravensthorpe and Hopetoun CRC's**Location:** Ravensthorpe and Hopetoun CRC's**Disclosure of Interest:** Darren Kennedy - Impartiality Interest.**Date:** 5 November 2018**Author:** Darren Kennedy – Manager Corporate & Community Services**Authorising Officer:** Ian Fitzgerald – Chief Executive Officer**Attachments:** 10.1.3.1 Draft Contracts x 2

Summary:

The existing 3 year contracts for Library services in Hopetoun & Ravensthorpe expired on 30 June 2018. This item recommends that the contracts be renewed for a further 3 years.

Background:

The respective Community Resource Centre's (CRC's) in Hopetoun and Ravensthorpe have been successfully providing Library services on behalf of the Shire for many years.

As both CRC's have a heavy reliance on recurrent grant funding, 3 year agreements have been used to provide a level of budget certainty.

The smaller Munglinup Library operated by the Munglinup Community Group is reliant on an annual budget allocation and does not require a formal agreement.

Comment:

The service level agreements ensure the quality of library services offered within the Shire is maintained at a high standard.

Both CRC's are renowned for providing an exceptional service which is highly valued within the community. This was most recently confirmed via the 2018 Community Scorecard presented to Council in October 2018.

From a governance perspective the CRC's furnish the Shire with annual budgets, there is Councillor representation on both CRC committees and a strong working relationship exists between Shire staff and CRC employees.

Consultation:

CRC Managers

Statutory Obligations:

Local Government Act 1995. however it does commit the Shire to funding via the 2019/20 & 2020/21 budget process.

Policy Implications:

Nil

Budget / Financial Implications:

The cost of providing the Library Services is included in the adopted 18/19 budget and it does commit the Shire to funding via the 2019/20 & 2020/21 budget process.

The Hopetoun agreement is \$45,000 and the Ravensthorpe agreement \$47,100 for 2018/19 with annual CPI increments for Year 2 & Year 3 of the agreement.

The reason for the small difference is that Ravensthorpe had the cost of additional projects such as the study with a buddy, school holiday programs and a housebound delivery service funded by Council from 15/16.

Strategic Implications:

Strategic Community Plan – Theme 3: Adequate services and infrastructure

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple Majority

OFFICER RECOMMENDATION**ITEM 10.1.3**

That Council;

1. Approve the contracts for the provision of Library and Customer Services for the Hopetoun Community Resource Centre Incorporated and the Ravensthorpe Community Resource Centre Incorporated for a term of three years commencing from 1 July 2018.
2. Note the contact amount for 2018-2019 is \$45,000 for Hopetoun and \$47,000 for Ravensthorpe to be increased in the 2 subsequent years by Consumer Price Index.
3. Authorise the Chief Executive Officer and Shire President to execute the contracts with the respective Community Resource Centres.
4. Requests the Chief Executive Officer to facilitate a full review of the provision of Library services prior to commencing the 2021/22 Municipal Budget.

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Contract for the provision of services: Library and Customer Services

Shire of Ravensthorpe

Hopetoun Community Resource Centre

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Details

Parties

Hopetoun Community Resource Centre Incorporated

46 Veal Street, Hopetoun, Western Australia

(Service Provider)

Shire of Ravensthorpe

65 Morgans Street, Ravensthorpe, Western Australia

(Service Recipient)

Background

- A The Service Recipient wishes to engage the services of the Service Provider for the provision of the Services.
- B The Service Recipient and the Service Provider have agreed to enter into this Contract as evidence of their agreement in respect of the provision of the Services.

Agreed terms

1. Defined terms and interpretation

1.2 Defined terms

In this Contract –

Additional services means services in addition to the provision of the Core Services specified in **Item 2** of the Schedule;

Budget means the annual operating budget submitted to Council for the financial year ending 30 June;

CEO means the Chief Executive Officer of the Service Recipient and the Chairperson of the Service Provider as applicable;

Code of Conduct means a code of conduct adopted under s5.103 of the *Local Government Act 1995*;

Claim means all and any claim, demand, writ, summons, action, suit, prosecution, proceeding, judgment, order, decree, damages, costs (including legal costs), loss and expense of any kind;

Commencement Date means the date specified in **Item 1** of the Schedule;

Contract means this contract;

Contract Price means the price for the provision of the Core Services as specified in **Item 2** of the Schedule;

Details means the details page at the beginning of the Contract identifying the Parties and the background to the Contract;

Expiry means the date of the expiration of the Term;

Library Officer means an appropriately qualified and skilled person employed by the Service Provider to perform the Services;

LISWA means Library & Information Service of WA;

Notice means a notice under **clause 10.4**;

Party means a Party to the Contract;

Schedule means the schedule to the Contract;

Service Provider means the Hopetoun Community Resource Centre identified as the Service Provider in the Details;

Service Recipient means the Shire of Ravensthorpe (the Council) identified as the Service Recipient in the Details;

Services means the services described in **Item 4** of the Schedule;

Term means the term of this Contract as specified in **Item 3** of the Schedule;

1.3 Interpretation

In this Contract, unless inconsistent with the context -

- d) headings and bolding are for convenience only and do not affect the interpretation of the Contract;
- e) words importing the singular include the plural and vice versa;
- f) a reference to a gender includes a reference to each other gender;
- g) a reference to a person or individual includes a reference to a firm, corporation or other corporate body, authority, government and governmental agency and vice versa;
- h) where a term is assigned a particular meaning, other grammatical forms of that term have a corresponding meaning;
- i) a reference to any written law includes -
 - (i) all written laws amending, consolidating or replacing that written law; and
 - (ii) all regulations, proclamations, planning schemes or local laws made under that written law;
- j) a reference to a Party includes that Party, its successors, permitted assigns, receivers, administrators, executors, substitutes and liquidators;
- k) a reference to any document includes a reference to that document as amended, rectified or replaced from time to time and to any document so amending, rectifying or replacing the document;
- l) the meaning of general words or phrases is not limited by specific examples introduced by 'including', 'for example' or similar expressions;
- m) a rule of construction does not apply to the disadvantage of a Party because the Party was responsible for the preparation of the Contract or any part of it;
- n) an obligation, representation or warranty in favour of two or more persons -
 - (i) is for the benefit of them jointly and severally; and
 - (ii) binds them jointly and severally;
- o) a reference to '\$' or 'dollars' is a reference to Australian dollars; and
- p) unless expressly stated otherwise, a reference to a Party, clause, sub-clause, paragraph or part, is a reference a Party, clause, sub-clause, paragraph or part of or in the Contract.

2. Agreement

2.1 Covenants

- a) The parties covenant with each other on the terms and conditions outlined in this Contract.
- (3) In consideration for the payment of the Contract Price by the Service Recipient, the Service Provider covenants with the Service Recipient to during the Term -
 - d) provide the Services in accordance with the Contract; and

- e) do and perform all other things that are reasonably necessary for the provision of the Services in accordance with the Contract.

2.2 Term

The Term of the Contract commences on the Commencement Date and ends on the Expiry Date.

3. Obligations of the Service Recipient

3.1 Payment of Contract Price

The Service Recipient must pay to the Service Provider the Contract Price in accordance with **Item 2** of the Schedule.

3.2 Payment for Additional Services

The Service Recipient may pay to the Service Provider the value of any Additional Services as per **Item 5** of the Schedule.

3.3 GST

- (1) In this clause -

GST Act means *A New Tax System (Goods and Services Tax) Act 1999* (Cth).

GST Law means the GST Act and any associated legislation including without limitation delegated legislation.

GST, Registered, supply, tax invoice and any other expression used that is defined in the GST Law has the same meaning as given to it in the GST Law.

- (2) Unless specifically described in the Contract as 'GST-inclusive', any consideration to be paid or provided for a supply made under or in connection with the Contract does not include an amount on account of GST and is 'GST-exclusive'.
- (3) Where, under the GST Law, any supply to be made by a Party (**Supplier**) to another Party (**Recipient**) under or in connection with the Contract is subject to GST (other than a supply the consideration for which is specifically described in the Contract as GST-inclusive), then -
 - (a) the consideration payable or to be provided for that supply under the Contract will be increased by, and the Recipient will pay to the Supplier, an amount equal to the GST calculated according to the GST Law;
 - (b) the Recipient shall pay that additional GST amount at the same time and in the same manner as the GST-exclusive consideration is paid or provided; and
 - (c) a reference to the consideration payable for a supply includes the value of any non-monetary consideration for the provision.
- (4) If the Supplier is Registered or required to be Registered, the Supplier must provide a GST compliant tax invoice in connection with any supply made by it under the Contract, failing which the Recipient will not be obliged to make any payment for that supply until the invoice is provided.

4. Service Provider

4.1 Provision of Services

Subject to **clause 4.2**, the Service Provider must provide the services of a Library Officer to the Service Recipient to carry out the Services.

4.2 Budget

The Service Provider will submit an Annual Budget to the Service Recipient by April of each year. The budget is to be broken down into Core Services and Additional Services as per **Item 4** and **Item 5** of the Schedule.

4.3 Acknowledgement

The Service Recipient acknowledges –

- (a) that the Library Officer is a single employee, employed by the Service Provider for the purpose of providing the Services for the Service Provider.
- (b) although the Service Provider will use its best endeavours to ensure that the Library Officer is available to perform the Services for the Service Recipient as and when needed, the availability of the Library Officer is subject to the Library Officer's other obligations and usual conditions of employment such as the Library Officer's entitlement to public holidays and sick and annual leave.

5 Employment Obligations

5.1 Service Provider Responsibility

The Library Officer is an employee of the Service Provider and the Service Provider will be responsible for all employer obligations in regard to the Library Officer, including but not limited to –

- (a) all aspects of the remuneration package that the Library Officer is entitled to receive under his or her employment contract with the Service Provider;
- (b) all usual employment related insurances; and
- (c) any public liability, professional indemnity or other insurance required in regard to the actions or omissions of the Library Officer.

5.2 Service Recipient Responsibility

The Service Recipient will pay a contribution to the Service Provider for the cost of the Service Provider's employment obligations through the Contract Price.

6 Exclusion of liability

- (a) The Service Provider will not be liable for any action or omission of the Library Officer that arises from any instruction, action or omission of the Service Recipient, or any person representing the Service Recipient.

- (b) The Service Recipient agrees to indemnify the Service Provider and to keep the Service Provider indemnified at all times against any Claim arising from a matter for which the Service Provider is not liable under **clause 6(a)**.

7 Conduct

7.1 Code of Conduct

- (a) It is a condition of employment of any employee of the Service Provider that the employee comply with the Service Provider's Code of Conduct and the Library Officer is expected to comply with that Code when performing any function for the Service Recipient.
- (b) Providing the Service Recipient provides a copy of any such code to the Library Officer, the Library Officer is also expected to comply with any Code of Conduct adopted by the Service Recipient that applies to employees, while the Library Officer is performing a function for the Service Recipient.

