

AGENDA

For the Council Meeting to be held on

Thursday 18 April, 2019

Commencing at 5.00 p.m.

In the Hopetoun Community Centre, Hopetoun.



SHIRE OF RAVENSTHORPE

DISCLAIMER

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

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

A handwritten signature in black ink, appearing to read "Gavin Pollock", is written over a horizontal line.

Gavin Pollock
Chief Executive Officer

11/4/2019

65 Morgans Street Ravensthorpe WA 6346
Tel (08) 98390000; Fax (08) 98381282
E-mail: - shire@ravensthorpe.wa.gov.au



WRITTEN DECLARATION OF INTEREST IN MATTER BEFORE COUNCIL

NOTE: USE ONE FORM PER DECLARATION

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

Agenda item (3) _____

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

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

The nature of my interest is (5)

The extent of my interest is (6)

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

Signature

Date

RECEIVED BY:

Chief Executive Officer

Date

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

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

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

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

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

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

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

Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995**5.61 – Indirect financial interest**

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

Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulation 2007**11 – Disclosure of interest**

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

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

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

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

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

- (1). If a member has disclosed, under section 5.65, an interest in a matter, the members present at the meeting who are entitled to vote on the matter
 - (a). may allow the disclosing member to be present during any discussion or decision making procedure relating to the matter; and
 - (b). may allow , to the extent decided by those members, the disclosing member to preside at the meeting (if otherwise qualified to preside) or to participate in discussions and the decision making procedures relating to the matter if –
 - (i) the disclosing member also discloses the extent of the interest; and
 - (ii) those members decide that the interest –
 - (I) is so trivial or insignificant as to be unlikely to influence the disclosing member's conduct in relation to the matter; or
 - (II) is common to a significant number of electors or ratepayers
- (2). A decision under this section is to be recorded in the minutes of the meeting relating to the matter together with the extent of any participation allowed by the council or committee.
- (3). This sections does not prevent the disclosing member from discussing, or participating in the decision making process on, the question on whether an application should be made to the Minister under section 5.69.



**SHIRE OF RAVENSTHORPE
WORKS REQUEST FORM**

Name: _____

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

Road / Public Building / Area: _____

Request: _____

Description:

OFFICE USE ONLY:

Action Taken:

Comment:

Completed: ____/____/2018 Signature: _____

Inspected and/or authorised: _____
Chief Executive Officer



Application for Leave of Absence

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

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

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

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



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

In accordance with the Local Government Act 1995 and Administration Regulation 12 (I) it, is hereby notified that as from January 2019 to December 2019, Ordinary Council meetings of the Shire of Ravensthorpe will be held as follows:

DATE		LOCATION	TIME
January 2019	No meetings Scheduled		
18 February 2019	Council Forum	Ravensthorpe Council Chambers	1pm
21 February 2019	Council Meeting	Ravensthorpe Council Chambers	5pm
18 March 2019	Council Forum	Ravensthorpe Council Chambers	1pm
21 March 2019	Council Meeting	Munglinup Community Centre	5pm
15 April 2019	Council Forum	Ravensthorpe Council Chambers	1pm
18 April 2019	Council Meeting	Hopetoun Community Centre	5pm
13 May 2019	Council Forum	Ravensthorpe Council Chambers	1pm
16 May 2019	Council Meeting	Ravensthorpe Council Chambers	5pm
17 June 2019	Council Forum	Ravensthorpe Council Chambers	1pm
20 June 2019	Council Meeting	Hopetoun Community Centre	5pm
15 July 2019	Council Forum	Ravensthorpe Council Chambers	1pm
18 July 2019	Council Meeting	Ravensthorpe Council Chambers	5pm
12 August 2019	Council Forum	Ravensthorpe Council Chambers	1pm
15 August 2019	Council Meeting	Hopetoun Community Centre	5pm
16 September 2019	Council Forum	Ravensthorpe Council Chambers	1pm
19 September 2019	Council Meeting	Hopetoun Community Centre	5pm
14 October 2019	Council Forum	Ravensthorpe Council Chambers	1pm
17 October 2019	Council Meeting	Ravensthorpe Council Chambers	5pm
21 October 2019	Special Council Meeting – Elections	Ravensthorpe Council Chambers	5pm
18 November 2019	Council Forum	Ravensthorpe Council Chambers	1pm
21 November 2019	Council Meeting	Hopetoun Community Centre	5pm
16 December 2019	Council Forum	Ravensthorpe Council Chambers	1pm
19 December 2019	Council Meeting	Ravensthorpe Council Chambers	5pm

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.

