

AGENDA

For the Council Meeting to be held on

Thursday 19 July, 2018

Commencing at 5 p.m.

In the Hopetoun Community Centre.



SHIRE OF RAVENSTHORPE

DISCLAIMER

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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.

Ian Fitzgerald
Chief Executive Officer

10/7/2018

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 your name.
- (2) Insert the date of the Council Meeting at which the item is 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	1 pm
16 August 2018	Munglinup Recreation Centre	5 pm
17 September 2018	Ravensthorpe Council Chambers - Forum	1 pm
20 September 2018	Ravensthorpe Council Chambers	5 pm
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 19 JULY 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)
Darryn Watkins (Manager Engineering Services)
Portia Chambers (Executive 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 – 21 JUNE, 2018

OFFICER RECOMMENDATION

ITEM 7.1

That the minutes of the meeting of council held on 21 June, 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 – JUNE 2018

File Ref:

Applicant: Not applicable

Location: Not applicable

Disclosure of Officer Interest: None

Date: 30 June, 2018

Author: Eimear Guidera – Creditors/Payroll Officer

Authorising Officer: Stacey Howard – Senior Finance Officer

Attachments: 10.1.1.A Credit Card Transactions to 01 June 2018

10.1.1. B Schedule of Payments to 30 June 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:

30 June 2018

2017/18

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Payroll	Trust	Total Payments
Jul	37,315.63	693,920.97	7,794.46	1,914.65	200,694.82	17,796.30	959,436.83
Aug	10,517.76	418,977.10	3,585.31	13,281.22	304,458.69	39,358.05	790,178.13
Sep	39,483.76	1,085,067.72	16,084.74	1,941.35	192,831.32	42,668.10	1,378,076.99
Oct	24,464.11	617,064.01	6,884.19	6,093.86	223,189.24	29,618.30	907,313.71
Nov	36,325.38	1,296,598.61	4,290.18	6,093.86	202,697.02	30,975.98	1,576,981.03
Dec	17,116.66	1,573,742.04	4,477.64	8,479.76	209,705.97	15,181.75	1,828,703.82
Jan	43,339.68	1,842,094.30	0.00	4,933.82	288,703.98	37,283.67	2,216,355.45
Feb	29,956.49	1,870,135.68	478.72	2,374.06	198,812.82	61,295.45	2,163,053.22
Mar	22,517.76	2,708,533.94	1,609.00	4,897.72	193,132.22	36,202.30	2,966,892.94
Apr	35,726.80	638,776.93	91,103.10	4,130.19	187,665.95	3,764.05	961,167.02
May	10,061.00	3,410,673.02	38,938.02	2,772.42	196,983.23	2,724.59	3,662,152.28
Jun	21,080.28	2,351,819.24	34,341.37	8,096.85	202,407.88	576.65	2,618,322.27
Total	327,905.31	18,507,403.56	209,586.73	65,009.76	2,601,283.14	317,445.19	22,028,633.69

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:

Local Government (Financial Management) Regulations 1996

13. Lists of accounts

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

- (a) the payee's name;
- (b) the amount of the payment;
- (c) the date of the payment; and
- (d) sufficient information to identify the transaction.

(2) A list of accounts for approval to be paid is to be prepared each month showing —

- (a) for each account which requires council authorisation in that month —
 - (i) the payee's name;
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
- (b) the date of the meeting of the council to which the list is to be presented.

(3) A list prepared under sub regulation (1) or (2) is to be —

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

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:

Theme 4 – Civic Leadership 4.2: Corporate Governance and Accountability

4.2.1 High quality corporate governance, accountability and 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:**
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 June 2018, be noted.	

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**02 May 2018 - 01 June 2018
Business Credit Card - Ian Fitzgerald Bankwest**

Date	Payment to	Description	Amount	GST
30/04/2018	Bakers Food & Fuel, King River	Refreshments - Regional Road Group meeting - Denmark	14.30	1.30
3/05/2018	Comfort Inn, Esperance	Accommodation & meals - Cr Richardson - Councillor training	439.00	39.91
9/05/2018	Adobe Systems Software, Ireland	Upgrade of Adobe	263.87	23.99
11/05/2018	Interflora Flowers, Prahran	Flowers for former councillor James Lawrence's funeral	135.50	12.32
16/05/2018	Dog Rock Motel, Albany	Accommodation & meal - Ken Atkinson - Employment medical	282.00	25.64
17/05/2018	Wavcrest Bar & Bistro, Hopetoun	Council Dinner	521.00	47.36
18/05/2018	Repco, Donnybrook	Adapter plug for Shire trailer	24.99	2.27
21/05/2018	Blue Pod Coffee, Mulgrave	Coffee pods	200.00	0.00
22/05/2018	Albany TV Services, Albany	Remote replacement for TV at 41 Kingsmill Street	100.00	9.09
23/05/2018	Adina Apartment Hotels, Perth	Accommodation for LG week - CEO & Cr Smith, Cr Dunlop & Cr Major	4602.56	418.41
24/05/2018	BP, Norseman	Lunch - CEO - GVROC	17.50	1.59
25/05/2018	Rydges, Kalgoorlie	Accommodation & meals - CEO - GVROC	261.19	23.74
25/05/2018	Woolworths, Kalgoorlie	Bedding & linen for 1/27 Carlisle Street	89.96	8.18
25/05/2018	Harvey Norman, Kalgoorlie	Replacement stereo for Ravensthorpe gym	195.00	17.73

Total Purchases for I. Fitzgerald	7,146.87	631.53
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Business Credit Card - Ashley Peczka Bankwest

Date	Payment to	Description	Amount	GST
				0.00

	0.00	0.00
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Business Credit Card - Darryn Watkins Bankwest

Date	Payment to	Description	Amount	GST
1/05/2018	Skippers RPT, Redcliffe	Flight to Perth - Greg Plunkett	258.83	23.53

	258.83	23.53
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Business Credit Card - Darren Kennedy Bankwest

Date	Payment to	Description	Amount	GST
9/05/2018	Intercheck Global Pty, Richmond	National Police Clearance - Heidi Bridger	49.00	4.45
20/05/2018	Stumpy's Gateway Roadhouse, Brookton	Meal - MCCS - Financial Management Workshop, Perth	13.00	1.18
20/05/2018	Red Rooster, South Perth	Meal - MCCS - Financial Management Workshop, Perth	15.23	1.38
21/05/2018	IGA, Como	Meal - MCCS - Financial Management Workshop, Perth	20.54	1.87
21/05/2018	JB HI-FI, Booragoon	Power lead for MCCS laptop	88.00	8.00
21/05/2018	Dominos Pizza, Victoria Park	Meal - MCCS - Financial Management Workshop, Perth	16.90	1.54
22/05/2018	City of South Perth	Parking - MCCS - Financial Management Workshop, Perth	15.50	1.41
22/05/2018	McDonalds, Applecross	Meal - MCCS - Financial Management Workshop, Perth	15.55	1.41
23/05/2018	Windsor Lodge, Como	Accommodation - MCCS - Financial Management Workshop, Perth	5.10	0.46
23/05/2018	Windsor Lodge, Como	Accommodation - MCCS - Financial Management Workshop, Perth	420.00	38.18
23/05/2018	Stumpy's Gateway Roadhouse, Brookton	Meal - MCCS - Financial Management Workshop, Perth	9.30	0.85
23/05/2018	McDonalds, Applecross	Meal - MCCS - Financial Management Workshop, Perth	10.10	0.92
23/05/2018	McDonalds, Applecross	Meal - MCCS - Financial Management Workshop, Perth	5.15	0.47

	683.37	62.12
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Business Credit Card - Miscellaneous Fees and Charges Bankwest

Date	Payment to	Description	Amount	GST
9/05/2018	Bankwest	Foreign transaction fee	7.78	0.00

Total	\$ 8,096.85	\$ 717.49
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Date: 06/07/2018
Time: 9:55:01AM

Shire of Ravensthorpe
Creditors Payments June 2018

USER: Eimear Guidera
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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
38	15/06/2018	Theresa Francis	BOND REFUND	2		40.00
INV T1142	14/06/2018	Theresa Francis	BOND REFUND	2	20.00	
INV T589	14/06/2018	Theresa Francis	BOND REFUND	2	20.00	
300	01/06/2018	Telstra	MESSAGE BANK ACCESS FEE 22 MAY TO 21 JUN	1		175.00
INV T311	22/05/2018	Telstra	MESSAGE BANK ACCESS FEE 22 MAY TO 21 JUN		175.00	
303	08/06/2018	Shire of Ravensthorpe	Payroll deductions	1		400.00
INV DEDUCT06/06/2018		Shire of Ravensthorpe	Payroll deductions		400.00	
304	08/06/2018	Telstra	TELSTRA ACCOUNT USAGE CHARGES FROM 11 APR TO 10 MAY	1		8,382.58
INV P007523424/05/2018		Telstra	TELSTRA ACCOUNT USAGE CHARGES FROM 11 APR TO 10 MAY		8,052.38	
INV T311	25/05/2018	Telstra	SMS DESKTOP 27/04/18 - 23/05/18		330.20	
304	15/06/2018	Australia Post	TOTAL SUPPLY PERIOD ENDING 31/05/2018	1		74.62
INV 1007535503/06/2018		Australia Post	TOTAL SUPPLY PERIOD ENDING 31/05/2018		74.62	
305	08/06/2018	Water Corporation	STANDPIPE AT 630 HAMERSLEY DRIVE	1		3,461.78
INV 9007748913/04/2018		Water Corporation	HOUSE AT MARTIN STREET		48.57	
INV 9007746813/04/2018		Water Corporation	OFFICES AT MORGANS STREET		19.13	
INV 9007746813/04/2018		Water Corporation	BANK AT MORGANS STREET		43.53	
INV 9007746813/04/2018		Water Corporation	SHOP AT 61 MORGANS STREET		41.85	
INV 9007746713/04/2018		Water Corporation	PARK AT 41-43 MORGANS STREET		40.65	
INV 9007777819/04/2018		Water Corporation	STANDPIPE AT SPRINGDALE ROAD		29.89	
INV 9007777618/04/2018		Water Corporation	STANDPIPE AT 630 HAMERSLEY DRIVE		2,551.20	
INV 9007747913/04/2018		Water Corporation	HOUSE AT 137L SPENCE STREET		43.53	
INV 9017314413/04/2018		Water Corporation	RESERVE AT MORGANS STREET		46.63	
INV 9010456013/04/2018		Water Corporation	CAMP 1 STEVENSON STREET - SERVICE CHARGES		41.85	

Date: 06/07/2018
Time: 9:55:01AM

Shire of Ravensthorpe
Creditors Payments June 2018

USER: Eimear Guidera
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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 9007776319/04/2018		Water Corporation	79 ESPLANADE HOPETOUN		208.25	
INV 9007744913/04/2018		Water Corporation	MEMORIAL AT JAMIESON STREET		90.86	
INV 9007747113/04/2018		Water Corporation	PARK AT MORGANS STREET		131.51	
INV 9007748413/04/2018		Water Corporation	DEPOT AT 25-31 MARTIN STREET		78.90	
INV 9007744813/04/2018		Water Corporation	RESERVE AT HOPETOUN-RAVENSTHORPE ROAD		35.87	
INV 9007744913/04/2018		Water Corporation	SALE YARD AT HOPETOUN-RAVENSTHORPE ROAD		9.56	
305	15/06/2018	Horizon Power	LOT 314 MAITLAND STREET HOPETOUN 29/3/18 TO 25/5/18	1		53.45
INV 2006756231/05/2018		Horizon Power	LOT 314 MAITLAND STREET HOPETOUN 29/3/18 TO 25/5/18		53.45	
306	29/06/2018	Shire of Ravensthorpe	Payroll deductions	1		400.00
INV DEDUCT20/06/2018		Shire of Ravensthorpe	Payroll deductions		400.00	
307	29/06/2018	Telstra	TELSTRA ACCOUNT USAGE FROM 11 MAY TO 10 JUNE 2018	1		8,132.85
INV P339450122/06/2018		Telstra	TELSTRA ACCOUNT USAGE FROM 11 MAY TO 10 JUNE 2018		7,957.85	
INV T331	29/06/2018	Telstra	ACCOUNT CHARGES - SAT PHONE PLANS 22 JUN - 21 JUL 18		175.00	
EFT8635	01/06/2018	Airport Security Pty Ltd	AVIATION SECURITY ID CARD - BEAU SHEPHERD-AUSCHECK CLEARANCE	1		220.00
INV INV7280 03/05/2018		Airport Security Pty Ltd	AVIATION SECURITY ID CARD - BEAU SHEPHERD-AUSCHECK CLEARANCE		220.00	
EFT8636	01/06/2018	Albany Mapping & Surveying Services	FENCE RD GARVEL EXTRACTION, PRE & POST EXTRACTION SURVEYS & VOLUME CALCULATION P/O 18921	1		6,141.52
INV 1805232 23/05/2018		Albany Mapping & Surveying Services	FENCE RD GARVEL EXTRACTION, PRE & POST EXTRACTION SURVEYS & VOLUME CALCULATION P/O 18921		6,141.52	
EFT8637	01/06/2018	Bio Diverse Solutions	BUSHFIRE VEGETATION DATASET REVIEW - 90% PROGRESS INVOICE P/O 18419	1		1,980.00
INV 2017-242 25/05/2018		Bio Diverse Solutions	BUSHFIRE VEGETATION DATASET REVIEW - 90% PROGRESS INVOICE P/O 18419		1,980.00	

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EFT8638	01/06/2018	Bob Waddell & Associates Pty Ltd	PRESENTATION OFM ONTHLY FINANCIAL STATEMENTS AND ANNUAL BUDGET DOCUMENTS	1		330.00
INV 1340	27/05/2018	Bob Waddell & Associates Pty Ltd	PRESENTATION OFM ONTHLY FINANCIAL STATEMENTS AND ANNUAL BUDGET DOCUMENTS		330.00	
EFT8639	01/06/2018	Community Spirit Newspaper Inc	ADVERTISING - FULL PAGE NTICE OF INTENTION TO IMPOSE DIFFERENTIAL RATES P/O 17771	1		347.00
INV 22016	03/05/2018	Community Spirit Newspaper Inc	ADVERTISING - QUARTER PAGE - CLEANING POISITION P/O 18539		90.00	
INV 22044	17/05/2018	Community Spirit Newspaper Inc	ADVERTISING - FULL PAGE NTICE OF INTENTION TO IMPOSE DIFFERENTIAL RATES P/O 17771		257.00	
EFT8640	01/06/2018	Esperance Communications	2X VAST BOXES - STAFF HOUSING P/O 18540	1		598.00
INV 18540	05/05/2018	Esperance Communications	2X VAST BOXES - STAFF HOUSING P/O 18540		598.00	
EFT8641	01/06/2018	Executive Media	FCTA advertisment in Caravaning Australia Winter 2018	1		1,150.00
INV 159680	29/05/2018	Executive Media	FCTA advertisment in Caravaning Australia Winter 2018		1,150.00	
EFT8642	01/06/2018	Hopetoun & Ravensthorpe Medical	PRE EMPLOYMENT MEDICAL & DRUG SCREEN - HEIDI BRIDGER	1		356.40
INV 19338	04/05/2018	Hopetoun & Ravensthorpe Medical	DRUG SCREEN - KIRRA HASLEBY		71.50	
INV 20209	29/05/2018	Hopetoun & Ravensthorpe Medical	PRE EMPLOYMENT MEDICAL & DRUG SCREEN - HEIDI BRIDGER		284.90	
EFT8643	01/06/2018	Hopetoun Community Resource Centre	HOPETOUN LIBRARY FUNDING FOR THE 3RD & 4TH QUARTER 2017-2018	1		28,040.00
INV 868	30/05/2018	Hopetoun Community Resource Centre	VISITOR CENTRE FUNDING FOR THE 3RD & 4TH QUARTER 2017-2018		5,500.00	
INV 867	30/05/2018	Hopetoun Community Resource Centre	HOPETOUN LIBRARY FUNDING FOR THE 3RD & 4TH QUARTER 2017-2018		22,540.00	
EFT8644	01/06/2018	J & A Building Pty Ltd	EXTRA LOCKS FOR TIP SHOP SHED P/O 18926	1		660.00
INV 1914	21/05/2018	J & A Building Pty Ltd	EXTRA LOCKS FOR TIP SHOP SHED P/O 18926		660.00	
EFT8645	01/06/2018	Matthews Smash Repairs	EXCESS DUE ON INSURANCE CLAIM 633601662	1		500.01
INV 10995/2	23/05/2018	Matthews Smash Repairs	EXCESS DUE ON INSURANCE CLAIM 633601662		500.01	

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EFT8646	01/06/2018	Perfect Computer Solutions	TRAVEL TO SITES, ATTEND TO SHIRE, CHILD CARE, DOCTORS, DEPOT, CRC	1		3,632.50
INV 23344	22/02/2018	Perfect Computer Solutions	RESOLVING EMAIL ISSUES HEATLTH/ RECORDS - REMOVING DCEO EMAIL - EXPORT TO PST - SYNERGY PRINTING ISSUE HOPETOUN		680.00	
INV 23647	29/05/2018	Perfect Computer Solutions	WORK ON TEMP FILES, REPAIR ERROR IN CRYSTAL REPORT, SETUP MAPPING, REINSTALL MICROSOFT WORD, FIX EASY RECS ON DATABASE SERVER		552.50	
INV 23648	29/05/2018	Perfect Computer Solutions	TRAVEL TO SITES, ATTEND TO SHIRE, CHILD CARE, DOCTORS, DEPOT, CRC		2,400.00	
EFT8647	01/06/2018	Ravy Country Kitchen	LUNCH FOR COUNCIL FORUM P/O 18528	1		242.00
INV 2448	22/05/2018	Ravy Country Kitchen	LUNCH FOR COUNCIL FORUM P/O 18528		242.00	
EFT8648	01/06/2018	Recharge-IT	BROTHER PRINTER TONER P/O 18593	1		88.00
INV 1605544	29/05/2018	Recharge-IT	BROTHER PRINTER TONER P/O 18593		88.00	
EFT8649	01/06/2018	Selena Olliver	LUNCH FOR WORKSCREW TRAINING P/O 18547	1		600.60
INV 2449	22/05/2018	Selena Olliver	LUNCH FOR WORKSCREW TRAINING P/O 18547		600.60	
EFT8650	01/06/2018	Shire fo Coolgardie	MEMBER CONTRIBUTION GOLDFIELDS RECORDS STORAGE	1		5,866.67
INV IN5869	01/03/2018	Shire fo Coolgardie	MEMBER CONTRIBUTION GOLDFIELDS RECORDS STORAGE		5,866.67	
EFT8651	01/06/2018	South Coast Foodservice	BLEACH, GLASS CLEANER, DISINFECTANT, HAND TOWEL, TISSUE P/O 18590	1		1,060.72
INV 4206354	22/05/2018	South Coast Foodservice	BLEACH, GLASS CLEANER, DISINFECTANT, HAND TOWEL, TISSUE P/O 18590		1,060.72	
EFT8652	01/06/2018	WALGA	E LEARNING COURSE - INTRODUCTION TO LOCAL GOVERNMENT P/O 18591	1		215.00
INV 1307099229/05/2018		WALGA	E LEARNING COURSE - INTRODUCTION TO LOCAL GOVERNMENT P/O 18591		215.00	
EFT8653	01/06/2018	WINC Australia Pty Ltd	STAMP PAD INK, PENS, POST IT NOTES,PAPER POST IT FLAGS, TEA, COFFEE, MILO P/O 18592	1		416.32
INV 9024260216/05/2018		WINC Australia Pty Ltd	3X PREPARED/APROVED STAMPS P/O 17770		170.12	

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INV 9024302422/05/2018		WINC Australia Pty Ltd	STAMP PAD INK, PENS, POST IT NOTES,PAPER POST IT FLAGS, TEA, COFFEE, MILO P/O 18592		233.57	
INV 1021631910/05/2018		WINC Australia Pty Ltd	DIARY P/O 18587		12.63	
EFT8654	08/06/2018	4 Rivers Plumbing & Gas	REMOVAL OF ASBESTOS CRN OF CARLISLE & DAW STREET	1		275.00
INV 3935	23/05/2018	4 Rivers Plumbing & Gas	REMOVAL OF ASBESTOS CRN OF CARLISLE & DAW STREET		275.00	
EFT8655	08/06/2018	AMPAC Debt Recovery	DEBT RECOVERY COSTS FOR PERIOD ENDING 20/04/2018	1		313.50
INV 45755	26/04/2018	AMPAC Debt Recovery	DEBT RECOVERY COSTS FOR PERIOD ENDING 20/04/2018		313.50	
EFT8656	08/06/2018	Albany Automotive Group T/As Albany 4WD and Camping Centre	CLUTCH WARRANTY AND 75,000KM SERVICE	1		502.50
INV 1469872	31/05/2018	Albany Automotive Group T/As Albany 4WD and Camping Centre	CLUTCH WARRANTY AND 75,000KM SERVICE		502.50	
EFT8657	08/06/2018	Ballantyne Earthmoving	TRUCK HIRE, TRANSPORTATION OF WHALE, WASTE EXCAVATOR HIRE, LABOUR HIRE P/O 18677	1		27,434.00
INV 7231	20/05/2018	Ballantyne Earthmoving	TRUCK HIRE, TRANSPORTATION OF WHALE, WASTE EXCAVATOR HIRE, LABOUR HIRE P/O 18677		27,434.00	
EFT8659	08/06/2018	Bill Auburn	REIMBURSEMENT - ALBANY TRUCK & HIRE, CALTEX, MOTOR INN	1		314.75
INV REIMBU05/06/2018		Bill Auburn	REIMBURSEMENT - ALBANY TRUCK & HIRE, CALTEX, MOTOR INN		314.75	
EFT8660	08/06/2018	Bunnings Group Ltd	DOOR SEALS, TAPE, SCREWS, HINGE, CAULKING GUN, DOOR VENT, DOOR KNOBS, GREEN PLUGS, SHELVING UNITS P/O 18733	1		1,419.64
INV 2272/99731/05/2018		Bunnings Group Ltd	DOOR SEALS, TAPE, SCREWS, HINGE, CAULKING GUN, DOOR VENT, DOOR KNOBS, GREEN PLUGS, SHELVING UNITS P/O 18733		1,419.64	
EFT8661	08/06/2018	Caltex Australia Starcard	FUEL ACCOUNT FOR MAY 2018	1		155.61
INV 1063470531/05/2018		Caltex Australia Starcard	FUEL ACCOUNT FOR MAY 2018		155.61	
EFT8662	08/06/2018	Caltex Energy WA	1800L DIESEL P/O 18890	1		39,357.60
INV S136287610/05/2018		Caltex Energy WA	1800L DIESEL P/O 18890		24,776.40	

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INV S136408825/05/2018		Caltex Energy WA	10,00 DIESEL P/O 18892		14,581.20	
EFT8663	08/06/2018	Cleanaway Pty Ltd	BIN SUPPLY STARVATION BAY	1		363.00
INV 9804618	31/05/2018	Cleanaway Pty Ltd	BIN SUPPLY MASONS BAY		121.00	
INV R324	31/05/2018	Cleanaway Pty Ltd	BIN SUPPLY STARVATION BAY		242.00	
EFT8664	08/06/2018	Coastal Transport Engineering	REPAIRS TO DOLLY	1		3,643.59
INV 1785	30/04/2018	Coastal Transport Engineering	REPAIRS TO DOLLY		3,643.59	
EFT8665	08/06/2018	Community Spirit Newspaper Inc	HALF PAGE ADVERT - NOTICE OF PROPOSED LAWS	1		154.00
INV 22071	31/05/2018	Community Spirit Newspaper Inc	HALF PAGE ADVERT - NOTICE OF PROPOSED LAWS		154.00	
EFT8666	08/06/2018	Farmers Center Pty Ltd	MALE DUST CAP, F/MALE DUST CAP P/O18861	1		1,733.90
INV 712253	03/04/2018	Farmers Center Pty Ltd	JICF INSERT, DBL BRAID FERRULE P/O 18861		16.39	
INV 712358	12/04/2018	Farmers Center Pty Ltd	LIGHTS INDICATER P/O 18861		40.76	
INV 712376	13/04/2018	Farmers Center Pty Ltd	HOSE CLAMP, BARB JOINER, HOSE, CLAMP P/O 18861		61.75	
INV 712419	17/04/2018	Farmers Center Pty Ltd	WINDOW P/O 18861		110.66	
INV 712443	18/04/2018	Farmers Center Pty Ltd	OIL FILTER, MUDFLAPS P/O 18861		142.13	
INV 712457	18/04/2018	Farmers Center Pty Ltd	AIR FILTER, BELT P/O 18861		140.39	
INV 712459	18/04/2018	Farmers Center Pty Ltd	GREASE GUN, HYDRAULIC CONNECTOR P/O 18861		99.11	
INV 712464	19/04/2018	Farmers Center Pty Ltd	GLOBE P/O 18861		49.76	
INV 712501	23/04/2018	Farmers Center Pty Ltd	SNAP RING P/O 18861		1.44	
INV 712570	27/04/2018	Farmers Center Pty Ltd	DBL BRAID FERRULE, INSERT, ORFS FEMALE, HOSE WALL, FUSES P/O 18861		74.34	
INV 712575	27/04/2018	Farmers Center Pty Ltd	BASE PLUG, PIN PLUG P/O 18861		36.47	
INV 712267	04/04/2018	Farmers Center Pty Ltd	BOLT, NUT, SPRING WASHER, WASHER P/O 18838		30.47	
INV 32117	09/04/2018	Farmers Center Pty Ltd	TRAILER PUG P/O18859		23.25	
INV 712273	04/04/2018	Farmers Center Pty Ltd	METRIC BOLT P/O 18861		5.54	
INV 712278	04/04/2018	Farmers Center Pty Ltd	BASE PLUG, PIN PLUG P/O 18861		72.95	

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INV 712286	05/04/2018	Farmers Center Pty Ltd	SEPARATOR AA MANN ROLLER P/O 18861		41.56	
INV 712289	06/04/2018	Farmers Center Pty Ltd	BRAKE FLUID P/O 18861		46.45	
INV 712327	07/04/2018	Farmers Center Pty Ltd	MALE DUST CAP, F/MALE DUST CAP P/O18861		355.61	
INV 712337	10/04/2018	Farmers Center Pty Ltd	TWO WAY RADIO P/O 18861		344.72	
INV 712348	10/04/2018	Farmers Center Pty Ltd	BOLT, NUT P/O 18861		40.15	
EFT8667	08/06/2018	Great Southern Imports & Mechanical	CARRY OUT WHEEL ALIGNMENT	1		110.00
INV 128	15/05/2018	Great Southern Imports & Mechanical	CARRY OUT WHEEL ALIGNMENT		110.00	
EFT8668	08/06/2018	Hopetoun Tree Services	REMOVAL OF TREE ON MOIR RD, TRIM OVERHANG BETWEEN MOIR AND MARTIN ST P/O 18848	1		1,965.00
INV 710	01/05/2018	Hopetoun Tree Services	REMOVAL OF TREE ON MOIR RD, TRIM OVERHANG BETWEEN MOIR AND MARTIN ST P/O 18848		1,965.00	
EFT8669	08/06/2018	IT Vision Australia	PAYROLL - CREDITORS EFT REPOSRTS SENOIR CONSULTING P/O 18580	1		1,100.00
INV 29642	31/05/2018	IT Vision Australia	PAYROLL - CREDITORS EFT REPOSRTS SENOIR CONSULTING P/O 18580		1,100.00	
EFT8670	08/06/2018	J&K Hopkins	FURNITURE P/O 18425	1		4,620.00
INV 251909	21/05/2018	J&K Hopkins	FURNITURE P/O 18425		4,620.00	
EFT8671	08/06/2018	JR & A Hersey Pty Ltd	BLACK PANTS X 2 P/O 18923	1		61.60
INV 41347	11/05/2018	JR & A Hersey Pty Ltd	BLACK PANTS X 2 P/O 18923		61.60	
EFT8672	08/06/2018	Kleenheat Gas	YEARLY FACILITY FEES	1		151.80
INV 5782338531	05/2018	Kleenheat Gas	YEARLY FACILITY FEES		151.80	
EFT8673	08/06/2018	Munglinup Roadhouse	CLEANING OF TOILETS MUNGLINUP	1		880.00
INV 38	05/06/2018	Munglinup Roadhouse	CLEANING OF TOILETS MUNGLINUP		880.00	
EFT8674	08/06/2018	Norm's Cabinets	WALL LINING PANEL P/O 18734	1		2,138.40
INV 10124	07/06/2018	Norm's Cabinets	WALL LINING PANEL P/O 18734		2,138.40	

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EFT8675	08/06/2018	Novus Auto Glass- Esperance	REPLACEMENT WINDSCREEN P/O 18596	1		350.00
INV 8157327	30/05/2018	Novus Auto Glass- Esperance	REPLACEMENT WINDSCREEN P/O 18596		350.00	
EFT8676	08/06/2018	Perfect Computer Solutions	LABOUR - HIDE AND RESOLVE LOCKED FILES, CREATE HOME DRIVES, SET UP PRINTER DEFAULTS	1		425.00
INV 23671	31/05/2018	Perfect Computer Solutions	MONTHLY FEE FOR DAILY MONITORING AND RESOLUTIONS		85.00	
INV 23682	05/06/2018	Perfect Computer Solutions	LABOUR - HIDE AND RESOLVE LOCKED FILES, CREATE HOME DRIVES, SET UP PRINTER DEFAULTS		340.00	
EFT8677	08/06/2018	R and R Heavy Diesel Services	SERVICING OF BRAKES ON RA41 P/O 18927	1		2,275.24
INV 3020	06/06/2018	R and R Heavy Diesel Services	SERVICING OF BRAKES ON RA41 P/O 18927		2,275.24	
EFT8678	08/06/2018	Ravensthorpe Mechanical Services	TYRE FITTED AND BALANCED - ROD DAW RA 41	1		244.00
INV 32456	23/05/2018	Ravensthorpe Mechanical Services	TYRE FITTED AND BALANCED - ROD DAW RA 41		244.00	
EFT8679	08/06/2018	Ray White Rural South Coast WA	RENT PER CALENDAR MONTH 165 BANKSIA ROAD, HOPETOUN	1		1,213.33
INV T3583	05/06/2018	Ray White Rural South Coast WA	RENT PER CALENDAR MONTH 165 BANKSIA ROAD, HOPETOUN		1,213.33	
EFT8680	08/06/2018	Roselea Trading	Hopetoun Gym Rent	1		638.45
INV RENT	06/06/2018	Roselea Trading	Hopetoun Gym Rent		488.34	
INV RATES	06/06/2018	Roselea Trading	Hopetoun Gym Rates		150.11	
EFT8681	08/06/2018	Shire Of Esperance	TOWN PLANNING SERVICES	1		6,050.00
INV 67061	11/05/2018	Shire Of Esperance	TOWN PLANNING SERVICES		6,050.00	
EFT8682	08/06/2018	Shire of Ravensthorpe Social Club	Payroll deductions	1		105.00
INV DEDUCT06/06/2018	06/06/2018	Shire of Ravensthorpe Social Club	Payroll deductions		105.00	
EFT8683	08/06/2018	Sport and Recreation Surfaces	TENNIS COURT REINSTATEMENT P/O 18564	1		60,321.25
INV 653	15/05/2018	Sport and Recreation Surfaces	TENNIS COURT REINSTATEMENT P/O 18564		60,321.25	
EFT8684	08/06/2018	Veno's Dingo Services	CARPARK TIDY UP, INSTALL FENCE P/O 18815	1		742.50

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INV 51	28/05/2018	Veno's Dingo Services	CARPARK TIDY UP, INSTALL FENCE P/O 18815		742.50	
EFT8685	08/06/2018	WA Tyre Recovery	TYRE RECOVERY FROM RAVY LANDFILL P/O 18888	1		2,035.84
INV 562	09/05/2018	WA Tyre Recovery	TYRE RECOVERY FROM RAVY LANDFILL P/O 18888		2,035.84	
EFT8686	15/06/2018	ACH Contractors	CONTRACT NUMBER 7/2017 RAVENSTHORPE WANDRRA 2017 WORKS PACKAGE 7 - AGRN 743	1		160,632.40
INV 81	23/05/2018	ACH Contractors	CONTRACT NUMBER 7/2017 RAVENSTHORPE WANDRRA 2017 WORKS PACKAGE 7 - AGRN 743		160,632.40	
EFT8688	15/06/2018	Assa Abloy Australia Pty Limited	PADLOCKS X 4 P/O 18728	1		1,148.82
INV IN01196405/06/2018		Assa Abloy Australia Pty Limited	PADLOCKS X 4 P/O 18728		523.58	
INV IN01190228/05/2018		Assa Abloy Australia Pty Limited	KEYS P/O 18728		225.06	
INV IN01192531/05/2018		Assa Abloy Australia Pty Limited	PATIO BOLT X 14 P/O 18728		400.18	
EFT8689	15/06/2018	BP Australia Pty Ltd	FUEL ACCOUNT FOR MAY 2018	1		1,579.31
INV 1020694831/05/2018		BP Australia Pty Ltd	FUEL ACCOUNT FOR MAY 2018		1,579.31	
EFT8690	15/06/2018	Beacon Equipment	ENGINE PARTS P/O 19203	1		129.30
INV 43602-3	14/05/2018	Beacon Equipment	ENGINE PARTS P/O 19203		96.30	
INV 43603-3	17/05/2018	Beacon Equipment	FREIGHT TNT - P/O 19203		33.00	
EFT8691	15/06/2018	Bob Waddell & Associates Pty Ltd	ASSISTANCE WITH 2018/2019 ANNUAL BUDGET, ACCOUNT RESTRUCTURING AND POC/PWO RECOVERIES	1		198.00
INV 1355	10/06/2018	Bob Waddell & Associates Pty Ltd	ASSISTANCE WITH THE 2018/2019 ANNUAL BUDGET		66.00	
INV 1349	02/06/2018	Bob Waddell & Associates Pty Ltd	ASSISTANCE WITH 2018/2019 ANNUAL BUDGET, ACCOUNT RESTRUCTURING AND POC/PWO RECOVERIES		132.00	
EFT8692	15/06/2018	Bunnings Group Ltd	DOOR INT STANFORD, DOOR INT READICOTE P/O 187333	1		67.36
INV 2272/997(02/06/2018		Bunnings Group Ltd	DOOR INT STANFORD, DOOR INT READICOTE P/O 187333		67.36	
EFT8693	15/06/2018	CJD Equipment	S-CAM, WASHER, KIT, BRAKE SHIELD, SEALS P/O 18830	1		844.47
INV 1678669	23/04/2018	CJD Equipment	SEAL FRONT, SEAL HUB, SEAL REAR, BRAKE PAD SET P/O 18830		277.20	

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INV 1698111	31/05/2018	CJD Equipment	S-CAM, WASHER, KIT, BRAKE SHIELD, SEALS P/O 18830		520.96	
INV 1698174	31/05/2018	CJD Equipment	SENS SWITCH MOTION P/O 18830		46.31	
EFT8694	15/06/2018	Cleanaway Pty Ltd	COLLECTIONS FOR MAY 2018	1		20,416.39
INV 9807095	31/05/2018	Cleanaway Pty Ltd	COLLECTIONS FOR MAY 2018		20,416.39	
EFT8695	15/06/2018	Courier Australia	COURIER CHARGES - STATE LIB, JBT SPARES, GENERAL TRAN, WESTRAC, ABCO, KOMATSU	1		224.82
INV 0358-1	20/04/2018	Courier Australia	COURIER CHARGES - PATHWEST		70.20	
INV 0331	13/10/2017	Courier Australia	COURIER CHARGES - STATE LIB, JBT SPARES, GENERAL TRAN, WESTRAC, ABCO, KOMATSU		154.62	
EFT8696	15/06/2018	Department of Fire and Emergency Services (Previously FESA)	ESLB 4TH QUARTER CONTRIBUTION	1		13,429.73
INV 147406	21/05/2018	Department of Fire and Emergency Services (Previously FESA)	ESLB 4TH QUARTER CONTRIBUTION		13,429.73	
EFT8697	15/06/2018	Esperance Motor Group trading as Esperance Toyota	BALANCE OF INVOICE JC14021806 THAT WAS PAID THE INCORRECT AMOUNT	1		45.65
INV JC14021815/05/2018		Esperance Motor Group trading as Esperance Toyota	BALANCE OF INVOICE JC14021806 THAT WAS PAID THE INCORRECT AMOUNT		45.65	
EFT8698	15/06/2018	FE Daw & Sons	MAY 2018 ACCOUNT- MILK,BISCUITS, BREAD, LIGHTER, NEWSPAPER, COFFEE, SOAP, BLEACH, SCOURERS, MOP HEAD, TOILET CLEANER, CATERING, TEA	1		703.01
INV M225	12/06/2018	FE Daw & Sons	MAY 2018 ACCOUNT- MILK,BISCUITS, BREAD, LIGHTER, NEWSPAPER, COFFEE, SOAP, BLEACH, SCOURERS, MOP HEAD, TOILET CLEANER, CATERING, TEA		703.01	
EFT8699	15/06/2018	Freight Lines Group	FREIGHT CHARGES	1		1,704.21
INV 36469	10/05/2018	Freight Lines Group	FREIGHT CHARGES		971.53	
INV 36614	14/05/2018	Freight Lines Group	FREIGHT CHARGES		535.07	
INV 37865	31/05/2018	Freight Lines Group	FREIGHT CHARGES - ULRICH ALUMINIUM		32.31	
INV 37926	31/05/2018	Freight Lines Group	FREIGHT CHARGES - SIGMA CHEMICALS		165.30	
EFT8700	15/06/2018	Goldfields Records Storage	RECORDS STORAGE FOR THE PERIOD OF 1 MARCH TO 31 MAY 2018	1		506.00

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INV IN6006	06/06/2018	Goldfields Records Storage	RECORDS STORAGE FOR THE PERIOD OF 1 MARCH TO 31 MAY 2018		506.00	
EFT8701	15/06/2018	Hitachi Construction Machinery (Australia)	CUTTING EDGE P/O 18876	1		179.84
INV IP500363:15/05/2018		Hitachi Construction Machinery (Australia)	CUTTING EDGE P/O 18876		179.84	
EFT8702	15/06/2018	Hopetoun Men In Sheds Incorporated	MANNING OF HOPETOUN TRANSFER STATION MAY 2018 P/O 18933	1		800.00
INV 238	06/06/2018	Hopetoun Men In Sheds Incorporated	MANNING OF HOPETOUN TRANSFER STATION MAY 2018 P/O 18933		800.00	
EFT8703	15/06/2018	Hopetoun Plumbing and Gas	INSTALL WASH BASIN, RUN IPEWORK, INSTALL 4 WAY RINSER CUSTOMISE PAVERS P/O 18721	1		2,414.50
INV 1146	18/05/2018	Hopetoun Plumbing and Gas	INSTALL WASH BASIN, RUN IPEWORK, INSTALL 4 WAY RINSER CUSTOMISE PAVERS P/O 18721		1,133.00	
INV 1148	18/05/2018	Hopetoun Plumbing and Gas	FIX LEAK IN WATER FOUNTAIN P/O 18720		462.00	
INV 1147	18/05/2018	Hopetoun Plumbing and Gas	INSTALLATION OF DRINK WATER FOUNTAIN P/O 18727		819.50	
EFT8704	15/06/2018	Hopetoun Progress Association Inc	QUARTERLY GRANT - Q4 17/18	1		7,600.00
INV 1516355	01/06/2018	Hopetoun Progress Association Inc	QUARTERLY GRANT - Q4 17/18		7,500.00	
INV ICR1841006/06/2018		Hopetoun Progress Association Inc	DONATION - CANCER COUNCIL AUSTRALIA'S BIGGEST MORING TEA		100.00	
EFT8705	15/06/2018	JR & A Hersey Pty Ltd	UNIFORM - TROUSER, JACKET P/O 18911	1		214.25
INV 41093	02/05/2018	JR & A Hersey Pty Ltd	UNIFORM - TROUSER, JACKET P/O 18911		214.25	
EFT8706	15/06/2018	Kleenwest Distributors	TOILET ROLLS, HAND TOWELS, TOILET BRUSHES, BIN, BIN BAGS P/O 18870	1		2,827.19
INV 30742	20/04/2018	Kleenwest Distributors	TOILET ROLLS, HAND TOWELS, TOILET BRUSHES, BIN, BIN BAGS P/O 18870		1,425.00	
INV 30865	24/04/2018	Kleenwest Distributors	SANITARTY BIN P/O 18870		102.10	
INV 31451	28/05/2018	Kleenwest Distributors	HAND TOWEL, TOILET ROLLS P/O 18895		1,300.09	
EFT8707	15/06/2018	Komatsu Australia PTY LTD	BLADE SLIDE GUIDES & SHIMS P/O18897	1		1,220.44
INV 1041831	30/05/2018	Komatsu Australia PTY LTD	BLADE SLIDE GUIDES & SHIMS P/O18897		1,836.82	
INV 1041885	30/05/2018	Komatsu Australia PTY LTD	BLADE SLIDE GUIDES & SHIMS P/O18897		615.32	

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INV CR93267	19/03/2018	Komatsu Australia PTY LTD	CREDIT FOR INVOICE SO627508 - DOUBLE PAYMENT OF INVOICE 932676		-1,231.70	
EFT8708	15/06/2018	Landgate	RURAL UV INTERIM VALUATION SHARED	1		434.60
INV 851773	06/06/2018	Landgate	LAND ENQUIRY FOR MAY 2018		126.50	
INV 339921-1	04/05/2018	Landgate	RURAL UV INTERIM VALUATION SHARED		161.80	
INV 339880-1	023/05/2018	Landgate	MINING TENEMENTS CHARGABLE 21/4/18 - 3/05/18		146.30	
EFT8709	15/06/2018	Landmark	LPG GAS BOTTLES P/O 18726	1		523.34
INV 90057584	14/05/2018	Landmark	LPG GAS BOTTLES P/O 18726		523.34	
EFT8710	15/06/2018	Market Force	ADVERTISING - NOTICE TO IMPOSE DIFFERENTIAL RATES P/O 18542	1		3,363.97
INV 21762	28/05/2018	Market Force	ADVERTISING - NOTICE TO IMPOSE DIFFERENTIAL RATES P/O 18542		2,424.00	
INV 21761	28/05/2018	Market Force	ADVERTISING - LOCAL GOVENMENT NOTICE P/O 18541		939.97	
EFT8711	15/06/2018	Palmer Earthmoving Pty Ltd T/As Palmer Civil Construction	WANDRA 2017 AGRN 743 WORKS PACKAGE MAY 2018 CLAIM	1		205,700.14
INV 2174	31/05/2018	Palmer Earthmoving Pty Ltd T/As Palmer Civil Construction	WANDRA 2017 AGRN 743 WORKS PACKAGE MAY 2018 CLAIM		205,700.14	
EFT8712	15/06/2018	Ravensthorpe Agencies	MAY 2018 ACCOUNT P/O 18884	1		2,382.60
INV 21526	31/05/2018	Ravensthorpe Agencies	MAY 2018 ACCOUNT P/O 18884		2,382.60	
EFT8713	15/06/2018	Ravensthorpe Mechanical Services	TRAILER PLUG P/O 18859	1		23.25
INV 32117	09/04/2018	Ravensthorpe Mechanical Services	TRAILER PLUG P/O 18859		23.25	
EFT8714	15/06/2018	Ravensthorpe Roadhouse	FUEL UNLEADED ACCOUNT APRIL 2018	1		99.26
INV 291	30/04/2018	Ravensthorpe Roadhouse	FUEL UNLEADED ACCOUNT APRIL 2018		99.26	
EFT8715	15/06/2018	Ravensthorpe State Emergency Service	ESL PAYMENT 17/18 QUARTER 4	1		5,765.00
INV 35	14/06/2018	Ravensthorpe State Emergency Service	ESL PAYMENT 17/18 QUARTER 4		5,765.00	
EFT8716	15/06/2018	South Coast Foodservice	DETERGENT, HAND SOAP P/O 18600	1		215.91