7.2 CEO instruction

While performing a function for the Service Recipient under this Contract the Library Officer must comply with any instruction from the Service Recipient's CEO, or Manager of Corporate & Community Services, that is reasonable in the circumstances.

8 Termination

8.1 Expiration of term

This Contract will expire at the expiration of the Term and neither Party will have any further obligation under the Contract with the exception of any obligation that accrued prior to termination and remains outstanding (or which survives termination of the Contract).

8.2 Local government reform

If the Service Recipient is amalgamated with another local government, or the boundaries of the Service Recipient are changed in any manner that affects the provision of the Services in a material way, this Contract will terminate on the date that any such amalgamation or boundary change comes into effect, and neither Party will have any further obligation under the Contract with the exception of any obligation that accrued prior to termination and remains outstanding (or which survives termination of the Contract).

8.3 Employee contract termination

- (1) If the employment contract of the Library Officer is terminated for any reason, the Service Provider will endeavour to replace the Library Officer with another employee who is suitably qualified for, and willing to provide, the Services, in the meantime provision of the Services may be suspended until a replacement employee commences employment.
- (2) If the Service Provider is unable to replace the Library Officer under **clause 8.3(1)**, the Contract will be deemed to have terminated from the date of the end of the Library Officer's employment contract, and neither Party will have any further obligation under the Contract with the exception of any obligation that accrued prior to termination and remains outstanding (or which survives termination of the Contract).

8.4 Default or breakdown of relationship

- (1) If either Party considers that the other Party is in breach of the Contract, or is failing to perform the Contract in good faith, the aggrieved Party may access the dispute resolution process in **clause 9** and, if after following that process, the aggrieved Party remains aggrieved that Party may serve Notice on the other Party that it wishes to terminate the Contract.
- (2) If Notice is served under **clause 8.4(1)** the Parties must meet and endeavour to determine from what date the Contract should be terminated and how any remaining obligations (other than those that extend beyond the expiration of the Contract, which will remain in force) are to be fulfilled.
- (3) Subject to compliance with **clauses 8.4(1)** and **8.4(2)**, neither Party is prevented from accessing any legal remedy that may be available to a Party as a result of a breach of the Contract.

9 Dispute resolution

- (1) If either Party is concerned about any aspect of the performance of the Contract and is unable to have that concern addressed through informal means, prior to taking any other action or exercising any legal right, the CEO or Chairperson of the concerned Party must first raise the concern by serving a Notice on the CEO or Chairperson of the other Party.
- (2) Any notice served on a CEO or Chairperson under **clause 9(1)** must clearly identify the matter of concern.
- (3) On receipt of such a Notice a CEO or Chairperson must meet with, or conduct a teleconference with the CEO of the other Party, within 7 days of receipt of the Notice (or within such longer time that is agreed to by both CEOs).
- (4) The CEO or Chairperson of each Party must, acting in good faith, use their best endeavours to agree to a practical solution in regard to a concern that has been raised under this **clause 9**.
- (5) If agreement is reached under **clause 9(4)**, each CEO or Chairperson must use his or her best endeavours to ensure that the agreed practical solution is implemented.
- (6) If agreement is not reached under **clause 9(4)**, or either CEO or Chairperson fails to participate in reaching any such agreement, a concerned Party may access any legal means available to enforce the Contract, or may give Notice to the other Party under **clause 8.4** without prejudicing the capacity of either Party to access any legal means available to enforce this Contract.

10. Miscellaneous

10.1 Confidentiality

The Parties must ensure that, subject to overriding disclosure requirements (such as those in the *Freedom of Information Act 1992*), documents and other information, that are supplied and clearly identified as confidential, are kept confidential. If required in writing by a Party, the other Party

must enter into a separate agreement not to disclose to anyone else any confidential matter even after the Expiry Date or earlier termination of the Contract.

10.2 Entire agreement

The Parties agree that the Contract constitutes the whole and entire agreement between them and supersedes all previous negotiations and agreements written or oral.

10.3 Assignment

Neither Party may assign the benefit of this Contract to another Party.

10.4 Notices

A notice under this Contract must be in writing and served on the recipient by –

- (a) hand delivery;
- (b) email;
- (c) facsimile; or
- (d) post.

10.5 Severability

In the event of part of this Contract being or becoming void or unenforceable then that part shall be severed from the Contract with the intention that the balance of the Contract is to remain in full force and effect, unaffected by the severance.

10.6 Modification and waiver

- (1) The Contract may not be modified, amended or varied except by a document in writing signed by or on behalf of each of the Parties.
- (2) Any modification to a term or condition of the Contract, or waiver or relinquishment of the performance of any term or condition of the Contract, will be effective only if made in writing and executed by or on behalf of the Party granting the waiver.
- (3) No waiver of any one breach of any term or condition of the Contract is to operate as a waiver of any other breach of the same or other term or condition of the Contract.

10.7 Laws of Western Australia apply

The Contract is to be construed and interpreted in accordance with the laws of the State of Western Australia and the Parties agree to submit to the jurisdiction of the courts of that State and of courts competent to hear appeals from them.

Schedule

Item 1 Commencement Date

The service provision period will commence as of 1st July 2018.

Item 2 Contract Price

- a) An annual amount of \$45,000.00 plus GST.
- b) The Service Provider will invoice the Service Recipient quarterly in advance for four equal instalments of \$11,250.00 plus GST
- c) The Service Recipient must pay the amount specified in the quarterly invoice within 14 days of the date of the invoice.
- d) The contract price is to be indexed to the Perth CPI for the 12 months to March period annually and subject to confirmation in Council's annual budget.

Item 3 Term

3 years from the Commencement Date

Item 4 Core Services

- a) Efficient and effective delivery, at the direction of the Manager of Corporate & Community Services of the Service Recipient (**Executive Manager**), of all Shire branch customer and library services.
- b) Within the Shire branch customer services context of (a) above –
 - (i) Make available Council documents which are for public distribution.
- c) Within the library services context of (a) above –
 - (i) Maintain a minimum average public access time of 1,440 hours per year.
 - (ii) Process memberships and loans and reservations of library materials and maintain records and statistics.
 - (iii) Sort and shelve library materials and maintain shelf order
 - (iv) Generate and issue overdue and reservation notices and pursue return of overdue items.
 - (v) Assist users in the use of library services and in the location of information using internal and external resources.

- (vi) Provide a computer for use free of charge to the community for searching the library's catalogue and to undertake private library based research.
- (vii) Provide full details of lost and damaged items to LISWA for processing and advise Council.
- (viii) Arrange inter-library loans, subject requests and special loans for patrons.
- (ix) Participate in the statewide inter-library loan services by sending required items to their libraries.
- (x) Process incoming library stock and exchanges including the control of electronic stock management systems.
- (xi) Select, discard, pack and dispatch return library stock exchanges.
- (xii) Maintain library collections and resources in an accessible and orderly manner.
- (xiii) Maintain effective networks with other community libraries to enhance service delivery and keep abreast of new trends.
- (xiv) Utilise the amount agreed in the annual budget submission or \$2,000 (indexed annually by the agreed CPI rate), whichever is the greater, from the contract price to purchase new books and resources for the library.
- (xv) Make allowance in the budget for the replacement of lost or damaged books.
- (xvi) Repair of books.
- (xvii) Promote the use of library services and library resources within the community.
- (xviii) Utilise the amount agreed in the annual budget submission annual or \$1,500 (indexed annually by the agreed CPI rate), whichever is the greater, from the contract price for the training of library volunteers, Community Resource Centre staff and the Library Officer in the delivery of the duties listed in **Item 4** of the Schedule.
- (xix) Attend regional library meetings and workshops as necessary and as part of the annual training budget for the Library Officer.
- (xx) Development of activities and services to increase awareness and utilisation of the library facilities.
- (xxi) Provide an annual statement of library statistics for Council information.
- (xxii) Prepare and submit the annual return as required by LISWA and provide a copy to the Council.
- (xxiii) Maintain the security and safety of the library building and its resources.

- d) Provision of responses to internal and external customer enquiries and complaints relating to the delivery of Library services.
- e) Performance of other duties necessary to the delivery of the duties in accordance with the services as described in this **Item 4** of the Schedule.

Item 5 Additional Services

- (a) Submit by way of the annual budget as per **clause 4.2** any Additional Services or programmes for consideration by Council.
- (b) The Service Provider to provide detail of the purpose and anticipated outcomes of the proposed Additional Services.
- (c) These services are in addition to the Core Services as detailed in **Item 4**
- (d) Council will consider these Additional Services at the time of adopting its annual budget.
- (e) The Service Provider is not to proceed with any Additional Services unless approved by Council.
- (f) The cost of these services, should they be agreed by Council, will be added to the agreed contract price as per **Item 2**.
- (g) The Additional Services are only valid for one budget year.
- (h) The Service Provider will need to resubmit on an annual basis for Additional Services.
- (i) The Service Provider will be notified within fourteen (14) days of the adoption of the Council budget on the outcome of the Additional Services request.
- (j) The agreed Additional Services are to be shown separately on the Service Providers invoice.
- (k) The Council reserves the right to add agreed Additional Services to the Core Services.

Signing page

EXECUTED as an agreement

The **COMMON SEAL** of the **Shire of Ravensthorpe** was hereunto affixed by authority of a resolution of the Council in the presence of:

SHIRE PRESIDENT

(Print Full Name)

CHIEF EXECUTIVE OFFICER

(Print Full Name)

The **COMMON SEAL** of the **Hopetoun Community Resource Centre Inc** was hereunto affixed by authority of the management Committee in the presence of:

CHAIRPERSON

(Print Full Name)

EXECUTIVE OFFICER

(Print Full Name)

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Contract for the provision of services: Library and Customer Services

Shire of Ravensthorpe

Ravensthorpe Community Resource Centre

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33.1 Form of Delivery **Error! Bookmark not defined.**
33.2 Service of Notice **Error! Bookmark not defined.**
33.3 Signing of Notice **Error! Bookmark not defined.**
- 34. AMENDMENTS TO LEASE**.....Error! Bookmark not defined.
- 35. WAIVER**Error! Bookmark not defined.

35.1 No General Waiver **Error! Bookmark not defined.**

35.2 Partial Exercise of Right Power or Privilege..... **Error!
Bookmark not defined.**

36. **ACTS BY AGENTS**Error! Bookmark not defined.

37. **STATUTORY POWERS**Error! Bookmark not defined.

38. **FURTHER ASSURANCE**.....Error! Bookmark not defined.

39. **SEVERANCE**.....Error! Bookmark not defined.

40. **MORATORIUM**.....Error! Bookmark not defined.

41. **GOVERNING LAW**Error! Bookmark not defined.

42. **DEFINITIONS**Error! Bookmark not defined.

43. **INTERPRETATION**.....Error! Bookmark not defined.

Details

Parties

Ravensthorpe Community Resource Centre Incorporated
RAVENSTHORPE WA 6346
(Service Provider)

Shire of Ravensthorpe
65 Morgans Street, Ravensthorpe, Western Australia
(Service Recipient)

Background

- A The Service Recipient wishes to engage the services of the Service Provider for the provision of the Services.
- B The Service Recipient and the Service Provider have agreed to enter into this Contract as evidence of their agreement in respect of the provision of the Services.