**Gavin Pollock
Chief Executive Officer**

ORDINARY MEETING OF COUNCIL
TO BE HELD IN THE HOPETOUN COMMUNITY CENTRE, HOPETOUN
ON 18 APRIL 2019, 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: Gavin Pollock (Chief Executive Officer)
Les Mainwaring (A/Director of Corporate and Community Services)
Graham Steel (Director Technical Services)
Helen Coleman (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 MEETINGS – 21 MARCH AND 28 MARCH, 2019**

OFFICER RECOMMENDATION

ITEM 7.1

That the minutes of the meeting of ordinary council held on 21 March, 2019 and the minutes of the special council meeting of 28 March 2019 be confirmed as a true and correct record of proceedings.

8. SUSPENSION OF STANDING ORDERS

OFFICER RECOMMENDATION

ITEM 8

That all Standing Orders be suspended for the remainder of the agenda items to enable detailed discussion, Councillors' questions and briefing by staff on the agenda items in accordance with Council's policy that the meeting on the third Monday of each month is a briefing/discussion meeting only and no decisions will be made on agenda items at this meeting. Decisions on the agenda items listed will be made at the meeting on the following Thursday.

9. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

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10. REPORTS OF OFFICERS**10.1 A/DIRECTOR OF CORPORATE AND COMMUNITY SERVICES****10.1.1 SCHEDULE OF ACCOUNT PAYMENTS – MARCH 2019**

File Reference:	GR.ME.8
Location:	Shire of Ravensthorpe - Administration
Applicant:	Internal
Author:	Helen Coleman – Executive Assistant
Authorising Officer:	Les Mainwaring – Acting Director of Corporate and Community Services
Date:	10 April 2019
Disclosure of Interest:	Nil
Attachments:	10.1.1.1 Schedule of Payments to 28 February 2019 10.1.1.2 Credit Card Transactions to 31 January 2019
Previous Reference:	Nil

Summary:

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

Background:

Period 1/7/2018 – 31/3/2019

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	1,367	2,442,344	90,290	12,115	950		174,327
Aug	37,082	2,032,888	225,672	5,618	688	2,301,948	212,428
Sep	10,479	887,060	53,711	5,559	2,617	959,426	173,926
Oct	10,076	1,922,570	115,844	8,636	2,049	2,059,175	123,007
Nov	13,107	1,535,900	83,928	6,003	1,815	1,640,752	161,814
Dec	4,095	1,420,883	97,019		833	1,522,831	238,074
Jan	11,899	493,318	48,486	4,145	580	558,427	171,237
Feb	9,940	886,889	211,726	2,817	540	1,111,912	184,652
Mar	1,155	2,560,559	106,713	2,185	1,350	2,671,962	251,635
Apr						0	
May						0	
Jun						0	
Total	99,201	14,182,409	1,033,390	47,077	11,422	15,373,499	1,691,100
17/18	327,905	18,507,404	209,587	65,010	317,445	19,427,351	2,601,283

Comment:

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

Consultation: Bev Webb – Consultant Finance Officer.

Statutory Environment:

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

Policy Implications: N/A

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

Strategic Implications: N/A

Sustainability Implications:

- **Environmental:**

There are no known significant environmental considerations.

- **Economic:**

There are no known significant economic considerations.

- **Social:**

There are no known significant social considerations.

Risk Implications:

Risk	Low (2)
Risk Likelihood (based on history and with existing controls)	Low (2)
Risk Impact / Consequence	Low (2)
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Low (2)
Risk Action Plan (Controls or Treatment Proposed)	Low (2)

Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements: Simple Majority

Recommendation:

That pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the month of March 2019 be noted.