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INV 4207944	12/06/2018	South Coast Foodservice	DETERGENT, HAND SOAP P/O 18600		215.91	
EFT8717	15/06/2018	South West Removals & Storage	PICK UP OF FURNITURE FROM J&K HOPKINS OSBOURNE PARK - DELIVERY TO RAVENSTHORPE P/O 18426	1		1,430.00
INV 46732	25/05/2018	South West Removals & Storage	PICK UP OF FURNITURE FROM J&K HOPKINS OSBOURNE PARK - DELIVERY TO RAVENSTHORPE P/O 18426		1,430.00	
EFT8718	15/06/2018	The Roast N Grill Cafe	LIGHT LUNCH FOR RAVENSTORPE FUTURE FUND BOARD MEETING P/O 18550	1		76.56
INV 02	11/06/2018	The Roast N Grill Cafe	LIGHT LUNCH FOR RAVENSTORPE FUTURE FUND BOARD MEETING P/O 18550		76.56	
EFT8719	15/06/2018	WALGA	SHORT COURSE - ACCOUNTS PAYABLE FOR LOCAL GOVERNMENT P/O 18597	1		567.00
INV 1307115711/06/2018		WALGA	SHORT COURSE - ACCOUNTS PAYABLE FOR LOCAL GOVERNMENT P/O 18597		567.00	
EFT8720	15/06/2018	Building Commision, Department of Commerce	BSL RETURN MAY 2018	2		56.65
INV T2	14/06/2018	Building Commision, Department of Commerce	BSL RETURN MAY 2018	2	56.65	
EFT8721	15/06/2018	Gareth Adams	BOND REFUND	2		20.00
INV T1212	14/06/2018	Gareth Adams	BOND REFUND	2	20.00	
EFT8722	15/06/2018	Kay Wilson	BOND REFUND	2		400.00
INV T1231	14/06/2018	Kay Wilson	BOND REFUND	2	400.00	
EFT8723	15/06/2018	Kerry Ann Campbell	BOND REFUND	2		40.00
INV T218	14/06/2018	Kerry Ann Campbell	BOND REFUND	2	40.00	
EFT8724	15/06/2018	Rhys Robbins	BOND REFUND	2		20.00
INV T1214	14/06/2018	Rhys Robbins	BOND REFUND	2	20.00	
EFT8725	22/06/2018	4 Rivers Plumbing & Gas	PUMP OUT SEPTIC TANKS DOCTORS SURGERY P/O 18740	1		1,294.70
INV 3977	14/06/2018	4 Rivers Plumbing & Gas	PUMP OUT SEPTIC TANKS DOCTORS SURGERY P/O 18740		1,294.70	
EFT8726	22/06/2018	ACH Contractors	FIX CONTRACT NUMBER 18/2017 RAVENSHORPE WANDRRA 2017 WORK PACKAGE 17 AGRN 743	1		323,716.58

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INV 82	01/06/2018	ACH Contractors	FIX CONTRACT NUMBER 18/2017 RAVENSHORPE WANDRRA 2017 WORK PACKAGE 17 AGRN 743		323,716.58	
EFT8727	22/06/2018	Albany Mapping & Surveying Services	GRAVEL PIT SURVEY ON FITZGERALD ROAD AGRN 743	1		3,437.50
INV 1806181	18/06/2018	Albany Mapping & Surveying Services	GRAVEL PIT SURVEY ON FITZGERALD ROAD AGRN 743		3,437.50	
EFT8728	22/06/2018	Albany Signs	VARIOUS SIGNS	1		1,551.00
INV 17557	18/06/2018	Albany Signs	VARIOUS SIGNS		1,551.00	
EFT8729	22/06/2018	BCP Contractors Pty Ltd	WANDRRA TENDER PACKAGE 15 CLAIM 1 - AGRN 743	1		524,277.38
INV 5692	31/05/2018	BCP Contractors Pty Ltd	WANDRA FLOOD EVENT AGRN 743 TENDER PACKAGE 6 CLAIM 4		18,016.79	
INV 5693	31/05/2018	BCP Contractors Pty Ltd	WANDARRA TENDER PACKAGE 16 CLAIM 1 - AGRN 743		237,123.86	
INV 5694	31/05/2018	BCP Contractors Pty Ltd	WANDRRA TENDER PACKAGE 15 CLAIM 1 - AGRN 743		250,152.07	
INV INV-569131/05/2018		BCP Contractors Pty Ltd	TENDER PACKAGE 3 CLAIM 7 RETENTION RETURNED		18,984.66	
EFT8730	22/06/2018	Bio Diverse Solutions	DATASET REVIEW OF HOPETOUN TOWNSITES BUSHFIRE & BAL 100% COMPLETE P/O 18419	1		495.00
INV 2017-266	18/06/2018	Bio Diverse Solutions	DATASET REVIEW OF HOPETOUN TOWNSITES BUSHFIRE & BAL 100% COMPLETE P/O 18419		495.00	
EFT8731	22/06/2018	Bob Waddell & Associates Pty Ltd	ASSISTANCE WITHMAY MONTHLY STATEMENTS, 2018/20109 ANNUAL BUDGET, PAYROLL ISSUES	1		396.00
INV 1363	16/06/2018	Bob Waddell & Associates Pty Ltd	ASSISTANCE WITHMAY MONTHLY STATEMENTS, 2018/20109 ANNUAL BUDGET, PAYROLL ISSUES		396.00	
EFT8732	22/06/2018	Bunnings Group Ltd	TIMBER OIL ULTRADECK 10L P/O 18738	1		203.30
INV 2022/008213/06/2018		Bunnings Group Ltd	TIMBER OIL ULTRADECK 10L P/O 18738		203.30	
EFT8733	22/06/2018	Clyde & Co	PROFFESIONAL FEES - FITZGERALD V DICKINSON	1		5,500.00
INV AU02-0012/06/2018		Clyde & Co	PROFFESIONAL FEES - FITZGERALD V DICKINSON		5,500.00	
EFT8734	22/06/2018	Coastal Transport Engineering	DEPOSIT FOR SUPPLY 3 X STEEL WASTE BINS	1		1,979.38
INV 1813	21/06/2018	Coastal Transport Engineering	DEPOSIT FOR SUPPLY 3 X STEEL WASTE BINS		1,979.38	

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EFT8735	22/06/2018	DM & DC Burton	FLOOD DAMAGE REPAIRS TO AIRPORT ACCESS ROAD FENCING	1		4,114.00
INV INV	18/06/2018	DM & DC Burton	FLOOD DAMAGE REPAIRS TO AIRPORT ACCESS ROAD FENCING		4,114.00	
EFT8736	22/06/2018	Day and Nite Maintenance	SERVICE AIRPORT GENERATOR	1		3,833.68
INV 161/1	01/06/2018	Day and Nite Maintenance	SUPPLY/FIT/BALANCE 4 X NEW TYRES RA3280		1,114.30	
INV 161/2	14/05/2018	Day and Nite Maintenance	SERVICE RA682		451.11	
INV 161/3	22/05/2018	Day and Nite Maintenance	SERVICE RA222		431.75	
INV 161/4	28/05/2018	Day and Nite Maintenance	SERVICE AIRPORT GENERATOR		1,409.72	
INV 161/5	14/05/2018	Day and Nite Maintenance	SERVICE RA106		426.80	
EFT8737	22/06/2018	Esperance Motor Group trading as Esperance Toyota	MCCS HILUX - CARRY OUT 48 MONTHS 80,000KM SERVICE	1		727.52
INV JC14022512/06/2018		Esperance Motor Group trading as Esperance Toyota	MCCS HILUX - CARRY OUT 48 MONTHS 80,000KM SERVICE		727.52	
EFT8738	22/06/2018	Farmers Center Pty Ltd	LENS, FILTER, FREIGHT	1		942.86
INV 712668	05/05/2018	Farmers Center Pty Ltd	JICM JICM T5F1, AIR COUPLING		20.48	
INV 712684	07/05/2018	Farmers Center Pty Ltd	JICM INSERT X2, BRAID FERRULE		63.01	
INV 712701	08/05/2018	Farmers Center Pty Ltd	R-CLIP, LINCH PIN, PIPE PIN		17.76	
INV 712710	09/05/2018	Farmers Center Pty Ltd	LIGHT, INDICATER & FREIGHT		47.69	
INV 712786	15/05/2018	Farmers Center Pty Ltd	TERMINAL BLISTER PACK, FEMALE BLADE 6MM		6.54	
INV 712881	23/05/2018	Farmers Center Pty Ltd	VALVE EXTENTION		114.29	
INV 712896	24/05/2018	Farmers Center Pty Ltd	BOLT, NYLOC NUT, WASHER, JOINER		66.29	
INV 712905	25/05/2018	Farmers Center Pty Ltd	DT2 WAY KIT, DT MINI 2 WAY KIT		34.65	
INV 712933	30/05/2018	Farmers Center Pty Ltd	CABLE TIES		46.77	
INV 712618	01/05/2018	Farmers Center Pty Ltd	VALVE CORES, VALVE CAP, WIPER REFILLS		150.15	
INV 712630	02/05/2018	Farmers Center Pty Ltd	GREASE GUN, RELAY 12V CHANGE OVER, HYDRAULIC CONNECTOR		80.60	
INV 712634	03/05/2018	Farmers Center Pty Ltd	LENS, FILTER, FREIGHT		294.63	

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EFT8739	22/06/2018	Hillside Hardware	ACCOUNT 21/05/18 - 15/06/18	1		4,001.46
INV MAY-JUN15/06/2018		Hillside Hardware	ACCOUNT 21/05/18 - 15/06/18		4,001.46	
EFT8740	22/06/2018	Indiji Flora	WHALE BAY VERGE	1		2,585.00
INV 0025	30/05/2018	Indiji Flora	WHALE BAY VERGE		2,585.00	
EFT8741	22/06/2018	John O'Sullivan	PREPARATION OF ASSET MANAGEMENT PLAN	1		7,000.00
INV INV	20/06/2018	John O'Sullivan	PREPARATION OF ASSET MANAGEMENT PLAN		7,000.00	
EFT8742	22/06/2018	Landmark	TIMT PEELED CCA	1		1,347.35
INV 9005795715/05/2018		Landmark	BLUND SAFETY BOOTS - PETER FAWKES		195.12	
INV 9005442404/05/2018		Landmark	VINYL HOSE		9.39	
INV 9005333302/05/2018		Landmark	WIAU AUSTMIG ES6 0.9MM MIG WIRE 15KG		173.22	
INV 9006372930/05/2018		Landmark	ROSSI BOOTS - NEREIDA COSTICK		141.36	
INV 9005578909/05/2018		Landmark	TIMT PEELED CCA		828.26	
EFT8743	22/06/2018	Lincolns	ATTENDANCE BY RUSSEL HARRISON AT 1 FEB 2018 AUDIT COMMITTEE MEETING	1		1,672.00
INV 5140	01/06/2018	Lincolns	ATTENDANCE BY RUSSEL HARRISON AT 1 FEB 2018 AUDIT COMMITTEE MEETING		1,672.00	
EFT8744	22/06/2018	Market Force	ADVERTISING- THE WEST AUSTRALIAN LG SECTION - STANDING ORDERS P/O 18543	1		929.35
INV 21763	28/05/2018	Market Force	ADVERTISING- THE WEST AUSTRALIAN LG SECTION - STANDING ORDERS P/O 18543		929.35	
EFT8745	22/06/2018	Meridian Agencies	ACCOUNT FOR MAY 2018 - STAMPS, POSTAGE, PRINTER, POST PAKS	1		167.24
INV MAY 20114/06/2018		Meridian Agencies	ACCOUNT FOR MAY 2018 - STAMPS, POSTAGE, PRINTER, POST PAKS		167.24	
EFT8746	22/06/2018	Perfect Computer Solutions	MAPPING, ACCOUNTS EMAIL, NEW MAILBOX SIZE FOR SIMON, REMOTE CONNECTION	1		595.00
INV 23712	19/06/2018	Perfect Computer Solutions	MAPPING, ACCOUNTS EMAIL, NEW MAILBOX SIZE FOR SIMON, REMOTE CONNECTION		595.00	

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EFT8747	22/06/2018	Ravensthorpe Roadhouse	UNLEADED FUEL ACCOUNT MAY 2018 P/O 18885	1		231.46
INV 309	19/06/2018	Ravensthorpe Roadhouse	UNLEADED FUEL ACCOUNT MAY 2018 P/O 18885		231.46	
EFT8748	22/06/2018	St John Ambulance Australia (Inc Ravensthorpe Sub- Center)	PROVISION OF FIRST AID COURSE HELD ON THE 11/06/2018 - SHIRE STAFF	1		1,969.00
INV 20111	15/06/2018	St John Ambulance Australia (Inc Ravensthorpe Sub- Center)	PROVISION OF FIRST AID COURSE HELD ON THE 11/06/2018 - SHIRE STAFF		1,969.00	
EFT8749	22/06/2018	Veno's Dingo Services	CARETAKING DUTIES HAMERSLEY INLET P/O 18935	1		1,320.00
INV 87	16/06/2018	Veno's Dingo Services	CARETAKING DUTIES HAMERSLEY INLET P/O 18935		1,320.00	
EFT8750	22/06/2018	WCP Civil	FLOOD DAMAGE PACKAGE 4 - AGRN 743.	1		37,616.21
INV 18587	11/03/2018	WCP Civil	FLOOD DAMAGE PACKAGE 4 - AGRN 743.		23,826.06	
INV 18588	11/03/2018	WCP Civil	FLOOD DAMAGE PACKAGE 1- P/O 01/2017 AGRN 743		13,790.15	
EFT8751	29/06/2018	ACH Contractors	WANDRRA CONTRACT NUMBER 2/2017 PACKAGE 2	1		9,460.00
INV 80	23/05/2018	ACH Contractors	WANDRRA CONTRACT NUMBER 2/2017 PACKAGE 2		9,460.00	
EFT8752	29/06/2018	Australian Taxation Office (ATO)	FRINGE BENEFITS TAX FOR THE PERIOD 1 APR TO 31 MAR 2018	1		1,697.85
INV 7107769926/06/2018		Australian Taxation Office (ATO)	FRINGE BENEFITS TAX FOR THE PERIOD 1 APR TO 31 MAR 2018		1,697.85	
EFT8753	29/06/2018	BE Stearne & Co Pty Ltd	RETIC PARTS, POLY TAPPING SADDLE, REDUCING SOCKET, SOCKET, REDUCING BRUSH P/O 19204	1		62.90
INV 59863	13/06/2018	BE Stearne & Co Pty Ltd	RETIC PARTS, POLY TAPPING SADDLE, REDUCING SOCKET, SOCKET, REDUCING BRUSH P/O 19204		62.90	
EFT8754	29/06/2018	Best Office Systems	PRINTER READINGS 20/05/2018 - 20/06/2018	1		1,805.26
INV 543015	25/06/2018	Best Office Systems	PRINTER READINGS 20/05/2018 - 20/06/2018		1,685.26	
INV 542507	18/06/2018	Best Office Systems	REPAIRED BLACK SMUDGES ON PAGE- REPLACED PARTS AND GENREAL CHECK OVER		120.00	
EFT8755	29/06/2018	Bob Waddell & Associates Pty Ltd	ASSISTANCE WITH 2018/19 ANNUAL BUDGET, AD-HOC ASSISTANCE WITH PAYROLL	1		825.00
INV 1369	25/06/2018	Bob Waddell & Associates Pty Ltd	ASSISTANCE WITH 2018/19 ANNUAL BUDGET, AD-HOC ASSISTANCE WITH PAYROLL		825.00	

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EFT8756	29/06/2018	CJD Equipment	SERVICE KIT - P/O 19201	1		440.21
INV 1700704	06/06/2018	CJD Equipment	SERVICE KIT - P/O 19201		440.21	
EFT8757	29/06/2018	Caltex Energy WA	16,399L DIESEL P/O 19217	1		22,656.37
INV S136604321/06/2018		Caltex Energy WA	16,399L DIESEL P/O 19217		22,656.37	
EFT8758	29/06/2018	Choices Esperance	NEW FLOOR COVERINGS FOR UNITS CARLISLE STREET P/O 18430	1		17,586.81
INV 13/6/18	25/06/2018	Choices Esperance	NEW FLOOR COVERINGS FOR UNITS CARLISLE STREET P/O 18430		17,586.81	
EFT8766	29/06/2018	Crystal Printing Solution Pty Ltd T/A Worldwide Printing Solutions	FITZGERALD COAST BROCHURES P/O 18434	1		4,798.75

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INV 1,029,43522/06/2018		Crystal Printing Solution Pty Ltd T/A Worldwide Printing Solutions	FITZGERALD COAST BROCHURES P/O 18434		4,798.75	
EFT8767	29/06/2018	Eddies Pest & Weed Control	PEST CONTROL TREATMENT P/O 18743	1		2,458.50
INV 9707	25/06/2018	Eddies Pest & Weed Control	PEST CONTROL TREATMENT P/O 18743		2,458.50	
EFT8768	29/06/2018	Environmental Monitoring Systems Pty Ltd	ENVIRONMENTAL HEALTH SERVICES MAY 2018	1		11,105.05
INV 1176	06/06/2018	Environmental Monitoring Systems Pty Ltd	ENVIRONMENTAL HEALTH SERVICES MAY 2018		11,105.05	
EFT8769	29/06/2018	Esperance Farm Trees (Bandy Creek Holdings Pty Ltd)	SUPPLY OF PLANTS FOR STREETSCAPE STAGE 2 PLANTING P/O 18612	1		22,360.80
INV 685	20/06/2018	Esperance Farm Trees (Bandy Creek Holdings Pty Ltd)	SUPPLY OF PLANTS FOR STREETSCAPE STAGE 2 PLANTING P/O 18612		22,360.80	
EFT8770	29/06/2018	Fitzgerald Coast Tourism Association	2017/2018 FUNDING CONTRIBUTION	1		22,000.00
INV 142	26/06/2018	Fitzgerald Coast Tourism Association	2017/2018 FUNDING CONTRIBUTION		22,000.00	
EFT8771	29/06/2018	Four Barrel Cafe & Restaurant	13X LUNCH PACKS FOR COUNCIL FORUM 18/6/18 P/O 17775	1		126.00
INV KL46362/17/06/2018		Four Barrel Cafe & Restaurant	13X LUNCH PACKS FOR COUNCIL FORUM 18/6/18 P/O 17775		126.00	
EFT8772	29/06/2018	Freight Lines Group	FREIGHT CHARGES - FORPARK	1		64.14
INV 39044	25/06/2018	Freight Lines Group	FREIGHT CHARGES - FORPARK		64.14	
EFT8773	29/06/2018	Hansen Pty Ltd T/A Forpark Australia Pty Ltd	SPRING, TRILOBE TAP LIGHT, BOLT,CA NUT, TRILOBE DRIVER, DRIVER P/O 18896	1		1,969.00
INV 41674	26/06/2018	Hansen Pty Ltd T/A Forpark Australia Pty Ltd	SPRING, TRILOBE TAP LIGHT, BOLT,CA NUT, TRILOBE DRIVER, DRIVER P/O 18896		1,969.00	
EFT8774	29/06/2018	Heidi Bridger	REIMBURSEMENT FOR DOT TRAINING - FUEL - MEALS	1		302.68
INV REIMBU22/06/2018		Heidi Bridger	REIMBURSEMENT FOR DOT TRAINING - FUEL - MEALS		302.68	
EFT8775	29/06/2018	Hopetoun Plumbing and Gas	REPAIR TAP AT HOPETOUN CHILD CARE P/O 18739	1		115.50
INV 1199	26/06/2018	Hopetoun Plumbing and Gas	REPAIR TAP AT HOPETOUN CHILD CARE P/O 18739		115.50	
EFT8776	29/06/2018	Hopetoun Tyre Service	TYRES, BALANCING BEADS REPAIRS, FITTING P/O 19211	1		3,328.60

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INV 13481	06/06/2018	Hopetoun Tyre Service	TYRES, STRIP AND FIT, FITTING P/O 19211		1,018.60	
INV 13482	07/06/2018	Hopetoun Tyre Service	TYRES, BALANCING BEADS REPAIRS, FITTING P/O 19211		2,310.00	
EFT8777	29/06/2018	Howson Management	ROAD INFRASTRUCTURE VALUATION REPORT	1		3,135.00
INV HT0618-225/06/2018		Howson Management	ROAD INFRASTRUCTURE VALUATION REPORT		3,135.00	
EFT8778	29/06/2018	Jason Signmakers	RV CAMPING SIGNS P/O18931	1		924.00
INV 18931	26/06/2018	Jason Signmakers	RV CAMPING SIGNS P/O18931		924.00	
EFT8779	29/06/2018	Jerramungup Electrical Service	UPGRADE ELECTRICAL METER BOX P/O 18940	1		9,134.99
INV 11490	27/06/2018	Jerramungup Electrical Service	REPLACEMENT OF EXIT LIGHTS P/O 18735		881.10	
INV 11491	27/06/2018	Jerramungup Electrical Service	UPGRADE METER BOX P/O 18736		1,667.58	
INV 11492	27/06/2018	Jerramungup Electrical Service	UPGRADE ELECTRICAL METER BOX P/O 18940		3,145.35	
INV 11494	27/06/2018	Jerramungup Electrical Service	REPLACE LIGHTS WITH LED, INSTALL EXIT LED SIGNS P/O 18718		2,164.37	
INV 11493	27/06/2018	Jerramungup Electrical Service	SUPPLY AND INSTALL LED EXIT LIGHTS P/O 18715		396.44	
INV 11495	27/06/2018	Jerramungup Electrical Service	RECTIFY ELECTRICAL ISSUE WITH DIESEL PUMP P/O18737		530.90	
INV 11496	27/06/2018	Jerramungup Electrical Service	INSPECTION OF GENERATOR, REPAIR RUNWAY LIGHT P/O 17972		349.25	
EFT8780	29/06/2018	Komatsu Australia PTY LTD	SEAL KIT TURNING CIRCLE - KOMATSU GRADER P/O 19218	1		190.93
INV 1049424	05/06/2018	Komatsu Australia PTY LTD	BLADE SLIDE GUIDES & SHIMS P/O 18897		9.13	
INV 1053447	07/06/2018	Komatsu Australia PTY LTD	BLADE SLIDE GUIDES & SHIMS P/O 18897		48.51	
INV 1072802	22/06/2018	Komatsu Australia PTY LTD	SEAL KIT TURNING CIRCLE - KOMATSU GRADER P/O 19218		133.29	
EFT8781	29/06/2018	Landgate	SUPPLY CADASTRA DATA AND TENURE DATA P/O 17773	1		275.00
INV 6352293219/06/2018		Landgate	SUPPLY CADASTRA DATA AND TENURE DATA P/O 17773		275.00	
EFT8782	29/06/2018	Lawry's Electrical Solutions	SUPPLY AND INSTALL NEW LIGHTS, NIGHT SENSOR,EXTERNAL FLOOD LIGHTS P/O18713	1		21,900.93
INV 1545	26/06/2018	Lawry's Electrical Solutions	SUPPLY AND INSTALL MINI PILLAR TOP		314.58	

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INV 1543	26/06/2018	Lawry's Electrical Solutions	DISCONNECT SEPTIC PUMP, INSTALL WEATHER PROOF GPO & RCD		448.27	
INV 1531	25/06/2018	Lawry's Electrical Solutions	DISCONNECT POWER, MANUFACTURE A 3 PHASE LEAD, CONNECT 3 PHASE GENSET TO POWER BOARD, RECONNECT NORMAL POWER P/O18085		687.50	
INV 1533	25/06/2018	Lawry's Electrical Solutions	ASSIST AND RECTIFY ISSUES WIHT SATELLITE DISH, REPLACE PARTS AND RE-TUNE DISH P/O18100		858.07	
INV 1534	25/06/2018	Lawry's Electrical Solutions	INVESTIGATE FAULTS ON TOWER LIGHTS, REPAIR WIRING AND BROKEN FUSES P/O18051		346.50	
INV 1535	25/06/2018	Lawry's Electrical Solutions	INVESTIGATE AND REPAIR POWER FAULT P/O18052		3,391.77	
INV 1551	26/06/2018	Lawry's Electrical Solutions	INVESTIGATE AND REPAIR IRRIGATION CONTROLLER P/O18388		216.65	
INV 1544	26/06/2018	Lawry's Electrical Solutions	DISCONNECT AND REPAIR DAMAGED CABLES P/O18749		2,712.87	
INV 1549	26/06/2018	Lawry's Electrical Solutions	INSTALL NEW CIRCUIT BACK TO SWITCHBOARD AND CONNECT HWS P/O18355		448.55	
INV 1550	26/06/2018	Lawry's Electrical Solutions	INSTALL GPO P/O18387		343.73	
INV 15414	26/06/2018	Lawry's Electrical Solutions	REPLACE PE CELL ON FLURO P/O 18745		168.59	
INV 1547	26/06/2018	Lawry's Electrical Solutions	REPLACE FAULTY DOWN LIGHTS AND CIRCULAR FLURO P/O18750		499.62	
INV 1512	21/06/2018	Lawry's Electrical Solutions	INVESTIGATE AND REPAIR PA SYSTEM AND HAND DRYER IN TOILET P/O 18744		1,348.64	
INV 1532	25/06/2018	Lawry's Electrical Solutions	DISCONNECT AND RECONNECT POWER SUPPY P/O 18088		294.98	
INV 1540	26/06/2018	Lawry's Electrical Solutions	RELACE EXIT LIGHT, INVESTIGATE EXTERNAL LIGHTING FAULT P/O 18746		732.22	
INV 1539	26/06/2018	Lawry's Electrical Solutions	REMOVE OLD LIGHTS AND POWERPOINTS, SUPPLY AND INSTALL NEW LED LIGHTS AND POWER POINTS P/O 18747		1,807.04	
INV 1514	22/06/2018	Lawry's Electrical Solutions	SUPPLY AND INSTALL NEW LIGHTS, NIGHT SENSOR,EXTERNAL FLOOD LIGHTS P/O18713		3,640.66	
INV 1537	25/06/2018	Lawry's Electrical Solutions	CARRY OUT AND INVESTIGATE RCD FAULT P/O 17639		231.00	
INV 1546	26/06/2018	Lawry's Electrical Solutions	INSTALLATION OF EFFLUENT PUMPS P/O18080		1,967.70	
INV 1536	25/06/2018	Lawry's Electrical Solutions	RECTIFY ISSUE WITH BBQ P/O17625		231.00	
INV 1538	25/06/2018	Lawry's Electrical Solutions	RECTIFY FAULT WITH AIRCONDITIONING P/O 17640		1,210.99	

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EFT8783	29/06/2018	Mammoth Equipment & Exhausts	800L ADBLUE P/O18899	1		528.00
INV 65188	07/06/2018	Mammoth Equipment & Exhausts	800L ADBLUE P/O18899		528.00	
EFT8784	29/06/2018	Market Force	ADVERTISEMENT- PROFESSIONAL APPOINT - MANAGER ENGINEERING 16/06/2018 P/O 17774	1		5,184.20
INV 22318	25/06/2018	Market Force	ADVERTISEMENT - TRUCK DRIVER PLANT OPERATOR P/O 17776		843.01	
INV 22316	25/06/2018	Market Force	ADVERTISEMENT - WEST AUST TENDERS 9/06/2018 P/O18930		1,014.27	
INV 22319	25/06/2018	Market Force	ADVERTISING - LOCAL GOVT VACANCIES 23/06/2018 - MANAGER ENGINEERING		693.07	
INV 22317	25/06/2018	Market Force	ADVERTISEMENT- PROFESSIONAL APPOINT - MANAGER ENGINEERING 16/06/2018 P/O 17774		2,633.85	
EFT8785	29/06/2018	Meridian Agencies	ACCOUNT FOR JUNE 2018	1		130.09
INV JUN 201829/06/2018		Meridian Agencies	ACCOUNT FOR JUNE 2018		130.09	
EFT8786	29/06/2018	National Pen	PENS WITH SHIRE LOGO P/O 18437	1		854.93
INV AU0790509/06/2018		National Pen	LED FLASHLIGHT & KEY CHAIN FCTA P/O 18437		424.44	
INV AU0790511/06/2018		National Pen	PENS WITH SHIRE LOGO P/O 18437		430.49	
EFT8787	29/06/2018	Novus Auto Glass- Esperance	REPLACE HINO WINDSCREEN P/O 19222	1		250.00
INV 8157381	25/06/2018	Novus Auto Glass- Esperance	REPLACE HINO WINDSCREEN P/O 19222		250.00	
EFT8788	29/06/2018	Perfect Computer Solutions	SYNERGY UPGRADE, RESOLVE SMALL ISSUES DUE TO UPGRADE, SETUP EASYREC DEPLOY	1		382.50
INV 23725	21/06/2018	Perfect Computer Solutions	SYNERGY UPGRADE, RESOLVE SMALL ISSUES DUE TO UPGRADE, SETUP EASYREC DEPLOY		382.50	
EFT8789	29/06/2018	Rodney Clarence Daw	TELSTRA REIMBURSEMENT TO JUNE 18	1		343.35
INV REIMBU28/06/2018		Rodney Clarence Daw	TELSTRA REIMBURSEMENT TO JUNE 18		343.35	
EFT8790	29/06/2018	Shire Of Esperance	PLANNING CONTRACT MAY 18 - PETER WILKS - RICHARD HINDLEY	1		3,983.98
INV 559-30	25/06/2018	Shire Of Esperance	PLANNING CONTRACT MAY 18 - PETER WILKS - RICHARD HINDLEY		3,983.98	

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EFT8791	29/06/2018	Shire of Ravensthorpe Social Club	Payroll deductions	1		105.00
INV DEDUCT20/06/2018		Shire of Ravensthorpe Social Club	Payroll deductions		105.00	
EFT8792	29/06/2018	South Coast Foodservice	OATES FLOOR PAD RED	1		149.05
INV 4208062	13/06/2018	South Coast Foodservice	OATES FLOOR PAD RED		149.05	
EFT8793	29/06/2018	Tradelink	PILLAR TAPS, HOSES AND FILINGS P/O 18732	1		1,043.83
CNO 779221230/05/2018		Tradelink	PILLAR TAPS, HOSES AND FILINGS P/O 18732 - WATER HOSE		-1,048.40	
CNO 779221230/05/2018		Tradelink	PILLAR TAPS, HOSES AND FILINGS P/O 18732 - WATER HOSES		-1,048.40	
INV 7793923731/05/2018		Tradelink	PUSH BUTTON PILLAR TAP P/O 18732		458.47	
INV 7793957	31/05/2018	Tradelink	HANDLE DISABLED SUIT 35MM P/O 18732		121.51	
INV 7792212230/05/2018		Tradelink	PILLAR TAPS, HOSES AND FILINGS P/O 18732		1,048.40	
INV 7792212230/05/2018		Tradelink	PILLAR TAPS, WATER HOSES AND FITTINGS P/O 18732		1,048.40	
INV 3886280	30/05/2018	Tradelink	CREDIT FOR 77922122 PILLAR TAP P/O 18732 AND RESTOCKING FEE		-584.55	
INV 7792212230/05/2018		Tradelink	PILLAR TAPS, HOSES AND FITTINGS P/O 18732		1,048.40	
EFT8794	29/06/2018	WCP Civil	FLOOD PACKAGE WORKS 13 - AGRN 743	1		291,645.94
INV 19079	13/06/2018	WCP Civil	FLOOD PACKAGE WORKS 1 - AGRN 743		33,084.48	
INV 19108	25/06/2018	WCP Civil	PATCH FLINDERS ST PATHWAY, PATCH SPENCE ST BITUMEN P/O 18938		2,249.50	
INV 19080	31/05/2018	WCP Civil	FLOOD PACKAGE WORKS 13 - AGRN 743		256,311.96	
EFT8795	29/06/2018	WINC Australia Pty Ltd	A4 PAPER, BISQUITS, USB, PINS, WHITEBOARD ERASER, TEA BAGS, DIARY, PENS, GLUE STICKS P/O17772	1		415.93
INV 9024482712/06/2018		WINC Australia Pty Ltd	A4 PAPER, BISQUITS, USB, PINS, WHITEBOARD ERASER, TEA BAGS, DIARY, PENS, GLUE STICKS P/O17772		302.64	
INV 9024578222/06/2018		WINC Australia Pty Ltd	BINDING CLEAR COVERS AND BACK COVERS P/O17780		113.29	
EFT8796	29/06/2018	WSP Opus AUstralia Pty Limited	WANDRRA 2017 ASSISTANCE - AGRN 743	1		243,989.35
INV 6401670415/06/2018		WSP Opus AUstralia Pty Limited	WANDRRA 2017 ASSISTANCE - AGRN 743		243,989.35	

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EFT8797	29/06/2018	Wallis Computer Solutions	PRINTERS FOR NEW DOCTOR	1		1,432.20
INV 16171	27/06/2018	Wallis Computer Solutions	PRINTERS FOR NEW DOCTOR		1,432.20	
EFT8798	29/06/2018	Waterman Irrigation	REMOTE LOADING OF SWIP CARDS FOR HOPETOUN STANDPIPE P/O 18742	1		192.50
INV 13242	22/06/2018	Waterman Irrigation	REMOTE LOADING OF SWIP CARDS FOR HOPETOUN STANDPIPE P/O 18742		192.50	
EFT8799	29/06/2018	WesTrac	INSPECT - FIND FAULT ENGINE FAILURE AND REPAIR P/O 18804	1		22,507.86
INV SI134886-19/06/2018		WesTrac	INSPECT - FIND FAULT ENGINE FAILURE AND REPAIR P/O 18804		24,434.17	
INV CR PI21023/03/2018		WesTrac	FULL CREDIT FOR PART NUMBER 20R-0178 INV REF PC0752921		-1,926.31	
EFT8800	29/06/2018	Western Power	ANNUAL MAST RENTAL FEES RAVIO HILL (MT SHORT) FY18/19	1		3,638.25
INV CORPB0415/06/2018		Western Power	ANNUAL MAST RENTAL FEES RAVIO HILL (MT SHORT) FY18/19		3,638.25	
DD4104.1	06/06/2018	Loyd D.G. & Sandra Collins Superfund	Superannuation contributions	1		83.29
INV SUPER	06/06/2018	Loyd D.G. & Sandra Collins Superfund	Superannuation contributions	1	83.29	
DD4104.2	06/06/2018	FirstChoice Personal Super	Superannuation contributions	1		85.22
INV SUPER	06/06/2018	FirstChoice Personal Super	Superannuation contributions	1	85.22	
DD4104.3	06/06/2018	SuperWrap Personal Super Plan	Payroll deductions	1		937.49
INV SUPER	06/06/2018	SuperWrap Personal Super Plan	Superannuation contributions	1	697.11	
INV DEDUCT06/06/2018		SuperWrap Personal Super Plan	Payroll deductions	1	240.38	
DD4104.4	06/06/2018	Maystar Pty Ltd ATF The Russlan Zuks Super Fund	Payroll deductions	1		557.70
INV SUPER	06/06/2018	Maystar Pty Ltd ATF The Russlan Zuks Super Fund	Superannuation contributions	1	414.70	
INV DEDUCT06/06/2018		Maystar Pty Ltd ATF The Russlan Zuks Super Fund	Payroll deductions	1	143.00	
DD4104.5	06/06/2018	MTAA Superannuation Fund	Superannuation contributions	1		112.41
INV SUPER	06/06/2018	MTAA Superannuation Fund	Superannuation contributions	1	112.41	

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DD4104.6	06/06/2018	WA Local Government Super Plan	Payroll deductions	1		7,216.88
INV DEDUCT06/06/2018	06/06/2018	WA Local Government Super Plan	Payroll deductions	1	178.40	
INV DEDUCT06/06/2018	06/06/2018	WA Local Government Super Plan	Payroll deductions	1	260.54	
INV DEDUCT06/06/2018	06/06/2018	WA Local Government Super Plan	Payroll deductions	1	47.05	
INV SUPER 06/06/2018	06/06/2018	WA Local Government Super Plan	Superannuation contributions	1	6,669.63	
INV DEDUCT06/06/2018	06/06/2018	WA Local Government Super Plan	Payroll deductions	1	61.26	
DD4104.7	06/06/2018	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1		2,643.42
INV DEDUCT06/06/2018	06/06/2018	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	500.51	
INV SUPER 06/06/2018	06/06/2018	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	2,142.91	
DD4104.8	06/06/2018	Colonial First State	Superannuation contributions	1		379.64
INV DEDUCT06/06/2018	06/06/2018	Colonial First State	Payroll deductions	1	56.24	
INV SUPER 06/06/2018	06/06/2018	Colonial First State	Superannuation contributions	1	323.40	
DD4104.9	06/06/2018	BT Super For Life	Superannuation contributions	1		189.89
INV SUPER 06/06/2018	06/06/2018	BT Super For Life	Superannuation contributions	1	189.89	
DD4121.1	13/06/2018	BANKWEST Corporate Mastercard	APRIL 2018 STATEMENT	1		2,772.42
INV APRIL 2001/05/2018	2001/05/2018	BANKWEST Corporate Mastercard	APRIL 2018 STATEMENT	1	2,772.42	
DD4121.2	13/06/2018	Westnet Pty Ltd	JUNE 2018 WESTNET BILL	1		723.00
INV 1005248118/05/2018	1005248118/05/2018	Westnet Pty Ltd	JUNE 2018 WESTNET BILL	1	723.00	
DD4121.3	13/06/2018	SG Fleet	LEASE RENTALS	1		33,618.37
INV AUSG00B1/05/2018	1005248118/05/2018	SG Fleet	LEASE RENTALS	1	33,618.37	
DD4132.1	20/06/2018	Loyd D.G. & Sandra Collins Superfund	Superannuation contributions	1		111.73
INV SUPER 20/06/2018	20/06/2018	Loyd D.G. & Sandra Collins Superfund	Superannuation contributions	1	111.73	

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DD4132.2	20/06/2018	FirstChoice Personal Super	Superannuation contributions	1		57.95
INV SUPER	20/06/2018	FirstChoice Personal Super	Superannuation contributions	1	57.95	
DD4132.3	20/06/2018	SuperWrap Personal Super Plan	Payroll deductions	1		937.49
INV SUPER	20/06/2018	SuperWrap Personal Super Plan	Superannuation contributions	1	697.11	
INV DEDUCT	20/06/2018	SuperWrap Personal Super Plan	Payroll deductions	1	240.38	
DD4132.4	20/06/2018	Maystar Pty Ltd ATF The Russlan Zuks Super Fund	Payroll deductions	1		557.70
INV SUPER	20/06/2018	Maystar Pty Ltd ATF The Russlan Zuks Super Fund	Superannuation contributions	1	414.70	
INV DEDUCT	20/06/2018	Maystar Pty Ltd ATF The Russlan Zuks Super Fund	Payroll deductions	1	143.00	
DD4132.5	20/06/2018	MTAA Superannuation Fund	Superannuation contributions	1		177.41
INV SUPER	20/06/2018	MTAA Superannuation Fund	Superannuation contributions	1	177.41	
DD4132.6	20/06/2018	Rest Superannuation	Superannuation contributions	1		75.03
INV SUPER	20/06/2018	Rest Superannuation	Superannuation contributions	1	75.03	
DD4132.7	20/06/2018	WA Local Government Super Plan	Payroll deductions	1		7,603.47
INV DEDUCT	20/06/2018	WA Local Government Super Plan	Payroll deductions	1	178.40	
INV DEDUCT	20/06/2018	WA Local Government Super Plan	Payroll deductions	1	260.54	
INV SUPER	20/06/2018	WA Local Government Super Plan	Superannuation contributions	1	7,053.15	
INV DEDUCT	20/06/2018	WA Local Government Super Plan	Payroll deductions	1	47.05	
INV DEDUCT	20/06/2018	WA Local Government Super Plan	Payroll deductions	1	64.33	
DD4132.8	20/06/2018	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1		2,131.26
INV DEDUCT	20/06/2018	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	370.43	
INV SUPER	20/06/2018	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	1,760.83	
DD4132.9	20/06/2018	Colonial First State	Superannuation contributions	1		379.64
INV DEDUCT	20/06/2018	Colonial First State	Payroll deductions	1	56.24	

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INV SUPER	20/06/2018	Colonial First State	Superannuation contributions	1	323.40	
DD4142.1	29/06/2018	BANKWEST Corporate Mastercard	MAY 2018 STATEMENT	1		8,096.85
INV MAY 20101/06/2018		BANKWEST Corporate Mastercard	MAY 2018 STATEMENT	1	8,096.85	
DD4104.10	06/06/2018	MLC Superannuation	Superannuation contributions	1		47.24
INV SUPER	06/06/2018	MLC Superannuation	Superannuation contributions	1	47.24	
DD4104.11	06/06/2018	AMP Super	Superannuation contributions	1		62.25
INV SUPER	06/06/2018	AMP Super	Superannuation contributions	1	62.25	
DD4104.12	06/06/2018	BT Super for Life	Superannuation contributions	1		650.05
INV SUPER	06/06/2018	BT Super for Life	Superannuation contributions	1	650.05	
DD4104.13	06/06/2018	Care Super Pty Ltd	Superannuation contributions	1		105.34
INV SUPER	06/06/2018	Care Super Pty Ltd	Superannuation contributions	1	105.34	
DD4132.10	20/06/2018	BT Super For Life	Superannuation contributions	1		181.64
INV SUPER	20/06/2018	BT Super For Life	Superannuation contributions	1	181.64	
DD4132.11	20/06/2018	MLC Superannuation	Superannuation contributions	1		47.24
INV SUPER	20/06/2018	MLC Superannuation	Superannuation contributions	1	47.24	
DD4132.12	20/06/2018	AMP Super	Superannuation contributions	1		62.25
INV SUPER	20/06/2018	AMP Super	Superannuation contributions	1	62.25	
DD4132.13	20/06/2018	BT Super for Life	Superannuation contributions	1		650.05
INV SUPER	20/06/2018	BT Super for Life	Superannuation contributions	1	650.05	
DD4132.14	20/06/2018	Care Super Pty Ltd	Superannuation contributions	1		135.27
INV SUPER	20/06/2018	Care Super Pty Ltd	Superannuation contributions	1	135.27	
06062018	06/06/2018	SHIRE OF RAVENSTHORPE	PAYROLL PROCESSING 06.06.18	1		86,764.29

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20062018	20/06/2018	SHIRE OF RAVENSTHORPE	PAYROLL PROCESSING 20.06.18	1		89,464.64

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	Municipal Bank Account	2,620,518.04
2	Trust Bank Account	576.65
TOTAL		2,621,094.69

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10.1.2 DIFFERENTIAL RATES 18/19 – REVISED OBJECTS AND REASONS

File Ref:	RV.RC.001
Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	7 May, 2018
Author:	Kirra Hasleby- Rates Officer
Authorising Officer:	Darren Kennedy – Manager of Corporate and Community Services
Attachments:	10.1.2.A Attachment 1 - Revised Objects and Reasons

Summary:

The Shire of Ravensthorpe has received feedback regarding the Differential Objects and Reasons submitted to the Department of Local Government, Sports and Cultural Industries (DLGSCI) as part of the application for Differential General Rates 2018/19.