Agreed terms

Defined terms and interpretation

Defined terms

In this Contract –

Additional services means services in addition to the provision of the Core Services specified in **Item 2** of the Schedule;

Budget means the annual operating budget submitted to Council for the financial year ending 30 June;

CEO means the Chief Executive Officer of the Service Recipient and the Chairperson of the Service Provider as applicable;

Code of Conduct means a code of conduct adopted under s5.103 of the *Local Government Act 1995*;

Claim means all and any claim, demand, writ, summons, action, suit, prosecution, proceeding, judgment, order, decree, damages, costs (including legal costs), loss and expense of any kind;

Commencement Date means the date specified in **Item 1** of the Schedule;

Contract means this contract;

Contract Price means the price for the provision of the Core Services as specified in **Item 2** of the Schedule;

Details means the details page at the beginning of the Contract identifying the Parties and the background to the Contract;

Expiry means the date of the expiration of the Term;

Library Officer means an appropriately qualified and skilled person employed by the Service Provider to perform the Services;

LISWA means Library & Information Service of WA;

Notice means a notice under **clause 10.4**;

Party means a Party to the Contract;

Schedule means the schedule to the Contract;

Service Provider means the Hopetoun Community Resource Centre identified as the Service Provider in the Details;

Service Recipient means the Shire of Ravensthorpe (the Council) identified as the Service Recipient in the Details;

Services means the services described in **Item 4** of the Schedule;

Term means the term of this Contract as specified in **Item 3** of the Schedule;
Interpretation

In this Contract, unless inconsistent with the context -

headings and bolding are for convenience only and do not affect the interpretation of the Contract;

words importing the singular include the plural and vice versa;

a reference to a gender includes a reference to each other gender;

a reference to a person or individual includes a reference to a firm, corporation or other corporate body, authority, government and governmental agency and vice versa;

where a term is assigned a particular meaning, other grammatical forms of that term have a corresponding meaning;

a reference to any written law includes -

all written laws amending, consolidating or replacing that written law; and

all regulations, proclamations, planning schemes or local laws made under that written law;

a reference to a Party includes that Party, its successors, permitted assigns, receivers, administrators, executors, substitutes and liquidators;

a reference to any document includes a reference to that document as amended, rectified or replaced from time to time and to any document so amending, rectifying or replacing the document;

the meaning of general words or phrases is not limited by specific examples introduced by 'including', 'for example' or similar expressions;

a rule of construction does not apply to the disadvantage of a Party because the Party was responsible for the preparation of the Contract or any part of it;

an obligation, representation or warranty in favour of two or more persons -

(i) is for the benefit of them jointly and severally; and

(ii) binds them jointly and severally;

a reference to '\$' or 'dollars' is a reference to Australian dollars; and

unless expressly stated otherwise, a reference to a Party, clause, sub-clause, paragraph or part, is a reference a Party, clause, sub-clause, paragraph or part of or in the Contract.

Agreement

2.1 Covenants

The parties covenant with each other on the terms and conditions outlined in this Contract.

In consideration for the payment of the Contract Price by the Service Recipient, the Service Provider covenants with the Service Recipient to during the Term -
provide the Services in accordance with the Contract; and
do and perform all other things that are reasonably necessary for the provision of the Services in accordance with the Contract.

2.2 Term

The Term of the Contract commences on the Commencement Date and ends on the Expiry Date.

Obligations of the Service Recipient

3.1 Payment of Contract Price

The Service Recipient must pay to the Service Provider the Contract Price in accordance with **Item 2** of the Schedule.

3.2 Payment for Additional Services

The Service Recipient may pay to the Service Provider the value of any Additional Services as per **Item 5** of the Schedule.

3.3 GST

(1) In this clause -

GST Act means *A New Tax System (Goods and Services Tax) Act 1999* (Cth).

GST Law means the GST Act and any associated legislation including without limitation delegated legislation.

GST, Registered, supply, tax invoice and any other expression used that is defined in the GST Law has the same meaning as given to it in the GST Law.

(2) Unless specifically described in the Contract as 'GST-inclusive', any consideration to be paid or provided for a supply made under or in connection with the Contract does not include an amount on account of GST and is 'GST-exclusive'.

(3) Where, under the GST Law, any supply to be made by a Party (**Supplier**) to another Party (**Recipient**) under or in connection with the Contract is subject to GST (other than a supply the consideration for which is specifically described in the Contract as GST-inclusive), then -

(a) the consideration payable or to be provided for that supply under the Contract will be increased by, and the Recipient will pay to the Supplier, an amount equal to the GST calculated according to the GST Law;

(b) the Recipient shall pay that additional GST amount at the same time and in the same manner as the GST-exclusive consideration is paid or provided; and

-
- (c) a reference to the consideration payable for a supply includes the value of any non-monetary consideration for the provision.
 - (4) If the Supplier is Registered or required to be Registered, the Supplier must provide a GST compliant tax invoice in connection with any supply made by it under the Contract, failing which the Recipient will not be obliged to make any payment for that supply until the invoice is provided.

Service Provider

4.1 Provision of Services

Subject to **clause 4.2**, the Service Provider must provide the services of a Library Officer to the Service Recipient to carry out the Services.

4.2 Budget

The Service Provider will submit an Annual Budget to the Service Recipient by April of each year. The budget is to be broken down into Core Services and Additional Services as per **Item 4** and **Item 5** of the Schedule.

4.3 Acknowledgement

The Service Recipient acknowledges –

- (a) that the Library Officer is a single employee, employed by the Service Provider for the purpose of providing the Services for the Service Provider.
- (b) although the Service Provider will use its best endeavours to ensure that the Library Officer is available to perform the Services for the Service Recipient as and when needed, the availability of the Library Officer is subject to the Library Officer's other obligations and usual conditions of employment such as the Library Officer's entitlement to public holidays and sick and annual leave.

5 Employment Obligations

5.1 Service Provider Responsibility

The Library Officer is an employee of the Service Provider and the Service Provider will be responsible for all employer obligations in regard to the Library Officer, including but not limited to –

- (a) all aspects of the remuneration package that the Library Officer is entitled to receive under his or her employment contract with the Service Provider;
- (b) all usual employment related insurances; and
- (c) any public liability, professional indemnity or other insurance required in regard to the actions or omissions of the Library Officer.

5.2 Service Recipient Responsibility

The Service Recipient will pay a contribution to the Service Provider for the cost of the Service Provider's employment obligations through the Contract Price.

6 Exclusion of liability

- (a) The Service Provider will not be liable for any action or omission of the Library Officer that arises from any instruction, action or omission of the Service Recipient, or any person representing the Service Recipient.
- (b) The Service Recipient agrees to indemnify the Service Provider and to keep the Service Provider indemnified at all times against any Claim arising from a matter for which the Service Provider is not liable under **clause 6(a)**.

7 Conduct

7.1 Code of Conduct

- (a) It is a condition of employment of any employee of the Service Provider that the employee comply with the Service Provider's Code of Conduct and the Library Officer is expected to comply with that Code when performing any function for the Service Recipient.
- (b) Providing the Service Recipient provides a copy of any such code to the Library Officer, the Library Officer is also expected to comply with any Code of Conduct adopted by the Service Recipient that applies to employees, while the Library Officer is performing a function for the Service Recipient.

7.2 CEO instruction

While performing a function for the Service Recipient under this Contract the Library Officer must comply with any instruction from the Service Recipient's CEO, or Manager of Corporate & Community Services, that is reasonable in the circumstances.

8 Termination

8.1 Expiration of term

This Contract will expire at the expiration of the Term and neither Party will have any further obligation under the Contract with the exception of any obligation that accrued prior to termination and remains outstanding (or which survives termination of the Contract).

8.2 Local government reform

If the Service Recipient is amalgamated with another local government, or the boundaries of the Service Recipient are changed in any manner that affects the provision of the Services in a material way, this Contract will terminate on the date that any such amalgamation or

boundary change comes into effect, and neither Party will have any further obligation under the Contract with the exception of any obligation that accrued prior to termination and remains outstanding (or which survives termination of the Contract).

8.3 Employee contract termination

- (1) If the employment contract of the Library Officer is terminated for any reason, the Service Provider will endeavour to replace the Library Officer with another employee who is suitably qualified for, and willing to provide, the Services, in the meantime provision of the Services may be suspended until a replacement employee commences employment.
- (2) If the Service Provider is unable to replace the Library Officer under **clause 8.3(1)**, the Contract will be deemed to have terminated from the date of the end of the Library Officer's employment contract, and neither Party will have any further obligation under the Contract with the exception of any obligation that accrued prior to termination and remains outstanding (or which survives termination of the Contract).

8.4 Default or breakdown of relationship

- (1) If either Party considers that the other Party is in breach of the Contract, or is failing to perform the Contract in good faith, the aggrieved Party may access the dispute resolution process in **clause 9** and, if after following that process, the aggrieved Party remains aggrieved that Party may serve Notice on the other Party that it wishes to terminate the Contract.
- (2) If Notice is served under **clause 8.4(1)** the Parties must meet and endeavour to determine from what date the Contract should be terminated and how any remaining obligations (other than those that extend beyond the expiration of the Contract, which will remain in force) are to be fulfilled.
- (3) Subject to compliance with **clauses 8.4(1)** and **8.4(2)**, neither Party is prevented from accessing any legal remedy that may be available to a Party as a result of a breach of the Contract.

9 Dispute resolution

- (1) If either Party is concerned about any aspect of the performance of the Contract and is unable to have that concern addressed through informal means, prior to taking any other action or exercising any legal right, the CEO or Chairperson of the concerned Party must first raise the concern by serving a Notice on the CEO or Chairperson of the other Party.
- (2) Any notice served on a CEO or Chairperson under **clause 9(1)** must clearly identify the matter of concern.
- (3) On receipt of such a Notice a CEO or Chairperson must meet with, or conduct a teleconference with the CEO of the other Party, within 7 days of receipt of the Notice (or within such longer time that is agreed to by both CEOs).

-
- (4) The CEO or Chairperson of each Party must, acting in good faith, use their best endeavours to agree to a practical solution in regard to a concern that has been raised under this **clause 9**.
 - (5) If agreement is reached under **clause 9(4)**, each CEO or Chairperson must use his or her best endeavours to ensure that the agreed practical solution is implemented.
 - (6) If agreement is not reached under **clause 9(4)**, or either CEO or Chairperson fails to participate in reaching any such agreement, a concerned Party may access any legal means available to enforce the Contract, or may give Notice to the other Party under **clause 8.4** without prejudicing the capacity of either Party to access any legal means available to enforce this Contract.

10. Miscellaneous

10.1 Confidentiality

The Parties must ensure that, subject to overriding disclosure requirements (such as those in the *Freedom of Information Act 1992*), documents and other information, that are supplied and clearly identified as confidential, are kept confidential. If required in writing by a Party, the other Party must enter into a separate agreement not to disclose to anyone else any confidential matter even after the Expiry Date or earlier termination of the Contract.