That Council endorse;

Moved: _____

Seconded: _____

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ATTACHMENT 10.1.1.1

**Shire of Ravensthorpe
Creditor payments March 2019**

USER: Wendy Spaans

PAGE: 1

Date: 08/04/2019

Time: 2:37:10PM

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
45	07/03/2019	Russell Lawrence	BOND REFUND FOR GYM KEY	2		20.00
INV T1285	25/02/2019	Russell Lawrence	BOND REFUND FOR GYM KEY	2	20.00	
353	14/03/2019	Telstra	Account charges - SAT phone plan 22/2/19 to 21/3/19	1		175.00
INV T311	22/02/2019	Telstra	Account charges - SAT phone plan 22/2/19 to 21/3/19		175.00	
354	22/03/2019	Brodie Plunkett	Gratuitous payment as per policy - Leaving gift	1		700.00
INV LEAVIN	22/03/2019	Brodie Plunkett	Gratuitous payment as per policy - Leaving gift		700.00	
355	29/03/2019	Brodie Plunkett	Reimbursement of fuel	1		80.42
INV REIMBU	21/03/2019	Brodie Plunkett	Reimbursement of fuel		80.42	
356	29/03/2019	Shire Of Ravensthorpe- Petty Cash	Trust float for Hopetoun Office	1		200.00
INV TRUSTFI	29/03/2019	Shire Of Ravensthorpe- Petty Cash	Trust float for Hopetoun Office		200.00	
EFT9761	01/03/2019	4 Rivers Plumbing & Gas	Pump out ablutions and dispose of waste P/O19374	1		888.80
INV 0000445206	02/2019	4 Rivers Plumbing & Gas	Pump out ablutions and dispose of waste P/O19374		888.80	
EFT9762	01/03/2019	ACH Contractors	WANDDDRA 2017 AGRN 743 -Contract - 3/2018 Certificate 5 - Package 24	1		399,174.60
INV 112	08/02/2019	ACH Contractors	WANDDDRA 2017 AGRN 743 -Contract - 3/2018 Certificate 5 - Package 24		399,174.60	
EFT9763	01/03/2019	Aerodrome Management Services Pty Ltd (AMS)	12' White windsock, 12' Yellow Windsock	1		966.94
INV AMSINV	26/02/2019	Aerodrome Management Services Pty Ltd (AMS)	12' White windsock, 12' Yellow Windsock		966.94	
EFT9764	01/03/2019	BE Stearne & Co Pty Ltd	Install guard mesh, Sliding door lock,Cylinder, Sliding door roller, Top guides, Labour P/O19385	1		906.35
INV 68092	27/02/2019	BE Stearne & Co Pty Ltd	Install guard mesh, Sliding door lock,Cylinder, Sliding door roller, Top guides, Labour P/O19385		579.35	
INV 68093	27/02/2019	BE Stearne & Co Pty Ltd	Reglaze window P/O19387		327.00	

Date: 08/04/2019
Time: 2:37:10PM

ATTACHMENT 10.1.1.1
Shire of Ravensthorpe
Creditor payments March 2019

USER: Wendy Spaans
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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9765	01/03/2019	Beau Shepherd	Reimbursement for fuel and food for ranger training Beau Shepherd	1		259.56
INV REIMBU25	02/2019	Beau Shepherd	Reimbursement for fuel and food for ranger training Beau Shepherd		259.56	
EFT9766	01/03/2019	Bunnings Group Ltd	Keys, Door seals, Towel bar, Turpentine, Chain, Paint brushes, Spray paint, Screws, Security pinnacle, Tap, Curtain, Door stop, Wood H3 P/O 19386	1		782.86
INV 2272/998	22/02/2019	Bunnings Group Ltd	Passage lever set P/O19376		201.40	
INV 2022/009	23/02/2019	Bunnings Group Ltd	Keys, Door seals, Towel bar, Turpentine, Chain, Paint brushes, Spray paint, Screws, Security pinnacle, Tap, Curtain, Door stop, Wood H3 P/O 19386		581.46	
EFT9767	01/03/2019	CJD Equipment	Fuel filter element P/O19406	1		53.31
INV 1826008	25/02/2019	CJD Equipment	Fuel filter element P/O19406		53.31	
EFT9768	01/03/2019	Caltex Energy WA	Diesel 18,999 L P/O19407	1		25,659.11
INV S138267420	02/2019	Caltex Energy WA	Diesel 18,999 L P/O19407		25,659.11	
EFT9769	01/03/2019	Courier Australia	Freight Charges - Kenworth, Westrac, PCS, JR & A Hersey	1		125.89
INV 0394	22/02/2019	Courier Australia	Freight Charges - Kenworth, Westrac, PCS, JR & A Hersey		125.89	
EFT9771	01/03/2019	Esperance Communications	Cable relocation in data cabinet server room	1		757.00
INV 5049783	21/02/2019	Esperance Communications	Cable relocation in data cabinet server room		757.00	
EFT9772	01/03/2019	Esperance Fire Services	Routine monthly inspection and testing of jacking pump	1		324.50
INV 06031	25/02/2019	Esperance Fire Services	Routine monthly inspection and testing of jacking pump		324.50	
EFT9773	01/03/2019	Hitachi Construction Machinery (Australia)	500hr Service kit P/O19405	1		149.85
INV SI012050.12	02/2019	Hitachi Construction Machinery (Australia)	500hr Service kit P/O19405		149.85	
EFT9774	01/03/2019	Hopetoun Men In Sheds Incorporated	Manning of Hopetoun transfer station February 2019	1		800.00
INV 257	27/02/2019	Hopetoun Men In Sheds Incorporated	Manning of Hopetoun transfer station February 2019		800.00	