Feedback received has been incorporated into the revised Differential Objects and Reasons (attached) and is submitted to Council for approval.

Background:

Council adopted the draft Objects and Reasons at the Ordinary Council Meeting held on 19th April 2018, prior to advertising the Notice of Intention to Impose Differential Rates.

The DLGSCI recommended some changes to more clearly define the services provided and costs associated with each of the differential categories. Subject to the changes being acceptable to Council, the DLGSCI have indicated that the 2018/19 Differential Rates as submitted would be recommended to the Minister for approval.

Comment:

The changes recommended by DLGSCI are part of an industry wide focus to improve the Differential Rating Objects and Reasons definitions in accordance with Local Government Act 1995 requirements.

Consultation:

Claire Ware – Manager Licensing and Industry Services, DLGSCI

Statutory Obligations:

Section 6.33, 6.35 and 6.36 of Local Government Act 1995.

Policy Implications:

Nil

Budget / Financial Implications:

The Minister’s approval to raise differential rates is required prior to Council formally adopting the 2018/19 Annual Budget. Without the required approval the raising of the required revenue will be severely impacted.

Strategic Implications:

Strategic Community Plan 2014 – 2024

Theme 4 – Civic Leadership: 4.1 Financial Sustainability.

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	Unlikely (2)	Major (2)	Low (4)	Failure to meet Statutory, Regulatory or Compliance Requirements plus reduction in revenue	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:

Absolute majority

OFFICER RECOMMENDATION	ITEM 10.1.2
That Council adopt the revised Objects and Reasons for the Proposed Differential Rates for the 2018/19 financial year.	



SHIRE OF RAVENSTHORPE

In accordance with Section 6.36 of the Local Government Act 1995, the Shire of Ravensthorpe is required to publish its Objectives and Reasons for implementing Different Rates.

Overall Objective

The purpose of the levying of rates is to meet Council's budget requirements in each financial year in order to deliver services and community infrastructure. Property valuations provided by the Valuer General are used as the basis for the calculation of rates each year.

Section 6.33 of the Local Government Act 1995 provides the ability to differentially rate properties based on zoning and/or land use as determined by the Shire of Ravensthorpe. The application of differential rating maintains equity in the rating of properties across the Shire, enabling the Council to provide facilities, infrastructure and services to the entire community and visitors.

Below is a summary of the proposed minimum payments and rates in the dollar for 2018/19

Differential Rate Category Minimum Payment	Differential Rate Category Minimum Payment	Rate in the \$ (Cents) Proposed
GRV – Residential;	\$850.00	11.2985
GRV – Commercial	\$850.00	12.6873
GRV – Industrial	\$850.00	14.8920
GRV Transient Workforce Camps / Short Stay Accommodation	\$850.00	30.1308
Unimproved Valuation	\$850.00	0.9428
UV – Mining Tenements	\$300.00	8.0000

Gross Rental Value (GRV)

The Local Government Act 1995 determines that properties of a Non-Rural purpose be rated using the Gross Rental Valuation (GRV) as the basis for the calculation of annual rates. The Valuer General determines the GRV for all properties within the Shire of Ravensthorpe.

The current valuation is effective from 1 July 2015 and the next GRV valuation is expected to take effect from 1 July 2020. Interim valuations are provided monthly to Council by the Valuer General for properties where changes have occurred (i.e. subdivisions or strata title of property, amalgamations, building constructions, demolition, additions and/or property rezoning). In such instances Council recalculates the rates for the affected properties and issues interim rates notices.

GRV – Residential (The Base Rate for Gross Rental Value)

This rating category consists of properties located within the townsite boundaries which have a zoning of rural residential or residential, as per the Town Planning Scheme No 6.

The reason for this rate is to reflect the provision of 'residential' services, including significant recreational, cultural and medical facilities, primarily utilised by ratepayers and occupiers of residences within the Shire of Ravensthorpe. The objective of the proposed rate in the dollar for this category is to be the base rate by which all other GRV rated properties are assessed.

GRV – Commercial

This rating category consists of properties zoned tourism or mixed use with predominately a commercial or tourism land use.

The objective of the proposed rate in the dollar is to recognise the costs of servicing commercial activity including car parking, landscaping and other amenities. In addition, costs associated with tourism, economic development and regulatory compliance benefit this category.

GRV – Industrial

This rating category consists of properties zoned light and general Industry with predominately an industrial use.

The objective of the proposed rate in the dollar is to recognise the costs of servicing industrial activity including car parking, landscaping and other amenities. Costs for environmental and regulatory compliances is higher for this category and is reflected in the rate in the dollar.

GRV – Transient Workforce Accommodation and Short Stay Accommodation

This rating category consists of properties predominately used for the purpose of Workforce Short Stay Accommodation or for Transient Workforce Accommodation.

The objective of the proposed rate in the dollar is to recognise the costs of servicing this accommodation base including airport infrastructure, sanitation infrastructure and services, recreational facilities including gymnasiums and swimming pool, together with a higher road use concentration within the Shire.

Unimproved Value (UV)

Properties that are predominantly used for rural purposes are assigned an Unimproved Value that is supplied and updated by the Valuer General on an annual basis. The rate in the dollar set for the UV-Rural category forms the basis for calculating all other UV differential rates.

UV - Rural (The Base Rate for Unimproved Value)

This rating category consists of properties that are predominately rural use.

The objective of the proposed rate in the dollar is to form the basis for calculating all other UV differential rates. Valuations are supplied and updated by the Valuer General on an annual basis.

UV – Mining

This rating category consists of properties that are used for mining, exploration or prospecting purposes.

The objective of the proposed rate in the dollar is to recognise the ongoing costs involved in maintaining the Shire's substantial road network that services this land use. Large scale equipment and operations of Mining result in the Shire's road network requiring ongoing maintenance to service these users.

Minimum Payments

The setting of minimum rates within rating categories recognises that every property receives some minimum level of benefit from the works and services provided by the Shire which is shared by all properties regardless of size, value and use.

A proposed minimum rate of \$850 has been applied to all rating categories except for the UV-Mining category. The Unimproved Valuations of mining tenements range from \$170 to \$156,007 with an average of \$18,509. The minimum rate for the UV-Mining category is set at \$300 which is a lower level compared to the other rating categories in order to ensure that the rate burden is distributed equitably between all other property owners paying the minimum amount. This also ensures that less than 50% of the properties in this category are on the minimum rate to ensure compliance with Section 6.35 of the Local Government Act 1995.

If you wish to lodge any submission on this proposal you are required to do so by Wednesday 30th May 2018.

Should you wish to discuss the proposed differential rates further please contact Councils Rates Officer on (08) 9839 0000 or email shire@ravensthorpe.wa.gov.au

Ian Fitzgerald
Chief Executive Officer

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10.1.3 MONTHLY FINANCIAL REPORT – 30 JUNE 2018

File Ref:	
Applicant:	Internal
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	13 July 2018
Author:	Darren Kennedy Manager Corporate & Community Services
Authorising Officer:	Not applicable
Attachments:	10.1.2.A – Monthly Financial Reports for June 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 June 2018 Monthly Financial Reports.

Comment:

The June 2018 Monthly Financial Reports are presented for review.

Consultation:

Senior Finance 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 10.1.3

That Council:

Receive the June 2018 Monthly Financial Reports as presented.

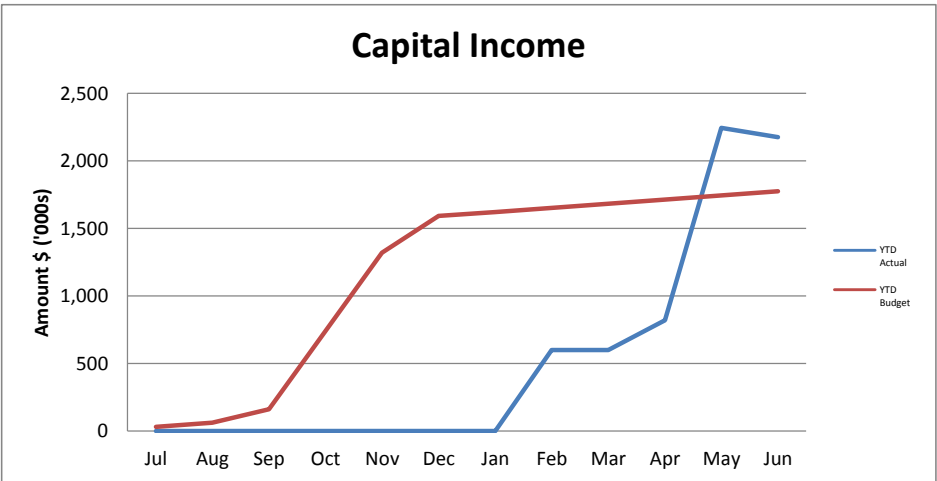
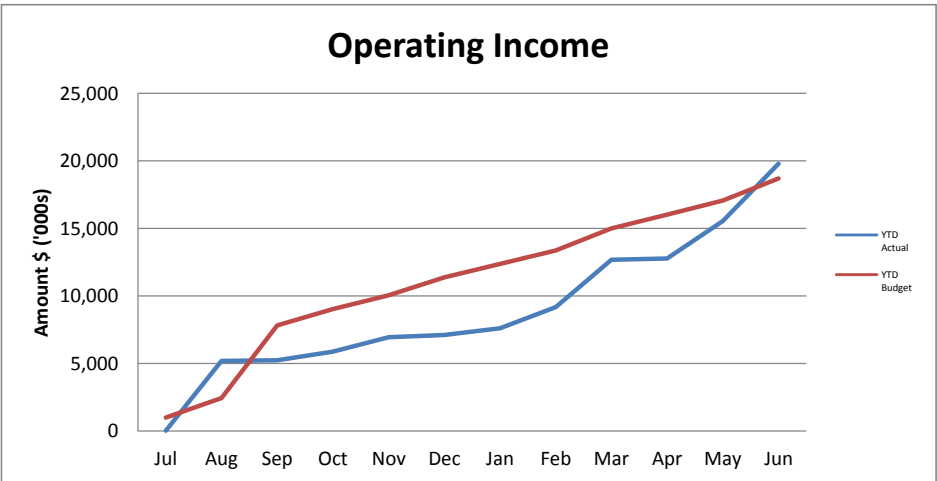
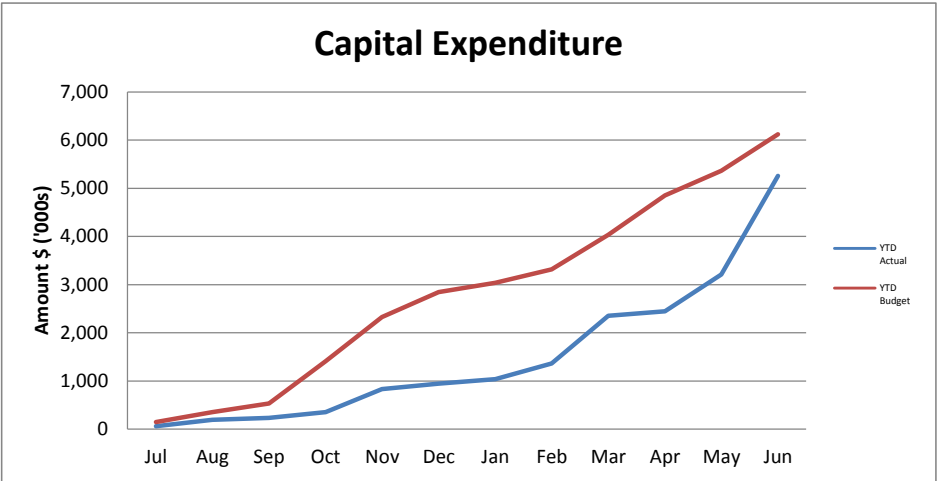
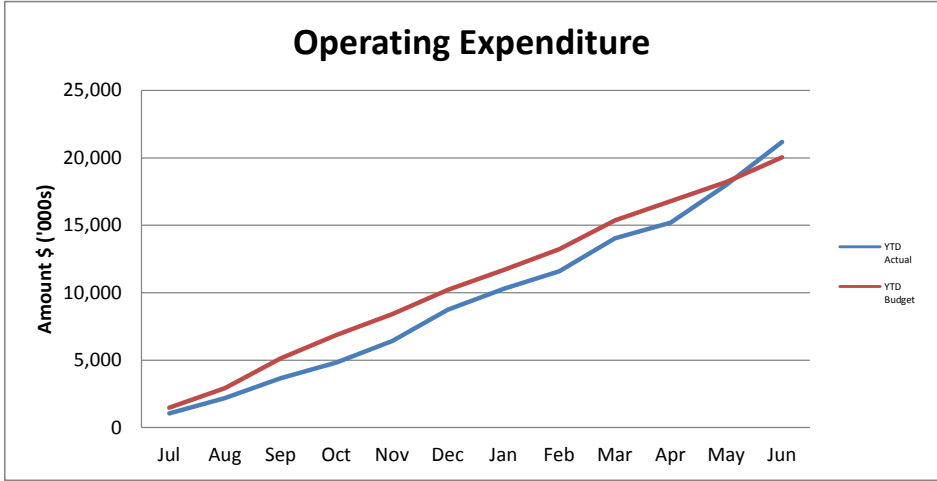


SHIRE OF RAVENSTHORPE
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2018

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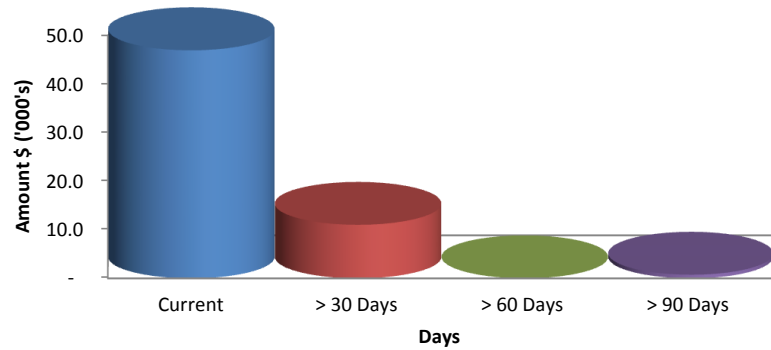
	Page
Statement of Financial Activity	1
Report on Significant Variances	2
Notes to and Forming Part of the Statement	
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Income and Expenditure Graphs to 30 June 2018

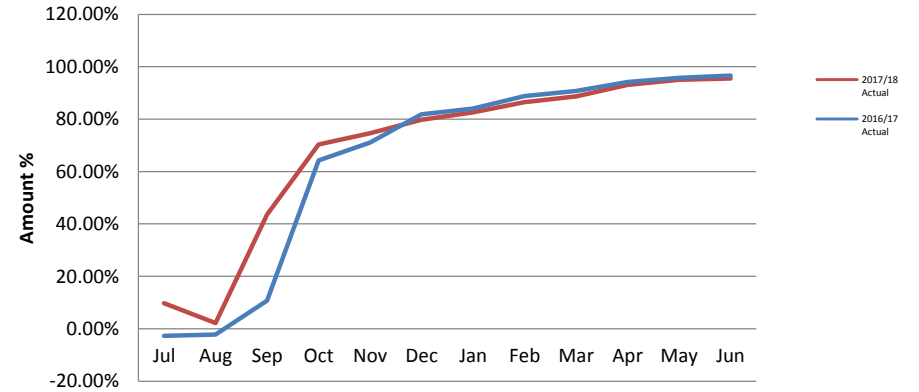


Other Graphs to 30 June 2018

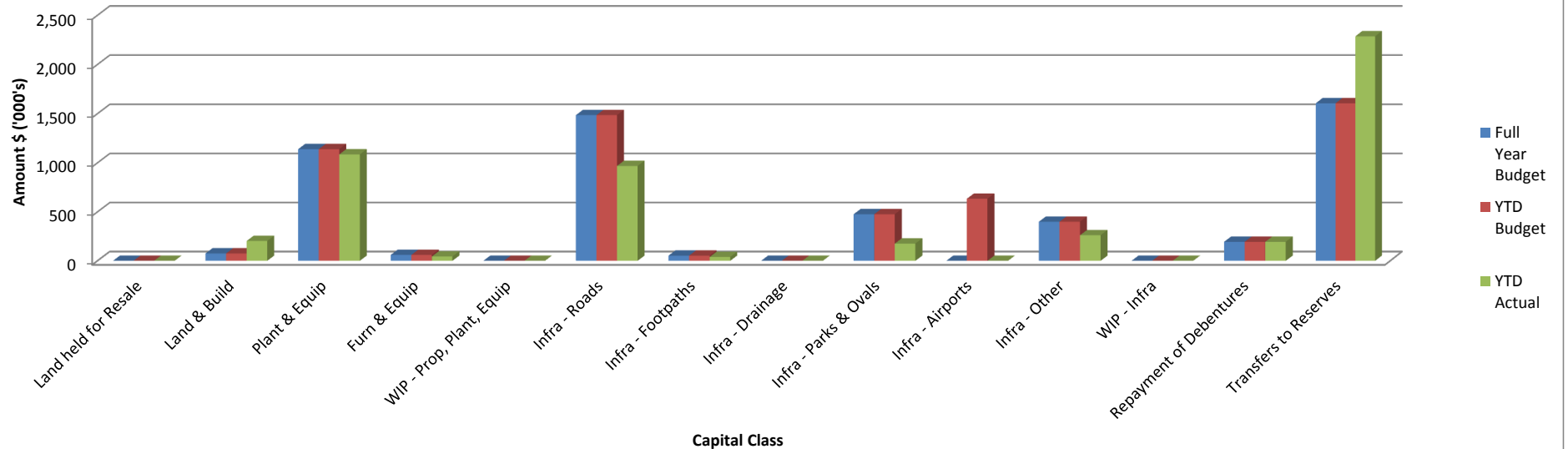
Sundry Debtors Amount O/S



Rates % Collected



Capital Expenditure



SHIRE OF RAVENSTHORPE

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2018

	NOTE	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	JUNE 2018 Y-T-D Budget \$	JUNE 2018 Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
Operating								
Revenues/Sources								
Governance		3,825	2,910	2,910	3,000	90	3.09%	
General Purpose Funding		1,103,693	1,021,678	1,021,678	1,966,542	944,864	92.48%	▲
Law, Order, Public Safety		196,149	224,890	224,890	247,247	22,357	9.94%	
Health		3,000	4,000	4,000	3,486	(514)	(12.85%)	▼
Education and Welfare		192,361	192,361	192,361	122,424	(69,937)	(36.36%)	▼
Housing		10,400	10,400	10,400	12,860	2,460	23.65%	
Community Amenities		833,127	810,627	810,627	621,815	(188,812)	(23.29%)	▼
Recreation and Culture		298,500	374,875	374,875	449,301	74,426	19.85%	▲
Transport		12,010,248	11,818,973	11,818,973	12,028,006	209,033	1.77%	
Economic Services		98,500	98,500	98,500	164,348	65,848	66.85%	▲
Other Property and Services		155,000	150,000	150,000	166,079	16,079	10.72%	▲
		<u>14,904,803</u>	<u>14,709,214</u>	<u>14,709,214</u>	<u>15,785,108</u>	<u>1,075,894</u>	<u>7.31%</u>	
(Expenses)/(Applications)								
Governance		(586,688)	(592,488)	(592,488)	(512,935)	79,553	13.43%	▼
General Purpose Funding		(157,749)	(154,749)	(154,749)	(131,251)	23,498	15.18%	▼
Law, Order, Public Safety		(583,620)	(698,061)	(698,061)	(755,683)	(57,622)	(8.25%)	
Health		(260,635)	(322,961)	(322,961)	(313,920)	9,041	2.80%	
Education and Welfare		(353,617)	(353,567)	(353,567)	(352,849)	718	0.20%	
Housing		(262,228)	(255,063)	(255,063)	(173,430)	81,633	32.00%	▼
Community Amenities		(1,290,994)	(1,270,743)	(1,270,743)	(1,210,568)	60,175	4.74%	
Recreation & Culture		(1,650,851)	(1,702,226)	(1,702,226)	(1,608,489)	93,737	5.51%	
Transport		(13,983,149)	(14,035,957)	(14,035,957)	(15,973,071)	(1,937,114)	(13.80%)	▲
Economic Services		(314,435)	(359,156)	(359,156)	(338,695)	20,461	5.70%	
Other Property and Services		(294,294)	(296,044)	(296,044)	189,528	485,572	164.02%	▼
		<u>(19,738,260)</u>	<u>(20,041,016)</u>	<u>(20,041,016)</u>	<u>(21,181,363)</u>	<u>(1,140,347)</u>	<u>5.69%</u>	
Net Operating Result Excluding Rates		(4,833,457)	(5,331,802)	(5,331,802)	(5,396,255)	(64,453)	1.21%	
Adjustments for Non-Cash (Revenue) and Expenditure								
(Profit)/Loss on Asset Disposals	2	111,405	111,405	111,405	(20,445)	(131,850)	118.35%	▼
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0	0.00%	
Movement in Employee Benefit Provisions		0	0	0	0	0	0.00%	
Rounding		0	0	0	0	0	0.00%	
Depreciation on Assets		3,352,401	3,352,401	3,352,401	2,885,737	(466,664)	13.92%	▼
Capital Revenue and (Expenditure)								
Purchase Land Held for Resale	1	0	0	0	0	0	0.00%	
Purchase of Land and Buildings	1	(71,200)	(75,205)	(75,205)	(121,676)	(46,471)	(61.79%)	▲
Purchase of Furniture & Equipment	1	(60,000)	(60,000)	(60,000)	(44,082)	15,918	26.53%	▼
Purchase of Plant & Equipment	1	(1,292,800)	(1,138,650)	(1,138,650)	(1,085,423)	53,227	4.67%	
Purchase of WIP - PP & E	1	0	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Roads	1	(1,508,050)	(1,484,886)	(1,484,886)	(968,257)	516,629	34.79%	▼
Purchase of Infrastructure Assets - Footpaths	1	(29,810)	(52,974)	(52,974)	(39,021)	13,953	26.34%	▼
Purchase of Infrastructure Assets - Drainage	1	0	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Parks & Ovals	1	(431,690)	(476,190)	(476,190)	(176,073)	300,117	63.02%	▼
Purchase of Infrastructure Assets - Airports	1	(533,550)	(633,550)	(633,550)	(96,294)	537,256	84.80%	▼
Purchase of Infrastructure Assets - Other	1	(399,069)	(399,069)	(399,069)	(261,318)	137,751	34.52%	▼
Purchase of WIP - INFRA	1	0	0	0	0	0	0.00%	
Proceeds from Disposal of Assets	2	233,992	233,992	233,992	296,008	62,016	26.50%	▲
Repayment of Debentures	3	(193,909)	(193,909)	(193,909)	(193,908)	1	0.00%	
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	(1,605,000)	(1,605,000)	(1,605,000)	(2,356,426)	(751,426)	(46.82%)	▲
Transfers from Restricted Asset (Reserves)	4	1,541,275	1,541,275	1,541,275	1,950,000	408,725	26.52%	▲
ADD Net Current Assets July 1 B/Fwd	5	1,713,985	2,206,970	2,206,970	2,206,970	0	0.00%	
LESS Net Current Assets Year to Date	5	<u>(523)</u>	<u>(238)</u>	<u>(238)</u>	<u>498,150</u>	<u>498,388</u>	<u>209503.51%</u>	
Amount Raised from Rates		<u>(4,004,954)</u>	<u>(4,004,954)</u>	<u>(4,004,954)</u>	<u>(3,918,613)</u>	<u>86,341</u>	<u>(2.16%)</u>	

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

Material Variances Symbol

Above Budget Expectations Greater than 10% and \$10,000 ▲
Below Budget Expectations Less than 10% and \$10,000 ▼

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 variances adopted by Council are:

Actual Variance to YTD Budget up to 5%:	Don't Report
Actual Variance exceeding 10% of YTD Budget	Use Management Discretion
Actual Variance exceeding 10% of YTD Budget and a value greater than \$10,000:	Must Report

REPORTABLE OPERATING REVENUE VARIATIONS

General Purpose Funding - Revenue over YTD budget

PERMANENT - \$944K of 18/19 Financial Assistance Grants received in June. Treated as surplus into 18/19 budget

Law, Order, Public Safety

Health -

Education and Welfare - Revenue under YTD budget

TIMING: Revenue for Cub House to be transferred in as part of end of year.

Community Amenities - Revenue under YTD budget

PERMANENT : Portion of the Regional Waste Facility carried over to 18/19.

Recreation and Culture - Revenue over YTD budget

PERMANENT : Insurance for Tennis courts & various contributions from community groups.

Transport

Economic Services - Revenue over YTD budget

PERMANENT: Recoup of FCTA costs higher than budgeted

Other Property and Services - Revenue over YTD budget

TIMING - Currently PWOH is over recovered and will be adjusted as part of year end processes.

REPORTABLE OPERATING EXPENSE VARIATIONS

Governance - Expenditure under YTD budget

PERMANENT : Xmas decorations deferred to 18/19, CDF grants not claimed. Audit fees under budget.

General Purpose Funding - Expenditure under YTD budget

TIMING: Valuation and Consultancy expenditure down on budget

Law, Order, Public Safety -

Health -

Education and Welfare -

Housing - Expenditure under YTD budget

PERMANENT : Reduced maintenance works due to unscheduled absence by BMO.

Community Amenities -

Recreation & Culture -

Transport - Expenditure over YTD Budget

TIMING - Flood recovery works, offset by WANDRA income

Economic Services -

Other Property and Services - Expenditure under YTD budget

TIMING : Plant operating costs over recovered. To be adjusted as part of year end.

REPORTABLE NON-CASH VARIATIONS

(Profit)/Loss on Asset Disposals - Expenditure under YTD budget

PERMANENT : Proceeds from disposals well above budget.

Depreciation on Assets - Expenditure under YTD budget

PERMANENT: Reduced depreciation on roads following reduction in value due to flood damage

REPORTABLE CAPITAL EXPENSE VARIATIONS

Purchase of Land & Buildings - Expenditure over YTD Budget

ERROR: Hopetoun tennis courts resurfacing to be moved to Parks & Ovals as part of year end.

Purchase of Furniture & Equipment - Expenditure under YTD budget

Timing of purchases

Purchase of Plant & Equipment - Expenditure under YTD budget

Timing of plant purchases

Purchase of Infrastructure Assets Roads - Expenditure under YTD budget

PERMANENT - Several 17/18 projects to be carried over.

Purchase of Infrastructure Parks & Assets - Expenditure under YTD budget

PERMANENT: Balance of Tennis courts and Rangeview Park will be carryovers

Purchase of Infrastructure Airports - Expenditure under YTD budget

PERMANENT: Airport resealing deferred and rollover of grant approved

Purchases of Infrastructure Other - Expenditure under YTD budget

PERMANENT: Munglinup & Hopetoun Transfer Stations to be carryovers

REPORTABLE CAPITAL INCOME VARIATIONS

Proceeds from Disposal of Assets -

Repayment of Debentures -

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2018

	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Budget \$	JUNE 2018 Actual \$
1. ACQUISITION OF ASSETS				
The following assets have been acquired during the period under review:				
<u>By Program</u>				
Health				
<i><u>Doctors & Other Health</u></i>				
New Furniture - Ravensthorpe Surgery	5,000	5,000	5,000	0.00
Toyota Hilux - Doctor	55,000	48,250	48,250	48,203.37
Surgery Upgrade Ravensthorpe	5,000	9,700	9,700	9,675.00
Education & Welfare				
<i><u>Child Care Centres</u></i>				
Little Barrens- Air-Con	15,000	0	0	0.00
Community Amenities				
<i><u>Sanitation - household Refuse</u></i>				
Munglinup Transfer Station	75,000	75,000	75,000	0.00
Hopetoun Transfer Station	75,000	75,000	75,000	0.00
Ravensthorpe Regional Landfill	249,069	249,069	249,069	261,317.70
<i><u>Sewerage</u></i>				
Recreation and Culture				
<i><u>Public Halls & Civic Centres</u></i>				
Hopetoun Community Centre Fit Out	50,000	50,000	50,000	44,081.89
Solar Power Installation At Hopetoun	0	0	0	0.00
Herbarium At Ravensthorpe Hall	0	6,775	6,775	6,774.00
<i><u>Other Recreation & Sport</u></i>				
Resurface Courts - Hopetoun	30,000	37,530	37,530	84,278.50
Rangeview Park Upgrade	174,190	174,190	174,190	14,233.45
Ravensthorpe Cricket Pitch	7,000	7,000	7,000	0.00
Munglinup Community Playground	50,500	50,500	50,500	50,800.00
Ravensthorpe Tennis Courts	200,000	231,500	231,500	111,039.59
Ravensthorpe Bowls Club - Lighting	0	13,000	13,000	0.00
<i><u>Libraries</u></i>				
New Inverter Air-Cons	14,200	14,200	14,200	14,198.00
Ravensthorpe Crc - Kitchen Improvements	7,000	7,000	7,000	6,750.00
Transport				
<i><u>Construction - Roads, Bridges, Depots</u></i>				
Roads Construction Council				
Four Mile Carpark - Construct New Parking	150,000	150,000	150,000	0.00
Phillips River Rd Canoe Trail	49,220	49,220	49,220	35,540.17
Streetscape Morgan Street Stage 2	45,000	45,000	45,000	20,328.00
Ethel Daw Drive	23,164	0	0	0.00
Nindibillup Rd Slk 1.0-11.0	0	0	0	0.00
Floodway Sealing Repairs	50,310	50,310	50,310	0.00
Veal Street - Carpark Expansion	25,000	25,000	25,000	18,557.91
Gravel Pit Reinstatement	40,000	40,000	40,000	20,382.12
Gravel Pit Development	40,000	40,000	40,000	90.90
Roads Mrwa V Of G Constr				
Jerdacuttup Road X Bedford Hbr Road	142,256	142,256	142,256	145,461.10
Hamersley Drive X Hopetoun Road	70,848	70,848	70,848	71,019.73
Roads Mrwa V Of G Constr				
Ravensthorpe Streetscape	32,545	32,545	32,545	32,711.42

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2018

	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Budget \$	JUNE 2018 Actual \$
1. ACQUISITION OF ASSETS (Continued)				
The following assets have been acquired during the period under review:				
By Program (Continued)				
Transport (Continued)				
Roads To Recovery Construction				
Morgans St Asphalt / Kerb Stage 2	57,191	57,191	57,191	33,377.67
Veal Street Entrance	121,780	121,780	121,780	115,126.39
Raglan Street	81,000	81,000	81,000	44,233.45
The Esplanade	130,732	130,732	130,732	49,521.85
Ravensthorpe Streets	349,004	349,004	349,004	381,906.53
Bridges Construction				
Springdale Road Bridge	100,000	100,000	100,000	0.00
Footpath Construction				
Birdwood Street Pathway	29,810	29,810	29,810	14,320.00
Chambers Street Footpath	0	23,164	23,164	24,700.84
Road Plant Purchases				
Light Truck - P&G Ravensthorpe	105,000	71,000	71,000	80,681.73
Tri Axle Float	70,000	65,000	65,000	58,880.00
Tandem Dolly	40,000	27,000	27,000	22,700.00
Construction Grader	330,000	316,000	316,000	316,000.00
Sundry Plant And Equipment Purchases (Less	18,800	18,800	18,800	0.00
Maintenance Truck - Ravensthorpe	120,000	75,000	75,000	75,580.64
Toyota Hilux - Leading Hand Ute	45,000	41,200	41,200	41,176.05
Toyota Hilux - P&G Team Leader	45,000	42,000	42,000	42,989.77
Toyota Hilux - Dozer Ute	43,000	35,200	35,200	38,265.57
Toyota Hilux - Grader 1 Ute	43,000	35,200	35,200	38,279.78
Toyota Hilux - Grader 2 Ute	43,000	35,200	35,200	38,279.78
Toyota Hilux - Hopeton P&G Ute	45,000	42,000	42,000	43,010.14
Kuboto Utility Vehicle - Ravensthorpe	35,000	35,000	35,000	29,163.00
Zero Turn Mower	45,000	35,000	35,000	34,620.00
Mechanic Vehicle	80,000	80,000	80,000	44,696.27
Street Sweeper	80,000	80,000	80,000	75,900.00
Aerodromes				
Toyota Hilux - Aro/Ranger 2 Ute	50,000	56,800	56,800	56,996.50
Runway Reseal	533,550	633,550	633,550	96,293.64
Other Property & Services				
Administration				
Computer Upgrades	5,000	5,000	5,000	0.00
	<u>4,326,169</u>	<u>4,320,524</u>	<u>4,320,524</u>	<u>2,792,142.45</u>
By Class				
Land Held for Resale - Current	0	0	0	0.00
Land Held for Resale - Non Current	0	0	0	0.00
Land	0	0	0	0.00
Buildings	71,200	75,205	75,205	121,675.50
Furniture & Equipment	60,000	60,000	60,000	44,081.89
Plant & Equipment	1,292,800	1,138,650	1,138,650	1,085,422.60
Work in Progress - PPE	0	0	0	0.00
Infrastructure - Roads	1,508,050	1,484,886	1,484,886	968,257.24
Infrastructure - Footpaths	29,810	52,974	52,974	39,020.84
Infrastructure - Drainage	0	0	0	0.00
Infrastructure - Parks & Ovals	431,690	476,190	476,190	176,073.04
Infrastructure - Airports	533,550	633,550	633,550	96,293.64
Infrastructure - Other	399,069	399,069	399,069	261,317.70
Work in Progress - INFRA	0	0	0	0.00
	<u>4,326,169</u>	<u>4,320,524</u>	<u>4,320,524</u>	<u>2,792,142.45</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2018

2. DISPOSALS OF ASSETS

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

By Program	Written Down Value			Sale Proceeds			Profit(Loss)		
	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Actual \$	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Actual \$	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Actual \$
Law, Order & Public Safety									
Health	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Toyota Kluger GXL - Doctor	33,001.31	33,001.31	27,194.52	24,545.00	24,545.00	20,219.55	(8,456.31)	(8,456.31)	(6,974.97)
Transport									
John Deere 670 GP Construction Grader	105,284.02	105,284.02	88,599.05	52,000.00	52,000.00	101,330.19	(53,284.02)	(53,284.02)	12,731.14
Mitsubishi Triton 2014	15,094.68	15,094.68	12,429.78	8,181.00	8,181.00	8,992.27	(6,913.68)	(6,913.68)	(3,437.51)
RA3359 - Hilux - 2015 Triton	23,392.71	23,392.71	19,397.95	15,545.00	15,545.00	15,265.00	(7,847.71)	(7,847.71)	(4,132.95)
Ford Ranger	21,618.93	21,618.93	18,710.15	20,090.00	20,090.00	19,355.91	(1,528.93)	(1,528.93)	645.76
Isuzu Maintenance Truck	29,037.94	29,037.94	28,116.99	18,181.00	18,181.00	30,802.38	(10,856.94)	(10,856.94)	2,685.39
2013 Triton - Grader 1	14,827.68	14,827.68	12,701.92	7,272.00	7,272.00	10,901.36	(7,555.68)	(7,555.68)	(1,800.56)
2013 Triton - Grader 2	14,827.68	14,827.68	12,701.92	6,363.00	6,363.00	10,719.55	(8,464.68)	(8,464.68)	(1,982.37)
2013 Triton - Dozer	13,898.37	13,898.37	11,890.68	8,181.00	8,181.00	14,765.00	(5,717.37)	(5,717.37)	2,874.32
2010 Hino - P&G Truck Hopetoun	27,497.91	27,497.91	23,395.55	16,363.00	16,363.00	26,028.29	(11,134.91)	(11,134.91)	2,632.74
2005 Tri Axle Float	6,493.17	6,493.17	0.00	36,363.00	36,363.00	12,457.50	29,869.83	29,869.83	12,457.50
2005 Tandem Dolly	13,527.42	13,527.42	1,027.48	3,636.00	3,636.00	5,269.55	(9,891.42)	(9,891.42)	4,242.07
Toyota Hilux Ute - Airport Manger	26,895.55	26,895.55	19,396.73	17,272.00	17,272.00	19,901.36	(9,623.55)	(9,623.55)	504.63
Other Property & Services									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	345,397.37	345,397.37	275,562.72	233,992.00	233,992.00	296,007.91	(111,405.37)	(111,405.37)	20,445.19

By Class of Asset	Written Down Value			Sale Proceeds			Profit(Loss)		
	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Actual \$	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Actual \$	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Actual \$
Plant & Equipment									
Toyota Kluger GXL - Doctor	33,001.31	33,001.31	27,194.52	24,545.00	24,545.00	20,219.55	(8,456)	(8,456.31)	(6,974.97)
John Deere 670 GP Construction Grader	105,284.02	105,284.02	88,599.05	52,000.00	52,000.00	101,330.19	(53,284)	(53,284.02)	12,731.14
Mitsubishi Triton 2014	15,094.68	15,094.68	12,429.78	8,181.00	8,181.00	8,992.27	(6,914)	(6,913.68)	(3,437.51)
RA3359 - Hilux - 2015 Triton	23,392.71	23,392.71	19,397.95	15,545.00	15,545.00	15,265.00	(7,848)	(7,847.71)	(4,132.95)
Ford Ranger	21,618.93	21,618.93	18,710.15	20,090.00	20,090.00	19,355.91	(1,529)	(1,528.93)	645.76
Isuzu Maintenance Truck	29,037.94	29,037.94	28,116.99	18,181.00	18,181.00	30,802.38	(10,857)	(10,856.94)	2,685.39
2013 Triton - Grader 1	14,827.68	14,827.68	12,701.92	7,272.00	7,272.00	10,901.36	(7,556)	(7,555.68)	(1,800.56)
2013 Triton - Grader 2	14,827.68	14,827.68	12,701.92	6,363.00	6,363.00	10,719.55	(8,465)	(8,464.68)	(1,982.37)
2013 Triton - Dozer	13,898.37	13,898.37	11,890.68	8,181.00	8,181.00	14,765.00	(5,717)	(5,717.37)	2,874.32
2010 Hino - P&G Truck Hopetoun	27,497.91	27,497.91	23,395.55	16,363.00	16,363.00	26,028.29	(11,135)	(11,134.91)	2,632.74
2005 Tri Axle Float	6,493.17	6,493.17	0.00	36,363.00	36,363.00	12,457.50	29,870	29,869.83	12,457.50
2005 Tandem Dolly	13,527.42	13,527.42	1,027.48	3,636.00	3,636.00	5,269.55	(9,891)	(9,891.42)	4,242.07
Toyota Hilux Ute - Airport Manger	26,895.55	26,895.55	19,396.73	17,272.00	17,272.00	19,901.36	(9,624)	(9,623.55)	504.63
	345,397.37	345,397.37	275,562.72	233,992.00	233,992.00	296,007.91	(111,405)	(111,405.37)	20,445.19

SummaryProfit on Asset Disposals
Loss on Asset Disposals

2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Actual \$
29,869.83	29,869.83	38,773.55
(141,275.20)	(141,275.20)	(18,328.36)
(111,405.37)	(111,405.37)	20,445.19

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2018

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-17	New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
		2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Actual \$	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Actual \$	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Actual \$	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Actual \$
Housing													
Loan 145 Satff Housing	291,827	0	0	0	32,957	32,957	32,957	258,870	258,870	258,870	9,930	9,930	6,587
Loan 147 Other Housing	270,108	0	0	0	15,397	15,397	15,397	254,711	254,711	254,711	10,785	10,785	8,492
Recreation and Culture													
Loan 146 Hopetoun Community Centre	337,778	0	0	0	12,664	12,664	12,664	325,114	337,778	325,114	14,321	14,321	9,531
Transport													
Loan 138D Town Street	343,210	0	0	0	25,099	25,099	12,343	318,111	318,111	330,867	24,774	24,774	15,966
Loan 144 Town Street	251,038	0	0	0	45,393	45,393	45,393	205,645	205,645	205,645	13,574	13,574	10,432
Loan 143B Refinance	261,347	0	0	0	29,515	29,515	29,515	231,832	231,832	231,832	8,893	8,893	5,899
Loan 138E Refinance	334,649	0	0	0	32,883	32,883	45,639	301,766	301,766	289,010	12,055	12,055	8,062
	2,089,957	0	0	0	193,909	193,909	193,908	1,896,048	1,908,712	1,896,049	94,332	94,332	64,969

(*) 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 30 JUNE 2018

	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Actual \$
4. RESERVES			
Cash Backed Reserves			
(a) Plant Reserve			
Opening Balance	226,855	226,855	226,855
Amount Set Aside / Transfer to Reserve	204,009	204,009	204,104
Amount Used / Transfer from Reserve	0	0	0
	<u>430,864</u>	<u>430,864</u>	<u>430,959</u>
(b) Emergency Farm Water Reserve			
Opening Balance	26,259	26,259	26,259
Amount Set Aside / Transfer to Reserve	464	464	475
Amount Used / Transfer from Reserve	0	0	0
	<u>26,723</u>	<u>26,723</u>	<u>26,734</u>
(c) Building Reserve			
Opening Balance	1,492,299	1,492,299	1,492,299
Amount Set Aside / Transfer to Reserve	1,226,368	1,226,369	1,976,995
Amount Used / Transfer from Reserve	(1,200,000)	(1,200,000)	(1,950,000)
	<u>1,518,667</u>	<u>1,518,668</u>	<u>1,519,294</u>
(d) Road & Footpath Reserve			
Opening Balance	415,353	415,353	415,353
Amount Set Aside / Transfer to Reserve	7,339	7,339	7,514
Amount Used / Transfer from Reserve	0	0	0
	<u>422,692</u>	<u>422,692</u>	<u>422,867</u>
(e) Swimming Pool Upgrade Reserve			
Opening Balance	43,249	43,249	43,249
Amount Set Aside / Transfer to Reserve	764	764	782
Amount Used / Transfer from Reserve	0	0	0
	<u>44,013</u>	<u>44,013</u>	<u>44,031</u>
(f) UHF Repeater Reserve			
Opening Balance	0	0	0
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>
(g) Airport Reserve			
Opening Balance	688,899	688,899	688,899
Amount Set Aside / Transfer to Reserve	62,173	62,336	62,629
Amount Used / Transfer from Reserve	(341,275)	(341,275)	0
	<u>409,797</u>	<u>409,960</u>	<u>751,528</u>
(h) Waste & Sewerage Reserve			
Opening Balance	292,900	292,901	292,901
Amount Set Aside / Transfer to Reserve	5,176	5,012	5,132
Amount Used / Transfer from Reserve	0	0	0
	<u>298,076</u>	<u>297,913</u>	<u>298,033</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2018

	2017/18 Adopted Budget \$	2017/18 Revised Budget \$	2017/18 YTD Actual \$
4. RESERVES (Continued)			
Cash Backed Reserves (Continued)			
(i) State Barrier Fence Reserve			
Opening Balance	141,539	141,539	141,539
Amount Set Aside / Transfer to Reserve	72,501	72,501	72,560
Amount Used / Transfer from Reserve	0	0	0
	<u>214,040</u>	<u>214,040</u>	<u>214,099</u>
(j) Leave Reserve			
Opening Balance	68,249	68,248	68,248
Amount Set Aside / Transfer to Reserve	26,206	26,206	26,235
Amount Used / Transfer from Reserve	0	0	0
	<u>94,455</u>	<u>94,454</u>	<u>94,483</u>
Total Cash Backed Reserves	<u><u>3,459,327</u></u>	<u><u>3,459,327</u></u>	<u><u>3,802,028</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	204,009	204,009	204,104
Emergency Farm Water Reserve	464	464	475
Building Reserve	1,226,368	1,226,369	1,976,995
Road & Footpath Reserve	7,339	7,339	7,514
Swimming Pool Upgrade Reserve	764	764	782
UHF Repeater Reserve	0	0	0
Airport Reserve	62,173	62,336	62,629
Waste & Sewerage Reserve	5,176	5,012	5,132
State Barrier Fence Reserve	72,501	72,501	72,560
Leave Reserve	26,206	26,206	26,235
	<u>1,605,000</u>	<u>1,605,000</u>	<u>2,356,426</u>