10.2 Entire agreement

The Parties agree that the Contract constitutes the whole and entire agreement between them and supersedes all previous negotiations and agreements written or oral.

10.3 Assignment

Neither Party may assign the benefit of this Contract to another Party.

10.4 Notices

A notice under this Contract must be in writing and served on the recipient by –

- (a) hand delivery;
- (b) email;
- (c) facsimile; or
- (d) post.

10.5 Severability

In the event of part of this Contract being or becoming void or unenforceable then that part shall be severed from the Contract with the intention that the balance of the Contract is to remain in full force and effect, unaffected by the severance.

10.6 Modification and waiver

- (1) The Contract may not be modified, amended or varied except by a document in writing signed by or on behalf of each of the Parties.
- (2) Any modification to a term or condition of the Contract, or waiver or relinquishment of the performance of any term or condition of the Contract, will be effective only if made in writing and executed by or on behalf of the Party granting the waiver.
- (3) No waiver of any one breach of any term or condition of the Contract is to operate as a waiver of any other breach of the same or other term or condition of the Contract.

10.7 Laws of Western Australia apply

The Contract is to be construed and interpreted in accordance with the laws of the State of Western Australia and the Parties agree to submit to the jurisdiction of the courts of that State and of courts competent to hear appeals from them.

Schedule

Item 1 Commencement Date

The service provision period will commence as of 1st July 2018.

Item 2 Contract Price

- a) An annual amount of \$47,100.00 plus GST.
- b) The Service Provider will invoice the Service Recipient quarterly in advance for four equal instalments of \$11,775.00 plus GST
- c) The Service Recipient must pay the amount specified in the quarterly invoice within 14 days of the date of the invoice.
- d) The contract price is to be indexed to the Perth CPI for the 12 months to March period annually and subject to confirmation in Council's annual budget.

Item 3 Term

3 years from the Commencement Date

Item 4 Core Services

- a) Efficient and effective delivery, at the direction of the Manager of Corporate & Community Services of the Service Recipient (**Executive Manager**), of all Shire branch customer and library services.
- b) Within the Shire branch customer services context of (a) above –
 - (i) Make available Council documents which are for public distribution.
- c) Within the library services context of (a) above –
 - i. Maintain a minimum average public access time of 1,440 hours per year.
 - ii. Process memberships and loans and reservations of library materials and maintain records and statistics.
 - iii. Sort and shelve library materials and maintain shelf order
 - iv. Generate and issue overdue and reservation notices and pursue return of overdue items.

-
- v. Assist users in the use of library services and in the location of information using internal and external resources.
 - vi. Provide a computer for use free of charge to the community for searching the library's catalogue and to undertake private library based research.
 - vii. Provide full details of lost and damaged items to LISWA for processing and advise Council.
 - viii. Arrange inter-library loans, subject requests and special loans for patrons.
 - ix. Participate in the statewide inter-library loan services by sending required items to their libraries.
 - x. Process incoming library stock and exchanges including the control of electronic stock management systems.
 - xi. Select, discard, pack and dispatch return library stock exchanges.
 - xii. Maintain library collections and resources in an accessible and orderly manner.
 - xiii. Maintain effective networks with other community libraries to enhance service delivery and keep abreast of new trends.
 - xiv. Utilise the amount agreed in the annual budget submission or \$2,000 (indexed annually by the agreed CPI rate), whichever is the greater, from the contract price to purchase new books and resources for the library.
 - xv. Make allowance in the budget for the replacement of lost or damaged books.
 - xvi. Repair of books.
 - xvii. Promote the use of library services and library resources within the community.
 - xviii. Utilise the amount agreed in the annual budget submission annual or \$1,500 (indexed annually by the agreed CPI rate), whichever is the greater, from the contract price for the training of library volunteers, Community Resource Centre staff and the Library Officer in the delivery of the duties listed in **Item 4** of the Schedule.
 - xix. Attend regional library meetings and workshops as necessary and as part of the annual training budget for the Library Officer.
 - xx. Development of activities and services to increase awareness and utilisation of the library facilities.
 - xxi. Provide an annual statement of library statistics for Council information.

-
- xxii. Prepare and submit the annual return as required by LISWA and provide a copy to the Council.
 - xxiii. Maintain the security and safety of the library building and its resources.
 - xxiv. Provide study with a buddy program.
 - xxv. Provide school holiday programs.
 - xxvi. Provide housebound library delivery service.
- d) Provision of responses to internal and external customer enquiries and complaints relating to the delivery of Library services.

Performance of other duties necessary to the delivery of the duties in accordance with the services as described in this **Item 4** of the Schedule.

Item 5 Additional Services

- (a) Submit by way of the annual budget as per **clause 4.2** any Additional Services or programmes for consideration by Council.
- (b) The Service Provider to provide detail of the purpose and anticipated outcomes of the proposed Additional Services.
- (c) These services are in addition to the Core Services as detailed in **Item 4**
- (d) Council will consider these Additional Services at the time of adopting its annual budget.
- (e) The Service Provider is not to proceed with any Additional Services unless approved by Council.
- (f) The cost of these services, should they be agreed by Council, will be added to the agreed contract price as per **Item 2**.
- (g) The Additional Services are only valid for one budget year.
- (h) The Service Provider will need to resubmit on an annual basis for Additional Services.
- (i) The Service Provider will be notified within fourteen (14) days of the adoption of the Council budget on the outcome of the Additional Services request.
- (j) The agreed Additional Services are to be shown separately on the Service Providers invoice.
- (k) The Council reserves the right to add agreed Additional Services to the Core Services.

Signing page

EXECUTED as an agreement

The **COMMON SEAL** of the **Shire of Ravensthorpe** was hereunto affixed by authority of a resolution of the Council in the presence of:

SHIRE PRESIDENT

(Print Full Name)

CHIEF EXECUTIVE OFFICER

(Print Full Name)

The **COMMON SEAL** of the **Ravensthorpe Community Resource Centre Inc** was hereunto affixed by authority of the Management Committee in the presence of:

CHAIRPERSON

(Print Full Name)

EXECUTIVE OFFICER

(Print Full Name)

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10.1.4 RAVENSTHORPE COMMUNITY CHRISTMAS TREE**File Ref:****Applicant:** Not Applicable**Location:** Not Applicable**Disclosure of Officer Interest:** None**Date:** 8/11/2018**Author:** Darren Kennedy – Manager Corporate & Community Services**Authorising Officer:** Ian Fitzgerald – Chief Executive Officer**Attachments:** Nil

Summary:

To recommend to Council that the Ravensthorpe Community Christmas Tree Committee (an unincorporated volunteer group) not be required to take out additional Public Liability Insurance for the Community Christmas tree to be held in Jubilee Park on Saturday 6th December 2018

Background:

The Ravensthorpe Community Christmas Tree Committee, enquired as to whether they would be required to hold a separate Public Liability insurance policy for this community event.

In the ever increasing litigious society that we live, Public Liability Insurance has become a default risk mitigation/expense for just about everything and a confusing subject for community groups

Unfortunately because of the complex nature of insurance, the question of whether it is actually needed is often overlooked. In simple terms a basic risk assessment should be completed in accordance with in this case the Shire's Risk Management Framework.

If the residual risk is within the adopted risk appetite of the Council then the risk can be accepted without the need for further controls.

Comment:

A risk rating is determined by considering the potential consequence and the likelihood of and event occurring.

The Shire's Risk Management Framework has the following definitions:

| Shire of Ravensthorpe Measures of Consequence | | | | | | | |
|---|--------------------------------|-----------------------|---|--|---|---|---|
| Rating (Level) | Health | Financial Impact | Service Interruption | Compliance | Reputational | Property | Environment |
| Insignificant (1) | First aid injuries | Less than \$10,000 | No material service interruption | No noticeable regulatory or statutory impact | Unsubstantiated, low impact, low profile or 'no news' item | Inconsequential damage. | Contained, reversible impact managed by on site response |
| Minor (2) | Medical type injuries | \$10,001 - \$25,000 | Short term temporary interruption – backlog cleared < 1 day | Some temporary non-compliances | Substantiated, low impact, low news item | Localised damage rectified by routine internal procedures | Contained, reversible impact managed by internal response |
| Moderate (3) | Lost time injury <30 Days | \$25,001 - \$100,000 | Medium term temporary interruption – backlog cleared by additional resources < 1 week | Short term non-compliance but with significant regulatory requirements imposed | Substantiated, public embarrassment, moderate impact, moderate news profile | Localised damage requiring external resources to rectify | Contained, reversible impact managed by external agencies |
| Major (4) | Lost time injury >30 Days | \$100,001 - \$750,000 | Prolonged interruption of services – additional resources; performance affected < 1 month | Non-compliance results in termination of services or imposed penalties | Substantiated, public embarrassment, high impact, high news profile, third party actions | Significant damage requiring internal & external resources to rectify | Uncontained, reversible impact managed by a coordinated response from external agencies |
| Catastrophic (5) | Fatality, permanent disability | More than \$750,000 | Indeterminate prolonged interruption of services – non-performance > 1 month | Non-compliance results in litigation, criminal charges or significant damages or penalties | Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions | Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building | Uncontained, irreversible impact |

| Shire of Ravensthorpe Measures of Likelihood | | | |
|--|----------------|---|----------------------------|
| Level | Rating | Description | Frequency |
| 5 | Almost Certain | The event is expected to occur in most circumstances | More than once per year |
| 4 | Likely | The event will probably occur in most circumstances | At least once per year |
| 3 | Possible | The event should occur at some time | At least once in 3 years |
| 2 | Unlikely | The event could occur at some time | At least once in 10 years |
| 1 | Rare | The event may only occur in exceptional circumstances | Less than once in 15 years |

| Shire of Ravensthorpe Risk Matrix | | | | | | |
|-----------------------------------|---|---------------|--------------|--------------|--------------|--------------|
| Consequence | | Insignificant | Minor | Moderate | Major | Catastrophic |
| Likelihood | | 1 | 2 | 3 | 4 | 5 |
| Almost Certain | 5 | Moderate (5) | High (10) | High (15) | Extreme (20) | Extreme (25) |
| Likely | 4 | Low (4) | Moderate (8) | High (12) | High (16) | Extreme (20) |
| Possible | 3 | Low (3) | Moderate (6) | Moderate (9) | High (12) | High (15) |
| Unlikely | 2 | Low (2) | Low (4) | Moderate (6) | Moderate (8) | High (10) |
| Rare | 1 | Low (1) | Low (2) | Low (3) | Low (4) | Moderate (5) |

Once an assessment has been completed the Shire has adopted the following Risk Acceptance Criteria.

| Shire of Ravensthorpe Risk Acceptance Criteria | | | |
|---|---|--|---------------------|
| Risk Rank | Description | Criteria | Responsibility |
| LOW (1-4) | Acceptable | Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring | Operational Manager |
| MODERATE (5-9) | Monitor | Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring | Operational Manager |
| HIGH (10-16) | Urgent Attention Required | Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring | Director / CEO |
| EXTREME (16-25) | Unacceptable | Risk only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring | CEO / Council |
| | | | |
| Shire of Ravensthorpe Existing Controls Ratings | | | |
| Rating | Foreseeable | Description | |
| Effective | There is little scope for improvement. | Processes (Controls) operating as intended and / or aligned to Policies & Procedures; are subject to ongoing maintenance and monitoring and are being continuously reviewed and tested. | |
| Adequate | There is some scope for improvement. | Whilst some inadequacies have been identified; Processes (Controls) are in place, are being addressed / complied with and are subject to periodic review and testing. | |
| Inadequate | A need for corrective and / or improvement actions exist. | Processes (Controls) not operating as intended, do not exist, or are not being addressed / complied with, or have not been reviewed or tested for some time. | |

Christmas Tree Event

For a claim of Public Liability to be successful the complainant has to prove gross negligence. With adequate demonstrable controls in place this is an onerous legal argument to mount.