Date: 08/04/2019
Time: 2:37:10PM

ATTACHMENT 10.1.1.1
Shire of Ravenshoe
Creditor payments March 2019

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9775	01/03/2019	Hopetoun Painting Service	External painting and painting kitchen ceiling P/O19378	1		4,686.00
INV INV-109825/02/2019		Hopetoun Painting Service	External painting and painting kitchen ceiling P/O19378		4,686.00	
EFT9776	01/03/2019	Hopetoun Senior Citizens	Donation for presentation medals for the Seniors Games in Hopetoun - as per Council	1		606.10
INV DONATI026/02/2019		Hopetoun Senior Citizens	Donation for presentation medals for the Seniors Games in Hopetoun - as per Council		606.10	
EFT9777	01/03/2019	Hopetoun Tree Services	Western Power Tree pruning Spence/Morgans/Dunn Street	1		3,575.00
INV 6	22/02/2019	Hopetoun Tree Services	Western Power Tree pruning Spence/Morgans/Dunn Street		3,575.00	
EFT9778	01/03/2019	Hopetoun Tyre Service	Tyres x, Balance powder P/O19350	1		1,556.50
INV 14061	22/02/2019	Hopetoun Tyre Service	Tyres x, Balance powder P/O19350		1,556.50	
EFT9780	01/03/2019	Komatsu Australia PTY LTD	Cartridge, Fuel filter	1		97.15
INV 0012108409/10/2018		Komatsu Australia PTY LTD	Cartridge, Fuel filter		65.69	
INV 0012105509/10/2018		Komatsu Australia PTY LTD	Cartidge		31.46	
EFT9781	01/03/2019	LGIS Risk Management	RRC Programe 2nd Installment 2017/2018	1		4,544.10
INV 156-018219/12/2018		LGIS Risk Management	RRC Programe 2nd Installment 2017/2018		4,544.10	
EFT9782	01/03/2019	Lawry's Electrical Solutions	Investigate and replace faulty safety shower light fitting P/O19085	1		2,105.31
INV 1560	25/02/2019	Lawry's Electrical Solutions	Investigate and replace faulty safety shower light fitting P/O19085		775.23	
INV 1621	25/02/2019	Lawry's Electrical Solutions	Investigate Bore pump, Remove and install new replacement P/O19377		414.03	
INV 1625	26/02/2019	Lawry's Electrical Solutions	Labour - Plasma cut pipes P/O19286		57.75	
INV 1624	26/02/2019	Lawry's Electrical Solutions	Replace faulty timer switch, Pneumatic timer controls P/O19285		221.80	
INV 1622	25/02/2019	Lawry's Electrical Solutions	Investigate fault and repair dishwasher and exterior lighting P/O19369		636.50	
EFT9784	01/03/2019	Phillips River Grazing Pty Ltd	Hire of Grader x 3 Hrs for Mt Short Fire	1		660.00
INV MT SHOH1/02/2019		Phillips River Grazing Pty Ltd	Hire of Grader x 3 Hrs for Mt Short Fire		660.00	