Transfers from Reserves

Plant Reserve	0	0	0
Emergency Farm Water Reserve	0	0	0
Building Reserve	(1,200,000)	(1,200,000)	(1,950,000)
Road & Footpath Reserve	0	0	0
Swimming Pool Upgrade Reserve	0	0	0
UHF Repeater Reserve	0	0	0
Airport Reserve	(341,275)	(341,275)	0
Waste & Sewerage Reserve	0	0	0
State Barrier Fence Reserve	0	0	0
Leave Reserve	0	0	0
	<u>(1,541,275)</u>	<u>(1,541,275)</u>	<u>(1,950,000)</u>
Total Transfer to/(from) Reserves	<u><u>63,725</u></u>	<u><u>63,725</u></u>	<u><u>406,426</u></u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 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 30 JUNE 2018

	2016/17 B/Fwd Per 2017/18 Budget \$	2016/17 B/Fwd Per Financial Report \$	JUNE 2018 Actual \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	1,600,690	734,667	(533,510)
Cash - Restricted Unspent Grants	0	866,807	158,208
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	3,395,602	3,395,602	3,802,028
Receivables (Budget Purposes Only)	0	0	0
Rates Outstanding	191,728	194,228	189,049
Sundry Debtors	260,166	280,338	58,758
Provision for Doubtful Debts	0	0	0
Gst Receivable	0	0	306,996
Accrued Income/Payments In Advance	6,132	492,277	1,952,507
Loans - Clubs/Institutions	0	0	0
Inventories	14,700	14,700	71,076
	<u>5,469,018</u>	<u>5,978,619</u>	<u>6,005,112</u>
LESS: CURRENT LIABILITIES			
Payables and Provisions (Budget Purposes Only)	0	0	0
Sundry Creditors	(303,238)	(303,238)	(1,641,160)
Accrued Interest On Loans	(29,027)	(29,027)	0
Accrued Salaries & Wages	(23,861)	(23,861)	0
Income In Advance	0	0	0
Gst Payable	(3,305)	0	(7,291)
Payroll Creditors	0	(3,305)	(54,213)
Accrued Expenses	0	(16,616)	0
PAYG Liability	0	0	0
Other Payables	0	0	(2,690)
Current Employee Benefits Provision	(407,412)	(436,224)	(436,224)
Current Loan Liability	0	(193,909)	0
	<u>(766,843)</u>	<u>(1,006,180)</u>	<u>(2,141,578)</u>
NET CURRENT ASSET POSITION	4,702,175	4,972,439	3,863,534
Less: Cash - Reserves - Restricted	(3,395,602)	(3,395,602)	(3,802,028)
Less: Cash - Unspent Grants - Restricted	0	0	0
Add Back : Component of Leave Liability not Required to be Funded	407,412	436,224	436,224
Add Back : Current Loan Liability	0	193,909	0
Adjustment for Trust Transactions Within Muni	0	0	420
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>1,713,985</u>	<u>2,206,970</u>	<u>498,150</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2018

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2017/18 Rate Revenue \$	2017/18 Interim Rates \$	2017/18 Back Rates \$	2017/18 Total Revenue \$	2017/18 Budget \$
General Rate								
GRV Residential	0.108901	715	10,423,846	1,135,167	(440)	773	1,135,500	1,140,440
GRV Commercial	0.122287	33	1,398,212	170,983		0	170,983	170,983
GRV Industrial	0.144197	32	493,532	71,166		0	71,166	71,166
GRV Transient Workforce Accom	0.301308	1	780,000	235,020		0	235,020	235,020
GRV Short Stay Accommodation	0.301308	1	72,800	21,935		0	21,935	21,935
UV - Mining	0.010889	1	156,007	1,699	(4,134)	1,923	(511)	1,699
UV Properties	0.009620	332	178,888,500	1,720,907	4,151	2,730	1,727,789	1,720,907
Non-Rateable		0				(2,972)		
Sub-Totals		1,115	192,212,897	3,356,878	(423)	2,455	3,361,882	3,362,150
Minimum Rates	Minimum \$							
GRV Residential	938	439	1,589,113	411,958		0	411,958	412,896
GRV Commercial	938	10	51,501	9,384		0	9,384	9,384
GRV Industrial	938	15	64,508	14,076		0	14,076	14,076
GRV Transient Workforce Accom	938	0	0	0		0	0	0
GRV Short Stay Accommodation	938	0	0	0		0	0	0
UV - Mining	938	123	2,049,521	115,423		0	115,423	116,362
UV Properties	938	96	5,229,644	90,086		0	90,086	90,086
Sub-Totals		683	8,984,287	640,927	0	0	640,927	642,804
Back Rates							3,997,805	4,004,954
Interim Rates							2,455	0
Total Amount of General Rates							(423)	0
Specified Area Rates							3,999,837	4,004,954
Ex Gratia Rates							46,891	46,891
Rate Written Off							(4,806)	(5,000)
Total Rates							4,041,922	4,046,845

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 2014/15 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 30 JUNE 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-17 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Builders Construction Industry Training Func	(25)	1,074	(1,074)	(25)
Bitumen Tender Document Bond	487	0	0	487
Building Registration Board Levy	0	1,833	(1,833)	0
Gym Swipe Card Bond	8,202	2,420	(560)	10,062
Hall Hire and Key Bonds	4,223	6,720	(5,950)	4,993
Hopetoun Tennis Club	9,072	0	0	9,072
Police Licensing Receipts	1,658	305,427	(307,058)	27
Candidate Nominations	0	640	(640)	0
Pavillion Hire Bonds	1,233	0	0	1,233
Ravensthorpe Cemetery Group	76	0	0	76
Rehabilitation Bond - Barmenco	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	2,400	450	(50)	2,800
Subdivision Maintenance Bonds	14,375	0	0	14,375
Sundry Overpayments	5,393	0	0	5,393
Swimming Pool Key Deposits	3,020	960	(260)	3,720
Unknown Rates Payments	1,719	0	0	1,719
Flood Damage Donations	400	0	0	400
	92,593	319,524	(317,425)	94,692

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2018

8. OPERATING STATEMENT BY PROGRAM

	JUNE 2018 Actual \$	2017/18 Adopted Budget \$	2016/17 Actual \$
OPERATING REVENUES			
Governance	3,000	3,825	3,825
General Purpose Funding	5,966,379	5,108,647	7,260,283
Law, Order, Public Safety	247,247	196,149	602,370
Health	3,486	3,000	1,397
Education and Welfare	122,424	192,361	186,036
Housing	12,860	10,400	10,400
Community Amenities	621,815	833,127	2,450,781
Recreation and Culture	449,301	298,500	395,274
Transport	12,028,006	12,010,248	2,880,421
Economic Services	164,348	98,500	122,504
Other Property and Services	166,079	155,000	264,012
TOTAL OPERATING REVENUE	19,784,945	18,909,757	14,177,301
OPERATING EXPENSES			
Governance	(512,935)	(586,688)	(481,876)
General Purpose Funding	(131,251)	(157,749)	(142,997)
Law, Order, Public Safety	(755,683)	(583,620)	(545,127)
Health	(313,920)	(260,635)	(253,850)
Education and Welfare	(352,849)	(353,617)	(328,666)
Housing	(173,430)	(262,228)	(204,862)
Community Amenities	(1,210,568)	(1,290,994)	(1,101,750)
Recreation & Culture	(1,608,489)	(1,650,851)	(1,510,576)
Transport	(15,973,071)	(13,983,149)	(4,811,193)
Economic Services	(338,695)	(314,435)	(307,242)
Other Property and Services	189,528	(294,294)	(254,809)
TOTAL OPERATING EXPENSE	(21,181,363)	(19,738,261)	(9,942,947)
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>(1,396,418)</u>	<u>(828,504)</u>	<u>4,234,354</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2018

8. OPERATING STATEMENT BY NATURE & TYPE

	JUNE 2018 Actual \$	2017/18 Adopted Budget \$	2016/17 Actual \$
OPERATING REVENUES			
Rates	4,036,200	4,046,845	3,928,415
Operating Grants, Subsidies and Contributions	12,849,701	11,671,922	3,723,369
Non-Operating Grants, Subsidies and Contributions	995,537	1,256,932	4,375,274
Fees and Charges	981,622	1,092,797	1,151,052
Service Charges	0	0	0
Interest Earnings	112,385	110,000	135,268
Profit on Asset Disposals	38,774	29,870	54,552
Proceeds on Disposal of Assets	296,008	233,992	277,077
Realisation on Disposal of Assets	(296,008)	(233,992)	(277,077)
Other Revenue	770,730	701,391	809,374
TOTAL OPERATING REVENUE	19,784,949	18,909,757	14,177,304
OPERATING EXPENSES			
Employee Costs	(3,330,314)	(3,728,789)	(3,209,508)
Materials and Contracts	(14,192,100)	(11,594,124)	(2,864,174)
Utility Charges	(160,194)	(189,268)	(191,707)
Depreciation on Non-Current Assets	(2,885,737)	(3,352,401)	(3,044,259)
Interest Expenses	(64,968)	(94,332)	(100,126)
Insurance Expenses	(284,980)	(311,603)	(303,662)
Loss on Asset Disposals	(18,328)	(141,275)	(67,392)
FV Adjustment of Non-Current assets	0	0	0
Other Expenditure	(244,740)	(326,470)	(162,120)
TOTAL OPERATING EXPENSE	(21,181,361)	(19,738,262)	(9,942,948)
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>(1,396,412)</u>	<u>(828,505)</u>	<u>4,234,356</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2018

9. STATEMENT OF FINANCIAL POSITION

	JUNE 2018 Actual \$	2016/17 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	3,426,726	4,997,076
Trade and Other Receivables	2,507,309	966,843
Inventories	71,076	14,700
TOTAL CURRENT ASSETS	<u>6,005,111</u>	<u>5,978,619</u>
NON-CURRENT ASSETS		
Other Receivables	23,206	23,206
Inventories	0	0
Property, Plant and Equipment	33,916,601	34,146,758
Infrastructure	25,211,368	25,269,138
TOTAL NON-CURRENT ASSETS	<u>59,151,175</u>	<u>59,439,102</u>
TOTAL ASSETS	<u>65,156,286</u>	<u>65,417,721</u>
CURRENT LIABILITIES		
Trade and Other Payables	1,705,353	376,047
Long Term Borrowings	0	193,909
Provisions	436,224	436,224
TOTAL CURRENT LIABILITIES	<u>2,141,577</u>	<u>1,006,180</u>
NON-CURRENT LIABILITIES		
Trade and Other Payables	0	0
Long Term Borrowings	1,896,049	1,896,049
Provisions	85,140	85,140
TOTAL NON-CURRENT LIABILITIES	<u>1,981,189</u>	<u>1,981,189</u>
TOTAL LIABILITIES	<u>4,122,766</u>	<u>2,987,369</u>
NET ASSETS	<u>61,033,520</u>	<u>62,430,352</u>
EQUITY		
Trust Imbalance	(420)	0
Retained Surplus	36,581,464	38,384,304
Reserves - Cash Backed	3,802,028	3,395,602
Revaluation Surplus	20,650,447	20,650,447
TOTAL EQUITY	<u>61,033,520</u>	<u>62,430,353</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2018

10. FINANCIAL RATIOS

	2018 YTD	2017	2016	2015
Current Ratio	1.20	3.01	1.64	1.37
Operating Surplus Ratio	6.78	3.29	(0.24)	2.15

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	$\frac{\text{operating revenue minus operating expense}}{\text{own source operating revenue}}$

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10.2 MANAGER OF PLANNING AND DEVELOPMENT

10.2.1 OVERSIZE BUILDING – LOT 21 WEST STREET HOPETOUN

File Ref:	P18-016
Applicant:	R McDonald and P Blake
Location:	Lot 21 (6) West Street, Hopetoun
Date:	9 July 2018
Author:	Peter Wilks
Authorising Officer:	Richard Hindley
Attachments:	Attachment A - Plans and Information

Summary:

For Council to consider an application for an Oversize Outbuilding at Lot 21 (6) West Street, Hopetoun.

Background:

Site Description

Lot 21 (6) West Street, Hopetoun is 1012 square metres in area and until recently has been a vacant site. Plans have been provided to the Shire of Ravensthorpe for construction of a Single Dwelling on the property which were exempt from Planning Approval due to compliance with the provisions of the *Residential Design Codes*.

Zoning and Scheme Requirements

Lot 971 is zoned 'Residential' by the Shire's Local Planning Scheme No. 6.

The objectives of the zone are as follows:

- i. To provide for a range of housing and a choice of residential densities to meet the needs of the community.*
- ii. To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.*
- iii. To provide for a range of non-residential uses, which are compatible with and complementary to residential development.*

As the Outbuilding (Shed) is to be ancillary to the Dwelling proposed for the property and is to be located behind the location of the proposed Dwelling, the Outbuilding (Shed) can be seen as compliant with the objectives of the Residential zone.

The relevant provisions of Local Planning Policy: Outbuildings are as follows:

Zoning	Maximum Wall Height	Maximum Ridge Height	Maximum floor area (aggregate)	Special Requirements
Residential	3.0metres 2.4m (where wall is < 1.0m from boundary)	4.5metres 3.9m (where wall is < 1.0m from boundary)	60 sq metres	Setbacks are to be in accordance with the Residential Design Codes of WA. Any setback variation will be assessed on its individual merit and Council may consult with adjacent landowners. Floor area is not to reduce the amount of open space required by Table 1 of the R-Codes. Council will not support the construction of outbuilding/s in front of the main building line.

The proposed Outbuilding (Shed) calls for two variations to the provisions of Local Planning Policy: Outbuildings and the Residential Design Codes. These variations are as follows:

- 1) The proposed Outbuilding (Shed) is to be 84 square metres in size, which exceeds to the maximum 60 square metres dictated by Local Planning Policy: Outbuildings.
- 2) The proposed Outbuilding (Shed) is to be located one (1) metre from the side boundary. Under the Residential Design Codes, a wall of 12 metres in length and less than 3.5 metres in height should be located a minimum of 1.5 metres from the boundary in question.

Comment:

The proposed variations to Local Planning Policy: Outbuildings and the Residential Design Codes are relatively minor with only a 24 square metre variation in size and a 0.5 metre reduction in side setback.

The larger size of the Outbuilding is requested due to the applicant needing to store 2 cars, a caravan and a boat as there is no garage or carport proposed as part of the Dwelling. This justification is acceptable to Planning Officers.

The reduced setback is a logical step for anyone seeking to maximise the usable area on a property, given that the standard 1.5 metre setback for an Outbuilding to a property boundary often leads to an area of wasted or heavily constrained space in the setback area.

Consultation:

The application was advertised between 21June and 5 July 2018. No comments or objections were received.

Statutory Obligations:

Local Planning Scheme No. 6

The applicant has a right of review to the State Administrative Tribunal if aggrieved by any planning decision. It should be noted that the only grounds for appeal would be appealing the classification of the land use as 'Consulting Rooms' as there is no discretion exercised in refusing the development.

It should also be noted that pursuant to Section 211(1) of the *Planning and Development Act 2005*, a person aggrieved by the failure of a local government to enforce or implement effectively the observance of a local planning scheme may make representation to the Minister. If the Minister considers it appropriate to do so, representation may be referred to the State Administrative Tribunal for its report and recommendation. Following subsequent actions and recommendation by the SAT the Minister may order the local government to do all things considered necessary for enforcing the observance of the Scheme or any provisions of the Scheme.

Policy Implications:

Local Planning Policy: Outbuildings

Budget / Financial Implications:

None for Council

Strategic Implications:

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

Outcome 1.2 - "Vibrant & attractive townsite".

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.

Risk

Risk	Risk Likelihood (based on history 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

Voting Requirements:

Simple majority

Officer Recommendation

Item 10.2.1

That Council resolve to approve Development Application P18-016 for an Oversize Outbuilding at Lot 21 (6) West Street, Hopetoun, subject to the following conditions:

1. Development shall be carried out in full and fully implemented in accordance with the approved plans and details submitted with the planning application.
2. During construction stage, adjoining lots are not to be disturbed without the prior written consent of the affected owner(s).
3. The approved outbuilding shall be used for purposes incidental and ancillary to the enjoyment of the dwelling on the land only, and shall not be used for human habitation, commercial or industrial uses without the express written permission of the Shire of Ravensthorpe.
4. The driveway/access way shall be constructed and maintained to an all-weather standard (e.g. gravel, crushed rock) to facilitate access to the development by 2 wheel drive vehicles.
5. All stormwater and drainage run off from all roofed and impervious areas is to be retained on-site to the satisfaction of the Shire of Ravensthorpe.
6. The works involved in the implementation of the development must not cause sand drift and/or dust nuisance. In the event that the Shire of Ravensthorpe is aware of, or is made aware of, the existence of a dust problem, measures such as installation of sprinklers, use of water tanks, mulching, or other land management systems as appropriate may be required to be installed or implemented to prevent or control dust nuisance, and such measures shall be installed or implemented within the time and manner directed by the Shire of Ravensthorpe (Environmental Health Services).
7. The provision of all services, including augmentation of existing services, necessary as a consequence of any proposed development shall be at the cost of the developer and at no cost to the Shire of Ravensthorpe.
8. The development hereby approved must not create community safety concerns, or otherwise adversely affect the amenity of the subject locality by reason of (or the appearance or emission of) smoke, fumes, noise, vibration, odour, vapour, dust, waste water, waste products or other pollutants.

And the following advice notes:

- (i) **THIS IS NOT A BUILDING PERMIT.** An application for a building permit is required to be submitted and approved by the Shire of Ravensthorpe prior to any works commencing on-site.
- (ii) The development is to comply with the *Building Code of Australia, Building Act 2011, Building Regulations 2012* and the *Local Government Act 1995*.
- (iii) It is the responsibility of the applicant to ensure that building setbacks correspond with the legal description of the land. This may necessitate re-surveying and re-pegging the site. The Shire of Ravensthorpe will take no responsibility for incorrectly located buildings.
- (iv) It is the responsibility of the developer to search the title of the property to ascertain the presence of any easements and/or restrictive covenants that may apply.

Application for Planning Approval

Schedule 2 Part 11 cl. 86- Application for development approval
Shire of Ravensthorpe

Application number

Assessment number

Permit authority

1. Property this application relates to

Property street address

Unit No	Level	Street no 6	Lot no 21	Street name West st
Suburb Hopetoun			State WA	Postcode 6348

Diagram or Plan No 222574	Certificate of Title No 1996	Folio 93
Title Encumbrances (e.g. easements, restrictive covenants) Nil		

Nearest Street Intersection

Is this lot vacant Yes No

2. Details of proposed development

Nature of development

- Works
 Use
 Works and use

Is an exemption from development claimed for part of the development?

- Yes No
If yes, is the development exemption for: Works and/or Use

Description of proposed works and/or land use:

Ranbuild colour bond skillion style shed with 4 roller doors and 4 bays.
14m long x 7m depth x 3m high (3722 apex height)

Description of exemption claimed (if relevant)

Requesting larger aggregate floor area to enable lock up area for 2 cars, caravan and a boat. The shed will have coastal protection and the skillion style that will compliment the house. 4 bays with roller doors to provide maximum protection against salt air for our vehicles

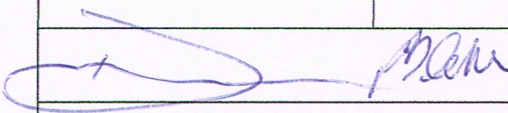
Nature of any existing buildings and/or land use:

3 bedroom house

Approximate cost of proposed development

Estimated time of completion

3. Owner details

Owner(s) name(s)	Robert McDonald and Pauline Blake			
ABN (if applicable)				
Postal address	PO Box or street address PO Box 557	Suburb Boyanup	State WA	Postcode 6237
Contact person for correspondence:	Robert McDonald			
Email address	reddust2@westnet.com.au			
Phone/fax	Phone	Fax	Mobile 0400212903	
Owner(s) signature(s)				Date 19.6.18
<p><i>The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</i></p>				

4. Applicant details (if different to the owner)

Applicant(s) name(s)	Same as above			
Postal address	PO Box or street address	Suburb	State	Postcode
Contact person for correspondence:				
Email address				
Phone/fax	Phone	Fax	Mobile	
<p><i>The information and plans provided for this application may be made available by the local government for public viewing in connection with the application.</i></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>				
Applicant(s) signature(s)				Date

Office use only

Acceptance Officer's initials:

Date received:

DO NOT SCALE FROM THIS DRAWING
 ALL SUB CONTRACTORS TO CHECK DIMENSIONS AND NOTES PRIOR TO COMMENCEMENT OF ANY WORKS. ANY DISCREPANCIES TO BE NOTIFIED TO THE SITE SUPERVISOR WITHOUT DELAY.
 ALL INTERNAL DIMENSIONS TO STUDYWORK
 CLIENT NOTE:
 THIS PLAN IS TO BE READ IN CONJUNCTION WITH TR STANDARD SPECIFICATION, ADDENDA AND ENGINEERS DETAILS.
 CEILING HEIGHT - 2725
 SOIL CLASSIFICATION - A

ROW

Access

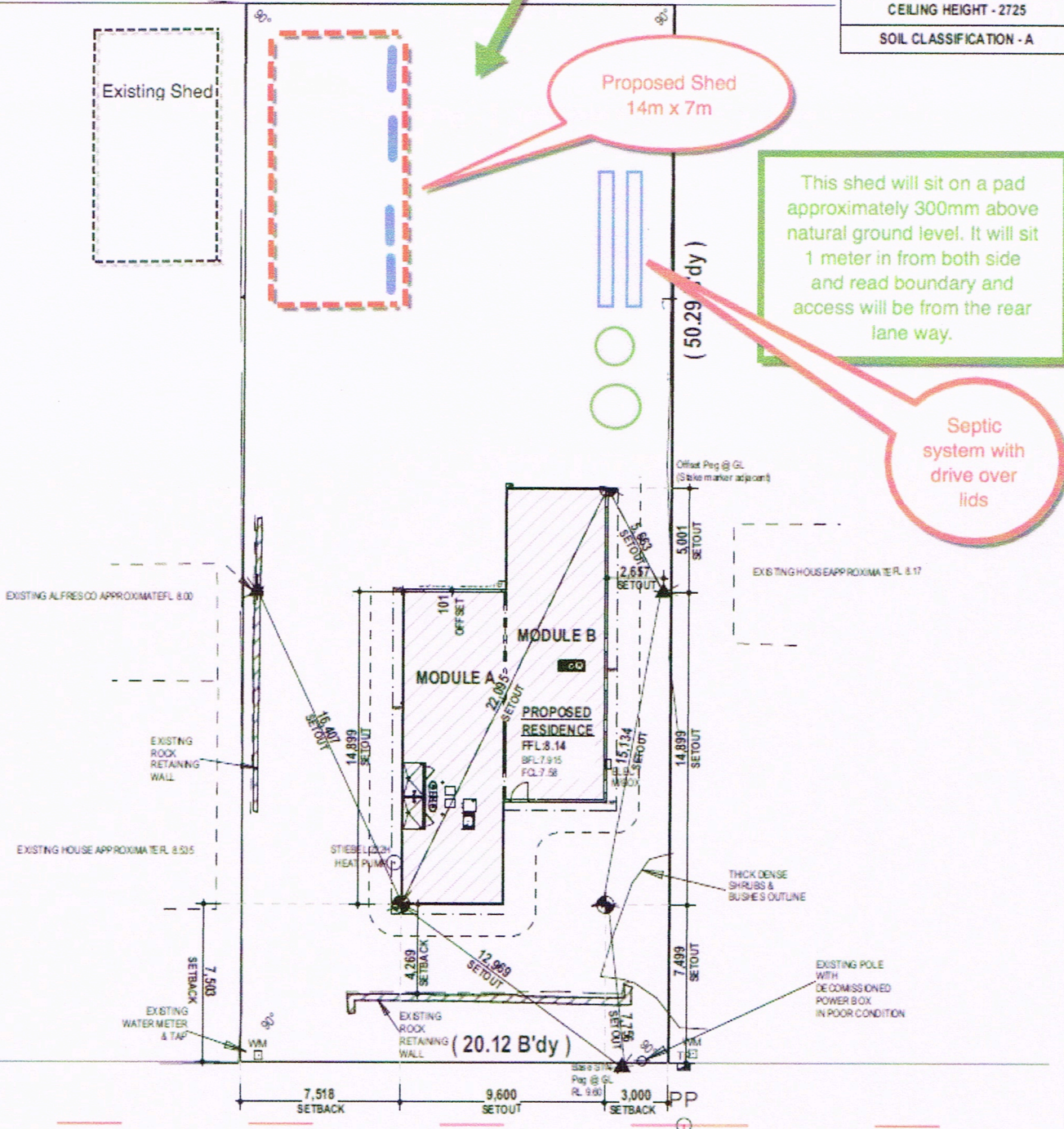
UNSEALED LANEWAY

Existing Shed

Proposed Shed
14m x 7m

This shed will sit on a pad approximately 300mm above natural ground level. It will sit 1 meter in from both side and rear boundary and access will be from the rear laneway.

Septic system with drive over lids



MOUNTABLE KERB
 BITUMEN ROAD
 MOUNTABLE KERB

WEST ST

Site Plan Setout
1:200



SIGNATURES:
 CLIENT: _____
 CLIENT: _____
 BUILDER: _____

COPIRIGHT
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CLIENT:
 Robert John McDonald & Pauline Gaye Blake

ADDRESS:
 Lot 21 (#8) West Street Hopetoun WA

VARIATIONS:

REV	DATE	INT.
A	05/02/18	VN-LC
B	09/02/18	VN-LL
C	29/02/18	VN-LL

VARIATIONS CONTD:

REV	DATE	INT.

EVOLUTION

DRAWN	DATE	
VN-LC	10/01/18	
CHECKED	WIND RATING	
MR	N2	
CLIMATE ZONE	WIND REGION	
5	A	
SHEET NO.	JOB NO.	REV
13 OF 14	94342	C

West Street





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CLADDING			
ITEM	PROFILE (min)	FINISH	COLOUR
ROOF	CUSTOM ORB 0.42 BMT	CB	SM
WALLS	TRIMDEK 0.42 BMT	CB	SM
CORNERS	-	CB	SM
BARGE	-	CB	SM
GUTTER	SHEERLINE	CB	SM
DOWNPIPE	100x50	CB	SM

0.35bmt=0.40ct; 0.42bmt=0.47ct; 0.48bmt=0.53ct

ACCESSORY SCHEDULE & LEGEND

QTY	MARK	DESCRIPTION
1	RD1	Steel-Line R.D. Manual "AA", 2355 high x 3555 wide Clear Opening C/B
1	RD2	Steel-Line R.D. Manual "AA", 2700 high x 3555 wide Clear Opening C/B
1	RD3	Steel-Line R.D. Manual "A", 2250 high x 2600 wide Clear Opening C/B
1	RD4	Steel-Line R.D. Manual "A", 2210 high x 2600 wide Clear Opening C/B
1	L650-13	Lamtec Door & Frame Kit, 650/37, Std. 2040 x 820 C/Bond
2	SF1	Sheeting, Translucent 2400gm Figlass, Corrugated Profile (SGFGS/ADCB)
2	SF2	Sheeting, Translucent 2400gm Figlass, Corrugated Profile (SGFGS/ADCB)

ARCHITECTURAL DRAWING ONLY, NOT FOR CONSTRUCTION USE

WIND DESIGN

IMPORTANCE LEVEL	REGION	TERRAIN	MS
2	B	2	1.0

CLIENT
Robert McDonald

SITE
6 West Street
HOPETOUN WA 6348

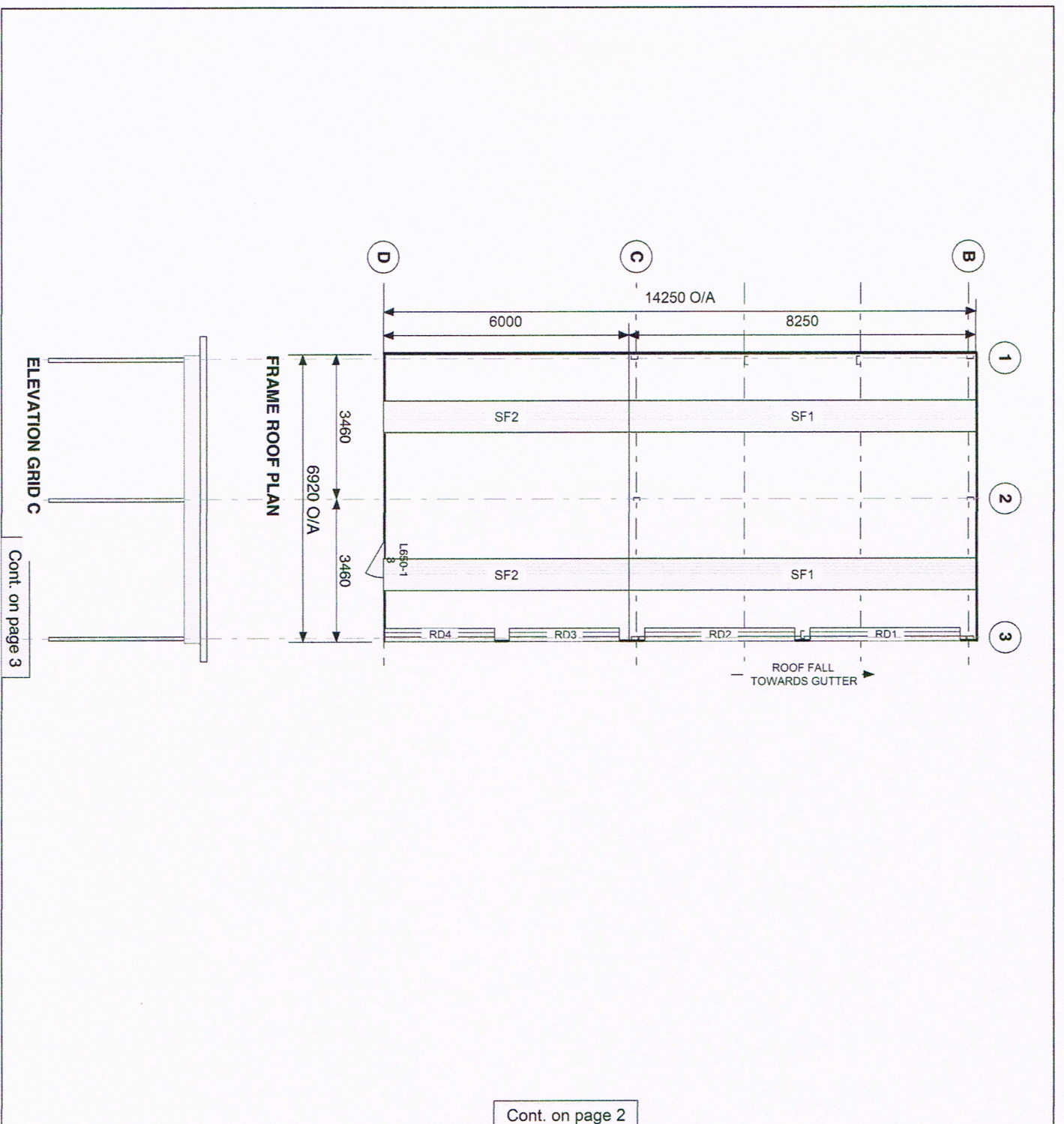
BUILDING
SUNDOWN DELUXE SKILLION
8250 SPAN X 3000/3722 EAVE X 6920 LONG
PLUS 6000 ANNEXE

TITLE
GENERAL ARRANGEMENT

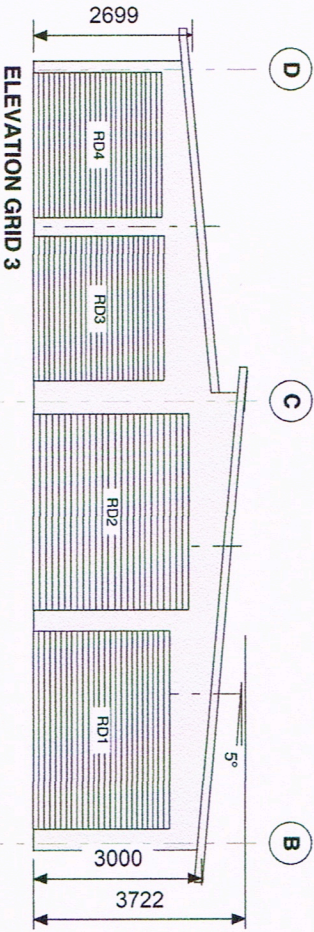
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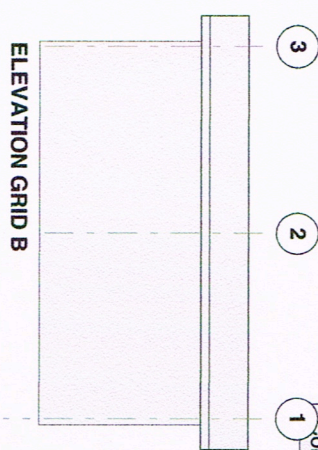


Better sheds. Bigger choice.

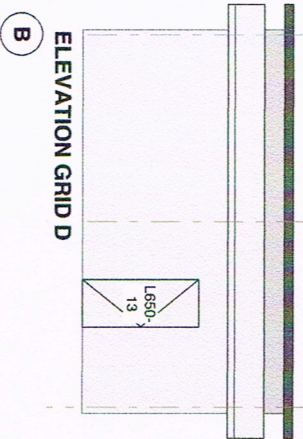
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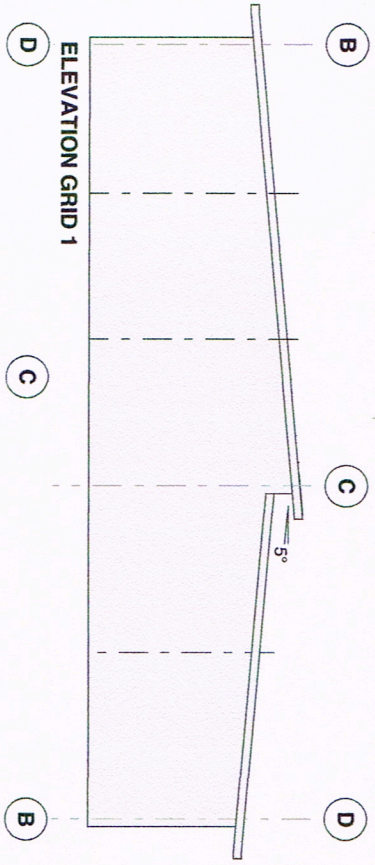
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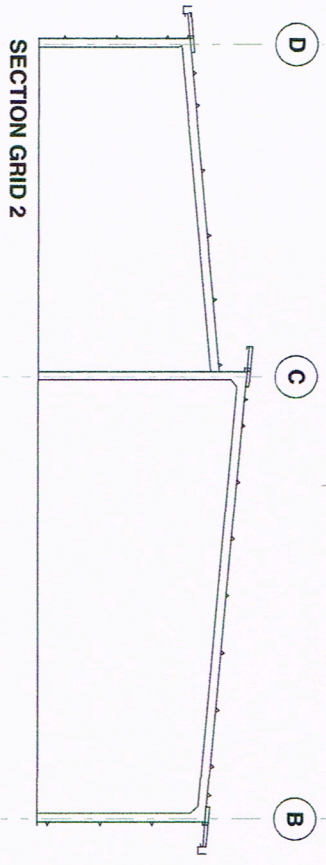
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- 2
- 3



ELEVATION GRID D



ELEVATION GRID 1



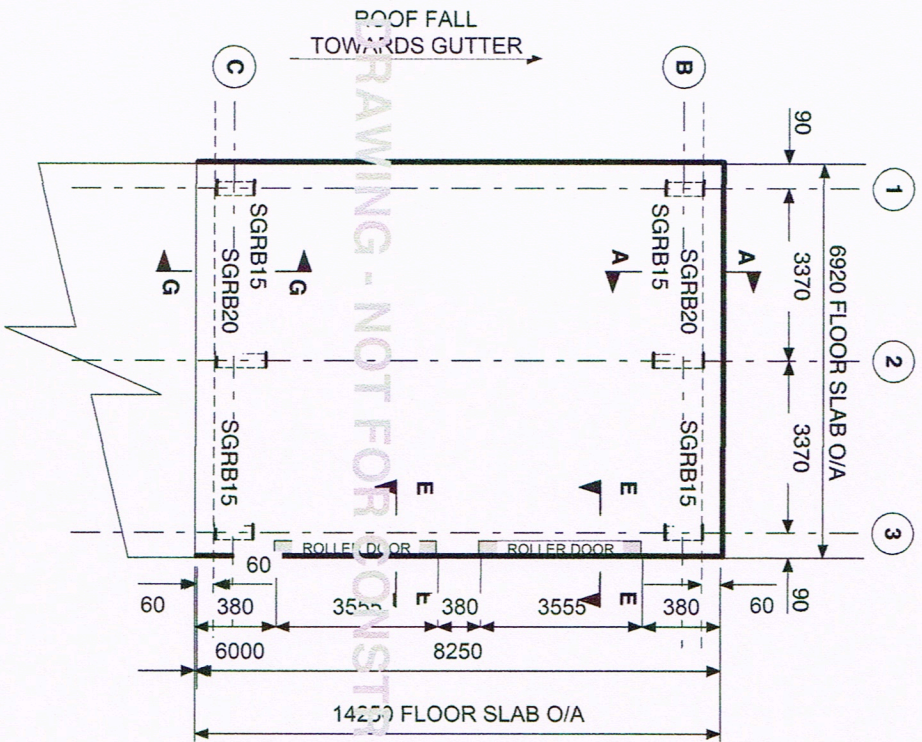
SECTION GRID 2

Better sheds. Bigger choice.

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SCALE A4 SHEET 1:125	PAGE 3/3
DRAWING NUMBER OWBB04-4284	

PRELIMINARY DRAWING - NOT FOR CONSTRUCTION PURPOSES



BASE STRAP & HD BOLT SCHEDULE
 2 REQ'D BASE STRAP SGRB20
 7 REQ'D BASE STRAP SGRB15

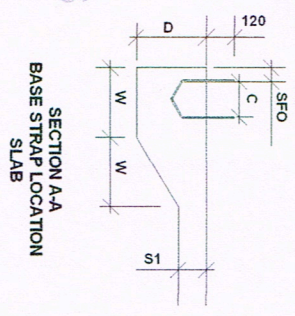
Cont. on page 2

RANBUILD
 Better Sheds. Bigger choice.

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NOTES
 ALL DIMENSIONS SHOULD BE CHECKED AND VERIFIED PRIOR TO COMMENCEMENT OF ANY WORKS.
 SEE ERECTION INSTRUCTIONS FOR SECTION & SLAB DETAILS
 SEE ENG-S-DELUXE-02 FOR ADDITIONAL DET'S NOTES & CONCRETE SPECIFICATION

"D" = 200 "W" = 200
 "C1" = 154 FOR SGRB15
 "C" = 205 FOR SGRB20
 "S1" = 100
 "SFO" = 60



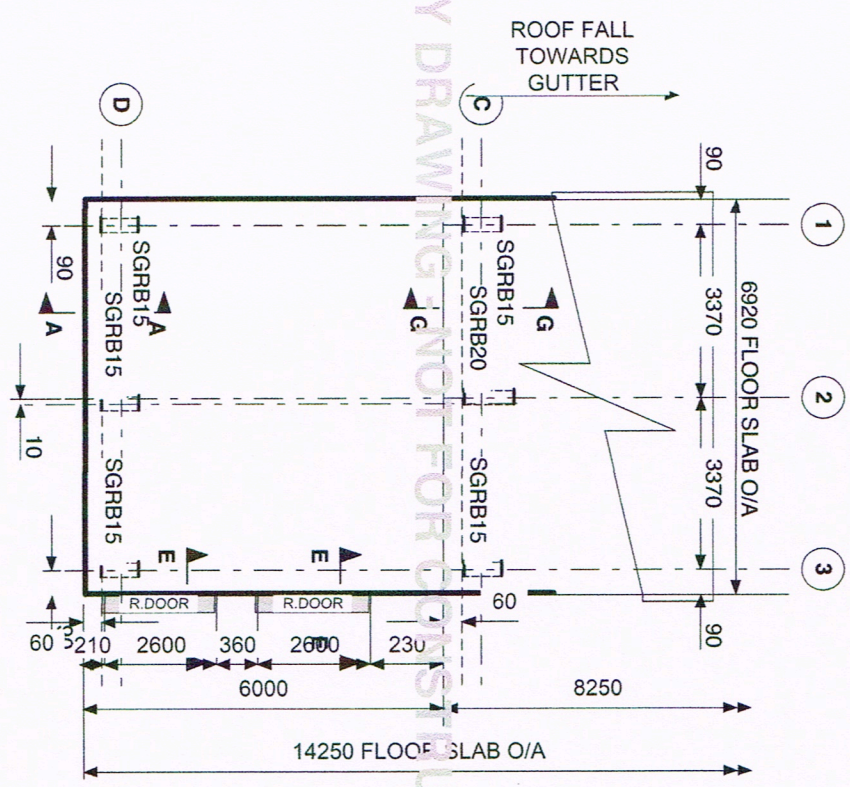
CLIENT
 Robert McDonald

SITE
 6 West Street
 HOPETOUN WA 6348

BUILDING
 SUNDOWN DELUXE SKILLION
 8250 SPAN x 3000/3722 EAVE x 6920 LONG
 PLUS 6000 ANNEXE

TITLE RC SLAB PLAN		
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ATTACHMENT 10.2.1 A

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10.3 MANAGER OF ENGINEERING SERVICES

Nil

10.4 CHIEF EXECUTIVE OFFICER

10.4.1 ASSET MANAGEMENT STRATEGY

File Ref:

Applicant: Not Applicable

Location: Not Applicable

Disclosure of Officer Interest: Nil

Date: 10th July 2018

Author: Ian Fitzgerald – Chief Executive Officer

Authorising Officer: Not Applicable

Attachments: 10.4.1.A - Draft Asset Management Strategy

Summary:

The purpose of this item is to present to Council a proposed Asset Management Strategy to support the recently adopted Asset Management Plan and Asset Management Policy for consideration and adoption.

Background:

Staff have been working with members of the Goldfields Voluntary Regional Organisation of Councils (GVROC) and a consultant to develop asset management plans based on a common platform. Council has recently adopted a revised asset management plan and a new asset management policy.

Comment:

GVROC was successful in obtaining a grant to assist members develop asset management plans and train staff in the use of the platform chosen. The NAMS platform was selected as it provides a good style of asset management plan that can be developed in-house by staff with minimal external assistance. This framework has been developed by the Institute of Public Engineers, is particularly suited to smaller local governments including Ravensthorpe, and is supported by a range of technical expertise.

To finalise the project a NAMS consultant was engaged to finalise the development of an updated Asset Management Plan (AMP) and a supporting Asset Management Policy. To support these documents and to help ensure the objectives are achieved an Asset Management Strategy has been developed and is presented to Council for consideration.