In terms of risk controls for the Christmas Tree event the following will be in place:

- The Shire maintains Public Liability cover for the public use of Jubilee Park.
- The Ravensthorpe Youth Club who will be selling alcohol as a fundraiser will be covered by their own Public Liability Policy.
- The Shire will conduct and document a thorough playground inspection prior to the event.

With the above controls in place the consequence of an event occurring is considered minor and the likelihood possible. This provides a Moderate Risk rating that is acceptable with adequate controls at an operational level.

It is therefore recommended that Council accept the risk and not require the Ravensthorpe Community Christmas Tree committee to take out additional Public Liability coverage for this one off event.

Consultation:

LGIS – Manager David Wood

Statutory Obligations:

Nil

Policy Implications:

Nil

Budget / Financial Implications:

Nil – The cost of a separate one off Public Liability Insurance Policy is estimated at \$300.

Strategic Implications:

Strategic Community Plan: Theme 1: A healthy, strong and connected community that is actively engaged and involved;

Outcome 1.1: Connected families

Outcome 1.3: Community engagement

Risk

| Risk | Likelihood | Consequence | Risk Rating | Risk Action Plan |
|---|--------------|-------------|--------------|--|
| Failure to provide safe public space for community event. | Possible (3) | Minor (2) | Moderate (6) | Accept Risk without additional controls. |

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple majority

| | |
|--|-------------|
| OFFICER RECOMMENDATION | ITEM 10.1.4 |
| That Council not require the Ravensthorpe Community Christmas Tree committee to take out additional Public Liability Insurance coverage for event to be held on 6 th December 2018. | |

10.2 MANAGER OF PLANNING AND DEVELOPMENT

Nil

10.3 MANAGER OF ENGINEERING SERVICES

Nil

10.4 CHIEF EXECUTIVE OFFICER**10.4.1 SHIRE OF RAVENSTHORPE CITIZEN OF THE YEAR AWARDS**

| | |
|--|--|
| File Ref: | CR.AW.2 |
| Applicant: | Not applicable |
| Location: | Not applicable |
| Disclosure of Officer Interest: | None |
| Date: | 2 November, 2018 |
| Author: | Helen Coleman – Personal Assistant |
| Authorising Officer: | Ian Fitzgerald – Chief Executive Officer |
| Attachments: | Yes - Nominations provided under separate cover |

Summary:

To consider the Citizen of the Year Award Nominations received.

Background:

A part of the Australia Day awards, the Citizen of the Year Awards focuses on community contribution and participation rather than personal achievement.

The awards highlight active citizenship, outstanding contribution to the local community and Australian pride and spirit. There are four categories;

- Citizen of the Year
- Senior Citizen of the Year (over 65 years of age)
- Youth Citizen of the Year (under 25 years of age)
- Active Citizenship Award (to recognise a community group or event)

Comment:

Councillors have been provided with a copy of the nominations. Council is now required to determine recipients of the awards for presentation on Australia Day.

Consultation:

Advertised in the Community Spirit, at the Ravensthorpe and Hopetoun Resource Centres and on the Shire of Ravensthorpe website and facebook page.

Statutory Obligations:

Nil

Policy Implications:

Nil

Budget / Financial Implications:

Nil

Strategic Implications:

Nil

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple majority

| | |
|--|--------------------|
| OFFICER RECOMMENDATION | ITEM 10.4.1 |
| <p>That the Citizen of the Year Award Senior Citizen of the Year Award, be awarded to _____.</p> <p>That the Citizen of the Year Award Citizen of the Year Award, be awarded to _____.</p> <p>That the Citizen of the Year Award Active Citizenship Award, be awarded to _____.</p> | |

NOTE: Names of recipients to be embargoed until announced at the Australia Day function.

10.4.2 COMMUNITY DEVELOPMENT FUND 2018/19**File Ref:****Applicant:** Jerdacuttup Community Association**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 7th November 2018**Author:** Ian Fitzgerald – Chief Executive Officer**Authorising Officer:** Not applicable**Attachments:** 10.4.2.1 Community Development Fund Application**Summary:**

Each year before the budget adoption the Shire of Ravensthorpe opens a local community group grant scheme called the Community Development Fund. This enables groups to apply for a grant of up to \$5000. This year an application submitted by the Jerdacuttup Community Group was not actually received by the office. This has just come to our notice when asked the outcome of the 2018/19 applications.

This item recommends that Council agree to fund the application.

Background:

Minor Community Grants may be used for any purpose, including minor building construction, maintenance or repair, equipment purchase or hire, events or functions, operating expenses, relief from Council fees and charges etc. The 2018/19 applications were presented to the June 2018 Council meeting and all approved for funding with allowance made in the annual budget.

Comment:

The Community Development Fund applications for 2018/19 closed on 31st May 2018 for funding after adoption of the annual budget. In 2018/19 we received 10 applications for \$28,881.79 – less than normally funded by Council. All applications were approved by Council and subsequently included in the budget adopted.

For some reason an application emailed by the Jerdacuttup Community Association sent on the 31st May was not received by this office. At times we have difficulty in receiving emails from local organisations with the author on occasions not receiving emails from the Ravensthorpe District High School or the Ravensthorpe Community Resource Centre – one of the joys of modern technology.

The Jerdacuttup Community Association have previously applied for and been successful in receiving CDF grant funding and have provided the required information both on application and acquittal as requested. The application this year also contains the relevant information and is for similar purposes and amounts as to the 2017/18 application.

As it would appear the lack of receipt appears to be a technical issue at the shire end of the system it is recommended that the application be approved for funding.

The budget provides an amount of \$30,000 for the CDF grants so there is a small unallocated amount of \$1,118 that could help fund this particular grant. In addition, the WA Local Government Grants Commission have advised that our final general purpose and road funding allocations for 2018/19 are some \$62,000 more than provided in the 2018/19 budget – advice received after Council had adopted the budget. This allows the financial capacity to fund the application without impacting the budget.

Consultation:

N/A

Statutory Obligations:

N/A

Policy Implications:

Council Policy G5 (Community Development Fund) provides for up to 1% of rate revenue to be allocated to the funding of approved Community Development Fund applications each financial year. In 2018/19 it is anticipated 1% of rate revenue would equate to approximately \$41,000.

Budget / Financial Implications:

The budget provides an amount of \$30,000 for the CDF grants so there is a small unallocated amount of \$1,118 that could help fund this particular grant. In addition, the WA Local Government Grants Commission have advised that our final general purpose and road funding allocations for 2018/19 are some \$62,000 more than provided in the 2018/19 budget. This allows the financial capacity to fund the application without impacting the budget.

Strategic Implications:

Council Policy G5 – Community Development Fund states the objectives of the fund to be:

- a) To provide financial assistance for organisations and/or projects, which benefit the community.
- b) To assist community based (not for profit) organisations to develop and maintain facilities.
- c) To provide community based (not for profit) organisations with relief from Council imposed fees and charges.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple majority

OFFICER RECOMMENDATION

ITEM 10.4.2

That Council resolve to fund the Community Development Fund grant application received from the Jerdacuttup Community Association for \$4,354.

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Shire of Ravensthorpe

Community Development Fund

APPLICATION FORM 2018/2019

The closing date for applications is -
4:00pm 31st May 2018

Successful applicants will be notified.

Applications are to be addressed to:

Chief Executive Officer
 Shire of Ravensthorpe
 PO Box 43
 RAVENSTHORPE WA 6346

INFORMATION FOR APPLICANTS

- Before completing this form, applicants should read the Community Development Fund Guidelines.
- Applications should be printed or typed clearly in black ink.
- Please summarise the information in the space provided on the form. If you require further space to describe your project, provide the information as briefly as possible on A4 paper, marking clearly the item to which this additional information refers, and listing these attachments on page four of this application.

PLEASE NOTE

- An application received outside the above deadline will be returned to the Applicant with the request that it be resubmitted for consideration in the following financial year funding round.
- Applications for Community Donations (maximum \$250) can be submitted at any time.
- Please do not bind your application – use a bulldog clip or similar.
- Please submit all attachments in an A4 or A3 format.

APPLICATION SUMMARY SHEET

PLEASE COMPLETE CAREFULLY.

All relevant information must be provided. If assistance is required, please contact Administration at the Shire office

Name of Organisation/Group/Applicant:
 Jerdacuttup Community Association

Address:
 PO Box 213 Ravensthorpe

Contact Person: Sharee Saunders

Contact email:
 jerdacuttupcommunityassociation@hotmail.com

Position: Secretary

Telephone: (H) 98396080
 (W) 0428112263

Amount requested: \$ 4354

Applicant: Jerdacuttup Community Association

Postal Address: PO Box 213 Ravensthorpe

ABN: 72 900 975 973 (If applicable)

Registered for GST? Please select YES NO

(If yes, the grant will be grossed up by 10% for GST and a **tax invoice** must be provided prior to payment)

Contact Person 1: Sharee Saunders

Position: Secretary

Email: jerdacuttupcommunityassociation@hotmail.com

Telephone (hm) 98396080

(wk) 0428112263

Contact Person 2: Karla Williams

Position: President

Email:

Telephone (hm) 0428380076

(wk)

Objectives of the Organisation: (as per Business Plan)

The objectives of the Jerdacuttup Community Association Inc are to:

- Providing a venue for formal and informal social interaction amongst community members throughout the year.
- Managing and maintaining the Hall to enable use or hire by affiliated community groups, the wider community and interstate groups for formal and informal meetings, professional development and gatherings.
- Managing and maintaining the community dam to provide an emergency water supply in times of low rainfall.
- In conjunction with the Shire of Ravensthorpe, maintain and develop the beaches and camping areas of Starvation Bay and Mason Bay.
- Archival record keeping for the community

Current Membership Numbers:

| | | |
|-------------------------------|----------------|------------------|
| 20 years and over | Male 35 | Female 32 |
| Junior (< 20 years) | Male 15 | Female 15 |
| TOTAL | Male 50 | Female 47 |

Existing Facilities:

- Refurbished Community hall
- Fully equipped with TV, modern kitchen and bar facilities

Project Description:

Subsidies to help defray electricity and insurance costs.