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EFT9785	01/03/2019	Ravensthorpe Mechanical Services	Hydraulic parts - Federstecker, Flange, Hydrocarbon, Oring, Assembly fee	1		1,093.40
INV 34034	18/02/2019	Ravensthorpe Mechanical Services	Hydraulic parts - Federstecker, Flange, Hydrocarbon, Oring, Assembly fee		908.71	
INV 34054	01/12/2018	Ravensthorpe Mechanical Services	BSPT, Diehard Fras ar, Assembly fee		184.69	
EFT9786	01/03/2019	Rodney Clarence Daw	Telstra reimbursement to 10 Feb 2019	1		110.97
INV REIMBU26	02/2019	Rodney Clarence Daw	Telstra reimbursement to 10 Feb 2019		110.97	
EFT9788	01/03/2019	Shire of Ravensthorpe Social Club	Payroll deductions	1		85.00
INV DEDUCT25	02/2019	Shire of Ravensthorpe Social Club	Payroll deductions		85.00	
EFT9789	01/03/2019	South Coast Management Group Inc	Annual contributions 2018/19	1		2,200.00
INV 2018/9	10/02/2019	South Coast Management Group Inc	Annual contributions 2018/19		2,200.00	
EFT9790	01/03/2019	WCP Civil	Regional Road Group works tender T434 Shire of Ravensthorpe Jerdacuttup stabilising	1		283,699.14
INV 20225	10/02/2019	WCP Civil	Regional Road Group works tender T434 Shire of Ravensthorpe Jerdacuttup stabilising		283,699.14	
EFT9791	07/03/2019	Andrea Paredes	BOND REFUND FOR GYM KEY	2		20.00
INV T1388	06/03/2019	Andrea Paredes	BOND REFUND FOR GYM KEY	2	20.00	
EFT9792	07/03/2019	Anthony Sly	REFUND OF GYM KEY	2		20.00
INV T1185	06/03/2019	Anthony Sly	REFUND OF GYM KEY	2	20.00	
EFT9793	07/03/2019	DaleMartin	BOND REFUND FOR STAND PIPE CARD	2		50.00
INV T1405	25/02/2019	DaleMartin	BOND REFUND FOR STAND PIPE CARD	2	50.00	
EFT9794	07/03/2019	Lincolns	REFUND OF BOND FOR INVOICE M0265	2		50.00
INV T1403	25/02/2019	Lincolns	REFUND OF BOND FOR INVOICE M0265	2	50.00	
EFT9795	07/03/2019	Roger Mansell	REFUND OF BOND FOR INVOICE M0258	2		200.00

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INV T1402	25/02/2019	Roger Mansell	REFUND OF BOND FOR INVOICE M0258	2	200.00	
EFT9796	08/03/2019	Albany Automotive Group T/As Albany 4WD and Camping Centre	Windshield washer tank. Grommet P/O19356	1		78.95
INV 1488889	14/01/2019	Albany Automotive Group T/As Albany 4WD and Camping Centre	Windshield washer tank. Grommet P/O19356		78.95	
EFT9797	08/03/2019	Bunnings Group Ltd	Key , Padlock, Cistern	1		249.61
INV 2022/00902/03/2019		Bunnings Group Ltd	Key , Padlock, Cistern		249.61	
EFT9798	08/03/2019	Cleanaway Pty Ltd	Clear 3.0M bins for Starvation Bay	1		792.00
INV 5387910228/02/2019		Cleanaway Pty Ltd	Clear 3.0M bins for Masons Bay		264.00	
INV 2151691528/02/2019		Cleanaway Pty Ltd	Clear 3.0M bins for Starvation Bay		528.00	
EFT9799	08/03/2019	Community Spirit Newspaper Inc	3 x half page colour adverstisements review of Shire of Ravensthorpe Disability Access Inclusion Plan consultation period	1		108.00
INV 0002267528/02/2019		Community Spirit Newspaper Inc	3 x half page colour adverstisements review of Shire of Ravensthorpe Disability Access Inclusion Plan consultation period		108.00	
EFT9800	08/03/2019	Courier Australia	Freight charges - Pathwest	1		37.89
INV 0395	01/03/2019	Courier Australia	Freight charges - Pathwest		37.89	
EFT9801	08/03/2019	Darren Darch T/A Fauna for the Future	LGIS for Snake Awareness Training outside crew	1		286.00
INV 1000288	06/03/2019	Darren Darch T/A Fauna for the Future	LGIS for Snake Awareness Training outside crew		286.00	
EFT9802	08/03/2019	Department of Transport (Shire Licensing)	1TTG558 to align licence expiry date for shire fleet B9609	1		40.20
INV 9948895828/02/2019		Department of Transport (Shire Licensing)	1TTG558 to align licence expiry date for shire fleet B9609		20.10	
INV 9948895728/02/2019		Department of Transport (Shire Licensing)	1TTG559 to align licence expiry date for shire fleet B9609		20.10	
EFT9803	08/03/2019	Gavin Pollock	Reimbursement for mobile phone cover and uniform	1		619.45
INV REIMBU26/02/2019		Gavin Pollock	Reimbursement for mobile phone cover and uniform		619.45	
EFT9804	08/03/2019	Hopetoun & Ravensthorpe Medical	Pre Employment medical and drug screen - Gavin Pollock	1		308.00