This asset management strategy is prepared to assist council in improving the way it delivers services from infrastructure assets. These include roads, footpaths, stormwater drainage, parks and recreation, buildings. Infrastructure assets for the Shire of Ravensthorpe have an estimated current replacement value at the end of the 16/17 financial year of \$148.3m (after allowing for flood damage write-downs).

The asset management strategy is to enable Council to show:

- a) how its asset portfolio will meet the service delivery needs of its community into the future,
- b) enable Council's asset management policies to be achieved, and
- c) ensure the integration of Council's asset management with its long term strategic plan.

Adopting this asset management strategy will assist council in meeting the requirements of national sustainability frameworks, the Integrated Planning and Reporting Frameworks and providing services needed by the community in a financially sustainable manner.

The asset management strategy is prepared following a review of the council's service delivery practices, financial sustainability indicators, asset management maturity and fit with council's vision for the future outlined in the Strategic Community Plan 2016 . The strategy outlines an asset management improvement plan detailing a program of tasks to be completed and resources required to bring council to a minimum 'core' level of asset maturity and competence.

Strategy Outlook

1. The organisation is able to maintain current service levels for the next five years at current funding levels.
2. The organisation is able to fund current infrastructure life cycle cost at current levels of service and available revenue. There are some improvements needed in Current replacement cost and valuations and the way asset related expenses are reported and assigned to asset classes.
3. The organisation's current asset management maturity is below 'core' level and investment is needed to improve information management, lifecycle management, service management and accountability and direction.

Consultation:

GVROC member councils

NAMS specialist consultant

Statutory Obligations

The Integrated Planning Framework requires local governments to develop and maintain asset management plans and a dedicated strategy will assist in this process.

Policy Implications:

A new Asset Management Strategy is presented for Council's consideration and adoption.

Budget / Financial Implications:

The asset management strategy will work with the adopted plan and policy to help guide and inform the process of maintaining the shire's asset base and appropriate budget provision each year as well as in the Long Term Financial Plan.

Strategic Implications:

Theme 3 – Adequate services and infrastructure to cater for the community

3.1.2 Transport networks. Level of implementation of Asset Management Plans

Theme 4 - Civic Leadership

Corporate Governance and Accountability

4.2.1 High quality corporate governance, accountability and 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 and/or Maintaining assets	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	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 10.4.1

That Council adopts the Asset Management Strategy as presented.

Shire of Ravensthorpe





ASSET MANAGEMENT STRATEGY



Version 02

June 2018

Document Control

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Rev No	Date	Revision Details	Author	Reviewer	Approver
V2	June 18	AM Strategy updated to current status	JOS	IF	IF

DRAFT

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Executive Summary

This asset management strategy is prepared to assist council in improving the way it delivers services from infrastructure assets. These include roads, footpaths, stormwater drainage, parks and recreation, buildings. Infrastructure assets for the Shire of Ravensthorpe have an estimated current replacement value at the end of the 16/17 financial year of \$148,294,000

The asset management strategy is to enable Council to show:

- how its asset portfolio will meet the service delivery needs of its community into the future,
- enable Council's asset management policies to be achieved, and
- ensure the integration of Council's asset management with its long term strategic plan.¹

Adopting this asset management strategy will assist council in meeting the requirements of national sustainability frameworks, State Integrated Planning and Reporting frame works and providing services needed by the community in a financially sustainable manner.

The asset management strategy is prepared following a review of the council's service delivery practices, financial sustainability indicators, asset management maturity and fit with council's vision for the future outlined in the Strategic Community Plan 2014 . The strategy outlines an asset management improvement plan detailing a program of tasks to be completed and resources required to bring council to a minimum 'core' level of asset maturity and competence.

Strategy Outlook

1. The organisation is able to maintain current service levels for the next five years at current funding levels.
2. The organisation is able to fund current infrastructure life cycle cost at current levels of service and available revenue. There are some improvements needed in Current replacement cost and valuations and the way asset related expenses are reported and assigned to asset classes.
3. The organisation's current asset management maturity is below 'core' level and investment is needed to improve information management, lifecycle management, service management and accountability and direction.

Asset management strategies

No	Strategy	Desired Outcome
1	Move from Annual Budgeting to Long Term Financial Planning	The long term implications of Council services are considered in annual budget deliberations.
2	Develop Long Term Financial Plan covering 10 years incorporating asset management plan expenditure projections with a	Sustainable funding model to provide Council services.

¹ LGPMC, 2009, Framework 2 *Asset Planning and Management*, p 4.

	sustainable funding position outcome.	
3	Incorporate Year 1 of Long Term Financial Plan revenue and expenditure projections into annual budgets.	Long term financial planning drives budget deliberations.
4	Review and update asset management plans and long term financial plans after adoption of annual budgets. Communicate any consequence of funding decisions on service levels and service risks.	Council and the community are aware of changes to service levels and costs arising from budget decisions.
5	Report Council's financial position at Fair Value in accordance with Australian Accounting Standards, financial sustainability and performance against strategic objectives in Annual Reports.	Financial sustainability information is available for Council and the community.
6	Ensure Council's decisions are made from accurate and current information in asset registers, on service level performance and costs and 'whole of life' costs.	Improved decision-making and greater value for money.
7	Report on Council's resources and operational capability to deliver the services needed by the community in the Annual Report.	Services delivery is matched to available resources and operational capabilities.
8	Ensure responsibilities for asset management are identified and incorporated into staff position descriptions.	Responsibility for asset management is defined.
9	Implement an Improvement Plan to realise 'core' maturity for the financial and asset management competencies within 2 years.	Improved financial and asset management capacity within Council.
10	Report six monthly to Council by Audit Committee/CEO on development and implementation of Asset Management Strategy, AM Plans and Long Term Financial Plans.	Oversight of resource allocation and performance.

Asset management improvement plan

The program of tasks and resources required to achieve a minimum 'core' asset management maturity was developed in the asset management strategy. The tasks and program are shown below.

Table 1: Asset Management Improvement Plan

Task No	Task	Responsibility	Resources Required	Timeline
1	Airport runways currently located in Roads, it is being reported on as airport in accounts -- Consideration should it be given to listing it separately in the RAMM asset register.			2018/19
2	Ensure Current replacement costs are calculated and reported for each asset class at each revaluation period in addition to fair value			2018/19 & on-going
3	Review the Long Term Financial Plan, review projects assigned as renewal, include any new / upgrade projects not previously listed.			2018/19
4	Update the Asset portfolio's age profile to allow use of asset register and condition rating.			2018/19

5	Ensure Strategic Plan / Corporate Plan priorities and performance measures are linked to community and technical levels of service.			2018/19
6	Consider including in the next update of the Strategic Plan commentary on the significant role infrastructure plays in achieving strategic objectives and the outlook for this infrastructure (including challenges and risks).			2018/19
7	Review the commentary in the budget following the completion of updated corporate plan to provide a statement of whether the budget will achieve the SP service objectives.			2019/20
8	Include State of the Assets reporting in annual report to show service levels trends e.g. % or assets at poor/fair/good condition, function and capacity. This will provide an annual snapshot of service level trends.			2019/20
9	Use the NAMS. Plus, policy template as the basis for the policy review.			2018/19
10	Ensure the AM policy is implemented and communicated to key stakeholders.			2018/19
11	Complete strategy using the template available through NAMS.Plus.			2018/19
12	Ensure that this maturity improvement plan forms part of the ongoing strategy based on cost, benefit and risk			2019/20
13	Update Asset Management Plans using scenario 2 as outlined in Appendix C (maturity assessment) following data review and update.			2019/20
14	Adopt a charter for the Asset Management Working Group / Committee – refer to maturity assessment Appendix D for example.			2018/19
15	Update the Asset portfolio's age profile to allow use of asset register and condition rating.			2018/19
16	Ensure whole of life costing impacts from all capital upgrade/expansion projects have a feedback loop into AMP's and budget / long term financial strategy.			2018/19 & on-going
17	Set up a formal process for corporate risk reporting for any residual high risks from AMP's to audit committee and Council as per Appendix C (maturity assessment).			2018/19
18	In developing levels of service for each of the updated AMP's – ensure that service level targets for the next 10 years are achievable and make clear what Council can and cannot do for the likely budget / LTFP.			2019/20
19	Link community and technical service levels in AMP to the Community Strategic Plan and Corporate Plan.			2018/19

20	Develop additional AMP scenarios as required to align with the LTFP and show service outcomes and risk consequences of LTFP resourcing levels.			2019/20 & on-going
21	Ensure the current register is kept up to date and asset condition is monitored and reported as part of the annual review of the works programme.			2018/19 & on-going
22	Update current register to ensure all existing asset ages are accurate			2018/19
23	Provide a data management improvement programme as part of the asset management improvement programme based upon benefit / cost / risk.			2018/19
24	Provide a knowledge management strategy to continue to identify skills and knowledge needed for the technology/data options and audit trail, security etc. The development of the strategy should be done in conjunction with the implementation of the AIM system.			2018/19
25	Annual update of unit rates based on completed works program to update replacement cost and renewal cost rates.			2018/19 & on-going
26	Prepare inspection manual for undocumented asset classes.			2019/20
27	The maturity assessment provides the capacity to benchmark asset management performance and practice. Review against other Councils as required.			2018/19
28	Continue to review businesses processes and documents to ensure audit trail for financial transactions, asset register updates and annual reporting.			2018/19 & on-going
29	Ensure any highest risks in each AMP be included in the corporate risk register and reported to executive /audit committee for acceptance of residual risk.			2018/19 & on-going
30	Utilise the IPWEA professional development programs to further develop and broaden internal capacity.			2018/19 & on-going

1. Introduction

Assets deliver important services to communities. A key issue facing local governments throughout Australia is the management of ageing assets in need of renewal and replacement.

Infrastructure assets such as roads, drains, bridges, water and sewerage and public buildings present particular challenges. Their condition and longevity can be difficult to determine. Financing needs can be large, requiring planning for large peaks and troughs in expenditure for renewing and replacing such assets. The demand for new and improved services adds to the planning and financing complexity.²

The creation of new assets also presents challenges in funding the ongoing operating and replacement costs necessary to provide the needed service over the assets' full life cycle.³

The national frameworks on asset planning and management and financial planning and reporting endorsed by the Local Government and Planning Ministers' Council (LGPMC) require councils to adopt a longer-term approach to service delivery and funding comprising:

- A strategic longer-term plan covering, as a minimum, the term of office of the councillors and:
 - bringing together asset management and long term financial plans,
 - demonstrating how council intends to resource the plan, and
 - consulting with communities on the plan
- Annual budget showing the connection to the strategic objectives, and
- Annual report with:
 - explanation to the community on variations between the budget and actual results ,
 - any impact of such variances on the strategic longer-term plan,
 - report of operations with review on the performance of the council against strategic objectives.⁴

Framework 2 Asset Planning and Management has seven elements to assist in highlighting key management issues , promote prudent, transparent and accountable management of local government assets and introduce a strategic approach to meet current and emerging challenges.

- Asset management policy,
- Strategy and planning,
 - asset management strategy,
 - asset management plan,
- Governance and management arrangements,
- Defining levels of service,
- Data and systems,
- Skills and processes, and

² LGPMC, 2009, Framework 2 Asset Planning and Management, p 2.

³ LGPMC, 2009, Framework 3 Financial Planning and Reporting, pp 2-3.

⁴ LGPMC, 2009, Framework 3 Financial Planning and Reporting, pp 4-5.

- Evaluation.⁵

The asset management strategy is to enable Council to show:

- how its asset portfolio will meet the service delivery needs of its community into the future,
- to enable Council's asset management policies to be achieved, and
- to ensure the integration of Council's asset management with its long term strategic plan.⁶

The goal of asset management is to ensure that services are provided:

- in the most cost effective manner,
- through the creation, acquisition, maintenance, operation, rehabilitation and disposal of assets,
- for present and future consumers.

The objective of the Asset Management Strategy is to establish a framework to guide the planning, construction, maintenance and operation of the infrastructure essential for council to provide services to the community.

1.1 Legislative reform

The Integrated Strategic Planning Framework provides the basis for improving the practice of strategic planning in local government. It addresses the minimum requirements to meet the intent of the Local Government Act 1995 and outlines processes and activities to achieve an integrated strategic plan at the individual local government level.

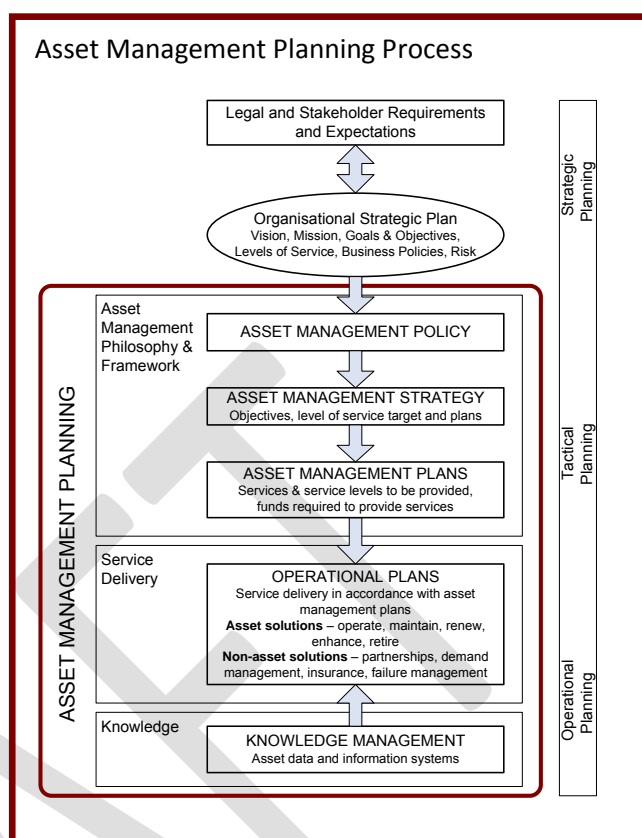
⁵ LGPMC, 2009, Framework 2 *Asset Planning and Management*, p 4.

⁶ LGPMC, 2009, Framework 2 *Asset Planning and Management*, p 4.

1.2 Asset Management Planning Process

Asset management planning is a comprehensive process to ensure that assets are managed and maintained in a way that enables affordable services from infrastructure to be provided in an economically optimal way. In turn, affordable service levels can only be determined by assessing Council's financial sustainability under scenarios with different proposed service levels.

Asset management planning commences with defining stakeholder and legal requirements and needs, incorporating these needs into the organisation's strategic plan, developing an asset management policy, strategy, asset management plan and operational plans, linked to a long-term financial plan with a funding plan.⁷



2. What Assets do we have?

Council uses infrastructure assets to provide services to the community. The range of infrastructure assets and the services provided from the assets is shown in Table 1.

Table 2: Assets used for providing Services

Asset Class	Description	Services Provided
Infrastructure Roads	All roads and associated transport assets.	Roads & transport
Infrastructure Footpaths	All public footpaths, Cycleway & streetscapes.	Public footpaths & Cycleway
Buildings	All public buildings	All public buildings
Infrastructure Drainage	All surface water drainage assets	Surface Water Drainage
Plant & Equipment	All Plant & Equipment	Plant & Equipment
Furniture & Equipment	All Furniture & Equipment	Furniture & Equipment
Infrastructure - Other	All Emergency water supply assets public sewers, treatment plant and pumping.	Water supply for bush firefighting, Public sewerage and treatment
Infrastructure - Parks, Ovals & Reserves	All Parks and reserves	Parks & reserves
Infrastructure - Airports	All airport assets	Airport

⁷ IPWEA, 2009, AIFMG, Quick Guide, Sec 4, p 5.

3. The Organisation's assets and their management?

3.1 State of the Assets

The financial status of the organisation's assets are shown in Table 2.

Table 2: Financial Status of the Assets (16/17) Figures.

Asset Class	Current Replacement Cost (\$000)	Residual Value (\$000)	Depreciable Amount (\$000)	(Fair Value) Depreciated Replacement Cost (\$000)	Depreciation Expense (\$000)	Dep Rep Cost - Res Value
Infrastructure Roads	\$85,392	\$0	\$85,392	\$15,509	\$1,117	\$15,509
Infrastructure Footpaths	\$2,117	\$0	\$2,117	\$2,386	\$83	\$2,386
Buildings	\$38,280	\$0	\$55,289	\$27,503	\$674	\$27,503
Infrastructure Drainage	\$6,675	\$0	\$6,675	\$1,102	\$92	\$1,102
Plant & Equipment	\$7,477	\$0	\$7,477	\$4,581	\$640	\$4,581
Furniture & Equipment	\$600	\$0	\$600	\$244	\$44	\$244
Infrastructure - Other	\$682	\$0	\$682	\$2,538	\$32	\$2,538
Infrastructure - Parks, Ovals & Reserves	\$5,360	\$0	\$5,360	\$2,513	\$157	\$2,513
Infrastructure - Airports	\$1,710	\$0	\$1,710	\$1,221	\$32	\$2,538
Total Infrastructure	\$148,294	\$0	\$148,294	\$57,597	\$2,870	\$58,914

* Road Formation is not included in the total Infrastructure Current Replacement Cost

Figure 1 shows the percentage per class of replacement values of Council's assets.

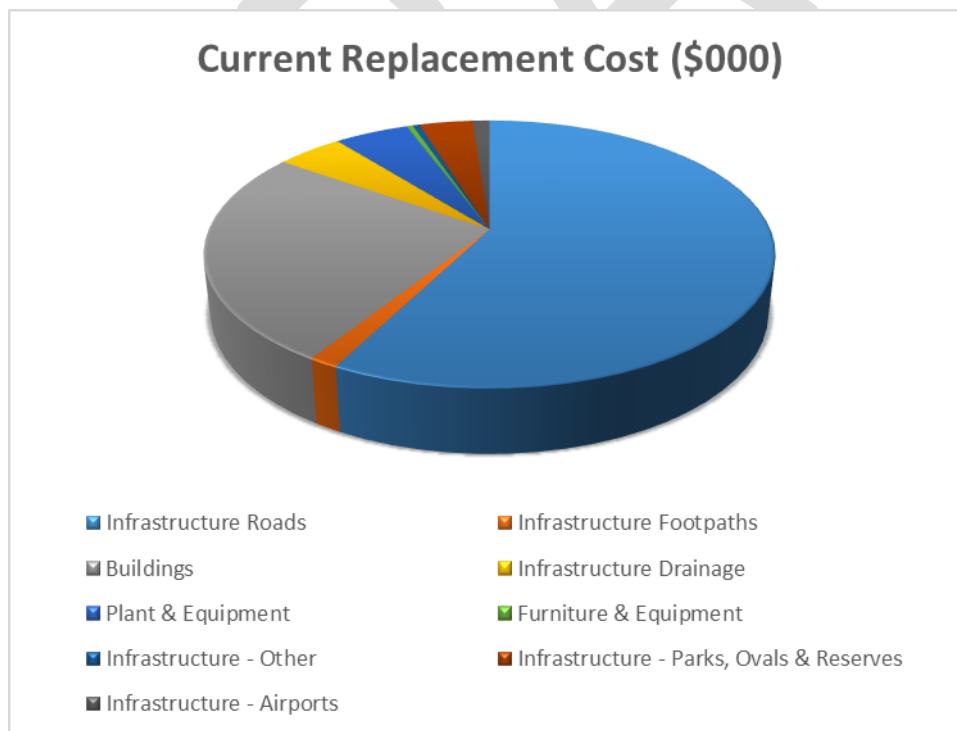


Figure 1: Asset Replacement Values

The asset consumption ratios of Council’s assets (average proportion of ‘as new’ condition left in assets) are shown in Figure 2.

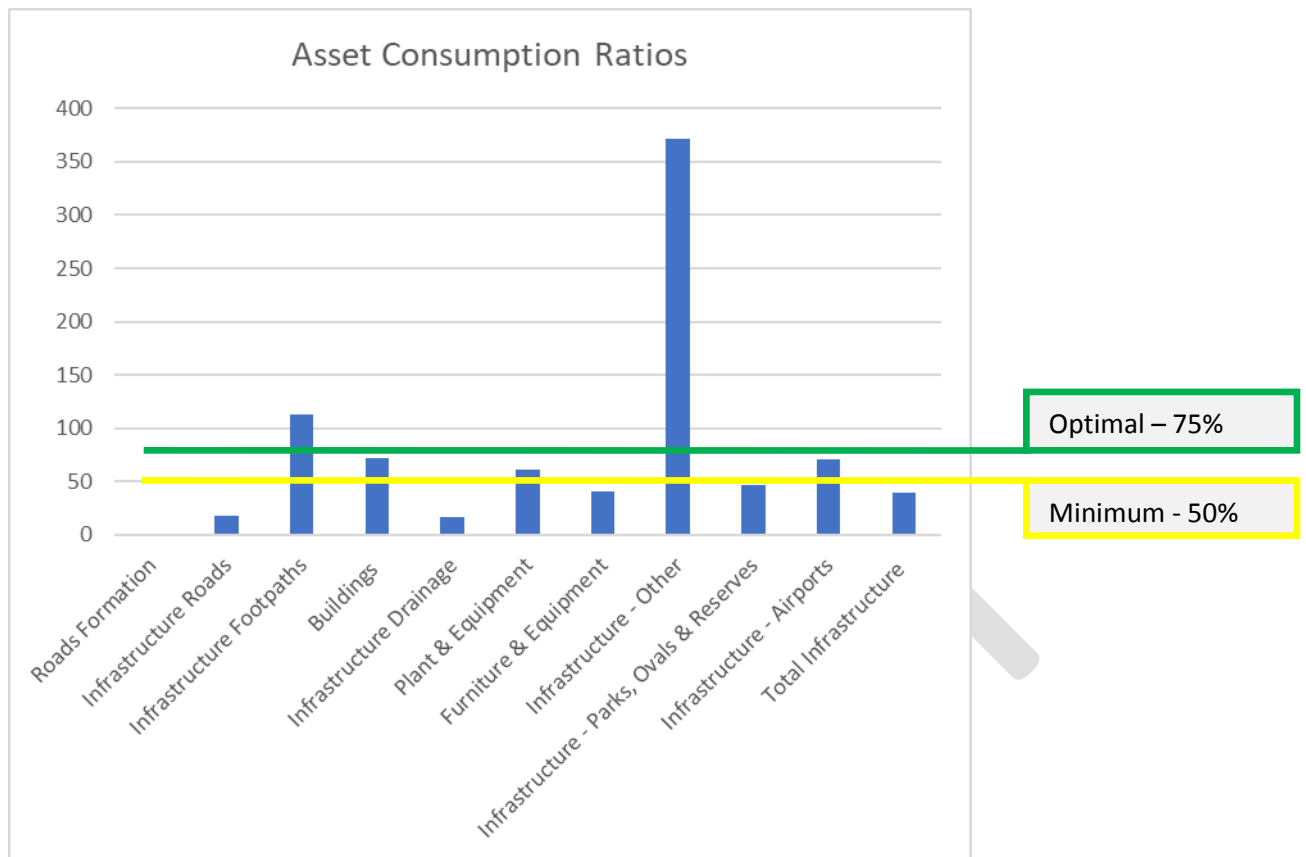


Figure 2: Asset Consumption Ratio

The individual asset Consumption ratios show that all the asset classes except Infrastructure Footpaths and Infrastructure are under the optimal threshold. A review of all of these classes to determine intervention levels is advisable. It should be noted that the lack of an accurate current replacement costs and fair value might be distorting these ratios, negatively.

Infrastructure Other is very high indicating a potential error in the valuations or the current replacement cost. The fair value of this asset class significantly exceeds the current replacement cost of the assets.

It is recommended that in the next round of external valuations the current replacement cost be included as part of the valuation scope to ensure that both current replacement cost and fair value are current and are contemporary.

Data and Calculation	Information	Measurement/Target
<p>Depreciated replacement cost (DRC) of assets (Written down value) divided by current replacements costs (CRC) of depreciable assets. Expressed as a percentage.</p> <p>Eg</p> <p>Asset Class CRC DRC</p> <p>Buildings \$50.1M \$34.2M</p> <p>Infrastructure \$361.0M \$254.4M</p> <p>P&E F&E \$10.2M \$7.3M</p> <p>Total \$421.3M \$295.9M</p> <p>Asset Consumption Ratio = 70% [295.9 / 421.3 = 70%]</p>	<p>The average proportion of "as new" value remaining in the assets. This ratio shows the written down current value of a local government's depreciable assets relative to their "as new" value in up to date prices. The ratio highlights the aged condition of the local government's stock of physical assets.</p>	<p>Between 50% and 75%</p> <p><i>Note</i></p> <p><i>A ratio less than 50% indicates a rapid deterioration of the local government's asset base. Urgent investment may be required to ensure service levels are maintained.</i></p> <p><i>A ratio of 60% indicates an adequate usable level of service across individual asset categories.</i></p> <p><i>A ratio greater than 75% indicates that the local government may be over investing in its asset base.</i></p>

Figure 3: Asset Consumption Ratio calculation.

The condition of Council's assets is not currently available

3.2 Life Cycle Cost

Life cycle costs (or whole of life costs) are the average costs that are required to sustain the service levels over the longest asset life. Life cycle costs include operating and maintenance expenditure and asset consumption (depreciation expense). The life cycle cost for the services covered in this asset management plan is shown in Table 3.

Table 3: Life Cycle Cost for Council Services

Service	Previous Year Expenditure		Previous Year	Life Cycle Cost
	Operations	Maintenance	Depreciation Exp	(\$/yr)
Roads Formation	\$0.00	\$0.00	\$0.00	\$0.00
Infrastructure Roads	\$1,087.16	\$1,585.48	\$1,116.52	\$3,789.16
Infrastructure Footpaths	\$26.95	\$39.31	\$82.87	\$149.13
Buildings	\$487.36	\$710.75	\$673.54	\$1,871.66
Infrastructure Drainage	\$84.99	\$123.94	\$92.46	\$301.39
Plant & Equipment	\$95.20	\$138.83	\$640.46	\$874.49
Furniture & Equipment	\$7.64	\$11.14	\$43.73	\$62.51
Infrastructure - Other	\$8.68	\$12.66	\$32.11	\$53.45
Infrastructure - Parks, Ovals & Reserves	\$68.24	\$99.52	\$156.56	\$324.32
Infrastructure - Airports	\$21.77	\$31.75	\$32.11	\$85.63
Total Infrastructure	\$1,888.00	\$2,753.39	\$2,870.35	\$7,511.74

Life cycle costs can be compared to life cycle expenditure to give an indicator of sustainability in service provision. Life cycle expenditure includes operating, maintenance and capital renewal expenditure in the previous year or preferably averaged over the past 3 years. Life cycle expenditure will vary depending on the timing of asset renewals. The life cycle expenditure at the start of the plan is shown in Table 4.

Table 4: Life Cycle Expenditure for Council Services

Service	Previous Year Expenditure		Cap Renewal Exp	Life Cycle Exp
	Operations	Maintenance	(\$/yr)	(\$/yr)
Roads Formation	\$0	\$0	\$0	\$0
Infrastructure Roads	\$1,087	\$0	\$8,190	\$9,277
Infrastructure Footpaths	\$27	\$0	\$203	\$230
Buildings	\$487	\$0	\$3,672	\$4,159
Infrastructure Drainage	\$85	\$0	\$640	\$725
Plant & Equipment	\$95	\$0	\$717	\$812
Furniture & Equipment	\$8	\$0	\$58	\$65
Infrastructure - Other	\$9	\$0	\$65	\$74
Infrastructure - Parks, Ovals & Reserves	\$68	\$0	\$514	\$582
Infrastructure - Airports	\$22	\$0	\$164	\$186
Total Infrastructure	\$1,888	\$0	\$14,223	\$16,111

The life cycle costs and life cycle expenditure comparison highlights any difference between present outlays and the average cost of providing the service over the long term. If the life cycle expenditure is less than the life cycle cost, it is most likely that outlays will need to be increased or cuts in services made in the future.

Knowing the extent and timing of any required increase in outlays and the service consequences if funding is not available will assist organisations in providing service to their communities in a financially sustainable manner. This is the purpose of the AM Plans and long term financial plan.

A shortfall between life cycle cost and life cycle expenditure gives an indication of the life cycle gap to be addressed in the asset management and long term financial plan. The life cycle gap and life cycle indicator for services covered by this asset management plan is summarised in Table 5.

Table 5: Life Cycle Indicators

Service	Life Cycle Cost (\$/yr)	Life Cycle Expenditure (\$/yr)	Life Cycle Gap * (\$/yr)	Life Cycle Indicator %
Roads Formation	\$0	\$0	\$0	0
Infrastructure Roads	\$3,789	\$9,277	\$5,488	245
Infrastructure Footpaths	\$149	\$230	\$81	154
Buildings	\$1,872	\$4,159	\$2,287	222
Infrastructure Drainage	\$301	\$725	\$424	241
Plant & Equipment	\$874	\$812	-\$62	93
Furniture & Equipment	\$63	\$65	\$3	104
Infrastructure – Other	\$53	\$74	\$21	139
Infrastructure - Parks, Ovals & Reserves	\$324	\$582	\$258	180
Infrastructure - Airports	\$86	\$186	\$100	217
Total Infrastructure	\$7,512	\$16,111	\$8,600	214

Note: * A life cycle gap is reported as a negative value.

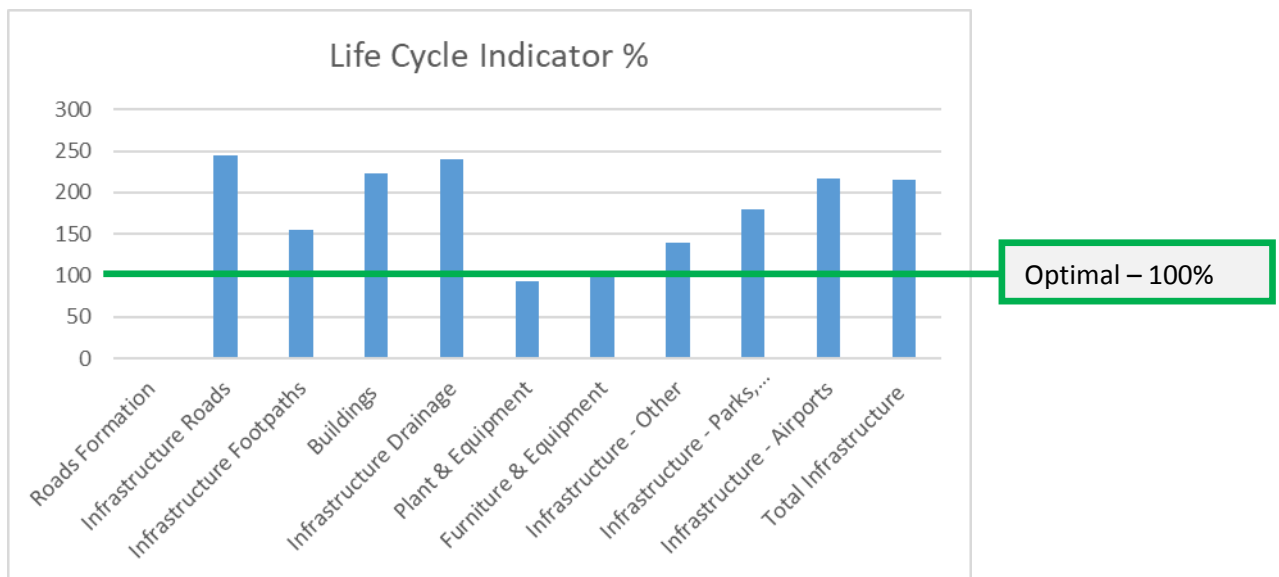


Figure 5: Life Cycle Indicator%

The lifecycle indicators show that most of the assets classes appear to be over funded. There is some discrepancies as noted above in the relationship between current replacement costs and fair values. This is distorting the life cycle indicators There are also significant unplanned renewal works underway as a result of the 2017 flooding which will also significantly distort the lifecycle costs for some of the asset classes.

The major factor in the lifecycle sustainability index value relates to the timing of asset renewals/ replacements compared to current capital renewal expenditure. Where the organisation has relatively new assets, capital renewal expenditure is expected to be below the average life cycle renewal requirements (reported as depreciation) and the life cycle sustainability index will be relatively low.

Where the organisation has relatively aged assets, capital renewal expenditure may be above the average life cycle renewal requirements (reported as depreciation) and the life cycle sustainability index will be relatively high (may be above 100%).

3.3 Asset Management Structure

Organisational Structure

The management team

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3.4 Corporate Asset Management Team

A 'whole of organisation' approach to asset management can be developed with a corporate asset management team. The benefits of a corporate asset management team include:

- demonstrate corporate support for sustainable asset management,
- encourage corporate buy-in and responsibility,
- coordinate strategic planning, information technology and asset management activities,
- promote uniform asset management practices across the organisation,
- information sharing across IT hardware and software,
- pooling of corporate expertise
- championing of asset management process,
- wider accountability for achieving and reviewing sustainable asset management practices.

The role of the asset management team will evolve as the organisation maturity increases over several phases.

Phase 1

- strategy development and implementation of asset management improvement program,

Phase 2

- asset management plan development and implementation,
- reviews of data accuracy, levels of service and systems plan development,

Phase 3

- asset management plan operation
- evaluation and monitoring of asset management plan outputs
- ongoing asset management plans review and continuous improvement.

The current position on Council's asset management team is

Position	AM Role	Relevant Asset Classes
Council		All
CEO	Responsible for the preparation of the AM plan, Am Strategy and AM Policy	All
Manager Corporate and Community Services.	Responsible for the preparation of annual reports, long term financial plans and the financial integration of asset management in the Shire	Recreation & Library Services
Manager Strategic Planning & Land Services		Building Maintenance Airport
Manager Engineering Services	Responsible for the care and maintenance of Infrastructure assets Roads, Drainage etc.	Roads Parks & Gardens
Works Supervisor		

3.5 Financial & Asset Management Core Competencies

The National Frameworks on Asset Planning and Management and Financial Planning and Reporting define 10 elements. 11 core competencies have been developed from these elements⁸ to assess 'core' competency under the National Frameworks. The core competencies are:

Financial Planning and Reporting

- Strategic Longer Term Plan
- Annual Budget
- Annual report

⁸ Asset Planning and Management Element 2 *Asset Management Strategy and Plans* divided into Asset Management Strategy and Asset Management Plans competencies.

Asset Planning and Management

- Asset Management Policy
- Asset Management Strategy
- Asset Management Plan
- Governance & Management
- Levels of Service
- Data & Systems
- Skills & processes
- Evaluation

DRAFT

Council’s maturity assessment for the core competencies is detailed in Appendix A and summarised in Figure 4. The current maturity level is shown by the blue bars. The maturity gap to be overcome for Council to achieve a core financial and asset management competency is shown by the red bars.

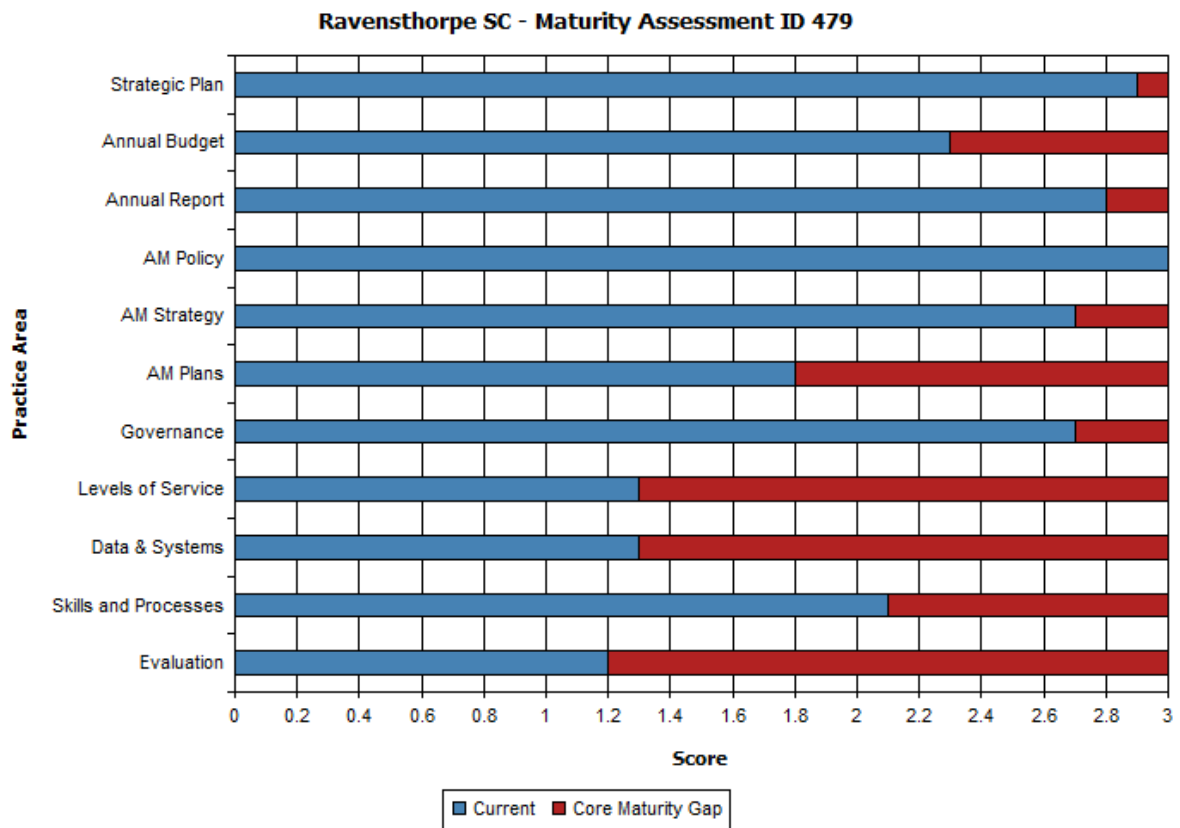


Figure 3: Core Asset Management Maturity

3.6 Strategy Outlook

- 1 The organisation is able to maintain current service levels for the next five years at current funding levels.
- 2 The organisation is able to fund current infrastructure life cycle cost at current levels of service and available revenue. There are some improvements needed in Current replacement cost and valuations and the way asset related expenses are reported and assigned to asset classes.
- 2 The organisation’s current asset management maturity is below ‘core’ level and investment is needed to improve information management, lifecycle management, service management and accountability and direction.

4. Where do we want to be?

4.1 Council's Vision, Mission, Goals and Objectives

Council has adopted a Vision for the future in the Council Strategic Plan.

The revised Vision Statement for Shire of Ravensthorpe is to be...

“Growing our Community.”

Council's purpose or reason for existence is set out in the adopted mission statement,

“To enhance sustainability, growth and diversity.”

The Strategic Plan sets goals and objectives to be achieved in the planning period. The goals set out where the organisation wants to be. The objectives are the steps needed to get there. Goals and objectives relating to the delivery of services from infrastructure are shown in Table 6.

Table 6: Goals and Objectives for Infrastructure Services

Goals	Objectives
Effective transport networks	Transport networks which meet the needs of all users.
Effective transport networks	Transport networks which meet the needs of Agriculture, Tourism and Mining industries.
Provision of basic services, power and water	Basic services, infrastructure, power and water supply, meet the community service level expectations now and into the future.
Provision and maintenance of recreation and community resources	Maintaining and improving recreational and community resource facilities in the Shire.
Provision and maintenance of recreation and community resources	Increased utilisation of facilities

Council's Asset Management Policy defines the council's vision and service delivery objectives for asset management in accordance with legislative requirements, community needs and affordability.

4.2 Asset Management Policy

Council's Asset Management Policy defines the council's vision and service delivery objectives for asset management in accordance with the Strategic Plan and applicable legislation.

The asset management strategy is developed to support the asset management policy and is to enable council to show:

- how its asset portfolio will meet the affordable service delivery needs of the community into the future,
- enable Council's asset management policies to be achieved, and
- ensure the integration of Council's asset management with its long term strategic plans.

4.3 Asset Management Vision

To ensure the long-term financial sustainability of Council, it is essential to balance the community's expectations for services with their ability to pay for the infrastructure assets used to provide the services. Maintenance of service levels for infrastructure services requires appropriate investment over the whole of the asset life cycle. To assist in achieving this balance, Council aspires to:

Develop and maintain asset management governance, skills, process, systems and data in order to provide the level of service the community need at present and in the futures, in the most cost-effective and fit for purpose manner.

In line with the vision, the objectives of the asset management strategy are to:

- ensure that the Council's infrastructure services are provided in an economically optimal way, with the appropriate level of service to residents, visitors and the environment determined by reference to Council's financial sustainability,
- safeguard Council's assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets,
- adopt the long term financial plan as the basis for all service and budget funding decisions,
- meet legislative requirements for all Council's operations,
- ensure resources and operational capabilities are identified and responsibility for asset management is allocated,
- provide high level oversight of financial and asset management responsibilities through Audit Committee/CEO reporting to council on development and implementation of Asset Management Strategy, Asset Management Plan and Long Term Financial Plan.

Strategies to achieve this position are outlined in Section 5.

5. How will we get there?

The Asset Management Strategy proposes strategies to enable the objectives of the Strategic Plan, Asset Management Policy and Asset Management Vision to be achieved.

Table 7: Asset Management Strategies

No	Strategy	Desired Outcome
1	Move from Annual Budgeting to Long Term Financial Planning	The long term implications of Council services are considered in annual budget deliberations.
2	Develop and annually review Asset Management Plans covering at least 10 years for all major asset classes (80% of asset value).	Identification of services needed by the community and required funding to optimise 'whole of life' costs.
3	Develop Long Term Financial Plan covering 10 years incorporating asset management plan expenditure projections with a sustainable funding position outcome.	Sustainable funding model to provide Council services.
4	Incorporate Year 1 of Long Term Financial Plan revenue and expenditure projections into annual budgets.	Long term financial planning drives budget deliberations.
5	Review and update asset management plans and long term financial plans after adoption of annual budgets. Communicate any consequence of funding decisions on service levels and service risks.	Council and the community are aware of changes to service levels and costs arising from budget decisions.
6	Report Council's financial position at Fair Value in accordance with Australian Accounting Standards, financial sustainability and performance against strategic objectives in Annual Reports.	Financial sustainability information is available for Council and the community.
7	Ensure Council's decisions are made from accurate and current information in asset registers, on service level performance and costs and 'whole of life' costs.	Improved decision making and greater value for money.
8	Report on Council's resources and operational capability to deliver the services needed by the community in the Annual Report.	Services delivery is matched to available resources and operational capabilities.
9	Ensure responsibilities for asset management are identified and incorporated into staff position descriptions.	Responsibility for asset management is defined.
10	Implement an Improvement Plan to realise 'core' maturity for the financial and asset management competencies within 2 years.	Improved financial and asset management capacity within Council.
11	Report six monthly to Council by Audit Committee/CEO on development and implementation of Asset Management Strategy, AM Plans and Long Term Financial Plans.	Oversight of resource allocation and performance.

6. Asset Management Improvement Plan

The tasks required to achieve a 'core' financial and asset management maturity are shown in priority order in Table 8.