Location:

Jerdacuttup

Demonstrated Need / Benefit:

The Jerdacuttup Hall is managed by a very small group of volunteers. The community is shrinking and fund raising is difficult. To continue to provide a well maintained hall, Jerdacuttup Community Association (JCA) needs help to defray some of its overhead costs.

A subsidy to cover insurance and electricity costs would relieve the pressure on the volunteers.

Other organizations involved or sharing facility:

Jerdacuttup Primary School and P&C
Ravensthorpe Regional Arts Council
Jerdacuttup Fire Brigade
RAIN
JRWG
Jerdacuttup Playgroup

If Council contribution does not meet requested amount how will project be financed or affected?:

Without CDF support, our volunteers will need to conduct additional community fundraisers to pay for these annual overheads, increasing pressure on the limited number of volunteers.

Budget

| \$ | Cost ex-GST | GST | Cost Inc GST | Confirmed? | Notes |
|--|--------------------|------------|---------------------|---|--------------|
| Applicant Cash | | | | YES <input type="checkbox"/> NO <input type="checkbox"/> | |
| Voluntary (in kind) labour | | | | YES <input type="checkbox"/> NO <input type="checkbox"/> | |
| Donated materials | | | | YES <input type="checkbox"/> NO <input type="checkbox"/> | |
| Funds from other sources | | | | YES <input type="checkbox"/> NO <input type="checkbox"/> | |
| Amount requested from the Community Development Fund? | | | 4354 | Electricity \$2029 Insurance \$2325 | |
| TOTAL PROJECT AMOUNT | | | | \$4354 | |

Ongoing Management:

Estimated 2018 Costs

Cleaning \$120

Electricity \$ 2029

Maintenance Inside/Outside IN Kind

Gas Bottles 2/year \$280

Insurance \$2325

Repairs \$1000

DECLARATION

I the undersigned, certify that I have been authorized to submit this application and that the information contained therein or in the attachments is, to the best of my knowledge, true and correct.

Name: _____

Position Held: _____

Signature: _____

Date: _____

Ongoing Management:

Estimated 2018 Costs
Cleaning \$120
Electricity \$ 2029
Maintenance Inside/Outside IN Kind
Gas Bottles 2/year \$280
Insurance \$2325
Repairs \$1000

DECLARATION

I the undersigned, certify that I have been authorized to submit this application and that the information contained therein or in the attachments is, to the best of my knowledge, true and correct.

Name: Sharee Saunders
Position Held: Secretary
Signature: Sharee Saunders
Date: 31-5-2018

INCOME/EXPENDITURE STATEMENT 2017/2018

INCOME

| | |
|-------------------------|------------------|
| Hall and Equipment Hire | \$1,851 |
| Fundraising Events | \$4,415 |
| Interest | \$150 |
| Affiliation Fees | \$1,500 |
| CDF Grant | \$2,323 |
| RHFF | \$1,925 |
| TOTAL INCOME | \$ 12,164 |

EXPENSES

| | |
|------------------------------|----------------|
| Electricity | \$2,029 |
| Insurance | \$2,325 |
| Function Catering | \$878 |
| Hall Repairs and Maintenance | \$3,698 |
| Gas Bottle | \$169 |
| Cleaning | \$120 |
| TOTAL EXPENSES | \$9,219 |



Statement Period
30 April 2018 - 31 May 2018

Westpac Community Solutions One

Account Name
JERDACUTTUP COMMUNITY
ASSOCIATION INC

Customer ID
1922 4840 JERDACUTTUP
COMMUNITY ASSOCI..

BSB
036-150 Account Number
225 269

| | |
|-----------------|--------------|
| Opening Balance | + \$7,896.74 |
| Total Credits | + \$267.12 |
| Total Debits | - \$0.00 |
| Closing Balance | + \$8,163.86 |

TRANSACTIONS

Please check all entries on this statement and promptly inform Westpac of any possible error or unauthorised transaction

| DATE | TRANSACTION DESCRIPTION | DEBIT | CREDIT | BALANCE |
|----------|---|-------|--------|----------|
| 30/04/18 | STATEMENT OPENING BALANCE | | | 7,896.74 |
| 28/05/18 | Deposit Online 2431678 Pymt Karla Williams Jca Bar | | 266.45 | 8,163.19 |
| 31/05/18 | Interest Paid | | 0.67 | 8,163.86 |
| 31/05/18 | CLOSING BALANCE | | | 8,163.86 |

CONVENIENCE AT YOUR FINGERTIPS

Use Online, Mobile or Tablet Banking to pay bills, transfer funds, check your account balances and much more

10.4.3 RAVENSTHORPE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

| | |
|--|---|
| File Ref: | |
| Applicant: | Not applicable |
| Location: | Not applicable |
| Disclosure of Officer Interest: | None |
| Date: | 5 November, 2018 |
| Author: | Ashley Peczka – Community Emergency Services Officer |
| Authorising Officer: | Ian Fitzgerald – Chief Executive Officer |
| Attachments: | 10.4.3.1 Minutes attached |

Summary:

The minutes of the Shire of Ravensthorpe Local Emergency Management Committee meeting held on 12th September 2018 are presented for the information of Councillors. There are no recommendations for Council to consider.

Background:

Nil.

Comment:

The Local Emergency Management Committee made no recommendations for Council to consider at this meeting. The Minutes are presented to Council to be received.

Consultation:

Nil

Statutory Obligations:

Emergency Management Act, 2005

Policy Implications:

Shire of Ravensthorpe Local Emergency Management Committee operational guidelines.

Budget / Financial Implications:

Nil

Strategic Implications:

Nil

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple majority

OFFICER RECOMMENDATION

ITEM 10.4.3

That the Minutes of the Shire of Ravensthorpe Local Emergency Management Committee meeting held on 12th September, 2018 be received.

SHIRE OF RAVENSTHORPE



Minutes

LOCAL EMERGENCY MANAGEMENT COMMITTEE

1ST QUARTER MEETING OF THE

LOCAL EMERGENCY MANAGEMENT COMMITTEE

HELD ON: Wednesday 12TH September 2018

COMMENCING AT: 10:00am

RAVENSTHORPE SES BUILDING

1. ATTENDANCE & APOLOGIES see list below:

| ATTENDEES: | | 1 st Quarter | 2 nd Quarter | 3 rd Quarter | 4 th Quarter |
|-------------------|---|-------------------------|-------------------------|-------------------------|-------------------------|
| NAME | ORGANISATION | 05/09/2018 | 05/12/2018 | 06/03/2019 | 05/06/2019 |
| Cr Keith Dunlop | Shire President | Apology | | | |
| Jamie Paterson | WAPOL - Ravensthorpe OIC | ✓ Paul Shields | | | |
| Ashley Peczka | Community Emergency Services Officer | ✓ | | | |
| Rodney Daw | Chief Bush Fire Control Officer | ✓ | | | |
| Ian Fitzgerald | CEO Ravensthorpe | Apology | | | |
| Brendan Nicholas | Dept. Primary Industries & Regional Development | Absent | | | |
| Ashleigh Thurn | DoC - DESO Esperance | Apology | | | |
| Neville Blackburn | DoC - DESO Albany | Apology | | | |
| Stephen Peterson | DFES - Area Officer | ✓ | | | |
| Charlotte Powis | DFES - Community Engagement Officer | Absent | | | |
| TBA | PaW - Ravensthorpe | N/A | | | |
| Keith Dunlop | Hopetoun VFES | Apology | | | |
| Liz Bott | Munglinup SJA | Absent | | | |
| Stacey Jaskiewicz | Ravensthorpe Airport | Apology | | | |
| Tess Robinson | Ravensthorpe Hospital | ✓ Kym Byrne | | | |
| Keith Rowe | Ravensthorpe SES | ✓ | | | |
| Terri Edwards | Ravensthorpe SJA | Absent | | | |
| Gary Webster | Ravensthorpe VFRS | ✓ | | | |
| Adam Smith | OEM - DEMA | Apology | | | |
| Dave Murphy | WAPOL - Hopetoun OIC | ✓ | | | |
| Jarrold Exon | FQM Mining | Absent | | | |
| TBA | Galaxy Lithium | Absent | | | |
| Michelle Fyfe | Community Paramedic | ✓ | | | |
| Karyn Unstead | Water Corp - Esperance | Absent | | | |

Guest:

Nil

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

That the Minutes of the meeting held 13th June 2018 be confirmed.

Moved: Mr Keith Rowe / Second: Ms Michelle Fyfe

Carried Unanimously

3. BUSINESS ARISING FROM MINUTES

- 3.1 D. Murphy thanked for the updated contact that got sent out
- 3.2 D. Murphy provided an update of the Airport exercise; planning on utilising the service of Stacey Abbott (SJA Albany) to do all the molog of victims. Have approached Hopetoun Primary School, to see if any students were keen to attend as mock victims.

4. CORRESPONDENCE

- 4.1 Inwards - State Hazard Plan: Fire – Draft consultation
- 4.2 Inwards- Australian Journal of Emergency Management - July
<https://knowledge.aidr.org.au/resources/ajem-july-2018/>
- 4.3 Inwards – Revised National Principles for Disaster Recovery
- 4.4 Inwards – WALGA Emergency Management News – July
<https://mailchi.mp/walga/axbd540a67-1116785?e=ef272ed5e3>
- 4.5 Inwards – SEMC Communique
- 4.6 Inwards – Release of updated Westplan into State Hazard Plans.

5. AGENDA ITEMS

- 5.1 LEMC/Airport exercise
Mr Dave Murphy advised the points of the upcoming airport exercise;
 - Exercise should commence approx. 8am Sunday 7th October
 - Cassandra Hughes and Stacey Abbot (SJA Albany) coming across to mock up exercise patients.
 - Still seeking numbers for umpires/observers. Rod Daw, Stephen Petersen plus either Cassandra Hughes or Stacey Abbot to assist on the day
 - Fire Drums have been organised
 - Welfare/Catering – Ash advises he is still waiting for Mr Ian Fitzgerald to return back from holidays to confirm Shire can provide lunch for volunteers and participants. Debrief and welfare to occur back at Hopetoun VFES Co-Location building.
 - Community Bus to be organised
- 5.2 DFES Great Southern Region carve up
Mr Stephen Petersen advised the committee the DFES Great Southern region is to be split to create a new DFES region to be known as Upper Great Southern, as per new region map. This will not affect Jerramungup Shire as it will remain within the current Great Southern region and serviced from the Regional Office based in Albany. The new region will take effect as of September 2018.
- 5.3 Visitor Safety Guide
Mr Ashley Peczka advised the committee there is a need to do another run of the Visitor Safety Guide pamphlet and A5 magnets. There is some information required updating within and it's a good opportunity for other relevant agencies to update their relevant agency details.