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INV 28120	05/03/2019	Hopetoun & Ravensthorpe Medical	Pre Employment medical and drug screen - Gavin Pollock		308.00	
EFT9805	08/03/2019	Kleenheat Gas	Yearly facility fees	1		151.80
INV 5891322528/02/2019		Kleenheat Gas	Yearly facility fees		151.80	
EFT9806	08/03/2019	Landmark	Gas bottle 45kg P/O19389	1		2,748.54
INV 9014569507/02/2019		Landmark	Gas bottle 8.5kg		43.75	
INV 9014689612/02/2019		Landmark	Gas bottle 8.5kg		43.75	
INV 9015149927/02/2019		Landmark	Gas bottle 8.5kg		43.75	
INV 9015209928/02/2019		Landmark	Respirator kit		295.67	
INV 9014806315/02/2019		Landmark	Rodent red blox, Respirator kit		358.39	
INV 9015103126/02/2019		Landmark	Respirator kit		295.67	
INV 9015032622/02/2019		Landmark	Post cap		43.29	
INV 9015210928/02/2019		Landmark	Gas bottle 45kg P/O19389		562.76	
INV 9014944520/02/2019		Landmark	Gas bottles 4.5kg and 8.5kg P/O19383		184.44	
INV 9014856818/02/2019		Landmark	Roundup		362.56	
INV 9014538106/02/2019		Landmark	12V pump		407.00	
INV 9014532106/02/2019		Landmark	8L sprayer		107.51	
EFT9807	08/03/2019	Munglinup Roadhouse	Push tip	1		247.50
INV 0012580416/02/2019		Munglinup Roadhouse	Push tip		247.50	
EFT9808	08/03/2019	Perfect Computer Solutions	Monthly monitoring fee, Bob access to internal correspondents, Install printer	1		790.00
INV 24465	05/03/2019	Perfect Computer Solutions	Printer		365.00	
INV 24452	28/02/2019	Perfect Computer Solutions	Monthly monitoring fee, Bob access to internal correspondents, Install printer		425.00	
EFT9809	08/03/2019	Ravensthorpe Agencies	Oil, Grease, Socket, Nipple, Drink bottle, Spray, Hose, Gloves	1		711.65