Table 8: Asset Management Improvement Plan

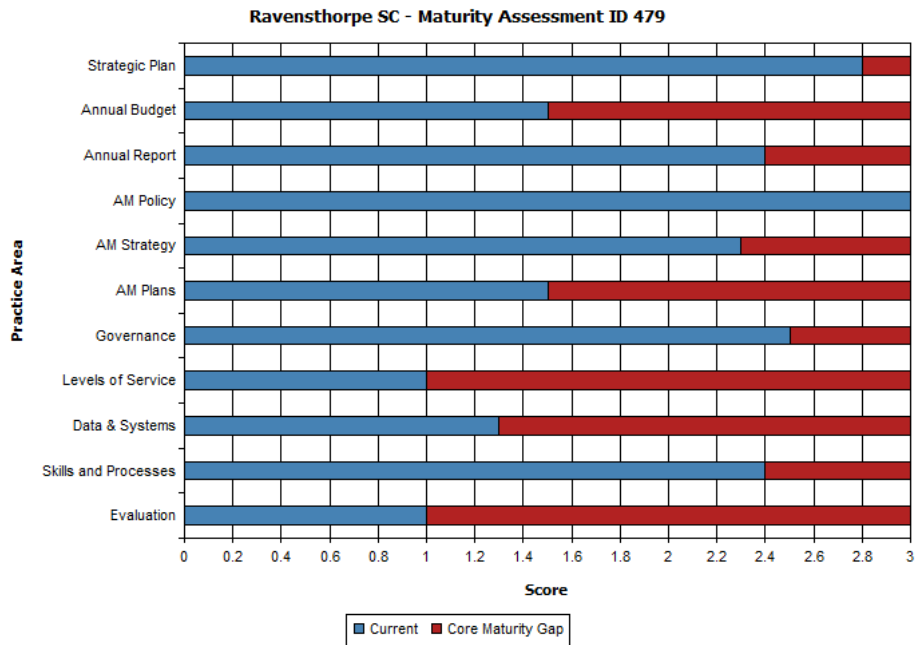
Task No	Task	Responsibility	Resources Required	Timeline
1	Airport runways currently located in Roads, it is being reported on as airport in accounts -- Consideration should it be given to listing ited separately in the RAMM asset register.			2018/19
2	Ensure Current replacement costs are calculated and reported for each asset class at each revaluation period in addition to fair value			2018/19
3	Review the Long Term Financial Plan, review projects assigned as renewal, include any new / upgrade projects not previously listed.			2018/19
4	Update the Asset portfolio's age profile to allow use of asset register and condition rating.			2018/19
5	Ensure Strategic Plan / Corporate Plan priorities and performance measures are linked to community and technical levels of service.			2018/19
6	Consider including in the next update of the Strategic Plan commentary on the significant role infrastructure plays in achieving strategic objectives and the outlook for this infrastructure (including challenges and risks).			2018/19
7	Review the commentary in the budget following the completion of updated corporate plan to provide a statement of whether the budget will achieve the SP			2018/19

	service objectives.			
8	Include State of the Assets reporting in annual report to show service levels trends e.g. % or assets at poor/fair/good condition, function and capacity. This will provide an annual snapshot of service level trends.			2018/19
9	Use the NAMS. Plus, policy template as the basis for the policy review.			2018/19
10	Ensure the AM policy is implemented and communicated to key stakeholders.			2018/19
11	Complete strategy using the template available through NAMS.Plus.			2018/19
12	Ensure that this maturity improvement plan forms part of the ongoing strategy based on cost, benefit and risk			2018/19
13	Update Asset Management Plans using scenario 2 as outlined in Appendix C (maturity assessment) following data review and update.			2018/19
14	Adopt a charter for the Asset Management Working Group / Committee – refer to maturity assessment Appendix D for example.			2018/19
15	Update the Asset portfolio's age profile to allow use of asset register and condition rating.			2018/19
16	Ensure whole of life costing impacts from all capital upgrade/expansion projects have a feedback loop into AMP's and budget / long term financial strategy.			2018/19
17	Set up a formal process for corporate risk reporting for any residual high risks from AMP's to audit committee and Council as per Appendix C (maturity assessment).			2018/19

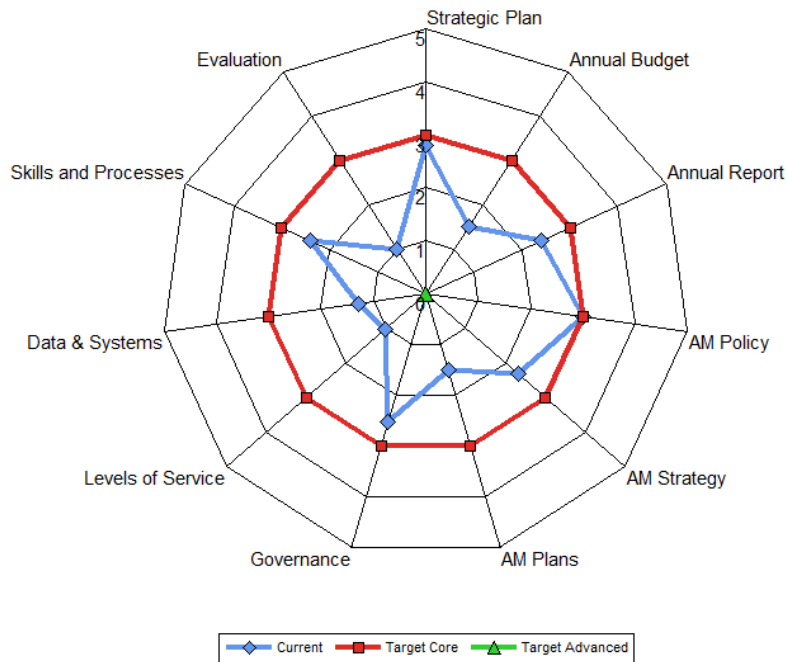
18	In developing levels of service for each of the updated AMP's – ensure that service level targets for the next 10 years are achievable and make clear what Council can and cannot do for the likely budget / LTFP.			2018/19
19	Link community and technical service levels in AMP to the Community Strategic Plan and Corporate Plan.			2018/19
20	Develop additional AMP scenarios as required to align with the LTFP and show service outcomes and risk consequences of LTFP resourcing levels.			2018/19
21	Ensure the current register is kept up to date and asset condition is monitored and reported as part of the annual review of the works programme.			2018/19
22	Update current register to ensure all existing asset ages are accurate			2018/19
23	Provide a data management improvement programme as part of the asset management improvement programme based upon benefit / cost / risk.			2018/19
24	Provide a knowledge management strategy to continue to identify skills and knowledge needed for the technology/data options and audit trail, security etc. The development of the strategy should be done in conjunction with the implementation of the AIM system.			2018/19
25	Annual update of unit rates based on completed works program to update replacement cost and renewal cost rates.			2018/19
26	Prepare inspection manual for undocumented asset classes.			2018/19

27	The maturity assessment provides the capacity to benchmark asset management performance and practice. Review against other Councils as required.			2018/19
28	Continue to review businesses processes and documents to ensure audit trail for financial transactions, asset register updates and annual reporting.			2018/19
29	Ensure any highest risks in each AMP be included in the corporate risk register and reported to executive /audit committee for acceptance of residual risk.			2018/19
30	Utilise the Local Government reform fund training program and IPWEA professional development programs to further develop and broaden internal capacity.			2018/19

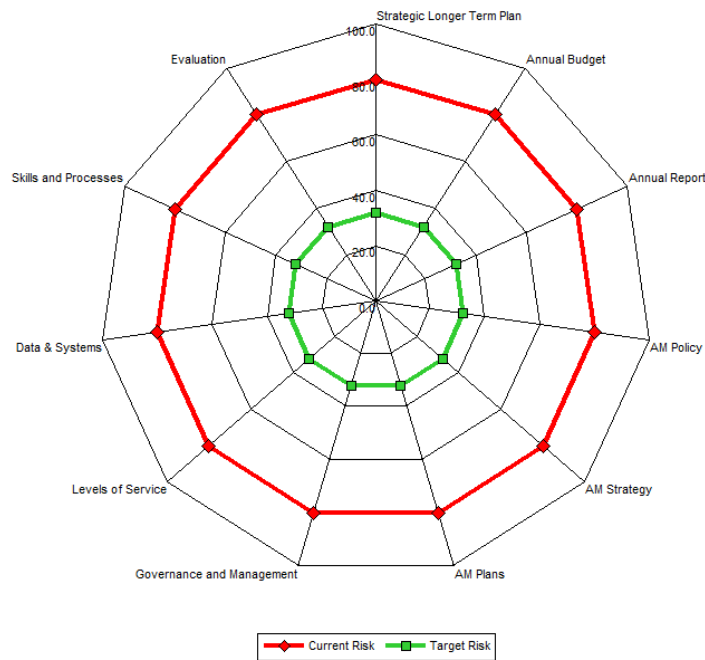
Appendix A Asset Management Maturity Assessment



Ravensthorpe SC - Maturity Assessment ID 479



Ravensthorpe SC - Maturity Risk Assessment ID 479



Framework Financial Planning & Reporting
Element Strategic Longer Term Plan
Practice Area Strategic Longer Term Plan
Current Score 2.8
Target Core 3
Target Advanced 5

	Risk Matrix	
	Current Risk	Target Risk
Likelihood	Possible	Rare
Consequence	Moderate	Minor
Risk Level	Medium	Low

Core Maturity Assessment Well Progressed

Question: Does your council have an adopted strategic longer term plan?

Observations of Current Maturity Level
 Core maturity almost Complete
Implications of Current Maturity Level

Recommendations
 Achieve Core maturity

Maturity Score	Result	Characteristic
5	Red	Optimum life cycle costs are known and supported by high levels of data, information and knowledge in all key areas. Political decisions are informed by multiple service level / cost / funding model data, information and knowledge on tradeoffs for economic, social, cultural and environmental consequences.
4	Red	Council has a Strategic Longer Term Plan (ideally 20 years - at least 10 years) that incorporates a vision, mission, values and long term service outcomes that reflects how Council plans to provide for community needs.
4	Red	The development of the Strategic Longer Term Plan included community engagement and reflects community needs.
4	Red	Council has a sustainable Long Term Financial Plan (ideally 20 years - at least 10 years) which establishes its prudential limits on debt, revenue raising, reserve funding, asset management funding and capital works to support its Long Term Plan.
4	Red	Council's Long Term Financial Plan is directly aligned with its Service Plans.
4	Red	The Long Term Financial Plan clearly separates 'recurrent expenditure' under the categories of operations and maintenance and clearly separates 'capital works expenditure' under the categories of renewal, upgrade and new.
4	Red	The Long Term Financial Plan clearly identifies the ongoing maintenance, operational and renewal impacts arising from capital works and contributed assets.
4	Red	The Strategic Longer Term Plan includes a current position statement and discussion
4	Red	The Strategic Longer Term Plan includes strategies for achieving objectives
3	Green	Council has a Strategic Longer Term Plan (planning horizon of at least 5 years) that incorporates a vision, strategic outcomes, mission, values and service outcomes that Council wants to achieve.
3	Green	The development of the Strategic Longer Term Plan included community consultation and reflects community needs.
3	Blue	The Strategic Longer Term Plan incorporates priorities and performance measures and indicates how they will be monitored and measured.
3	Green	Council has a sustainable Long Term Financial Plan covering the period of the Strategic Longer Term Plan (at least 5 year) supporting the implementation of its Longer Term Plan.
3	Green	The Long Term Financial Plan has been prepared based on the resource requirements and strategic objectives detailed in Council's Long Term Plan and Asset Management Plans.
2	Green	Plan covers 4 year term of council
2	Green	Draft plan is advertised for public comment
2	Green	Plan reflects needs of community for foreseeable period
2	Green	Plan includes vision and strategic objectives
2	Green	Plan details what council intends to do in period of plan
1	Green	Plan covers 1 year period

Framework Financial Planning & Reporting
Element Annual Budget
Practice Area Annual Budget
 Current Score 1.5
 Target Core 3
 Target Advanced 5

Likelihood
Consequence
Risk Level

Risk Matrix	
Current Risk	Target Risk
Possible	Rare
Moderate	Minor
Medium	Low

Core Maturity Assessment Well Progressed

Question: Does your council prepare an annual budget?

Observations of Current Maturity Level

Further progress to core maturity required.

Implications of Current Maturity Level

Recommendations

Additional work require to integrate Long Term Financial plan, Asset Management plan need to be adopted.

Maturity Score	Result	Characteristic
5	Red	Budget contains indicators of achieving council's strategic objectives
4	Red	The Annual Budget financial ratios (liquidity, debt, underlying operating position) align with the Council's Long Term Financial Plan.
4	Red	The Annual Budget is prepared based on 'service levels' as reflected in the Strategic Longer Term Plan and contains indicators and measures to assess performance against achieving Council's strategic objectives.
4	Red	The Annual Budget clearly separates 'recurrent expenditure' under the categories of operations and maintenance and clearly separates 'capital works expenditure' under the categories of renewal, upgrade and new.
4	Red	The Annual Budget clearly indicates the ongoing maintenance, operational and renewal impacts arising from capital works and contributed assets.
3	Yellow	The Annual Budget contains estimates of revenue and expenditure with an explanation of the assumptions and methodologies underpinning the estimates, an explanation of the financial performance and position of the Council and has been prepared based on the resource requirements and strategic objectives detailed in Council's Strategic Longer Term Plan, Asset Management Plans and Long Term Financial Plan.
3	Yellow	The Annual Budget reflects the Council's strategic objectives and contains a statement of how Council will meet the goals and objectives of its Strategic Longer Term Plan.
3	Blue	The Annual Budget aligns with Year 1 of the Long Term Financial Plan, and was adopted following community consultation.
3	Blue	Council's Annual Budget includes resources to implement Strategic Longer Term Plan strategies.
2	Green	Budget is publically available and readily accessible to all interested readers
2	Green	Budget contains estimates of revenue and expenditure for year
2	Green	Budget includes an explanation of the council's financial position and performance
2	Green	Budget is adopted after public advertising and consideration of comments received
1	Green	Annual budget is available to those who ask

Framework Financial Planning & Reporting
Element Annual Report
Practice Area Annual Report
 Current Score 2.4
 Target Core 3
 Target Advanced 5

Likelihood
Consequence
Risk Level

Risk Matrix	
Current Risk	Target Risk
Possible	Rare
Moderate	Minor
Medium	Low

Core Maturity Assessment Well Progressed

Question: Does your Council publish an annual report?

Observations of Current Maturity Level

Core maturity is close to being achieved.

Implications of Current Maturity Level

Recommendations

adopt process to review performance of council against its strategic objectives and include in annual report.

Maturity Score	Result	Characteristic
5	Red	Annual report includes results of Value for Money audit
4	Red	The Annual Report includes a performance assessment of progress towards achieving the goals and strategic objectives of the Strategic Longer Term Plan.
4	Red	The Annual Report includes a statement of actual performance for the year as measured against the Long Term Financial Plan, including reporting on measures of actual financial performance against short and long term financial sustainability indicators.
4	Red	The Annual Report distinguishes between 'recurrent expenditure' under the categories of operations and maintenance and 'capital works expenditure' under the categories of renewal, upgrade and new.
4	Red	The Annual Report includes a statement on "State of the Assets" and the financial sustainability of services provided by its infrastructure assets including any proposed adjustment to services/assets to address issues as they arise.
4	Red	"The asset financial reporting within the Annual Report, is such based on the following:
3	Green	The Annual Report complies with all statutory requirements including publication by the due date and is made widely available to the public.
3	Green	The Annual Report includes independently audited financial statements that are prepared on an accrual basis in accordance with the Australian Accounting Standards.
3	Yellow	The Annual Report reviews the performance of the Council against its strategic objectives and explains variations between the budget and actual results and how these variations impact on the Strategic Longer Term Plan.
3	Green	The Annual Report includes details of any major changes in functions of the Council, organisation structure and/or policy initiatives and how these changes might impact on Council's Strategic Longer Term Plan.
3	Green	"In relation to the financial reporting framework in the Annual Report, the Annual Report addresses the following issues in accordance with relevant state policies, Australian Accounting Standards and other best practice guidelines:
2	Green	Annual report contains audited financial statements
2	Green	Annual report is widely available to the general public
2	Green	Annual report reports on council's operations for the year in terms of goals and objectives for preceding year
2	Green	Annual report contains explanation on variations between budget and actual results
1	Green	Annual report is published each year

Framework Asset Management & Planning
Element AM Policy
Practice Area AM Policy
 Current Score 3
 Target Core 3
 Target Advanced 5

Risk Matrix	
Current Risk	Target Risk
Possible	Rare
Moderate	Minor
Medium	Low

Core Maturity Assessment Meets Requirements

Question: Does your council have an adopted asset management policy?

Observations of Current Maturity Level

Meets requirements

Implications of Current Maturity Level

Recommendations

Review policy to ensure it remains fit for purpose.

Maturity Score	Result	Characteristic
5	Red	Policy guides informed political decisions informed by data, information and knowledge on tradeoffs for economic, social, cultural and environmental consequences
4	Red	AM Policy provides a reasonable basis for long-term integrated decision making by the Council and for participative decision making by the community and subsequent accountability to the community about the activities of the Council.
4	Red	"AM Policy clearly articulates the principles and financial implications upon which decisions relating to assets and their performance will be based.
4	Red	AM Policy has organisational context and acknowledges the importance of asset management in supporting services provided by Council.
4	Red	AM Policy identifies the need for Council reporting to be categorised in terms of operational, maintenance, renewal, upgrade and new expenditure classifications.
4	Red	AM Policy includes audit and review procedures, specifies review dates and has a sunset clause.
3	Green	Council has an adopted Asset Management Policy which defines the Council's vision and service delivery objectives for asset management.
3	Green	AM Policy has a direct linkage with Council's Strategic Longer Term Plan and Long Term Financial Plan.
3	Green	AM Policy requires the adoption of Asset Management Plans informed by community consultation and local government financial reporting frameworks.
3	Green	AM Policy defines asset management roles, responsibilities and reporting framework.
3	Green	AM Policy identifies a process for meeting training needs in financial and asset management practices for councillors and staff.
2	Green	AM Policy adopted by Council
1	Green	AM Policy in place but not adopted by Council OR some awareness by Council of asset management policy elements and asset management principles.

Framework Asset Management & Planning
Element AM Strategy
Practice Area AM Strategy
 Current Score 2.3
 Target Core 3
 Target Advanced 5

Risk Matrix	
Current Risk	Target Risk
Possible	Rare
Moderate	Minor
Medium	Low

Core Maturity Assessment Well Progressed

Question: Does your council have an adopted asset management strategy?

Observations of Current Maturity Level

Close to core maturity

Implications of Current Maturity Level

Recommendations

Complete and adopt revised AM Strategy.

Maturity Score	Result	Characteristic
5	Red	Strategy includes analysis of cost/benefit options for service delivery
5	Red	Strategy drives asset management planning and service delivery
4	Red	Planning for New assets and the Upgrade of assets is driven by Council's Strategic Longer Term Plan, Council's Service Plans and Council's Asset Management Plans.
4	Red	Strategy details out how the councils get to where it wants to be including comparison with current situation and proposed future to highlight where strategies will need to be developed to cater for any changes
4	Red	Strategy details where the councils wants to be
3	Yellow	Council has an Asset Management Strategy which shows how the asset portfolio can meet the service delivery needs of the community and defines the future vision of asset management practices within Council.
3	Green	Council's Asset Management Strategy is linked to Council's Asset Management Policy and integrated into Council's Strategic Longer Term planning and annual budgeting processes.
3	Green	Council's Asset Management Strategy documents the current status of asset management practices (processes, asset data and information systems) within the Council and what actions Council must take to implement the Asset Management Policy, including resource requirements, timeframes and accountabilities.
2	Green	Strategy shows what assets the council has
2	Green	Strategy fits with the council strategic plans
1	Green	Draft AM Strategy Prepared but not adopted by Council

Framework Asset Management & Planning
Element AM Plans
Practice Area AM Plans
 Current Score 1.5
 Target Core 3
 Target Advanced 5

Risk Matrix	
Likelihood	Risk
Consequence	Current Risk Target Risk
Risk Level	Possible Rare Moderate Minor Medium Low

Core Maturity Assessment Well Progressed

Question: Does your council have adopted asset management plans?

Observations of Current Maturity Level

Shire is moving towards core maturity. Continue with the process, break elements into smaller parts to make progress.

Implications of Current Maturity Level

Significant further work required.

Recommendations

A significant number of areas need to be progressed to achieve core maturity in this area. The existing AMP is outdated and requires revision

Maturity Score	Result	Characteristic
5	Red	AM Strategy & AMP provide optimum value for defined service using scenarios to inform service performance. Multiple scenarios to show best value options
4	Red	Planning for new and upgraded assets driven by Asset Management Strategy and AMP. Highly responsive to policy direction
4	Red	Asset Management Plans include future demand projections and forecasts based on population and demographic projections.
4	Red	Asset Management Plans are influenced by the level of community enquiry – Feedback on Customer levels of service.
4	Red	Asset Management Plans include the financial requirements to meet target levels of service levels for at least the next 10 years for each asset class and are correlated with the data in the Long Term Financial Plan.
4	Red	Asset Management Plans include a process for optimising decisions to obtain the best value outcome for defined levels of service utilising scenario modelling and tradeoffs.
4	Blue	AMPs include Infrastructure Risk Management Plan
3	Blue	AMPs adopted by Council for all material asset groups in a consistent format in accordance with industry best practice (E.g. Appendix A of the International Infrastructure Management Manual (IIMM)) and are available to all relevant staff across the organisation.
3	Blue	AMPs define which asset groups are covered by each Plan in accordance with a clearly documented Infrastructure Asset Hierarchy.
3	Green	AMPs cover at least 10 years and
3	Blue	a. Refer to Council's Asset Management Policy and Asset Management Strategy;
3	Blue	b. Include all assets and document asset inventory information for the asset group/category as recorded in the asset register;
3	Blue	c. Document the asset hierarchy within each asset group;
3	Blue	d. Document the current condition of assets;
3	Red	e. Document the adopted useful lives of assets;
3	Yellow	f. Include risk assessment and criticality profiles;
3	Yellow	g. Provide information about assets, including particular actions and costs to provide a defined (current and/or target) level of service in the most cost effective manner
3	Yellow	h. Include demand management forecasts;
3	Blue	i. Address life cycle costs of assets;
3	Blue	j. Include forward programs identifying cash flow forecasts projected for:
3	Blue	i. Asset Renewals;
3	Blue	ii. New Assets and Upgrades of existing assets;
3	Blue	iii. Maintenance expenditure;
3	Yellow	iv. Operational expenditure (including depreciation expense);
3	Yellow	k. Address asset performance and utilisation measures and associated targets as linked to levels of service;
3	Yellow	l. Include an asset rationalisation and disposal program; and
3	Red	m. Include an asset management improvement plan.
3	Green	n. Include consideration of non-asset service delivery solutions (leasing private/public partnerships)
3	Red	o. Recognise changes in service potential of assets through projections of asset replacement costs, depreciated replacement cost and depreciation expense.
3	Red	p. Include consideration of possible effects of climate change on asset useful lives and maintenance costs
3	Red	AMPs link to the Council's AM Policy, AM Strategy, Strategic Longer Term Plan, Long Term Financial Plan and other relevant Council Policy objectives.
3	Red	AMPs have all been prepared in association with community consultation.
2	Green	Separate AMPs for each asset group - high level overall framework but not consistent
2	Green	AMPs in place but not regularly reviewed or adopted
2	Green	AMPs include all assets on asset register
2	Green	AMPs include an improvement plan
1	Green	Reactive and fragmented

Framework Asset Management & Planning
Element Governance and Management
Practice Area Governance and Management
 Current Score 2.5
 Target Core 3
 Target Advanced 5

Risk Matrix	
Current Risk	Target Risk
Possible	Rare
Moderate	Minor
Risk Level	Risk Level
Medium	Low

Core Maturity Assessment Well Progressed

Question: Does your council have good management practices linking AM to service delivery?

Observations of Current Maturity Level

Progressing towards core Maturity

Implications of Current Maturity Level

Recommendations
 Define asset management functions etc in PDs. Fully document process for making capital investment decisions.

Maturity Score	Result	Characteristic
5	Red	Common purpose and focus on service delivery with agreed nexus between funding and service outcomes.
5	Red	Bottom up and top down feedback on performance with defined measures for service delivery and governance
4	Red	Accountability mechanisms are maintained to ensure that Council resources are used optimally to address Council's strategic asset management objectives, as detailed in the Asset Management Strategy and Asset Management Plans.
4	Red	Council utilises their Infrastructure Asset Hierarchy as a basis for consistent reporting across the organisation.
4	Red	Community levels of service and technical levels of service are monitored and reported to the Executive Management Team and Council.
4	Red	When the Council and Executive consider the annual Capital Works Program, they prioritise works based on cost/benefit assessments (including risk) with resource implications reflected into the Long Term Financial Plan.
4	Red	The Executive and Council are provided with an annual 'State of the Assets' report covering asset condition, asset performance, intervention levels, level of service monitoring and future financial sustainability options and consequences.
4	Red	Council has an Internal Audit Committee with competency to understand advanced asset management and the Internal Audit Committee provides an independent review and annual report on asset management performance across the whole organisation to the Council.
3	Green	Council has mechanisms in place to provide high level oversight by the Council, CEO/GM and Executive Management Team, for development and implementation of the Asset Management Strategy and Asset Management Plans.
3	Green	Roles and responsibilities are clearly defined in a matrix or policy, identifying positions responsible for determining levels of service and positions responsible for managing the assets to meet service delivery needs.
3	Yellow	The staff structure and position descriptions clearly define asset management functions, responsibilities and skill requirements for managing all asset classes.
3	Blue	Council has a documented process for making capital investment decisions, which is driven by Council's Strategic Longer Term Plan, Long Term Financial Plan and the Service Plan and explicitly details the impacts on the future operations and maintenance budgets, "Whole of Life" costs and risk management assessments.
3	Green	Council involves all its departments in Asset Management.
3	Green	Council has an Asset Management Steering Committee, with cross functional representation and clearly defined and documented terms of reference, focused on coordinating the linkages between service delivery and asset management implementation.
3	Green	There are internal processes to promote Asset Management across Council
2	Green	Multi-disciplinary AM Steering Committee in operation with regular meetings
2	Green	AM improvement plan in operation
1	Green	Informal AM Steering activities

Framework Asset Management & Planning
Element Levels of Service
Practice Area Levels of Service
 Current Score 1
 Target Core 3
 Target Advanced 5

Risk Matrix	
Current Risk	Target Risk
Likely	Rare
Major	Minor
Risk Level	Risk Level
High	Low

Core Maturity Assessment Partially Meets Requirements

Question: Does your Council have a defined process for determining current and target levels of service and costs?

Observations of Current Maturity Level

This section partly meets requirements

Implications of Current Maturity Level

Fragmented service levels will lead to inadequate service levels in some areas

Recommendations
 This area needs significant work to progress

Maturity Score	Result	Characteristic
5	Red	Optimum life cycle costs known and supported by high levels of data, information and knowledge in all key areas. Political decisions informed by data, information and knowledge on tradeoffs for economic, social, cultural and environmental consequences.
5	Red	Documented feedback on long term cumulative impacts of decisions on service levels.
4	Red	Council has undertaken the process of identifying the costs associated with each level of service, including the increased cost or decreased cost associated with increasing or decreasing each level of service respectively to assist in scenario modelling.
4	Red	Target community levels of service are defined through community consultation, considering population and demographic change projections, trend analysis and customer feedback and requests.
4	Red	Council has a communication plan to communicate information on infrastructure service delivery issues and Councils management of these issues to external stakeholders,
4	Red	The cost of maintenance and operational activities are reported against adopted levels of service.
4	Red	Council, in conjunction with the community, regularly reviews its community levels of service and technical levels of service, to determine the financial impact of a change in service levels. If a change occurs this is then reflected into the Asset Management Plan and Long Term Financial Plan.
3	Yellow	Council has Service Plans for each of its services which have been developed in consultation with the community.
3	Yellow	Council has undertaken the process of defining, quantifying and documenting current community levels of service and technical levels of service, and costs of providing the current levels of service.
3	Yellow	Current and target levels of service (for both community levels of service and associated technical levels of service) are clearly defined in each Asset Management Plan.
3	Yellow	Technical levels of service are incorporated into service agreements and/or maintenance, operational and capital renewal procedures.
2	Yellow	Service levels in some areas - fragmented
1	Green	Service levels are consequences of annual budget allocation and not defined.

Framework Asset Management & Planning
Element Data & Systems
Practice Area Data & Systems
 Current Score 1.3
 Target Core 3
 Target Advanced 5

Risk Matrix	
Likelihood	Consequence
Likely	Rare
Major	Minor
High	Low

Core Maturity Assessment Partially Meets Requirements

Question: Does Council have the data and systems to perform asset management activities?

Observations of Current Maturity Level

This section only partly meets requirements

Implications of Current Maturity Level

Significant progress is required in this area to meet requirements

Recommendations

This area need significant improvement to achieve core maturity

Maturity Score	Result	Characteristic
5	Red	Annual skills and knowledge audit on capacity and capacity needed to deliver corporate plan with linked service provision plan.
5	Red	Asset data is integrated and responds to required decision support information needed for optimised service delivery
4	Red	Asset data is available to operations, design and planning staff across services areas when planning and undertaking works.
4	Red	Asset renewal funding requirements and funding gaps are determined utilising up to date asset condition information and scenario modelling used to optimise life cycle costs with risk tradeoffs.
4	Red	Asset Management systems have risk management functionality available to predict criticality of assets, record risk assessments, risk treatment, treatment costs and residual risk.
4	Red	Council records the results of asset condition surveys and defect assessments against individual assets, linked to the componentised inventory in the asset register. Time series condition data is maintained to allow monitoring of asset performance.
4	Red	Asset Management systems are able to predict asset life based on various assessment factors and compare actual against predicted deterioration behaviour.
4	Red	Council's Asset Management system can generate works orders based on intervention levels and customer requests which are also linked to the asset register. It has the capacity to monitor completion targets and perform facilities management functions.
4	Red	Council's Asset Management system is integrated with other corporate knowledge systems such as the finance, GIS and property information systems.
4	Red	Functionality of Council's Asset Management systems includes the ability to generate maintenance and renewal programs based on available budget and future condition profiles, to generate scenario specific cash flow forecasts and to generate optimised programs.
4	Red	Council's Asset Management systems are used to monitor asset performance over time.
4	Red	Council has documented data standards for inclusion in Asset Management systems upon the commissioning of new (and/or modified) assets.
4	Red	Council benchmarks its infrastructure funding gap against State and National indicators.
4	Red	Council's Asset Management system used to manage operations and maintenance functionality is driven by an asset knowledge management strategy, with specialised functionality for each service area to monitor operations and maintenance costs and trends.
4	Red	Data is available and accessible to enable performance measurement and reporting against Key Performance Indicators used to measure levels of service. Processes and information are driven by an asset knowledge management strategy linked to the Asset Management Plans and the Long Term Financial Plan.
4	Red	Data and systems allow projections which inform a range of service provision scenarios and costs. Adopted scenarios are incorporated into Asset Management Plans and the Long Term Financial Plan with an annual review in line with legislative requirements and policy papers issued by State Government.
3	Blue	Council has a consolidated, integrated, accurate, up to date and complete componentised asset register with the required functionality to ensure security and data integrity, which includes all information about each asset sorted by asset group.
3	Yellow	There is a common corporate data framework used across all asset groups, which is defined by Council's Infrastructure Asset Hierarchy.
3	Yellow	Council has documented repeatable methodologies to carry out consistent asset condition surveys and defect identification assessments, as documented in a Condition Rating Assessment Manual for applicable asset classes.
3	Yellow	Council's asset financial reporting functionality is comprehensive and includes audit trails, depreciation calculations, reporting thresholds and records of acquisition and disposal of assets.
3	Yellow	Council's systems, procedures and processes allow it to benchmark its asset management performance against like Councils over time.
3	Yellow	Asset Management systems have the functionality to generate maintenance and renewal programs and produce associated cash flow forecasts.
3	Yellow	Council has defined and documented procedures for determining asset replacement and treatment unit rates, which are then stored in Council's Asset Management system.
3	Yellow	Council has a defined process for operations, maintenance, renewal and upgrade planning for its existing assets.
2	Yellow	Skill & knowledge requirements determined
2	Yellow	Audit completed to determine current skill & knowledge levels
1	Yellow	Ad hoc and fragmented approach to data management driven by current projects



Framework **Asset Management & Planning**
 Element **Skills and Processes**
 Practice Area **Skills and Processes**
 Current Score **2.4**
 Target Core **3**
 Target Advanced **5**

Risk Matrix	
Current Risk	Target Risk
Likely	Rare
Major	Minor
Risk Level	High Low

Core Maturity Assessment Well Progressed

Question: Does council have the data & systems knowledge to perform asset data management activities?

Observations of Current Maturity Level
 This area is well progressed, however there seems to be different levels of maturity across all asset classes

Implications of Current Maturity Level

Recommendations
 Review each area marked complete against all asset classes.

Maturity Score	Result	Characteristic
5	Red	Annual skills and knowledge audit on capacity and capacity needed to deliver corporate plan with linked service provision plan.
4	Red	Following each Annual Budget cycle, Asset Management Plans and the Long Term Financial Plan are updated to reflect the current financial position and to maintain currency between all documents.
4	Red	Council has a process which incorporates research into the determination of asset lives based on condition and consumption rates.
4	Red	Council has a service rationalisation process linked to a Disposal Policy that identifies any services (and associated assets) that are surplus to community needs.
4	Red	Council has a documented process that identifies the outcomes of service delivery reviews for input into Asset Management Plans and the Long Term Financial Plan.
4	Red	When undertaking operations and maintenance activities there is a process to allow staff to communicate asset related issues to other service areas.
4	Red	There is a process to analyse risks and incorporate risk mitigation strategies into contingency plans within the planning cycle.
4	Red	Asset failures and causes of failures are recorded and analysed to identify failure trends and asset group rectification strategies.
4	Red	Council has a process whereby community enquiry and operational response issues are linked to individual assets.
4	Red	Council has an Optimum Decision Making framework to ensure consistent decision making. The Optimum Decision Making framework considers multivariable criteria linked to service and performance standards. There is a shift in emphasis from asset condition to service performance and value.
4	Red	Capital Works are prioritised based on the application of business cases incorporating whole of life costing, risk and benefit quantification and all data used in decision making is documented and recorded.
4	Red	Staff are trained in best practice operating and maintenance procedures and activities.
4	Red	Contingency plans in place to ensure continuity of activities when staff turnover occurs
4	Red	Asset Knowledge Management Strategy identifies data framework requirements
3	Green	Council has a process to review and update the Asset Management Strategy on a maximum of a 5 year cycle. The Asset Management Strategy is to be formally adopted by Council.
3	Green	Council has a process to review and update Asset Management Plans for all asset groups on a maximum of a 3 to 4 year cycle consistent with the Council election cycle. Asset Management Plans are formally adopted by Council.
3	Yellow	Council has a process to identify operational risks, assign responsibilities and monitor risk treatment actions all recorded within a risk register.
3	Yellow	Council has a process to annually review and update the financial forecasts for all asset classes and update the Long Term Financial Plan.
3	Blue	Council has assessed the skills and knowledge required to perform asset data management activities, conduct financial reporting valuations and develop Asset Management Plans. Council has a current asset management skills matrix. Staff training needs have been identified and training scheduled.
3	Blue	Council has a defined methodology for assessing the Remaining and Useful Life, Residual Value and Depreciation Method of assets.
3	Green	Council has a process to collect and record asset data into an Asset Management system upon the commissioning of new (and/or modified) assets, including built and contributed assets.
3	Green	Council has formal processes for the handover of assets to asset custodians/owners.
3	Green	Council has a process to communicate the financial implications of the Asset Management Plans to internal and external stakeholders.
3	Green	Council provides ongoing training programs for councillors, council management and officers on key asset management topics.
2	Yellow	Skill & knowledge requirements determined
2	Yellow	Audit completed to determine current skill & knowledge levels
2	Yellow	Documented asset data management procedures
1	Blue	Ad hoc and fragmented approach to data management driven by current projects

Framework **Asset Management & Planning**
 Element **Evaluation**
 Practice Area **Evaluation**
 Current Score **1**
 Target Core **3**
 Target Advanced **5**

Risk Matrix	
Current Risk	Target Risk
Possible	Rare
Moderate	Minor
Risk Level	Medium Low

Core Maturity Assessment Partially Meets Requirements

Question: Does council have a process to evaluate progress and use of resources on implementation of the National Frameworks?

Observations of Current Maturity Level
 This section only partly meets requirements

Implications of Current Maturity Level
 Improvement required to achieve maturity

Recommendations
 Improve all asset management monitoring and evaluation, Define and monitor all levels of service.

Maturity Score	Result	Characteristic
5	Red	Council undertakes an annual audit within the organisation to report on trends on Triple Bottom Line/Quadruple Bottom Line service delivery and accompanying financial sustainability compared to the Strategic Longer Term Plan.
5	Red	Qualitative Key Result Areas (KRAs) are set for Community levels of service. KRAs are monitored, measured and reported to Council, against time based 'targets'.
4	Red	Council has a documented evaluation process by which asset management improvements are identified, timeframes established, resources allocated, actioned, monitored and reported to the Internal Audit Committee and Council
4	Red	Quantitative Key Performance Indicators (KPIs) are set for Technical levels of service. KPIs are monitored, measured and reported to Council against time based 'targets'.
4	Red	Council benchmarks its asset management performance improvement against State and National indicators and reports annually on its asset management improvement performance against set targets.
3	Yellow	Council has a documented evaluation process by which asset management improvements are identified, timeframes established, resources allocated, actioned, monitored and reported to the Executive Management Team and/or CEO
3	Yellow	Technical levels of service are monitored and performance reported.
3	Yellow	Community levels of service are monitored and performance reported.
2	Yellow	Improvement tasks are included in staff performance plans and reviews
1	Blue	No formal evaluation process

DRAFT

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10.4.2 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

File Ref:	Personnel Files
Applicant:	Not applicable
Location:	Not applicable
Disclosure of Officer Interest:	None
Date:	10 th July, 2018
Author:	Ian Fitzgerald – Chief Executive Officer
Authorising Officer:	Not applicable
Attachments:	None

Summary:

As Council is aware the Chief Executive Officer has an overseas holiday and study tour arrangement during August – September 2018.

Council is therefore required to appoint an Acting Chief Executive Officer for the period 16th August to 19th September 2018 inclusive.

Background:

Nil

Comment:

The Chief Executive Officer will be on leave for the period 16th August to 19th September and Council is required to appoint an Acting Chief Executive Officer for this period.

The Manager of Corporate and Community Services has not previously acted as a Chief Executive Officer but has experience in a senior role both with the Shire of Ravensthorpe and previously with the Shire of Esperance and is familiar with the shire's operations.

The author believes the Manager of Corporate and Community Services will be able to meet the requirements of the role during the period of absence. The author will be contactable as required whilst on leave and during the study leave period.

Consultation:

Not applicable.

Statutory Obligations:

Section 5.36 (1) (2) 23(2)(e) Local Government Act 1995 relates to the appointment of a Chief Executive Officer.

Policy Implications:

Nil

Budget / Financial Implications:

Funding has been included in the current budget for the appointment of and Acting Chief Executive Officer.

Strategic Implications:

Nil

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)	Minor (2)	Low (2)	Failure to meet Statutory, Regulatory or Compliance Requirements	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:

Absolute majority

OFFICER RECOMMENDATION	ITEM 10.4.2
<p>That Council appoint Mr. Darren Kennedy as Acting Chief Executive Officer for the period 16th August to 19th September 2018 inclusive with a cash salary equivalent to 85% of the Chief Executive Officer's cash salary.</p>	

10.4.3 RAVENSTHORPE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

File Ref:

Applicant: Not applicable

Location: Not applicable

Disclosure of Officer Interest: None

Date: 11 July, 2018

Author: Ashley Peczka – Community Emergency Services
Officer

Authorising Officer: Ian Fitzgerald – Chief Executive Officer

Attachments: 1.4.3.A Minutes

Summary:

The minutes of the Shire of Ravensthorpe Local Emergency Management Committee meeting held on 13th June 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

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	Unlikely (2)	Minor (2)	Unlikely(2)	Failure to meet Statutory, or Compliance Requirements	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 10.4.3

That the Minutes of the Shire of Ravensthorpe Local Emergency Management Committee meeting held on 13th June, 2018 be received.

SHIRE OF RAVENSTHORPE



Minutes

LOCAL EMERGENCY MANAGEMENT COMMITTEE

4TH QUARTER MEETING OF THE

LOCAL EMERGENCY MANAGEMENT COMMITTEE

HELD ON: Wednesday 13TH June 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	06/09/2017	06/12/2017	07/03/2018	13/06/2018
Cr Keith Dunlop	Shire President	Apology	✓	✓	Apology
Jamie Paterson	WAPOL - Ravensthorpe OIC	✓		Apology	✓
Ashley Peczka	Community Emergency Services Officer	✓	✓	✓	✓
Rodney Daw	Chief Bush Fire Control Officer	✓	✓	Apology	✓
Ian Fitzgerald	CEO Ravensthorpe	✓	Apology	Apology	Apology
Brendan Nicholas	Dept. Primary Industries & Regional Development	Absent	Absent	Absent	Absent
Ashleigh Thurn	DoC - DESO Esperance	Apology	✓	✓	✓
Neville Blackburn	DoC - DESO Albany	Apology	✓	✓	Apology
Stephen Peterson	DFES - Area Officer	Apology	✓	Apology	✓ K. Naylor
Charlotte Powis	DFES - Community Engagement Officer	N/A	N/A	N/A	N/A
TBA	PaW - Ravensthorpe	✓	✓ V. Hilder	✓ V. Hilder	Apology V. Hilder
Keith Dunlop	Hopetoun VFES	Apology	✓	✓	Apology
Liz Bott	Munglinup SJA	Apology	Apology	Absent	Absent
Stacey Jaskiewicz	Ravensthorpe Airport	✓	✓	Apology	✓
Tess Robinson	Ravensthorpe Hospital	Apology	✓	✓ R. Page	✓
Keith Rowe	Ravensthorpe SES	✓	✓	✓	✓
Terri Edwards	Ravensthorpe SJA	✓	Apology	Absent	Apology
Gary Webster	Ravensthorpe VFRS	Apology	✓ J. Carter	✓	Apology
Adam Smith	OEM - DEMA	✓	✓	✓	Apology
Dave Murphy	WAPOL - Hopetoun OIC	✓ B. Stevens	✓ Phone link	Apology	✓
Jarrold Exon	FQM Mining	Absent	✓ E. Allen	✓ E. Allen	Absent
TBA	Galaxy Lithium	✓	✓	✓	✓ P. Staczek
Michelle Fyfe	Community Paramedic	✓	✓	✓	✓
Karyn Unstead	Water Corp - Esperance	N/A	N/A	Apology	Absent

Guest:

Steve Peterson – A/District Officer Albany Rural

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

That the Minutes of the meeting held 7th March 2017 be confirmed.

Moved: Mr Keith Rowe / Second: Mr Peer Stareczek Carried Unanimously

3. BUSINESS ARISING FROM MINUTES

Nil

4. CORRESPONDENCE

- 4.1 Inwards – SEMC Communique (March 2018)
- 4.2 Inwards – 2018 Edition of the National Community Recovery Handbook
<https://knowledge.aidr.org.au/resources/handbook-2-community-recovery/>
- 4.3 Inwards – Australian Journal of Emergency Management
https://knowledge.aidr.org.au/media/5489/ajem_april2018.pdf
- 4.4 Inwards – Office of Emergency Management Emerge Q2 Newsletter
<https://www.oem.wa.gov.au/emerge/2018Q2>
- 4.5 Inwards - SEMC Communique (May 2018)

5. AGENDA ITEMS

5.1 Bush Fire Risk (A.Peczka)

Mr Ashley Peczka advised the committee even though we are 2 weeks into the official winter period due to the lack of autumn rains the risk of fires is still relatively high even with the mild weather (temperature) conditions and cool nights. Relevant soil dryness indices for the area show soil moisture, leaf litter is still dry and can still easily carry a fire. Until substantial rain is received the risk of fire will remain.