Previous run of visitor safety guides was paid by the Shire; it seems fair that the cost of the new run of visitor safety guides should be shared around with the all relevant agencies.

5.4 Risk Register Statement

Mr Ashley Peczka completed the following risks to finalise risk register statements, after round table.

- Flood

6. REPORTS

6.1 Hopetoun Police

- Nil

6.2 Ravensthorpe Police

- 1x Road Crash Rescue that didn't require multi agency response.
Mr Ashley Peczka asked what is the process for removing the vehicle in question? as the vehicle itself is getting more damage and it's only a matter of time before the vehicle is set on fire, which is surrounded by Sheoaks. Mr Paul Shields advised it is Main Roads responsibility to remove, but he will follow up with Main Roads.

6.3 Ravensthorpe Health Centre

- Nil

6.4 Bush Fire Brigades

- 83 permits to burn issued
- 10 unwanted fires
- 8 Fire weather warnings
- A planned burn for parts of the FRNP was cancelled due to poor weather
- We had a visit from the minister for emergency services and the commissioner of DFES along with some members of the new Rural fire service , the proposed new structure was explained to those present
- There has been good progress made with chopper rolling of scrub by DPAW which includes Bonnymidgup double break, Desmond track, Some on Moir road. We are told that the program is ongoing into the new financial year
- A burn at Reynolds rain by DPAW and Munglinup BFB has been conducted
- We have had a couple of meetings in Hopetoun to discuss mitigation works proposed. This includes some areas for burning both on UCL and privately owned land, also some mulching and slashing, the whole of the shire was discussed and good progress is being made
- Meetings have also been held with residents at Whale bay and adjoining
- 15/6 FRNP meeting -- received burn program for 2018/19/20/21

- Also 15/6 worked on firebreak notice uniformity in the APZ requirements to produce a paper that is largely reflective of what the majority of shires on the south coast are doing
- 29/6 Adam Smith advised that the financial resources required to reinstate the shires strategic firebreak network following the 2017 flood event. He and Viv Gardiner have provided advice to the shire that the request must come from the shire as under the WANDRRA policy
- 6/7 Funeral of Ian Thomson - permit issuing officer H and brigade member
- 10/7 Further discussions on firebreak notice with updated info to APZs as part of the changes to state planning policy 3.7. Thanks Ashley
- 30/6 Meeting with Darren Klemm commissioner and his deputy Lloyd Bailey \$34 m over 10 years for state mitigation and other issues discussed
- 26/7 Met with OBRM to discuss our current handling of fires following the Albany fires of 24 and 25/5
- 31/7 Ian Fitzgerald advised has had a phone call indicating we may be in line for some funding to help restore at least some of the flood damaged fire access tracks
- 31/7 DFES advises that our region has now been split to Upper Great Southern and Great Southern
- 20/8 Meeting at Hopetoun to discuss bushfire risk management on UCL which included Murray Carter executive director Rural Fire Division. A follow up meeting late September?
- We may set up a committee with reps from Ravensthorpe, Esperance and Jerramungup
- 30/8 Fire Control Officer course held, 2 new FCO's plus the rangers plus Galaxy attended also Gary Webster FRS
- 3/9 Met with V. Hilder to discuss their current DPAW program
- 7/9 A Main Roads harvest mass management scheme distributed

6.5 Shire of Ravensthorpe

- Flood recovery is still in progress, have had some issues with roads requiring reworks
- Darryn Watkins has departed the Shire, whilst Ian is away on holidays one of the civil contractors will be acting in the role til the position can be readvertised.

6.6 Shire of Ravensthorpe Airport

- Skipper Aviation are still bringing in 3 planes per week, which have changed to the following; 19 seater metroliner arriving on Monday / 100 seater Fokker 100 on Wednesday / 30 seater Brasilia arriving on Friday.
- During spring there are lots of birds nesting on the runway strip with 3x near misses with birds. Birds will cause more damage to F100 if they go through one of the turbofan jets.

- 6.7 Ravensthorpe State Emergency Service
 - With all Storm warnings being issued – still nil incidents.
 - SES involved with the tag along tours
 - Airport resurfacing
- 6.8 Ravensthorpe Volunteer Fire and Rescue Service
 - Pump ops course held in Ravensthorpe
 - Attended association meeting
 - Attended AFAC in Perth
- 6.9 Hopetoun Volunteer Fire & Emergency Services
 - Nil.
- 6.10 St John Ambulance – Munglinup
 - Nil.
- 6.11 St John Ambulance – Ravensthorpe
 - AGM held recently
 - SJA state conference
- 6.12 Dept. of Communities
 - Advised if members can be available for a Evacuation/Welfare table top exercise to be held at the Rec Centre for the next LEMC meeting being Wednesday 5th December.
- 6.13 Parks & Wildlife Services
 - Nil
- 6.14 Dept. Fire & Emergency Services
 - Nil
- 6.15 Office of Emergency Management
 - Nil
- 6.16 Ravensthorpe Nickel
 - Nil
- 6.17 Galaxy Lithium
 - Nil
- 6.18 Other Reports:
 - Nil

7. GENERAL BUSINESS

- 7.1 Mr Keith Rowe advised of slow vehicles and vehicles towing caravans will on our roads as those visitors come to town Ravensthorpe Wildflower Festival. Please be patient if you do come up behind on your journeys.

8. NEXT MEETING – Wednesday 5th December 2018

Please note LEMC to be held at the Ravensthorpe Rec Centre for Dept of Communities Evac/Welfare Desktop Exercise

9. CLOSURE

The Chairperson declared the meeting closed at 12:30pm

10.4.4 LOT 250 (21) COLEMAN ST RAVENSTHORPE - (SMALLYS BLOCK)**File Ref:**

| | |
|--|--|
| Applicant: | Not applicable |
| Location: | Lot 250 Coleman Street Ravensthorpe |
| Disclosure of Officer Interest: | None |
| Date: | 8 th November 2018 |
| Author: | Ian Fitzgerald – Chief Executive Officer |
| Authorising Officer: | Not applicable |
| Attachments: | |

Summary:

Council for some time has been working with Main Roads WA on the potential transfer of Lot 250 Coleman Street to the Shire of Ravensthorpe. The initial discussions were with the Regional Manager Great Southern.

Main Roads WA Perth Office has recently provided formal advice that they would be willing to sell the land to Council for \$190,000 and the matter is presented to Council for consideration.

Background:

Main Roads WA purchased the land as a part of acquiring the land necessary for the construction of the Ravensthorpe Heavy Haulage and the resulting changes required for access to the Hopetoun – Ravensthorpe Road.

During the flood recovery process post the February 2017 event the area has been used, with the consent of Main Roads, by the shire and contractors as a depot to locate both materials and equipment.

Council approached Main Roads formally in August 2016 with the idea of transferring the block to the Shire of Ravensthorpe to be developed as parkland. At no stage were any costs raised by Main Roads before the latest correspondence was received.

Comment:

The concept of the shire taking over the lot was first raised by Councillor Dickinson with a view to making the area into open parkland with trees and shrubs – an area where people could walk to and enjoy including possibly as a dog exercise area.

In addition as this lot is on the eastern entrance to Ravensthorpe townsite it would provide a more attractive entry as compared to wasteland that it currently is.

The proposal put to Main roads was always that the land be “transferred” to the Shire of Ravensthorpe with no mention of purchasing the block.

It has come as a surprise to now receive advice that Main Roads have had the land independently valued and is prepared to offer the land to the Shire of Ravensthorpe for the sum of \$190,000 exclusive of GST.

The lot is 1.5807ha in size and is a low lying area subject to water ponding during periods of heavy rain.

The land is zoned General Industry - Public Purposes – Infrastructure Services under Town Planning Scheme 6 and may require rezoning if Council was to proceed with the purchase and develop as parkland.

The upgrading of the appearance of the lot would make the entrance to the townsite more appealing for both visitors and local residents however the cost of purchase, development and then on-going maintenance would all need to be considered by Council.

As it is understood it was not proposed to grass the area but even maintaining natural growth would require time and resources from the town maintenance crew.

The proposal by Main roads of Council purchasing the land has only come in recently so no provision has been made in the 2018/19 budget for any purchase or works on this land.

The purchase of this land for development of parkland when parks and ovals already exist within the townsite of Ravensthorpe is not considered a sustainable or viable project at this point in time.

Consultation:

The consideration of Council obtaining the land was first raised by Councillor Dickinson and there have been several email interactions with the Regional Manger Main Roads Great Southern.

Statutory Obligations:

Local Government Act 1995

Policy Implications:

Nil

Budget / Financial Implications:

There is no budget provision in 2018/19 for the purchase and development of the land.

Strategic Implications:

1. Vibrant and attractive townsite
2. Provision and maintenance of recreation and community resources
3. A financially sustainable local government

Risk:

| Risk | Risk Likelihood (based on history and with existing controls) | Risk Impact / Consequence | Risk Rating (Prior to Treatment or Control) | Principal Risk | Risk Action Plan (Controls or Treatment proposed) |
|---|---|---------------------------|---|---|---|
| Not maintaining financial viability Increased maintenance resources required | Moderate (3) | Moderate (9) | Moderate | Failure to maintain strong financial and service delivery viability | Accept Officer Recommendation |

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple majority

| | |
|--|-------------|
| OFFICER RECOMMENDATION | ITEM 10.4.4 |
| That Council acknowledge the offer to sell Lot 250 Coleman Street Ravensthorpe to the Shire of Ravensthorpe but resolve to decline the offer at this time. | |

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10.4.5 RAVENSTHORPE YOUTH CLUB – 63 MORGANS ST BUILDING**File Ref:**

| | |
|--|--|
| Applicant: | Ravensthorpe Youth Club Inc. |
| Location: | 63 Morgans Street, Ravensthorpe |
| Disclosure of Officer Interest: | None |
| Date: | 8 th November, 2018 |
| Author: | Ian Fitzgerald – Chief Executive Officer |
| Authorising Officer: | Not applicable |
| Attachments: | 10.4.3.1 request |

Summary:

Further to the item presented to the September Council meeting further discussions have been held with the Ravensthorpe Youth Club in relation to both extension of their lease over the building at 63 Morgans Street Ravensthorpe and plans to carry out modifications and improvements to the building and site generally.

This item presents further information for Council to consider including a new extended lease arrangement.

Background:

Council approved the leasing of 63 Morgans Street to the Ravensthorpe Youth Club Inc. at its February 2018 full Council Meeting.

The Shire has been providing in kind support to the RYC to assist with the planning of the desired alterations and additions. Bill Auburn (Building Maintenance Officer) has provided a scope of works that addresses three main priority areas as follows:

1. Kitchen renovations
2. Toilet upgrade to meet AS-1428.1; and
3. New rear Verandah/patio

Comment:

The Ravensthorpe Youth Club (RYC) was successful in obtaining funding from Galaxy resources to help them improve the building they lease from Council to better suit their needs and as the building is owned by the Shire of Ravensthorpe need approval for any modifications.