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INV 25238	28/02/2019	Ravensthorpe Agencies	Oil, Grease, Socket, Nipple, Drink bottle, Spray, Hose, Gloves		711.65	
EFT9810	08/03/2019	Ravensthorpe Cellars	Refreshments council chambers	1		69.99
INV 1-173939	22/02/2019	Ravensthorpe Cellars	Refreshments Council chambers		21.00	
INV 1-174036	25/02/2019	Ravensthorpe Cellars	Refreshments council chambers		48.99	
EFT9811	08/03/2019	Ravensthorpe Roadhouse	Unleaded fuel account for November 2018	1		497.62
INV INV-042730	11/2018	Ravensthorpe Roadhouse	Unleaded fuel account for November 2018		277.22	
INV INV-047128	02/2019	Ravensthorpe Roadhouse	Unleaded fuel account for February 2019		220.40	
EFT9812	08/03/2019	Rohann Pillay	Refund of bond for gym membership	1		20.00
INV REFUND07	03/2019	Rohann Pillay	Refund of bond for gym membership		20.00	
EFT9813	08/03/2019	Roselea Trading	Hopetoun Gym Rent	1		638.45
INV RENT	01/03/2019	Roselea Trading	Hopetoun Gym Rent		488.34	
INV RATES	01/03/2019	Roselea Trading	Hopetoun Gym Rates		150.11	
EFT9814	08/03/2019	Shire of Coolgardie	GVROC Dinner - Rydes Kalgoorlie 11/10/18 CEO Ian Fitzgerald	1		67.64
INV IN6466	06/12/2018	Shire of Coolgardie	GVROC Dinner - Rydes Kalgoorlie 11/10/18 CEO Ian Fitzgerald		67.64	
EFT9815	08/03/2019	Sigma Chemicals	Liquid Chlorine, Drum poly, Pallet, Hydrochloric acid, Pallet skid	1		1,171.56
INV 126251/0	027/02/2019	Sigma Chemicals	Tablets, Phenol Red Alkaphot, Rapid tablets, Alkavis		230.73	
INV 126278/0	027/02/2019	Sigma Chemicals	Liquid Chlorine, Drum poly, Pallet, Hydrochloric acid, Pallet skid		1,586.53	
INV CR43711	117/01/2019	Sigma Chemicals	Credit for Drum poly, Paller Skid		-645.70	
EFT9816	08/03/2019	The DANatural Way	Tri nature laundry powder 2KG	1		37.00
INV 1172	27/02/2019	The DANatural Way	Tri nature laundry powder 2KG		37.00	
EFT9817	08/03/2019	The Roast N Grill Cafe	Catering Councillors Strategic Workshop	1		150.00
INV 78	01/03/2019	The Roast N Grill Cafe	Catering Councillors Strategic Workshop		150.00	

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EFT9818	08/03/2019	WCP Civil	Roads to recovery	1		499,344.33
INV 20179	31/01/2019	WCP Civil	Roads to recovery		499,344.33	
EFT9819	14/03/2019	AMPAC Debt Recovery	Commissions and costs for the month of February 2019	1		308.00
INV 53567	14/02/2019	AMPAC Debt Recovery	Commissions and costs for the month of February 2019		209.00	
INV 53610	21/02/2019	AMPAC Debt Recovery	Commissions and costs for the month of February 2019		99.00	
EFT9820	14/03/2019	BCP Contractors Pty Ltd	WANDRRA - AGRN 743 Contract 4/2018 Claim 4	1		757,626.35
INV 1276-004	08/03/2019	BCP Contractors Pty Ltd	WANDRRA - AGRN 743 Contract 4/2018 Claim 4		757,626.35	
EFT9821	14/03/2019	BOC Limited	Bottle Rental 29/1/19 to 25/2/19	1		32.51
INV 4021975326	02/2019	BOC Limited	Bottle Rental 29/1/19 to 25/2/19		32.51	
EFT9822	14/03/2019	BP Australia Pty Ltd	Fuel account for the month of February 2019	1		1,232.78
INV 1052682928	02/2019	BP Australia Pty Ltd	Fuel account for the month of February 2019		1,232.78	
EFT9823	14/03/2019	Bob Waddell & Associates Pty Ltd	Assistance wiht the rollover of 2019/20 Annual budget	1		2,442.00
INV 1584	25/02/2019	Bob Waddell & Associates Pty Ltd	Payroll Assistance		99.00	
INV 1586	28/02/2019	Bob Waddell & Associates Pty Ltd	Assistance and review of annual budget and monthly financials		396.00	
INV 1591	04/03/2019	Bob Waddell & Associates Pty Ltd	Payroll Assistance		297.00	
INV 1596	11/03/2019	Bob Waddell & Associates Pty Ltd	Assistance wiht the rollover of 2019/20 Annual budget		1,188.00	
INV 1549	14/01/2019	Bob Waddell & Associates Pty Ltd	Payroll assistance		462.00	
EFT9824	14/03/2019	Caltex Australia Starcard	Fuel account for February 2019	1		390.28
INV 0106820228	02/2019	Caltex Australia Starcard	Fuel account for February 2019		390.28	
EFT9825	14/03/2019	Cleanaway Pty Ltd	Collections for February 2019	1		16,494.30
INV CR2151331	01/2019	Cleanaway Pty Ltd	Credit note for commodity rebate - Third and Fourth quarters 2018		-696.11	
INV 2151841728	02/2019	Cleanaway Pty Ltd	Collections for February 2019		17,190.41	