5.2 Airport Exercise

Mr Ashley Peczka advised the committee discussion have been held between Mr Dave Murphy (WAPOL), Mr Steve Petersen (DFES) and Ms Stacey Jaskiewicz (SoR Airport) in regards to organising an airport exercise. Mr Dave Murphy past knowledge in running exercises at the Albany airstrip for the past few years and his past experience will be invaluable in developing an exercise to help meet CASA requirements.

Proposed exercise date at this stage to be Saturday 7th October - TBC.

6. REPORTS

- 6.1 Hopetoun Police
 - Nil
- 6.2 Ravensthorpe Police
 - Nothing to report
- 6.3 Ravensthorpe Health Centre
 - Painting is occurring around the hospital.
 - Now looking after staffing levels at Bremer Bay & Jerramungup Health Centres.

- 6.4 Bush Fire Brigades
- 80x fire permits issued during this period
 - Permits were suspended twice during this period due to strong winds
 - 4x unwanted fires – 1 was illegal and infringement notice has been issued
 - Had crews on standby to attend Albany Fires
 - A AGM followed by a BFAC meeting was held on 10/4
 - A planned burn for parts of the FRNP was cancelled due to poor weather
 - Minister for Emergency Services and DFES Commissioner plus members of new Rural Fire Service visited to explain about the new rural fire service structure
 - A proposed burn along Reynolds road by PaW and Munglinup BFS was cancelled
 - Still waiting for financial assistance to repair flood damage of tracks within the strategic fire plan, access is a concern to majority of them.
 - Meetings have been held in Hopetoun to discuss proposed mitigation works. This included hazard reduction burning on both private and ucl, slashing, mulching. The whole shire was discussed and good mitigation progress is being made.
 - Meetings have been held with residents at whale bay and adjoining over concerns that it has been labelled 'un-defendable'
 - The shire has had a real dry spell and the wind on occasion has been severe, we have had several severe weather warnings.
- 6.5 Shire of Ravensthorpe
- Reaffirm the Shire has not declared Whale Bay and Seaview Estates as 'un-defendable.' Have heard other agencies making that statement, but are working through with the BRM funding to help reduce the risk.
 - Congratulated Mr Rod Daw for being awarded for his 60 year service award as a Bush Fire Volunteer.
- 6.6 Shire of Ravensthorpe Airport
- Still receiving 3x Metroliners per week with 15 passengers
 - Genset at airport had failed during power outage – repairs have been carried out with fortnightly testing to occur.
- 6.7 Ravensthorpe State Emergency Service
- Have had 1x Storm damage received in Hopetoun, which Hopetoun VFES attended to the call.
- 6.8 Ravensthorpe Volunteer Fire and Rescue Service
- Area Officer Drill Thursday night
 - Have attended 2x Truck rollovers
- 6.9 Hopetoun Volunteer Fire & Emergency Services
- Nil.
- 6.10 St John Ambulance – Munglinup
- Nil.

- 6.11 St John Ambulance – Ravensthorpe
 - Welcomed Michelle Fyfe as the new Community Paramedic.
- 6.12 Dept. of Communities
 - Nil.
- 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
 - New mine Site Manager Hugh Trivett.
 - New Health, Safety, Environment, Security & Community Manager Wayne Williams.
 - Was on standby for recent severe weather warning.
- 6.18 Other Reports:
 - Nil

7. GENERAL BUSINESS

7.1 Dave Murphy (Hopetoun Police) – Ask if an updated contact list can be sent out. Mr Ashley Peczka advised that it will be sent out with the minutes.

7.2 Tess Robinson (Ravensthorpe Hospital) – inquired whether any of the Albany fires were illegal and will there be any investigation to be weary of. Mr Ashley Peczka advised City of Albany is split into 2 fire zones being North East and South West. North East was still within restricted burning period and South West was unrestrictive (open season) where there were a lot of private burns being conducted by private land owners prior to the severe weather event. On the Saturday of the Total Fire Burn there were additional 8x 000 reports that afternoon of landowners conducting private burn, so it will be interesting how the City of Albany proceeds with those particular individuals.

In total there were 59 incidents within the Albany area and up to 30 incidents occurring at any given time throughout the great southern district during the Albany fires.

8. NEXT MEETING – Wednesday 5th September 2018

9. CLOSURE

The Chairperson declared the meeting closed at 10:45am

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10.4.4 HAWK'S NEST TRAIL DEVELOPMENT PLAN

File Ref:

Applicant:	Ravensthorpe Historical Society
Location:	Hawk's Nest and Rangeview Park
Disclosure of Officer Interest:	None
Date:	11 th July, 2018
Author:	Ian Fitzgerald – Chief Executive Officer
Authorising Officer:	Not applicable
Attachments:	10.4.4.A - Trail development plan

Summary:

Council has been provided with a copy of the trail development plan for Hawk's Nest and requested to provide any comments they may have.

The plan was copied and made available to all Councillors earlier in the month – a copy is also provided with this agenda item.

Background:

Nil

Comment:

Hawk's Nest plays a significant part in the history of Ravensthorpe and the proposal would see the area more appropriately recognised and promoted as a part of our history. The Ravensthorpe Historical Society has been working with Galaxy Resources on preserving and developing the area given its close proximity to their mine. Galaxy Resources are keen supporters of the project and are looking to provide some funding to see the project proceed as outlined in the development plan.

Any development would be done in conjunction with both Galaxy Resources and the Shire of Ravensthorpe and would provide another attraction in the area to either encourage people to visit or to stay a bit longer. The proposed production of brochures that could be used at other museums and visitor centres as well as advertising on appropriate websites would add to the support and encouragement of tourism. The proposed story-boards would tell the story of the area and significance to our history, not unlike the project funded by the Ravensthorpe Hopetoun Future Fund for the old railway station area.

The second part of the proposed plan would be to develop an area within Rangeview Park to establish a replica prospector's camp to again promote and demonstrate our early history and relationship with mining. As Council would be aware there are plans to redevelop Rangeview Park which allow an area for sculptures and story-boards. The project has been carried over from last financial year because of the unavailability of suitable contractors with priority given to flood recovery works.

The idea of a prospector's camp within Rangeview Park is supported but probably not to the scale outlined in the trail development plan. The redevelopment of Rangeview Park is to provide an attractive and peaceful area for our many visitors to stop and enjoy a break in our town. The design allows for off-road parking, shaded areas, better access to the public toilets and a grassed picnic area complete with b-b-q. A scaled down version of the prospector's camp proposed would further enhance the attraction of the park and help encourage visitors to go to the museum and other attractions in or near town during their visit. The funding source for this project (\$50,000 is the indicative project cost) has not been identified and would need investigation prior to the project proceeding.

Consultation:

Ravensthorpe Historical Society
Ravensthorpe Progress Association

Statutory Obligations:

Local Government Act 1995

Policy Implications:

Nil

Budget / Financial Implications:

The funding sources for the Hawk's Nest Funding and the Prospector's Camp have not been identified but Galaxy Mining are supporters of the project. The shire has not directly been requested to provide funding or in-kind support.

Strategic Implications:

Theme 1 – A vibrant, supportive and socially connected community

1.2.1 Town centres are vibrant and attractive places.

Theme 2 – A thriving business and industry including tourism

2.3.1 Development of Tourism - Promotion and development of the natural assets as a business opportunity.

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 identified strategic goals	Rare (1)	Minor (2)	Low (2)	Failure to meet Statutory, or community expectations	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 advises the Ravensthorpe Historical Society that;	
<ul style="list-style-type: none"> a) It supports the proposed development of the Hawk’s Nest site as outlined in the Trail Development Plan b) It supports in-principle the inclusion of a Prospectors Camp display within a redeveloped Rangeview Park but to a lesser scale than as outlined in the Trail Development Plan c) It will provide support where possible and as resources and budget allow for the project to proceed 	

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INTERPRETING THE HAWK'S NEST ERA

A Trail Development Plan - and other options

Prepared for:



Ramothore Historical Society

GALAXY

By:



June 2018

ATTACHMENT 10.4.4.A

Acknowledgements

Useful input to this Report was received from those members of the community who attended the project consultation meetings held in Ravensthorpe on April 8th & 9th, 2018

Particular support and advice from the following people is gratefully acknowledged:

Ann Williams, Ravensthorpe Historical Society
Pamela Makar, Environmental Advisor & Community Liaison, Galaxy Lithium Pty Ltd

*Local input to projects such as this is vital,
and the consultants thank these people for making their time available to be involved in the process.*

*The Ravensthorpe Historical Society would like to gratefully acknowledge
funding received from:*



This report was prepared by:

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EXECUTIVE SUMMARY AND RECOMMENDATIONS

Heritage trails are commonly seen as primarily a tourism-driven facility. While it is certainly true that they generally serve as an excellent attraction and activity for visitors, this is not the only (or necessarily the most important) reason for developing them.

Many small rural and remote towns gradually lose touch with their own history: long-time residents move away; the older generation passes on; photographs and historic documents are lost or decay over time; new people move into town with little connection to the place, and old buildings are demolished or modified in such a way that their historical aspects are lost. A community that loses touch with its history also loses touch with its roots, and with its sense of what makes it unique and special.

Therefore, heritage trails (and heritage interpretation projects in general) have a valuable role to play *for local residents and the local community*, in addition to fulfilling a useful purpose as a tourist attraction. Certainly, this would appear to be the case in Ravensthorpe, where the early history of the area and the town – and, in particular, the original Hawk's Nest mining operations and camp – would appear to now be little known to many who live here. Interpreting these places and telling these stories can only serve to make the community richer and stronger, while effectively "capturing" and preserving this history for the future.

Having said that, Ravensthorpe is also well placed to extract a significant tourism benefit from developing a project around this heritage. Being known as a "hot spot" for spectacular wildflowers the town experiences a notable inflow of visitors between August and October each year. Additionally, the town is on Highway One, and is therefore on the route of numerous travellers, including the growing masses of "grey nomads" travelling around Australia. Whether or not these people actually stop in town depends on what they find to do here. If there is nothing to engage their interest they will simply drive on, taking their money with them.

In providing a pleasant and engaging interpretive experience around the historic Hawk's Nest story there is a good chance many of these folk will then buy (perhaps) lunch or morning / afternoon tea, and may even chose to stay overnight. Further, giving them a memorable encounter here will encourage them to suggest to others that Ravensthorpe is a pleasant place to spend some time, not just another town to drive through on the way to somewhere else.

This Report was commissioned on the basis that the Hawk's Nest era of Ravensthorpe's early history would be best interpreted via a "Heritage Trail" passing through the remains of the former campsite – and the great majority of the document addresses that prospect. However, late in the process of preparing this material a second option arose as an alternate – and perhaps better value – means of sharing this important story.

This is outlined in Section 6, commencing on Page 31. As it was not part of the Brief – and as it arose largely as a response to the issues evident in the trail concept – it has not been as fully developed. However, it is hoped that sufficient information is provided for the stakeholders to understand the opportunity and thereby give due consideration to the "Hawk's Nest Prospector's Camp" concept.

Option 1: The heritage trail

The heritage trail proposal as developed under the original Brief has 11 interpretive sites at which a variety of historic stories would be told. It has as its start point a formalised parking area just east of Floater Road, a short distance north of town. It would be intended to be walked in an anti-clockwise direction, and is approximately 1100 metres long – an easily achievable outing for everyone.

From the trailhead the route passes immediately west of the Blacksmith's Tree, the first interpretive site. From there it goes north a short distance, to what is clearly a non-natural line of rocks – the second interpretive site. Here it turns east and crosses Cattlin Creek via a natural rock ledge and then climbs gradually through open salmon gum, past the junction point and up to the old mining lease peg at Waypoint 15. It then continues east a short distance to another interpretive site (early commerce) before turning north to pass through the main area of remnants (including the red bricks of the former boarding house). Now it circles north-west and then south-west, passing the carbide dump to descend again through pleasant salmon gum woodland to re-join the circuit and follow the outgoing route back to the parking area.

As the proposed trail would have a simple low-impact natural surface, very little actual construction is required. Apart from the installation of interpretive panels (by far the major cost in the budget) and trail markers, and the updated parking area, the only other significant work would be to install two seats on the route and to produce a new promotional brochure for the trail.

Clearly the interpretive signage would be the key to making this heritage trail appealing. Considerable effort would need to go into providing a design style that is appealing and appropriate to the focus of the trail. Panels utilising this design should be manufactured by the etched anodised aluminium production process – this offers the best long-term value for money as it withstands both weather (UV in particular) and vandal attack better than any other currently on the market.

Such panels would be aesthetically pleasing, but they do come at some cost. Therefore, it is recommended they be installed on simple pedestal posts rather than on the creative rusty steel style of pedestals that have become popular in recent times.

The full budget for this possible project is \$50,080 excluding gst. The major items contributing to this are the trailhead and interpretive panels (\$24,830), trail clearing and installation (\$8,900), and the trail markers (\$3,600).

Option 2: The Hawk's Nest Prospector's Camp

While the trail outlined in this Report would function effectively in preserving the Hawk's Nest heritage area and presenting (some of) the associated stories, it could be said to have a number of limitations, and these are outlined in detail on pages 32 and 33. Given these constraints, we believe it is appropriate to consider whether spending somewhere around \$50,000 to interpret this history via this mechanism offers the best value to the Historical Society, to Galaxy and to the wider community.

There is no question that the story of the Hawk's Nest phase of Ravensthorpe's history is poorly known (even by local residents) and is currently inadequately told. But is there a "better" way of doing this?

The alternative proposal – Option 2 - is based on accepting that the primary goals of this process should be:

- To preserve the area surrounding the old Hawk's Nest camp, and ensure it is not impacted by mining operations;
- To capture and present the history of the Hawk's Nest phase of the settlement of Ravensthorpe in the most engaging fashion possible;
- To make this history available to the maximum number of people – both visitors and local residents alike;
- To encourage more travellers to visit the museum by highlighting the collections there, and
- To do so in a way that will encourage visitors to spend more time (and thereby more money) in town.

To achieve these goals in a best-value fashion we recommend consideration be given to an alternate project that would centre on the development of a "Hawk's Nest Prospector's Camp" interpretive node on the main street in town – perhaps in Rangeview Park (which is in need of enhancement in any case). This node should be highly visual – a "replica" of key aspects of the original prospector's camp - with the following primary elements:

1. A gathering of rusty/mild steel "sculptures" depicting key elements of the camp – and some of those who'd have lived in it. Some possible subjects include:
 - o A pair of prospectors returning from their diggings / day in the mines;
 - o A woman with toddler at foot and baby on hip;
 - o A typical early mine camp tent, perhaps with a child peering out of the flaps;
 - o A storekeeper at a rudimentary timber counter, selling typical goods of the day;
 - o Some of the animals that may have been in or around camp; horses, donkeys, dogs, chickens;
2. Etched aluminium interpretive panels attached to each of these sculptures, using the "first person" voice to tell the story behind the sculpture and to introduce viewers to camp life in a very personal fashion;
3. A larger etched aluminium panel (or panels) telling the broad / general / known history of Hawk's Nest and that era of the district's settlement (including a map showing the location of the camp). This could include such images as are available, and perhaps photographs of some of the memorabilia on display in the Museum (as it is not always open); it could also include information on the Museum and its collections, and
4. A large "Hawk's Nest Prospector's Camp" promotional sign, to attract attention to the display and to ensure viewers/visitors are immediately keyed in to what they are seeing.
5. If the budget was sufficient – and if the primary stakeholders felt it warranted – this alternate project could also include a simple interpretive panel at what is the proposed trailhead site mentioned in the main body of this Report. This panel would acknowledge FNA 362, and the site of the Hawk's Nest camp (and perhaps the Blacksmith's Tree), with a brief summary of the known history of this place.

The estimated total cost for this Option is \$49,550 excluding gst. The major items contributing to this are the rusty steel life-size sculptures (\$21,000), their associated first-person interpretive panels (\$6,750), other interpretive and promotional signage (\$6,700) and installation and landscaping (\$7,200).

In summary, we firmly believe that this alternate project would be a more functional, efficient and appealing means of interpreting the important history of Hawk's Nest. We are only sorry that the concept did not arise until very late in the project – indeed, until the main body of this Report was 95% complete.

Final comment

Developing a Hawk's Nest Heritage Project has considerable merit on two fronts: as a means of capturing, presenting and respecting the history of this important place for the benefit of local residents and those who have long term connections here, and as an enjoyable and informative visitor attraction that should serve to keep more people in town for longer – with obvious flow-on benefits to local businesses. The decision that is now to be made revolves around which of the two options outlined in this Report is the more desirable/effective way to deliver this outcome.

The Historical Society and its partner, Galaxy Lithium, are to be commended for taking a proactive and professional route toward bringing this almost-forgotten era of Ravensthorpe's history the wider recognition that it deserves. They are also to be congratulated for the establishment of FNA 362, which should ensure the long-term protection of the original campsite and its surrounds.

Recommendations

1. Consider the two alternative projects outlined in this Report and decide which is the preferred mechanism by which to present the history of the Hawk's Nest era;
2. Seek Council endorsement for the chosen project; addressing in particular any location, traffic flow or safety issues associated with the selected option;
3. Seek support from Council and other relevant organisations to promote the chosen project (once developed) via websites, information bays and other wider means;

SECTION 1: PROJECT BACKGROUND AND BRIEF

The project brief

It is important to understand the Brief for this project, in order to be able to ascertain what to expect in terms of outcomes. The brief established an understanding that the development of the proposed Heritage Trail should involve a two-phase process, as follows:

STAGE 1: Prepare a simple but clear "Development Plan" for the trail, to establish and describe the scope of work and the costs associated (more detail provided below).

STAGE 2: Once the scope of the project is clear and funding is to hand, undertake the actual development of the trail: construction of any pathway / route / parking areas etc that may be required, development and supply of interpretive signage, and production of any requisite promotional material.

This Development Plan is the outcome of Stage 1, as set out above.

Work to be undertaken in the project

A typical "Trail Development Plan" is a comprehensive and detailed document, commonly between 50 and 100 pages long – and commonly costing \$20,000 or more. However, in this case it was felt that such a document would be excessive and unnecessary, and that a more streamlined approach would be appropriate. This would contain expenditure on the planning phase, hopefully thereby assisting in funding the subsequent development work.

It was agreed that the recommended simple Development Plan would include the following elements:

- i. A brief summary of the role of the Hawk's Nest mining area in the history of Ravensthorpe;
- ii. An assessment of how the Hawk's Nest area would best be accessed by visitors – through discussion with the Historical Society, the Shire and Galaxy Lithium;
- iii. A list of which sites should be interpreted, and what story or stories should be told at each (though text for panels would not be written at this stage);
- iv. A map that showed the route of a trail that would link these sites most effectively, and a written description of this route and how it might be constructed (where construction is required);
- v. Recommendations for interpretive, directional, information and safety signage, including sizes, production processes and key design features;
- vi. Recommendations for a brochure and/or other promotional material required to alert visitors to the new trail's existence;
- vii. A full works list, with cost estimates for each element and a proposed implementation process and timetable.

It was acknowledged that developing this Plan would require consultation with (at least):

- The Historical Society, and any other interested locals;
- The Shire of Ravensthorpe – potentially the CEO and the Works Manager;
- Galaxy Lithium

The Plan would then allow the project proponents to proceed directly to fundraising and then to construction, without having to undertake further planning. This is an efficient process – and the resulting Report should be highly appealing to funding agencies and potential sponsors.

Project process

This planning study was undertaken in a streamlined fashion, being somewhat constrained by the project budget. The steps undertaken are outlined below:

- a) Review of general background as provided by the Historical Society;
- b) Field work (2 days for 2 people), involving exploring the target area, seeking out heritage sites and assessing possible trail routes;
- c) Community and stakeholder consultation – meetings held at Ravensthorpe on April 8th and 9th;
- d) Follow-up consultation and review of field work outcomes;
- e) Preparation of Draft Report, and submission of same for comment;
- f) Submission of Final Report, incorporating comments.

Geographical and local context

On its website the Shire of Ravensthorpe promotes itself as part of the "Fitzgerald Coast", as follows:

The Fitzgerald Coast is an undiscovered wilderness where wildflowers, farming and agriculture meet the pristine coast with white sand that squeaks.

It is a gateway to the Fitzgerald River National Park one of the most botanically significant parks in Australia. You will find 1,800 species of wildflowers, ancient mountain ranges, rocky hills, rugged river valleys, estuaries and large inlets provide the area with a wealth of natural beauty.

Take in the stunning scenery, swim at the most beautiful remote beaches and watch the vivid sunsets. Hopetoun lies on the shores of the beautiful Mary Ann Haven on Western Australia's Fitzgerald Coast overlooking the East Mt Barren in the Fitzgerald River National Park.

Experience the history Ravensthorpe has to offer, or go 4WD or trail bike riding on the famous Ravensthorpe Ranges surrounding the town while discovering a variety of Wildflowers significant to the area (especially in spring).

Ravensthorpe thus appears to be a "typical" small country town in Western Australia, a service centre for surrounding agriculture but also a coherent small community in its own right. As with other similar towns, it has its own unique history – and here is where Ravensthorpe differs from many towns of a like kind, in that its early history is rooted not in farming but in mining. It is this rather different aspect then that forms the basis of the proposed Heritage Trail.

Experience from right across Australia indicates that a growing number of travellers are interested in the stories behind places such as this, and herein lies an opportunity to enhance the array of attractions on offer to those who pass through – or those who might be persuaded to come here.

But of at least equal importance is the process of capturing and presenting this heritage for the education and appreciation of local residents – many of whom may not know the stories behind the establishment of their town, its mines and the men and women who built the foundations of the place they live in.



Artwork on the silos depicts some of Ravensthorpe's spectacular flora and fauna

Tourism research shows that even occupying travellers for an hour can bring recognisable economic benefits when compared to allowing them to just pause briefly in an information bay then move on. A project such as this could therefore be of some real value to the business people of the town – in addition, of course, to being a source of pride for those who live here.

Trails and Trail Users

Right across Australia the many benefits of well-planned and promoted trails are being recognised by a range of agencies from National Park services to tourism departments, and from Local Governments to a host of health organisations. It is now well recognised that recreation and heritage trails perform a number of highly beneficial roles in the broader community:

- They provide opportunities for low-key unstructured passive recreation for local residents and visitors alike;
- They enable users to gain fitness and they foster general well-being;
- They are a valuable tourism attraction, especially when marketed well;
- They can help instil a conservation ethic amongst users; and
- They provide a significant economic benefit to communities where they are located. Users of the Bibbulmun Track, Western Australia's long-distance walk trail, inject \$21 million/year into the Western Australian economy, a very good return on an initial one-off \$5 million investment for construction by the WA Government. The Riesling Trail (a 27-kilometre shared use rail-trail in South Australia) injects \$1.08 million per year into the Clare region (Market Equity 2004). Visiting trail users on the Mundaring trails network (a Local Government on the outskirts of Perth) inject a total of \$10.39 million annually into the local economy;
- They can be a means of educating users about the historical and natural attributes of an area, especially when interpretation is a feature of the trail. High quality trailside interpretation can showcase the district's heritage.

Recreation and physical activity trends

- There is a move away from traditional structured sport, rosters and club memberships. The Exercise, Recreation and Sport Survey (undertaken in Queensland) showed participation in non-organised activities at 63.5% (of those who participated in recreation and sport) compared with 39.4% in organised activities. Participation rates in organised activities are highest in the 15-24 age group declining to be lowest in the 65+ age group. (Source: Sport and Recreation Qld Website)
- Significant technological advances in equipment design and function have created new forms of outdoor activities and extended the scope and levels of participation for the general population.
- There is greater accessibility and information on a range of outdoor activities, however there is also a clear demarcation between those who have access to this wide range of activities (proximity, ability, finances, transport etc) and those who cannot.
- In general, the population is making increased 'lifestyle' choices that associate with greater access and contact with the natural environment. This includes aspects of urban to rural ('sea / tree change') residential drift, increased demand for open space (parks, recreation trails etc.) in urban developments, and increasing demands for recreational time in the outdoors (changing work patterns and day trips from home). (Source: Sport and Recreation Tasmania)

Participation in trails related activities

The Australian Bureau of Statistics reports on the propensity of Australians to participate in leisure activities:

- 28.8% of survey respondents across Australia participated in walking (making it the most popular form of activity across the country).
- 5.3% of survey respondents Australia participated in bushwalking (making it the 8th most popular form of activity across the country).



This discrepancy between "walking" and "bushwalking" is interesting, and of some importance for this project. Trails – and especially Heritage Trails such as this - are now seen to be a resource for the larger group (walkers), as much or more than they are for the smaller, more traditional bushwalking set. This usage by people who would not have considered themselves "bushwalkers" drives much of today's trail development.

Walking and cycling are engaged in much more frequently over a one-year timeframe than horse riding, with walking being the most frequent. While the majority of users are relatively low frequency users, both walking and cycling have a core of participants who engage in their activity very frequently, eg at least once or more per week.

Based on prevailing demographic trends, there are some implications for the project under consideration in this planning project:

- Participation in trail-related activities has increased over time.
- Demand for recreation opportunities is likely to increase.
- An increase in the number of older people is likely to result in substantial increase in demand for local activities, particularly passive recreation activities. It also highlights the importance of access for people to participate in these activities.
- A recent Victorian study found that there is a clear preference for shorter walks (up to 6 kilometres and taking between 30 minutes and 2 hours to walk) both in metropolitan and "remote" trails. Work undertaken in South Australia supports this conclusion with 76% of walkers using trails for less than 2 hours.

Project benefits and outcomes

It is worth clarifying the general outcomes sought from the development of this Plan. These are not necessarily unique to Ravensthorpe or the Hawk's Nest Heritage Trail but are certainly as valid here as anywhere else.

Local governments and community groups across Australia have been keen to develop heritage tourism (and trails) within their communities for many years, and government and non-government agencies alike have been providing funding for such projects because of the broad range of benefits they provide.



An impressive display of historic artefacts found in the former Hawk's Nest camp area is on display in the Ravensthorpe Museum. This is sure to help focus attention on the trail outlined in this Report

Trails – and heritage tourism projects in general - can make a positive contribution in five key areas:

- i. They can help attract visitors and – more importantly – they can keep visitors in town for longer, increasing their expenditure in local businesses (eg. accommodations, restaurants and cafes, grocery stores, souvenir shops);
- ii. They provide an ideal resource for low-impact physical activity, encouraging walking and/or jogging and potentially contributing to the health of the community;
- iii. They can prompt the community to recognise and record its human and natural heritage;
- iv. They can help bring together disparate groups within the community by providing non-threatening common-ground; and
- v. They can contribute to a sense of pride by highlighting what is good and rich and of value to the community.

For Ravensthorpe – and the Historical Society in particular - the main objective is to develop a project that will effectively capture and present the early history of the place, for the appreciation of residents and visitors alike. Ideally it should attract additional visitors or at least keep those who come here longer in the town and the region, providing flow-on economic benefits to the towns businesses.

A project such as this should be a focal point for the community, celebrating its rich connections with the past and sharing that pride with people from elsewhere. These are *not* purely tourism projects – while they generally do have tourism benefits they should be seen to be primarily *community building* projects.

SECTION 2: SHAPING THE PROJECT

A brief history of Ravensthorpe

While some residents may feel they know the history of their town well, no doubt others are somewhat hazy about the early years of the place. The excellent Historical Society provides this brief summary on their website:

Ravensthorpe was initially known as the Phillips River Goldfield and was discovered in 1892 with the find of small quantities of gold in association with copper and iron pyrites. It was not until 1898 that auriferous quartz reefs were discovered, the first government smelter became operational in 1904. Eventually, the goldfield produced 83,469.67 oz gold from 18,220 t of ore in addition to 472.2 oz of alluvial gold.

It is known that the brothers Dunn, James, John, Robert and Walter, first came to the region in 1868 and leased the pastoral property of Cocanarup to establish a sheep station. Farming infrastructure was erected on the Phillips River and stores were brought in from Mary Ann Haven (now Hopetoun). During an incident in 1880, John Dunn was speared and died of his wounds. His brother James found payable gold in the Annabel Creek close by and received a Reward Claim in 1898. This was the start of the Phillips River Goldfield which brought many other prospectors into the district, among which were Taylor, Dance and McKenzie.

These prospectors set up a camp which they called Hawk's Nest, halfway between the Floater and Cattlin mines. Eventually, the town of Ravensthorpe was surveyed in 1900 and gazetted in 1901 with the Shire around it covering some 13,151 km². Further statistics on the Shire can be found on the official Ravensthorpe Shire website.

The population of Ravensthorpe and the goldfield peaked in 1911, when in excess of 2,000 people (police records 1911) lived there, mostly associated with gold mining. The whole belt of country between Ravensthorpe and Kundip is very rugged and was hard to prospect and explore and not as profitable as other goldfields. According to official sources, it is generally assumed to be the reason for the area's lack of early gold exploration as diggers believed that higher earnings for less effort could be made on other goldfields.



The first meeting of prospectors on the Phillips River Goldfield at Hawk's Nest

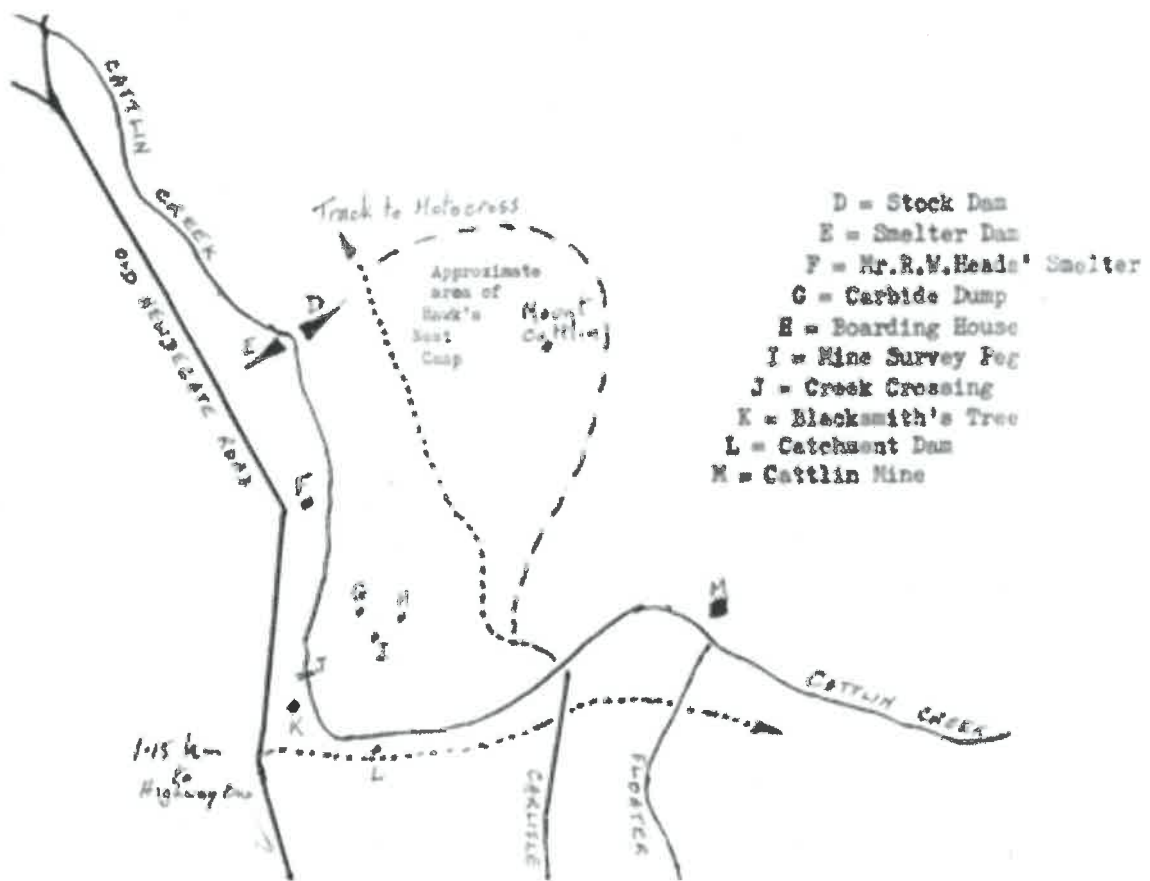


It is clear even from this short summary of the settlement of the area that the Hawk's Nest camp and the mines around it are a critical component of the early years of the district.

Known sites in and around the Hawk's Nest camp area

The first phase in assessing possible sites for interpretation on the Heritage Trail was to refer to mapping provided by the Historical Society. These two documents provided an indication of those sites considered to be of significant heritage value – some of which have ultimately been included in the list to be interpreted in this possible trail project.

The first map is a hand-drawn sketch of the area, with a legend that names the key locations. Note that #'s A, B & C are further north, and too far separated from the main Hawk's Nest area to be considered.



The second map is overlaid over a relatively recent aerial photograph which shows the recently-built heavy-haulage route and Floater Road, the likely access to the proposed Heritage Trail. It shows some, but not all of the sites in the legend above. The "Blacksmith's Tree", marked as item K above, also appears on the second map, and this gives a good cross-reference from which to gauge other locations.

The five-sided box marked on the larger colour map outlines what is known as File Note Area (FNA) 362, the area now recognised by the Shire and the relevant State department to contain the great majority of the original Hawk's Nest sites. This area is now excluded from surrounding mining leases, and is therefore "preserved" as an important historical site.

Potential trail users / target markets

As outlined earlier in this Report, it is very important to be clear from the start of a project like this about *who* the trail and/or interpretation is for, and *why* it is being constructed. There are two reasons to undertake a project like this: to capture the heritage and history of a place for the benefit and satisfaction of local residents (and those who have family connections), and to provide an attraction for visitors. There is great merit in undertaking projects like this for the first group alone (local residents), but delivering a tourism outcome further justifies the work and expense involved.

As a region renowned for its wildflowers, Ravensthorpe has a defined peak to its tourism season, starting around the middle of August and ending with the October school holidays (or, if the season is cool, a little later). This visitor suite consists largely of “grey nomads”, family groups and independent travellers. All would arrive in Ravensthorpe open to exploring whatever quality attractions the place had to offer – and it is here that the proposed Heritage Trail can serve a very useful purpose in providing a pleasant one to two hour experience with rich and interesting interpretation. This would keep visitors in town longer – and perhaps long enough for them to need to buy lunch or morning/afternoon tea, or maybe even stay overnight. There is an obvious flow-on benefit to local businesses, making the “fit” between this project and its potential market a very good one.

SECTION 3: SUMMARY OF FIELD WORK

Stakeholders meeting

A meeting involving the key stakeholders in the project was held in Ravensthorpe on morning of Monday April 9th, 2018. The following people attended the meeting:

- Ann Williams, Ravensthorpe Historical Society
- Derek Williams, Ravensthorpe Historical Society
- Rob Loyde, Ravensthorpe Historical Society
- John Archer, Ravensthorpe Historical Society
- Pamela Makar, Galaxy Lithium
- Megan Anderson, Galaxy Lithium

Key points to come from this discussion included the following:

- The Heritage Trail is to stay entirely within the area outlined on File Note Area (FNA) 362;
- Access should be off Floater Road to the existing informal parking area beneath two large salmon gum trees;
- The parking area will not be expanded to accommodate caravans, and signage and the brochure need to reflect this so that visitors do not attempt to bring vans into the site;
- Trail construction should be kept minimal, with no surface disturbance other than a light raking and removal of downed limbs;
- Interpretation should focus on life in the Hawk's Nest camps, with sites anchored to existing remnants where possible;
- A modified version of the trailhead panel should be installed in the Museum;
- While little physical evidence of the camp remains visible, the work of Kingsley Bond and Ron Elliot in the early 1990s provides some guidance as to what was "rediscovered" in that period – and this should be used to develop the trail route and its interpretation;
- Trail bikes may become an issue, especially as the broader area lies between town and the enduro circuit/track; however, it is not possible to avoid this unwanted and potentially destructive usage in the planning phase and any remedial action would need to be taken if and when the issue actually arose;
- The "Blacksmith's Tree" is in declining health, and has lost much of its leaf canopy in the last 10-15 years – most likely as a consequence of increasing salt levels in the underground water table that is accessed by its root system;
- The north-eastern portion of FNA 362 coincides with a registered Aboriginal Heritage Site #26270. This site is listed as "Mt Cattlin 2", an Artefact Scatter dated +/- 3471 to 25 years BP (Before Present). The site location is not restricted, there are no gender restrictions, and it is not listed as a protected area;
- The proposed trail route also passes through the Cattlin Creek "Other Heritage Place #29352", also listed by the Department of Aboriginal Affairs. This Place also has no gender or location restrictions, and is listed as being of Historical / Mythological significance. Relevant screen-shots for both Sites/Places appear on the following page.

The input from those who attended was extremely valuable and has helped establish a clear basis for proceeding with this planning process. Their attendance is gratefully acknowledged.



Developed: **Other**

36270

Place: **My Camlin 2**

Registered Site

Area(s) / Scatter: BP Daring 3.471 ha 25BP

Place: **Goldfields**

No Gender Restrictions

Place Restrictions: **No**

Place Name: **No**

Place Name: **Yes**

225583mE 6281835mN Zone S1 (Reliable)

*Registered Knowledge Holder names available from DAA

Place Name: **No**

Place Name: **No**

Contact DAA for list of duplicate Places

01 92 200 1

Place: **Blue Heron Place 2000**

Place: **25950**

Place: **Camlin Creek**

Place: **Unregd**

Place: **Multicultural**

Place: **No**

Place: **No Gender Restrictions**

Place: **No**

Place: **No**

Place: **No**

225583mE 6281835mN Zone S1 (Reliable)

*Registered Knowledge Holder names available from DAA

Place Name: **No**

Place Name: **No**

Contact DAA for list of duplicate Places

01 92 200 1



Interaction with Shire

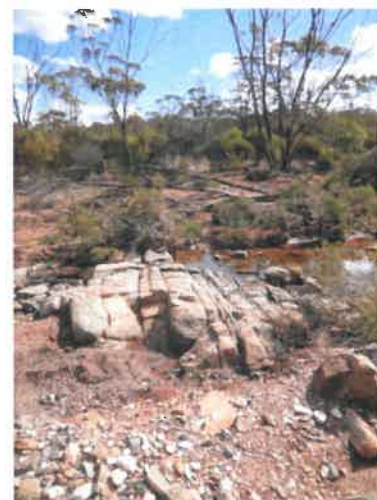
The Shire of Ravensthorpe declined to be involved in this early stage of planning for the Hawk's Nest Heritage Trail, which is quite reasonable given the land involved is not under their jurisdiction, and the funding has been sourced from elsewhere. However, it is strongly recommended that the Historical Society refer this Report to the Shire for their information and consideration, with particular attention to:

- The access off Floater Road to the parking area;
- Installing additional fingerboard signs on the Heavy Haulage Route and on Floater Road,
- And the desire to promote the Trail through the Shire's website and via other district/region-wide means such as brochures and information bay signage.

Issues relating to route selection

Whilst walking around the Hawk's Nest area during field work it became apparent that there were a number of issues that had the potential to impact on the final route for a Heritage Trail. Some of these have been mentioned in notes relating to the community meeting but all have been gathered here in order to provide a summary of factors that have contributed to the recommendations that follow:

- The trail should stay within the borders defined in FNA 362 if at all possible;
- The trail should pass by as many of the remaining visible remnants from the former camp as is realistically possible;
- While historic remnants are few and far between – and those that do exist are minimal in nature – it is possible to see just how extensively this landscape had once been modified: flattened or mounded areas still denote what were probably tent sites, long linear cracks and subsidence lines quite likely follow either drainage or latrine trenches, and many trees are coppicing from stumps that are reminders of the trunks felled a hundred years ago. It will be important to guide visitors toward seeing these lasting but unobtrusive impacts of the historic camp site;
- Clearing of vegetation and surface disturbance should be kept to a minimum – hence the trail route should seek the easiest relevant passage between sites;
- Where possible, the trail route should pass through the more open and attractive stands of salmon gum, rather than the denser areas dominated by yate and other species;
- While some interpretive stories are "site specific" others are not attached to a particular location, and these should be used to break up the longer stretches between set sites, so that interpretation is spread as evenly as possible around the route;
- Cattlin Creek trickles all year, but only flows with any intent immediately after a worthwhile rain event. It is therefore felt unnecessary (and inappropriate) to install a bridge, with a single simple rock-hopping crossing to be selected for use in both directions. Suitable warnings should appear on the trailhead panel and any promotional brochure;
- Advice will need to be sought from the Department of Aboriginal Affairs regarding Site 26270 and Place 29352 and their potential implications for the proposed trail.



A natural rock-bar crossing of the creek

SECTION 4: THE TRAIL ROUTE AND INTERPRETATION PLAN

The map below shows the recommended route of the proposed Hawk's Nest Heritage Trail. Numbers on the map match those in the list of waypoints and distances, which follows on page 17. The map below shows the trail route in a wider context, including the northern outskirts of town – a more detailed “close up” of the trail route is shown on the following page.

The trail is intended to be walked in an anti-clockwise direction, from a new trail-head / parking area off Floater Road, and is approximately 1100 metres long. From the trailhead the route passes immediately west of the Blacksmith's Tree, the first interpretive site. From there it goes north a short distance, to an obvious line of rocks – the second interpretive site. Here it turns east and crosses Cattlin Creek via a natural rock ledge and then climbs gradually through open salmon gum, past the junction point and up to the old mining lease peg at Waypoint 15. It then continues east a short distance to another interpretive site (early commerce) before turning north to pass through the main area of remnants (including the red bricks of the former boarding house). Now it circles north-west and then south-west, passing the carbide dump to descend again through pleasant salmon gum woodland to re-join the circuit and follow the outgoing route back to the parking area.



Areas further east and north were reviewed in the field, but were not included in the trail route as they did not add value in any way, being somewhat scrubby and less appealing to walk through. Further, they were too close to the track to the Enduro Club, and accessing this area may have attracted unwanted users.

Two seats are proposed, one just north of the main area of historic remnants (at Waypoint 20) and the other in a grove of attractive salmon gum with a wide view through the trees to the Galaxy mine operations – a site which offers a great opportunity to interpret and contrast the “old” with the “new”. This is at Waypoint 29.

A full list of proposed interpretive stories / panels and their Waypoint locations can be found immediately following the Track Notes, on page 19. The GPS plot below shows the proposed route in detail, commencing from the trailhead opposite the parking area.



Possible implications of Aboriginal Heritage Sites

As noted earlier in this Report, the proposed trail crosses briefly into a section of a broad artefact scatter which is registered as Site #26270, Mt Cattlin 2. It also crosses the registered Other Heritage Place #29352, Cattlin Creek. At the time of writing this document the implications of this were unknown, and no consultation had taken place with relevant stakeholders. If the trail project is to proceed it would be necessary to take advice from the Department of Aboriginal Affairs as to the appropriate process for obtaining clearance for the proposed works.

If this were to involve substantial onsite consultations / negotiations with relevant groups or people there may be implications for the overall project budget – and this should be ascertained prior to proceeding.

Track notes and distances

While the distances and waypoint locations in the table below should be reasonably accurate, it must be remembered that different GPS units can give slightly different readings – and therefore some allowance should be made for any perceived “inaccuracies”.