Council has discussed providing a longer lease to the RYC as they are investing considerably in the building. The RYC is proving to be very successful and has good attendance each week and is well supported by parents and community members.

In discussions with the club it has been suggested a 5 year lease with a 5 year option would help give them security and they would welcome that support from Council.

The RYC have provided the information below as to the work they would like to carry out in order of priority as funding and resourcing allows:

- *A verandah built on the rear of the building, quoted at \$6500.00*
- *Front & rear fencing - With Council permission, our intentions are to erect a fence extending from the bottom of the ramp at the front of the building all the way across to the Shire Office brick wall. This would allow access from the front to the rear yard without fear of the children venturing out of our premises and onto the main street. We would use the same fencing already used on the ramp.*
- *We would like to ask the Shire if we were able to take possession of the old Hopetoun portable skating ramps to use in the rear yard. If our wish was granted our ground would need levelling, which a local contractor has kindly offered to do for us.*
- *With Council permission once again, we would like to erect a Basketball & Netball ring onto the Shire Office west facing brick wall.*
- *A sand pit will be made for the younger children on the west side of the Youth Club building utilising the shade of the tree as sun protection.*
- *We would like to take out one window and replace it with a sliding door on the west side so that the children can access the playroom, kitchen and toilets from the sand pit rather than having to go via our store room and out the back door. This will also give Supervisors visuals on the kids in the sandpit at all times.*
- *We need to upgrade one of the toilets into a Disabled toilet – this will make us compliant for Grant funding.*
- *An upgrade to our kitchen which will include extra cupboard storage and an oven as the children love to cook their own afternoon tea.*
- *We would like to remove part of the dividing wall between the play area and the kitchen and make a 'servery/breakfast bar'. This will give Supervisors clear vision of the children in the play room whilst in the kitchen, and also giving the children somewhere to eat and access water.*
- *We would like to enquire about allowing the children to paint the west side Shire Office brick wall with 'Positive Graffiti' under the supervision of local artists. Ravensthorpe Regional Arts Council are very supportive of our idea, and have advised that they will assist us with a Grant to get an artist visit our Youth Club and teach the children how to paint. This artist will also paint our club house signage. RYC will give the Shire the size and dimensions of our street front signage before this is carried out.*
- *It is on our agenda to create a Community Garden, hopefully funded with a successful Grant application. This garden would ideally grow between the Shire offices and the Youth Club in raised garden beds. Water is easily accessible from the tap on the rear of the club house*

The RYC have been advised that the shire will remove the asbestos boundary fence so that a sand pit area could be developed at the side of the building as part of the planned demolition of the old emporium. This will allow more of the grant funds to be put towards some of the internal alterations listed.



Item one on the above list - the proposed addition of a rear verandah/patio is being progressed with planning approval and building licence applied for.

It is pleasing to see the building being used and the vibrant nature of the activities taking place.

To help provide security for the RYC and to assist them in obtaining further grant moneys the provision of an extended lease with an option for further extension is recommended to Council.

The proposed changes to the building would not detract, and potentially increase, future leasing of the building should for some reason the RYC vacate at some stage in the future.

Consultation:

Council

Building Maintenance Officer

Ravensthorpe Youth Club

Statutory Obligations:

Local Government Act 1995

Policy Implications:

Nil

Budget / Financial Implications:

The shire, through the Chief Executive Officer and the Building Maintenance Officer, has provided in-kind support to the Ravensthorpe Youth Club. In addition the Chief Executive Officer has met the cost of planning approval and building licence through the CEO Donation Account.

The Ravensthorpe Youth Club has not requested any further financial assistance from the Shire but may seek further in-kind support through donation of sand and gravel etc.to help improve the rear of the property and to establish the gardens proposed.

Strategic Implications:

Strategic Community Plan: Theme 1: A healthy, strong and connected community that is actively engaged and involved;

Outcome 1.1: Youth are retained in the community

Outcome 1.2: Regular cultured and recreational activities

Risk

| Risk | Risk Likelihood (based on history and with existing controls) | Risk Impact / Consequence | Risk Rating (Prior to Treatment or Control) | Principal Risk | Risk Action Plan (Controls or Treatment proposed) |
|--|---|---------------------------|---|---|---|
| Not community expectations Closure of the RYC | Unlikely (2) | Minor (4) | Low (1-4) | Failure to meet community expectations and/or closure of the club | Accept Officer Recommendation |

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
Ravensthorpe Youth Club provides positive social opportunities for the youth of Ravensthorpe 5yrs – 15yrs.

Voting Requirements:

Simple majority

OFFICER RECOMMENDATION

ITEM 10.4.5

That Council:

- a) Note the correspondence from the Ravensthorpe Youth Club
- b) Approve the granting of a 5 year lease with an option to renew on 63 Morgans Street Ravensthorpe to the Ravensthorpe Youth Club with a weekly rental of \$10
- c) Approve for the works proposed on the building and block to be completed as funds become available and are authorised by the Chief Executive Officer as more satisfactory details are provided.

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Shire of Ravensthorpe
Ian Fitzgerald
PO Box 43
Ravensthorpe
WA 6346

Ravensthorpe Youth Club
PO Box 142
Ravensthorpe WA 6346

Dear Ian and Councillors

As you are aware, Ravensthorpe Youth Club received funding from Galaxy Resources for the amount of \$22000 to spend on improvements to the Club House.

This is very exciting for us, and made all the more exciting now that we have been granted a long term lease of 5 years for which we Thank the Shire very much!

Because the Youth Club is housed in Shire premises, we would like to give you an idea of what renovations and improvements we would like to make, in order of priority.

- A verandah built on the rear of the building, quoted at \$6500.00
- Front & rear fencing -
With Council permission, our intentions are to erect a fence extending from the bottom of the ramp at the front of the building all the way across to the Shire Office brick wall. This would allow access from the front to the rear yard without fear of the children venturing out of our premises and onto the main street. We would use the same fencing already used on the ramp.
- We would like to ask the Shire if we were able to take possession of the old Hopetoun portable skating ramps to use in the rear yard. If our wish was granted our ground would need levelling, which a local contractor has kindly offered to do for us.
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- We need to upgrade one of the toilets into a Disabled toilet – this will make us compliant for Grant funding.
- An upgrade to our kitchen which will include extra cupboard storage and an oven as the children love to cook their own afternoon tea.
- We would like to remove part of the dividing wall between the play area and the kitchen and make a 'servery/breakfast bar'. This will give Supervisors clear vision of the children in the play room whilst in the kitchen, and also giving the children somewhere to eat and access water.
- We would like to enquire about allowing the children to paint the west side Shire Office brick wall with 'Positive Graffiti' under the supervision of local artists. Ravensthorpe Regional Arts Council are very supportive of our idea, and have advised that they will assist us with a Grant to get an artist visit our Youth Club and teach the children how to paint. This artist will

also paint our club house signage. RYC will give the Shire the size and dimensions of our street front signage before this is carried out.

- It is on our agenda to create a Community Garden, hopefully funded with a successful Grant application. This garden would ideally grow between the Shire offices and the Youth Club in raised garden beds. Water is easily accessible from the tap on the rear of the club house,

It has been a very eventful but rewarding 18 months since Youth Club was first formed and after utilising 2 sheds without electricity, running water or toilets, we finally feel 'at home' with our amazing new Club House perfectly situated in the main street of town.

We currently have just over 40 members, which now include Playgroup who utilise our building and play equipment as well.

Fundraising has well and truly kept us afloat, as we like to keep our Membership as low as possible to make it affordable for families. To date we have raised funds from the 2017 Xmas tree, catering at the 2017 Spring Festival, Devonshire Teas in 2017 & 2018, holding a Movie night in conjunction with the Arts Council over 15's Movie night, catering and bar for the Katherine Outback Adventure, and we will be running the bar again this year at the 2018 Xmas Tree.

We Thank You all for taking the time to read our 'Bucket List' and look forward to working closely with the Shire in 2019 and beyond. We are immensely grateful for all the support we have received so far, we could not have upheld our promise to the youth of our district without your wonderful support.

Kind Regards

Kylie Thomas
Chairperson
Ravensthorpe Youth Club Inc.
0408 840 447

11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**12. BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING****12.1 ELECTED MEMBERS****12.1.1 RETENTION OF TREES AT 59 – 61 MORGANS STREET****LATE ITEM UNDER CLAUSE 4.4 of Standing Orders****File Ref:****Applicant:**

Cr Dickinson

Location:

N/A

Disclosure of Officer Interest:

None

Date:

14/11/2018

Author:Darren Kennedy – Manager Corporate & Community
Services**Authorising Officer:**

Ian Fitzgerald – Chief Executive Officer

Attachments:

Summary: With the pending demolition of the “Old Emporium” located at 61 Morgans Street, a request has been received to preserve the large London Plane tree adjoining the building and a large Eucalypt near the boundary with the Senior Citizens centre.

Background:

The London Plane tree was planted by Helen Joynes over 25 years ago whilst she ran the grocery store and adjoining nursery. It is believed that the tree was planted predominately to provide summer shade and to attract bird life to the main street. The London Plane tree was chosen for its popularity as a feature street tree throughout Australia and Europe.

Subsequent proprietors have continued to maintain the tree until the building was permanently vacated in approximately 2014. Based on the pictures below it would appear that the tree is in a very healthy state.

The large Eucalypt near the Senior Citizens Boundary was planted by Cr Dickinson, (a former owner of the property), to provide shade for the seniors who used this block for parking.

Like the Plane tree, the Eucalypt appears to be in excellent condition and with the proposed removal of asbestos fence and hedging at the Senior Citizens centre will become quite a feature of the main street.



Comment:

The demolition of the Old Emporium will create a void in the main street until a use for this site is determined by Council. The retention of both trees in the interim will provide some level of visual amenity and shade.

The Eucalypt may also have some potential as a display/interpretive site for future Wildflower shows that promote the Shire as a “Eucalypts Epicentre”. The Eucalypt is in keeping with the Shires’ Street Trees Policy.

The London Plane tree being deciduous does not strictly conform to the Street Trees policy due to it being hyper allergenic (large pollen distributor) and the nuisance caused by the excessive dropping of leaves in Autumn, however as previously stated retention in the interim is considered appropriate.

Consultation:

Ravensthorpe Progress Association

Statutory Obligations:

N/A

Policy Implications:

WS 9 Street Trees

Budget / Financial Implications:

Nil

Strategic Implications:

N/A

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic considerations.
- **Social:**
There are no known significant social considerations.

Voting Requirements:

Simple majority

| | |
|---|--------------------|
| <p>OFFICER RECOMMENDATION</p> <p>That Council, request the Chief Executive Officer to preserve the London Plane tree and Eucalypt tree with best endeavours during the upcoming demolition works at 61 Morgans Street.</p> | <p>ITEM 12.1.1</p> |
|---|--------------------|

12.2 OFFICERS

13. MATTERS BEHIND CLOSED DOORS

14. CLOSURE OF MEETING