Waypoint on map	Distance (cumulative)	Track note / Infrastructure / Works	GPS readings
1	0	Trail Head: install major panel. Rake uneven earth around panel side flat. Remove box thorn.	N: 33.34 293 E: 120.02 479
2	32	Install double-sided straight-ahead trail marker	N: 33.34 281 E: 120.02 485
3	68	Install interpretation Panel ~ <i>Blacksmith's Tree</i> . Remove all box thorn around the tree – and from anywhere else it is found along the trail	N: 33.34 263 E: 120.02 484
4	78	Install double-sided straight-ahead trail marker. NB: trail briefly crosses FNA 362 boundary between waypoints 4 and 5	N: 33.34 258 E: 120.02 481
5	97	Install two trail markers on single post: right turn for outward travel, left turn for return travel	N: 33.34 250 E: 120.02 474
6	127	Install interpretation panel at bricks and rock line ~ <i>Who lived here / camp origins & establishment</i>	N: 33.34 236 E: 120.02 482
7	145	Install double-sided straight-ahead trail marker on western bank of creek. Marker post must be installed well above the high-water mark. Prune for clear view to creek crossing. Ensure view line back from eastern bank is clear as well.	N: 33.34 235 E: 120.02 488
8	189	Install interpretation panel on east bank of creek ~ <i>Water, dams, wells and historic use of creek</i> . Clear a path between waypoints 7 and 8, removing dead trees and branches, and small shrubs so that the natural rock crossing is easily found. Panel must be installed well above the high-water mark.	N: 33.34 236 E: 120.02 506
9	210	Install double-sided straight-ahead trail marker	N: 33.34 235 E: 120.02 514
10	248	Trail junction: Install marker post with two markers – straight ahead on west face (for outbound travel) and right turn on north face for return travel	N: 33.34 229 E: 120.02 526
11	267	Install single-sided straight-ahead trail marker	N: 33.34 227 E: 120.02 537
12	284	Install interpretation panel ~ <i>Coppicing of trees: historic clearing, and wood use in old camp</i>	N: 33.34 223 E: 120.02 543
13	315	Install single-sided 45-degree left turn trail marker	N: 33.34 222 E: 120.02 559

Waypoint on map	Distance (cumulative)	Track note / Infrastructure / Works	GPS readings
14	344	Install single-sided straight-ahead trail marker	N: 33.34 213 E: 120.02 570
15	388	Install interpretation panel ~ <i>Mining lease peg MG69, and its implications in the Hawk's Nest era.</i> Install single-sided right-turn trail marker near panel	N: 33.34 198 E: 120.02 581
16	413	Install single-sided straight-ahead trail marker	N: 33.34 204 E: 120.02 592
17	435	Install interpretation panel ~ <i>Shops, and the seamstress's / bootmakers tents</i> Install single-sided left turn trail marker	N: 33.34 205 E: 120.02 607
18	465	Install single-sided straight-ahead trail marker	N: 33.34 193 E: 120.02 607
19	490	Install interpretation panel ~ <i>Cookhouse / boarding house etc.</i>	N: 33.34 181 E: 120.02 605
20	519	Install seat with view downslope over main "ruins". Install low-level larger interpretation panel at foot of seat ~ <i>General camp life, and some of the history of Hawk's Nest</i>	N: 33.34 167 E: 120.02 603
21	545	Install single-sided straight-ahead trail marker	N: 33.34 160 E: 120.02 599
22	579	Install single-sided straight-ahead trail marker	N: 33.34 151 E: 120.02 585
23	603	Install interpretation panel ~ <i>The women and girls of Hawk's Nest</i>	N: 33.34 142 E: 120.02 574
24	616	Install single-sided straight-ahead trail marker. Clear scrub for view lines to next marker.	N: 33.34 144 E: 120.02 569
25	653	Install single-sided left turn trail marker	N: 33.34 156 E: 120.02 553
26	683	Install interpretation panel ~ <i>The carbide dump & carbide lamps</i>	N: 33.34 167 E: 120.02 555
27	695	Install single-sided straight-ahead trail marker	N: 33.34 171 E: 120.02 549
28	715	Install single-sided 45-degree left turn trail marker	N: 33.34 172 E: 120.02 538
29	764	Install seat with view downslope, across creek valley and out to the Galaxy mine in the west. Install low-level larger interpretation panel at foot of seat ~ <i>The old and the new of mining in the area</i>	N: 33.34 191 E: 120.02 529

Waypoint on map	Distance (cumulative)	Track note / Infrastructure / Works	GPS readings
30	789	Install single-sided straight-ahead trail marker	N: 33.34 202 E: 120.02 526
31	830	Install single-sided straight-ahead trail marker	N: 33.34 218 E: 120.02 525
32	853	Reach trail junction, marker installed at #10 above. Return via trail described at #'s 1 – 10 above – no additional work	N: 33.34 229 E: 120.02 526
1	1101	Reach trailhead panel and car park once again.	N: 33.34 293 E: 120.02 479

Interpreting the Trail

Trails such as this only exist through their interpretation – without quality story-telling there is too little to actively engage the interest of visitors (and indeed, a missed opportunity for locals who may treasure the history of their town and district).

The table above lists a total of 11 interpretive panels in addition to the major trailhead sign. These are summarised below. As can be seen, spacing is relatively close – which retains user interest when there are limited visible historic remnants on the ground. Topics have been chosen in part to match the known sites along the route, and in part to attempt to tell most of the recorded history of Hawk's Nest along the way.

Waypoint # on map	Distance from previous	Story / Site	Panel size
1	0	Trailhead panel: Map, trail description, general history of Hawk's Nest, the 1990s "rediscovery", list of interpretive sites, warnings etc. Panel to have name plate below main panel	900 x 500 900 x 200
3	68	Interpretation panel ~ Blacksmith's Tree	500 x 300
6	59	Interpretation panel ~ Who lived here / camp origins & establishment	500 x 300
8	62	Interpretation panel ~ Water, dams, wells and historic use of creek	500 x 300
12	95	Interpretation panel ~ Coppicing, and historic clearing / timber usage	500 x 300
15	104	Interpretation panel ~ Mining leases, and historic peg MG69	500 x 300
17	47	Interpretation panel ~ Shops, and seamstress's / bootmakers tents	500 x 300
19	55	Interpretation panel ~ Cookhouse / boarding house etc (red bricks)	500 x 300
20	39	Interpretation panel ~ General camp life, and history of Hawk's Nest	800 x 350
23	84	Interpretation panel ~ The women and girls of Hawk's Nest	500 x 300
26	80	Interpretation panel ~ The carbide dump & carbide lamps	500 x 300

Waypoint # on map	Distance from previous	Story / Site	Panel size
29	81	Interpretation panel ~ The old and the new of mining in the area	800 x 350

Recommended interpretive signage

When deciding on what “type” of interpretive signage to install on a trail like this there are two directly conflicting factors which need to be considered: longevity and cost. These two work in a direct relationship: the lower the cost of the panel the less time it will last. Cheaper panel production processes are very much at the mercy of both weather (particularly UV) and vandalism. This is unfortunate in a case such as this, where a small community seeks to do the best thing for its heritage.

However, experience elsewhere in rural and remote Western Australia has proven time after time that it is worth making a greater investment in order to be assured of a decent life-span for the panels involved. This generally results in better value for money over the longer term, as signage does not need to be replaced anywhere near as quickly as might otherwise be the case.

The production process giving the longest known lifespan is what is known as etched anodised aluminium. These panels have been installed in many recent projects across Western Australia, including the short walk out at the Kukenarup Memorial. They withstand UV very well, and do not suffer the fading issues so apparent with full-colour production processes. They also have the hardest known surface, and therefore withstand scratching and bashing better than cheaper alternatives. It is for these reasons that it is recommended that all panels on the Hawk's Nest Heritage Trail be of this type.

Panel sizes recommended are based on extensive experience with other similar trail projects. The use of the moderately-sized 500x300 interpretive panels is a reflection of the limited information available about each topic, and the likely difficulty in developing / obtaining images or illustrations for use on each panel. Indeed, it is expected that a number of these panels will rely on artist's sketches of relevant items – rather than on being able to utilise historic photographs (as is commonplace). An allowance for this work is included in the cost estimates in the next section of this Report.

Interpretive signage such as this can be installed on simple pedestal posts (the cheapest option) or on creative steel (or other) pedestals which can be shaped or cut to enhance the interpretive impact of the installation. Examples of these options are shown below:



Above: Different sized etched aluminium signs on different coloured pedestal posts, both on in-town heritage trails

Below: Two variations of the "creative" steel pedestal, using "Corten" (left) and mild / rusty steel (right), again on in-town heritage trails



As there is a moderately significant cost associated with the recommended panels, and in an attempt to keep the budget for the project relatively constrained simple painted pedestal posts have been recommended – and these are included in the budget that follows.

Trail-head signage

A single large trailhead panel is proposed to be installed immediately west (left) of the trail on the northern edge of the access track (see Parking Area drawing for location). This panel should be of the same etched aluminium as the interpretive signs, and should have an angled main face measuring 900 x 500 mm, with a 900 x 200 mm name plate set immediately below, as seen in the image to the right (of a colour version of this style). It should carry the following:

- A clear map of the trail, showing interpretive sites and other features;
- A description of the route and general experience;
- A brief outline of the known history of Hawk's Nest and perhaps an historic photo if available;
- A "box" providing information about the 1990s "rediscovery" of the site;
- A list of interpretive sites and stories,
- And all the usual warnings regarding wearing hats and sunscreen, carrying water, ant activity along the trail, possible encounters with snakes etc.

A second copy of this sign should be produced, for installation in the Museum. This could be printed on lightweight coreflute if it is to be installed on the wall close to the display of items found around the old camp – its purpose being to promote the trail to visitors who may not pick up a brochure.



Recommended style of trailhead sign (not colour) – above
The trailhead should be located in the disturbed area to the left of the obvious trail below



Trail markers

Trail markers are a vital part of any walk trail – or any other trail for that matter, too. There is no quicker way to disillusion trail users than to have them struggling to follow the route – therefore simple but clear trail marking is vital.

While some trails feature various "creative" forms of trail marker, it is recommended that a simple and familiar system be used in this case. Etched aluminium marker plates measuring 90 mm (wide) by 150 mm (high) can carry both the trail name (across the top) and a large directional arrow to show "straight ahead", "left turn" or "right turn" options. These are to be attached to square 100x100 galvanised steel posts using security screws. While it is possible to paint these posts, as in the photo to the right, that is not felt necessary in this case.

As this trail will not involve substantial clearing or the laying of a non-natural trail surface a heavy emphasis has been placed on clear trail marking. Each marker is located so as to be visible from the previous, in order that inexperienced visitors can feel secure in finding their way along the route.



Etched aluminium markers (top two) are available in red, blue, black or gold

In saying this, it should also be noted that in some cases interpretive panels form a completely adequate means of marking the trail route, and this has been factored into planning where appropriate.

It is calculated that adequate marking of this route will require:

- 20 straight-ahead markers
- 2 left turn markers
- 3 right turn markers
- 2 angled 45-degree left markers
- 21 galvanised steel 100 x 100 x 1500 mm marker posts

Fewer posts are required (than the total number of markers) as a number of posts carry two markers. Extras of each marker have been allowed for in the costings that follow, in case of damage or loss over time.

Promoting the new trail

There is little point in going to the trouble (and expense) of developing a project like this if no-one knows about it and few people use it! There are four primary mechanisms for promoting the new trail:

- A new and professionally prepared brochure / map detailing the trail and showing its route
- Clear and interesting trail-head signage that alerts visitors to the presence of the trail
- Inclusion on information bay signage in town and at Shire entry points
- Information on the Shire's and/or Historical Society's website (with the brochure downloadable)

Promotional brochure

After signage, brochures or written guides are perhaps the most common form of interpretive material – especially on heritage trails. However, they can effectively combine broad overview interpretation with a strong promotional purpose to deliver added value for money, and are often seen to be a “memento” of the experience, thus spreading the “message” further afield as they are shared with family and friends.

Brochures and guides can range from simple folded cards to complex and weighty books. The purpose of the printed matter must be carefully defined to ensure the product meets the intended market. If this is done, clever design and writing can produce an appealing and informative document for relatively low cost.

The primary mechanism to be used in promoting the proposed Hawk's Nest Heritage Trail should be a double-sided full-colour promotional brochure that is two-thirds of A4 size. If this is then folded once it becomes a DL (standard brochure) size which fits neatly into common dispensers and display racks. It should include a map of the trail that would show each of the interpretive sites, and it should provide a simple sketch map that shows potential users how to get to the trailhead parking area. It should also include the normal safety / trail user information such as:

- Length of trail and likely duration of walk
- Degree of difficulty of trail (flat / hilly / pavement / rough surface etc)
- Weather warnings (wear a hat and sunscreen, take water etc)
- Other safety “do's and don'ts”



Images of some of the more obvious remnants may serve to attract the interest of curious visitors

Distributing such an item can be challenging, unless visitors have to pass through a central entry station to get onto the site in question. Then they can have almost 100% saturation, making them highly effective in sharing both interpretive and management messages. However, in this case there needs to be a broader distribution effort made, with the brochure being placed at (at least):

- Historical Society Museum
- Local Visitor Centre, if operating
- Shire office
- Main shops and tourism businesses around town
- Nearby / regional tourist centres: Hoptoun, Esperance, Jerramungup etc

Further, consideration should also be given to installing a brochure dispenser on the information shelter that holds the main shire / town signage in relevant information bays. Keeping this stocked at all times would be important, so that visitors can be encouraged to explore the Trail directly from this primary entry / stopping place should they arrive out of business hours.

An initial print run of 2,000 copies on 140 gsm stock is recommended, and this is included in the budget that follows.

Other interpretive opportunities / information bays

If/when the large panels in various information bays in and around town (and the Shire) are updated it would be very useful to include mention of this new Heritage Trail – and to mark it on relevant maps. This kind of wider promotion is invaluable, and no opportunity should be missed to add the new entity to the district's suite of attractions.

Shire and other websites

Increasing numbers of visitors are pre-planning their travel routes, their stopping places and their activities along the way via internet research. Therefore, for this trail to reach its full potential it is very important that it is effectively promoted on the Shire's website, and on any other local/regional tourism or historical website. Ideally, a clear link or sub-heading will be provided on the main "home" page, most likely under "Attractions / Things to do" (or similar page) and/or under "Our history" (or similar page).

This link or sub-heading should read Hawk's Nest Heritage Trail, and should connect to a page that provides key information about the trail, perhaps a simple map of the route, and some photographs of both heritage sites to be seen and the new interpretive panels. Further, it should be possible to download a low-resolution version of the promotional brochure from this page – and it should be made clear that good clean production copies of the brochure are available from a range of sources in the town (and ideally elsewhere too).



Walking in attractive open salmon gum woodland will in itself be appealing to many who visit Ravensthorpe

An allowance for incorporating the trail information into the existing site has been made in the budget that follows.

SECTION 5: WORKS LIST AND BUDGET

The table below summarises all of the work required to put this proposed trail in place. It also provides cost estimates for each element, which leads to the total expected project budget at the foot of the table. Notes relating to the implementation phase which do not fit into the table as a “Work” in themselves follow the table in dot-point form. These should be read when considering the construction phase involved in delivering the trail.

Cost estimates are based on decades of experience with similar trails, but there can be unexpected variations in any such project, and this is the reason the final line-item for “Contingency allowance” is included. Labour costs, in particular, are notoriously difficult to predict – especially when the source/nature of the work-force is unknown.

Brief outline of work to be undertaken

This section provides a short description of the various items of work that will need to be undertaken to implement the trail. Each item is then costed in a single stand-alone line in the table that follows.

Accessing the trail

Three new brown and white fingerboard signs are required in order to ensure visitors can readily find their way to the parking area off Floater Road:

- On the existing “tree” of signs west of the Floater Rd / Heavy Haulage Route junction;
- On the existing “tree” of signs east of the Floater Rd / Heavy Haulage Route junction;
- On the western verge of Floater Rd, opposite the access track to the parking area.

Each sign will need to be 200 mm high, to accommodate two lines of text stating “Hawk’s Nest Heritage Trail” with the appropriate arrowed end-point – and each sign should carry a “No Caravans” symbol too, as the parking area will not accommodate towed vehicles. Further, the Floater Rd sign should have “100 m” added to the text. Alternately, signs will need to be long (perhaps 1500 mm) so as to fit this material on a single line. Any sign-maker accustomed to producing such signs for MRWA will be able to resolve this matter – and costs will be broadly the same. No posts are required for the first two of these signs.

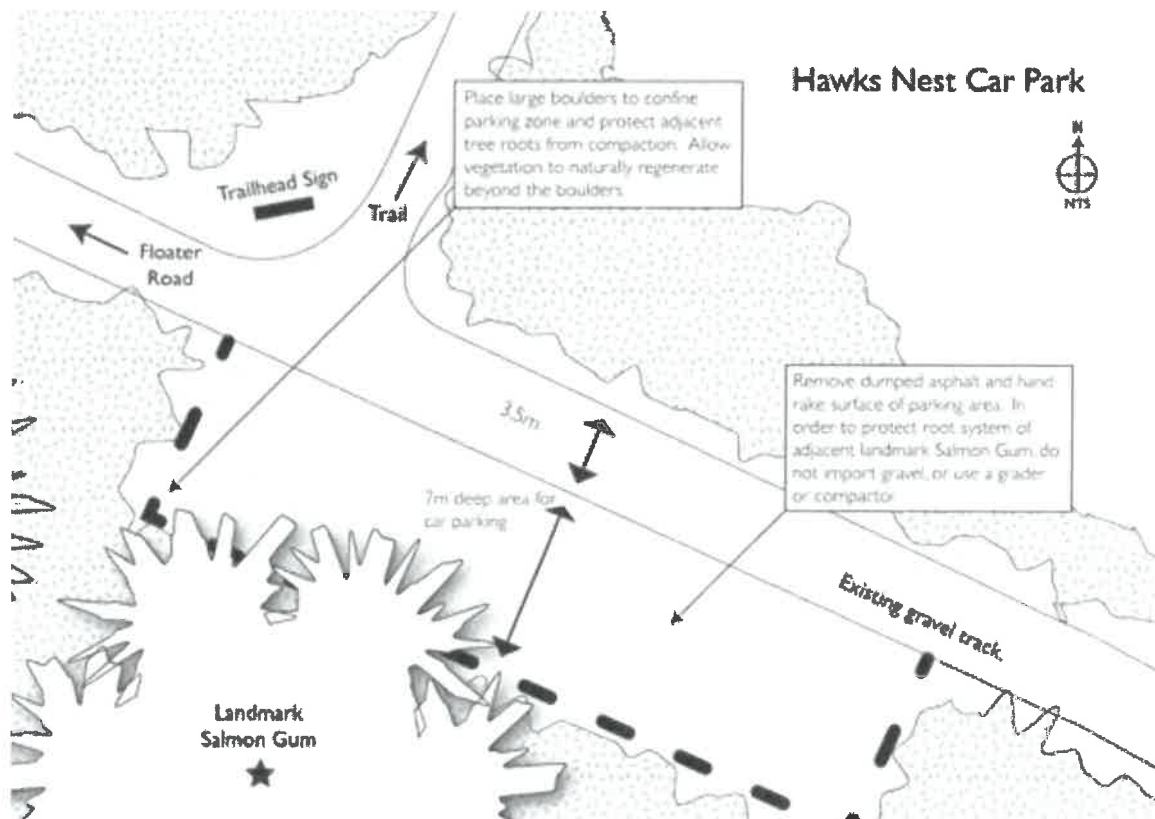
Parking area

The simple design drawing that follows shows the key elements of the proposed parking area off Floater Road, under the large salmon gum. This area is already cleared – and indeed is cleared to a greater size than is required. This gives a good opportunity to prevent vehicles parking on the roots of the feature tree, which should help ensure its long-term viability. The following actions are required:

- Place a rock line 7 metres off the access road edge, to contain parking so as to protect salmon gum roots from compaction. It is possible that Galaxy may be able to supply large rocks from the mine site;



The parking area is already largely in place – but vehicles should NOT be permitted to park on the tree roots, as is the case here

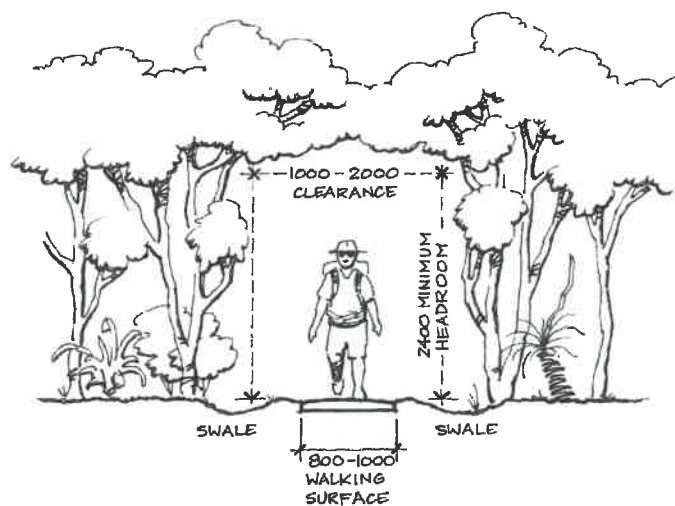


- Remove dumped asphalt piles by small machine or hand;
- No grading, ripping, imported gravel or machine compacting is required – again, this is important to preserve the health of the large salmon gum;
- Allow the area behind the new rock barrier to naturally revegetate;
- If one or two large flat-topped rocks can be sourced, place these beyond the barrier to provide “seats” for visitors – but do not place too close to the tree’s trunk.

Constructing the trail

The trail is to be constructed on existing soil surface using low-impact methods and should be kept as “natural” as possible in order to be less obvious / appealing to motorcycle riders. The following points should be taken as guidance:

- Rake a clear path approximately one metre wide;
- Remove obvious trip hazards (i.e. fallen branches) by dragging off the route. In the vicinity of the creek it will not be possible to remove all rocks – this is acceptable if loose rock is moved off the trail;



WALK TRAIL - GENERAL CHARACTERISTICS

- Prune adjacent bushes and lower branches to create a 2-metre-wide trail corridor, so that walkers have clear view and access. Do not leave “stubs” of cut branches pointing toward the trail – rather, cut back to a main trunk/stem;
- Clear headroom to a height of 2.4 metres – unless this involves removing substantial tree trunks (in which case alter trail route to circumnavigate);
- Any branches, bushes, limbs or other prunings must be dragged well away from the trail and scattered so that they are not obvious (leave cut ends pointing away from the trail);
- Remove all box thorn throughout the site, and undertake weed management for Bridal creeper where evident;
- Ensure that each subsequent trail marker (or panel) is visible from the previous, to maintain a continuous chain of certainty for visitors;
- Wherever possible avoid locating trail route on ant nests.



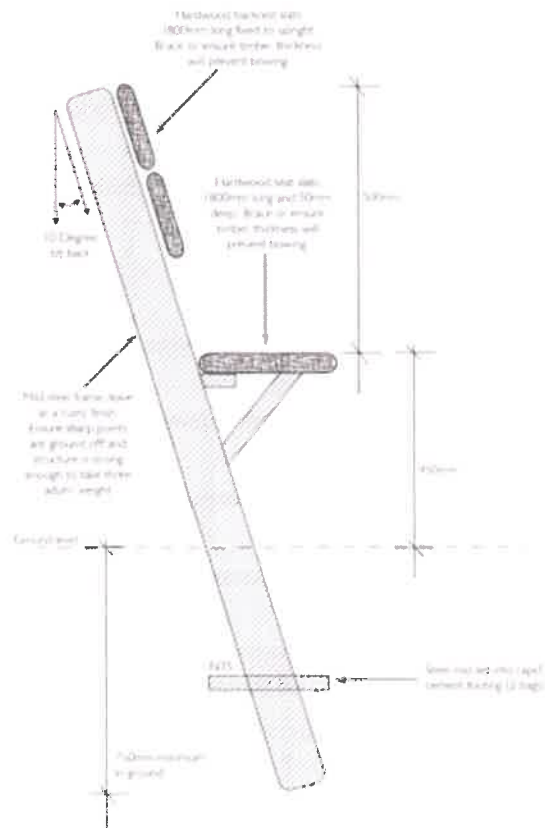
Fallen timber such as this should be carefully dragged off the trail route as it provides important micro-habitats

It is expected that the trail could be cleared, pruned and raked by a “team” of 2-3 people in 1-2 days. The budget includes an allowance for professional supervision of this work, as it is crucial it is undertaken correctly if the trail is to achieve the desired low-impact ambience.

Trail infrastructure

Apart from the interpretive signage and trail markers already described, the only items of infrastructure recommended are the two seats, one at Waypoint 20 and one at #29. These could be manufactured locally using a combination of mild (rusty) steel and timber, as shown in the drawing to the right. This style and these materials have been chosen to “fit” the nature of the trail and the bushland surrounds (and to deter the voracious termites in the area).

Installing this style of seat requires care, as the angled uprights must be set at or very close to the recommended 10 degrees. If any discretion is allowed it would be to extend that angle more toward 15 degrees, but this will be set during the manufacturing, as the seat must be horizontal when the structure is concreted into the ground.



Interpretive signage and trail markers

These items have been described in detail earlier in the Report. The ease or difficulty of installation will depend on how much rock is encountered when digging holes – and it may be necessary to use a small machine such as a mini-loader (dingo or other brand) with a post hole auger. However, if this is the case extreme care should be taken that any visible impacts of the movement of this machine are raked over once work is complete.

Posts in both cases should ideally be set 500-700 mm in the ground, and all should have a cross-bar or holes near the bottom to lock into the concrete footing. Two bags of rapid set cement have been allowed for each post, though in some cases it may not be feasible to use this quantity.

Cost estimates – all elements

As mentioned in the previous section, this is a simple project to implement little actual construction work is required on the trail. Apart from sourcing all of the interpretive and signage elements (and this should be done as a single research-write-design-supply contract), the only other hardware required are the two seats, the galvanised posts for the trail markers and a quantity of rapid-set cement for installation. This aids significantly in keeping costs relatively low.



The impacts of the widespread clearing around Hawk's Nest are very evident – but require clear and clever interpretation (same-size coppicing)

The estimates in the tables below are based on 2018 costs, and are provided in good faith as *estimates* – but should not be considered to be accurate quotes. They are based on costs established in other similar projects in Western Australia - consequently, they should be sufficiently accurate for funding purposes, but will obviously need to be confirmed during the implementation phase.

A quite conscious decision has been made to pitch the interpretive signage component of this project above and beyond the common (and cheaper) options. Despite the increased costs associated with this choice, it will have immediate benefits in terms of aesthetic and visitor appeal, and medium to longer term benefits in terms of lifespan of this most important of infrastructure.

As it is unknown who will actually create the trail and install the signage costs have been calculated on a "ball-park" figure of \$300 per day per person for the "work crew". Naturally, these figures may vary up – or down – depending on who does the work. Similarly, installation costs for panels and posts could vary significantly, depending who does this work.

All costs in the table below are exclusive of GST – that is added at the end of the project budget.

<i>Item</i>	<i>Number</i>	<i>Unit cost</i>	<i>Total cost</i>
Supply two brown fingerboard signs (no posts)	2	100	200
Supply single brown fingerboard sign with post	1	180	180
Create parking area by placing large rocks around perimeter, as shown in drawing (assumed to be done by Galaxy – nil cost)	n/a	n/a	0
Clear dumped asphalt and level parking area (by hand if possible)	n/a	300	300

Labour to clear, rake and prune trail route (5 person-days)	5	300	1500
Supervision for trail clearing and signage set-out (2 days + costs)	n/a	n/a	2400
Research, write, design and supply large etched aluminium trailhead panel, with 2 pedestal posts	1	2690	2690
Supply second copy of trailhead sign for Museum wall	1	1040	1040
Research, write, design and supply 9 smaller etched interpretive panels, with pedestal posts	9	1660	14940
Research, write, design and supply 2 larger low-set etched interpretive panels, with pedestal posts (2 each)	2	2180	4360
Allowance for artist's illustrations for interpretive panels	10	180	1800
Design & supply 32 etched trail markers with security screws	32	60	1920
Supply galvanised steel posts for trail markers (21 @ 100 x 100 x 1500 mm, with end-caps)	21	80	1680
Fabricate and supply two steel and timber seats, as outlined	2	1500	3000
Rapid-set cement for interpretive panels, roadside sign, seats and trail markers (2 bags per hole)	80	20	1600
Installation of 11 interpretive panels (13 holes), 1 trailhead sign (2 posts), 21 trail marker posts, 2 seats and three brown fingerboard signs (approx. 40 holes in total + fixing time for each)	40	100	4000
Research, write, design and supply brochure: double-sided, full colour, 2 DL panels per side, 2000 copies	n/a	n/a	2920
Resolution of Aboriginal Heritage Sites issues: anthropologist, cultural advice, consultation etc	Not costed at time of delivering Plan		0
Website enhancement: addition to Shire & other sites	n/a	n/a	1000
Contingency allowance 10%			4550
TOTAL (not inc GST)			\$50080
GST @ 10%			
TOTAL INCLUDING GST			

In summary, the heritage trail as outlined is a functional and practical outcome which would provide a pleasant enough experience for those who came to walk it. It would be effective as a means of presenting some of the key stories of the Hawk's Nest era – but whether it is the *best* means of engaging the maximum number of people with this important history is an open question. Hence an alternative project is outlined in the pages that follow – one that may offer better exposure with fewer issues/challenges along the way.

SECTION 6: AN ALTERNATIVE PROJECT – THE PROSPECTOR'S CAMP

The Brief for this project called for the production of a Development Plan for a possible heritage trail in the old Hawk's Nest camp area – and that is what has been delivered in the previous 30 pages. However, after much consideration of the merits – and the costs – of this project, we would like to offer some thoughts about a possible alternative.

The comments and thoughts below are unusually frank for a commercial arrangement such as this, and are so in part due to the "Devil's Advocate" position from which they are made. Long personal (and professional) connections with the Ravensthorpe community compels us to at least provide the opportunity to consider another view of the cost-benefit balance involved here. Therefore, this Section is provided as a mechanism to prompt close consideration of the best way forward with regard the history of Hawk's Nest.

Firstly, it must be understood that we recognise the primary place of the Hawk's Nest story in the history of Ravensthorpe. Further, we acknowledge the worthy intent of the Historical Society in seeking to preserve this important piece of heritage and to share it with the broader public. And we recognise the good corporate citizenship of Galaxy Lithium in partnering in the preparation of this work. Nothing that is said below diminishes our admiration of these three points.

Having said that, we believe there is value in stepping back and considering an alternative means of delivering on these three desired outcomes – one that may result in greater exposure for the stories involved, and in enhanced value-for-money for all of the stakeholders.

A critical review of the proposed heritage trail

While the trail outlined in this Report would function effectively in preserving the Hawk's Nest heritage area and presenting (some of) the associated stories, it could be said to have a number of limitations:

- Such historical remnants as are still visible are few and far between, and are far from spectacular (or even engaging) – being for the most part lines of rocks or scatterings of bricks;
- Exactly what these remnants were once part of is largely a matter of speculation: were the bricks part of a boarding house? Was this line of rocks part of the bootmaker's tent? Who may have lived here?
- Purported origins of such remnants as do exist strongly define what stories could/should be told – and this limits the full capacity to tell *some of the most interesting/engaging stories*, which are not necessarily related to any of the possible sites;
- Virtually no historic photographs exist, and certainly no "plans" or maps of the old camp – this makes interpreting these ragged remnants a significant challenge as the visual element is then missing both on the panel and in the field;
- The bushland through which the trail passes is tolerably pleasant, but is far from being of the aesthetic quality required to "prop up" the trail user's experience (there is far nicer salmon gum elsewhere around Ravensthorpe);
- The fact that visitors would need to drive a frustratingly short distance from town to undertake the walk will inevitably mean there is a substantial reduction in numbers between those who may have their interest stimulated by the Museum display or the brochure and those who actually go out to the trailhead to do the walk;
- The presence of registered Aboriginal Sites and Other Heritage Places may well complicate the implementation phase, and could bring significant additional costs;
- The frequent transit of nearby bushland by trailbikes exposes the new trail to a high risk of degradation;

- While working onsite in April 2018 the noise from regular day-to-day operations of the mine was moderately intrusive on the experience of being out in the bush. Given the proposed expansion to the north and north-east it is possible that the trail will in the future be even more heavily impacted by the sounds of these enhanced operations;
- The Hawk's Nest heritage area is *already protected* by the dedication of the File Note Area (FNA) 362; this area *cannot be mined*, regardless of whether the trail is built or not.

Given these constraints, we believe it is appropriate to consider whether spending somewhere around \$50,000 to interpret this history via this mechanism offers the best value to the Historical Society, to Galaxy and to the wider community.

There is no question that the story of the Hawk's Nest phase of Ravensthorpe's history is poorly known (even by local residents) and is currently inadequately told. But is there a "better" way of doing this?

A possible alternate project

The alternative proposal below is based on accepting that the primary goals of this process should be:

- To preserve the area surrounding the old Hawk's Nest camp, and ensure it is not impacted by mining operations;
- To capture and present the history of the Hawk's Nest phase of the settlement of Ravensthorpe in the most engaging fashion possible;
- To make this history available to the maximum number of people – both visitors and local residents alike;
- To encourage more travellers to visit the museum by highlighting the collections there, and
- To do so in a way that will encourage visitors to spend more time (and thereby more money) in town.

To achieve these goals in a best-value fashion we recommend consideration be given to an alternate project that would centre on the development of a "Hawk's Nest Camp interpretive node" on the main street in town – perhaps in Rangeview Park (which is in need of enhancement in any case). This node should be highly visual – a "replica" of key aspects of the original prospector's camp - with the following primary elements:

1. A gathering of rusty/mild steel "sculptures" depicting key elements of the camp – and some of those who'd have lived in it. Some possible subjects include:
 - A pair of prospectors returning from their diggings / day in the mines;
 - A woman with toddler at foot and baby on hip;
 - A typical early mine camp tent, perhaps with a child peering out of the flaps;
 - A storekeeper at a rudimentary timber counter, selling typical goods of the day;
 - Some of the animals that may have been in or around camp; horses, donkeys, dogs, chickens;
2. Etched aluminium interpretive panels attached to each of these sculptures, using the "first person" voice to tell the story behind the sculpture and to introduce viewers to camp life in a very personal fashion;
3. A larger etched aluminium panel (or panels) telling the broad / general / known history of Hawk's Nest and that era of the district's settlement (including a map showing the location of the camp). This could include such images as are available, and perhaps photographs of some of the memorabilia on display in the Museum (as it is not always open); it could also include information on the Museum and its collections, and

4. A large "Hawk's Nest Prospector's Camp" promotional sign, to attract attention to the display and to ensure viewers/visitors are immediately keyed in to what they are seeing.
5. If the budget was sufficient – and if the primary stakeholders felt it warranted – this alternate project could also include a simple interpretive panel at what is the proposed trailhead site mentioned in the main body of this Report. This panel would acknowledge FNA 362, and the site of the Hawk's Nest camp (and perhaps the Blacksmith's Tree), with a brief summary of the known history of this place and period.

Such a display would be a very real *feature* on the main street, and could readily be included as part of the in-town heritage trail that the Historical Society is currently seeking to upgrade. It would offer the following benefits:

- The history of Hawk's Nest would be seen by many, many more people than would be the case if the trail was to be developed;
- This history would be told in a far more dynamic and engaging fashion than would be the case otherwise
- Rangeview Park (if used as the location) would be significantly enhanced by this project – and the installation would be a substantial new feature on the main street of town;
- The potential complexities of dealing with Aboriginal Heritage Sites would be circumvented;
- Possible negative impacts on the remaining on-ground heritage artefacts by unwanted trailbike access around the trail route would be avoided;
- Any potential risks associated with directing travellers along the Heavy Haulage Route – including turns off and onto the same – would be avoided;
- Galaxy's contribution to the preservation and interpretation of this important historic fabric would be seen and recognised by many more people, and
- Taken overall, the net benefit to the wider Ravensthorpe community would most likely be significantly higher.

Lastly, it should be noted that FNA 362 would remain in place, ensuring the long-term protection of the area surrounding the historic campsite.

A possible budget

While no detailed budget calculations have been done, it appears such an installation could readily be accommodated in the +/- \$50,000 that the trail project is likely to cost. The estimates that follow are based on considerable recent experience with similar installations, and should be sufficiently accurate to give the primary stakeholders confidence that the project is achievable:

<i>Item</i>	<i>Number</i>	<i>Unit cost</i>	<i>Total cost</i>
Field visit by consultant(s) to develop scope and detail of installation, and review/finalise location (2 days, one person, inc costs)	n/a	n/a	2400
Design and supply life-size mild/rusty steel sculptures as outlined above and as refined during field visit (widths vary from 1.5 – 3 m)	5	4200	21000
Research, write, design and supply small "first person" etched aluminium panels – to be affixed to sculptures	5	1350	6750

Research, write, design and supply large etched aluminium panel (the general Hawk's Nest story), with 2 pedestal posts	1	2690	2690
Research, write, design and supply large "promotional" sign, with 2 vertical posts ("Hawk's Nest Prospector's Camp")	1	2180	2180
Rapid-set cement for installation of sculptures and panels (2 bags per hole)	60	20	1200
Installation of sculptures and panels: 4 men plus machine(ry) for post-hole digging, lifting sculptures etc. Total of 2 days estimated	n/a	n/a	4000
Landscaping around installation in Rangeview Park (to be confirmed)	n/a	n/a	2000
Research, write, design and supply etched aluminium panel for installation at "trailhead" site (600x350, 1 pedestal post)	1	1830	1830
Website enhancement: addition to Shire & other sites	n/a	n/a	1000
Contingency allowance of 10%			4500
TOTAL (not inc GST)			\$49550
GST @ 10%			
TOTAL INCLUDING GST			

In summary, we firmly believe that this alternate project would be a more functional, efficient and appealing means of interpreting the important history of Hawk's Nest. We are only sorry that the concept did not arise until very late in the project – indeed, until the main body of this Report was 95% complete.

We are very happy to further discuss this alternate project with the stakeholders, should it be considered to have potential.

Examples of proposed steel sculptures

Laser-cut steel sculptures are a highly-appealing means of interpreting "stories" or aspects of the past. They attract attention far more readily than most interpretive signage and can be both artistic and humorous if desired. Being "life size" they encourage interaction, and are easy for visitors / viewers to engage with. They can be brought to life by the addition of simple interpretive signage, with the character depicted telling their own story via first-person text.

They can be simple silhouettes, as seen in the Perenjori examples that follow, or they can be more complex structures involving bright backing sheets (to highlight laser-cut detail) as in the Wildflower Way examples – or they can even have powder-coated sections as seen in the Menzies Wongi images on the next pages.

Given the likely subject matter in this project, the simple silhouette-style sculptures are recommended as they suit the period of history associated with the Hawk's Nest camp very well – and it is these that have been allowed for in the budget estimates above.



Two examples of simple silhouette-style sculptures from Perenjori: the bush mechanic (above) and loading wheat (below)





Two examples of the more complex galvanised-backed sculptures, from the Wildflower Way





Two examples of the use of contrasting black powder-coat, from the Menzies Wongi project



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10.4.5 SHIRE OF RAVENSTHORPE STANDING ORDERS LOCAL LAW 2018

File Ref:

Applicant: Shire of Ravensthorpe

Location: Shire of Ravensthorpe

Disclosure of Officer Interest: Nil

Date: 11th July 2018

Author: Ian Fitzgerald, Chief Executive Officer

Authorising Officer: N/A

Attachments: Nil

Summary

This item seeks Council to confirm their intention to adopt a new local law (Shire of Ravensthorpe Standing Orders Local Law 2018) under and in accordance with the provisions of the Local Government Act 1995 and repeal the 2010 Standing Orders Local Law after the advertising process resulted in no submissions being received.

Background

Council requested that the current Standing Orders local law be reviewed and updated. At the March 2018 meeting Council resolved as per the extract of the minutes copied below:

OFFICER RECOMMENDATION AND COUNCIL DECISION

ITEM 10.4.1

Moved: Cr Richardson

Seconded: Cr Goldfinch

That Council by Absolute Majority:

1. approves for the making of the proposed Shire of Ravensthorpe Standing Orders Local Law 2018, as detailed in the attachment, in accordance with section 3.12 of the Local Government Act 1995;
2. approves for the proposed local law to be advertised in accordance with section 1.8 of the Local Government Act 1995; and,
 - a) to make copies of the proposed local law available to the general public with a submission period being open for a minimum of 6 weeks;
 - b) to send copies of the proposed law to the Minister for Local Government, and Minister for Standing Orders,
3. Notes the purpose of the proposed Shire of Ravensthorpe Standing Orders Local Law 2018 is to provide rules and guidelines which apply to the conduct of meetings of the Council and its committees and to meetings of electors,
4. Notes the effect of the proposed Shire of Ravensthorpe Standing Orders Local Law 2018 is that these Standing Orders will result in –
 - a) better decision making by the Council and its committees;
 - b) the orderly conduct of meetings dealing with Council business
 - c) the more efficient and effective use of time at meetings

Carried by absolute majority: 6/0

Res: 23/18

Comment:

The intention of Council to adopt a new local law - Standing Orders Local Law 2018 has been advertised inviting comment or submissions. The timetable below outlines the process and indicates the elements completed to date.

Council is now required to determine whether to make the local law and if so repeal the existing local law of the same purpose.

Task	LGA Section	Effective Date	
Report to Council for approval to advertise proposed new Local Law	3.12(2)	March 2018	COMPLETED
Give Statewide and local public notice and make copies available to the general public	3.12(3) & 3(a)	March 2018	COMPLETED
Provide a copy of the proposed local law and the notice to the Minister for Standing Orders and the Minister for Local Government	3.12(3)(b)	March 2018	COMPLETED
Closing date for submissions to be received (not less than 6 weeks)	3.12(4)	May 2018	COMPLETED
Consider submissions and report back to Council to determine whether to make a Local Law (absolute majority required) – repeal existing local law at this time.	3.12(4)	May 2018	
Publish Local Law in Government Gazette and forward a copy to the Minister for Standing Orders and the Minister for Local Government	3.12(5)	August/ September 2018	
Give Statewide and local public notice advising that the new law has been made, the title, the purpose and effect and make copies available to the general public	3.12(6)	August/ September 2018	
<i>Note: Dates a guide only</i>			

Consultation:

Councillors

Statutory Obligations:

Section 3.12 of the Local Government Act 1995 refers to the procedure for making local laws.

Council may make local laws in accordance with Part 3 of the Local Government Act 1995 and in so doing, all local laws are then to be reviewed within eight years of their commencement date.

The process of adopting or amending a local law is set out in s3.12 of the Local Government Act 1995.

Policy Implications:

Nil

Budget / Financial Implication

The process will require expenditure on advertising and once approved gazettal with an overall cost estimated at \$3,000 which is provided for in the 2018/19 budget.

Strategic Implications:

Theme 4. Civic Leadership - provision of responsible, accountable, representative and efficient governance.

a) Corporate Governance and Accountability - 4.2.1 High quality corporate governance, accountability and compliance.

b) Responsible and responsive leadership - 4.3.1 Quality, effective and responsive representation.

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:

Absolute majority

OFFICER RECOMMENDATION

ITEM 10.4.5

That Council by Absolute Majority:

1. determines to make the Shire of Ravensthorpe Standing Orders Local Law 2018 in accordance with section 3.12 of the Local Government Act 1995 noting that following the required advertising no submissions were received
2. determines to repeal Standing Orders Local Law 2010,
3. forward a copy of the Standing Orders Local Law 2018 to the Minister for Local Government
4. publish the Standing Orders Local Law 2018 in the Government Gazette
5. give state-wide and local public notice of the making of the new law

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

12.2 OFFICERS

13. MATTERS BEHIND CLOSED DOORS

14. CLOSURE OF MEETING