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EFT9826	14/03/2019	Commonwealth Bank	Monthly ATM Cash Servicing and Maintenance25/2/191835.38	1		1,835.38
INV BWRR02	11/03/2019	Commonwealth Bank			1,835.38	
EFT9827	14/03/2019	Connect Technology Australia	System rental for Ravensthorpe Hopetoun Medical centre 16/2/19 to 15/3/19	1		431.74
INV 72997	07/03/2019	Connect Technology Australia	System rental for Ravensthorpe Hopetoun Medical centre 16/2/19 to 15/3/19		431.74	
EFT9828	14/03/2019	Darren Kennedy	Reimbursement for trailer hire for relocation	1		123.00
INV REIMBU11	11/03/2019	Darren Kennedy	Reimbursement for trailer hire for relocation		123.00	
EFT9829	14/03/2019	Department of Water and Environment Regulation	Licence renewal - Ravensthorpe Limited Effluent Treatment and Reuse Facility	1		1,218.79
INV W-L807805	03/2019	Department of Water and Environment Regulation	Licence renewal - Ravensthorpe Limited Effluent Treatment and Reuse Facility		1,218.79	
EFT9830	14/03/2019	Farmers Center Pty Ltd	Insertion dolly, Grease gun, Threadlock, R Clip	1		734.74
INV 714846	01/02/2019	Farmers Center Pty Ltd	Mudflap, Freight		105.46	
INV 714884	08/02/2019	Farmers Center Pty Ltd	Hose tee		46.24	
INV 714900	13/02/2019	Farmers Center Pty Ltd	Sealfix insert tool, Tubeless repair kit		68.28	
INV 714934	19/02/2019	Farmers Center Pty Ltd	Valve tool, CRC		111.37	
INV 714957	22/02/2019	Farmers Center Pty Ltd	Bolt, Washer		3.13	
INV 714958	22/02/2019	Farmers Center Pty Ltd	Nylon Tubewall		17.36	
INV 714969	25/02/2019	Farmers Center Pty Ltd	Plug kit		19.89	
INV 714977	27/02/2019	Farmers Center Pty Ltd	Insertion dolly, Grease gun, Threadlock, R Clip		363.01	
EFT9831	14/03/2019	Gavin Pollock	Reimbursement for fuel	1		100.01
INV REIMBU08	03/2019	Gavin Pollock	Reimbursement for fuel		100.01	
EFT9832	14/03/2019	Hopetoun Tyre Service	Tyres, S/H Strip fit	1		5,086.40
INV 14070	26/02/2019	Hopetoun Tyre Service	Tyres, S/H Strip fit		5,086.40	

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EFT9833	14/03/2019	IT Vision Australia	RVN Rates Services - Monthly fee February 2019	1		4,400.00
INV 30993	28/02/2019	IT Vision Australia	RVN Rates Services - Monthly fee February 2019		4,400.00	
EFT9834	14/03/2019	LG Assist Australia	Advertisement - Director of Corporate and Community Services and Childcare/Educators	1		605.00
INV 0011090	08/03/2019	LG Assist Australia	Advertisement - Director of Corporate and Community Services and Childcare/Educators		605.00	
EFT9835	14/03/2019	MedTech Healthcare	Monthly site support for the month of February 2019	1		110.00
INV 048864	01/03/2019	MedTech Healthcare	Monthly site support for the month of February 2019		110.00	
EFT9836	14/03/2019	Meridian Agencies	Account 4/1/19 to 28/2/19	1		209.88
INV JAN-FEB10/03/2019		Meridian Agencies	Account 4/1/19 to 28/2/19		209.88	
EFT9837	14/03/2019	Munglinup Roadhouse	Cleaning of Munglinup toilets, showers and BBQ	1		2,312.00
INV 0012786227/02/2019		Munglinup Roadhouse	Cleaning of Munglinup toilets, showers and BBQ		1,232.00	
INV 0012592317/02/2019		Munglinup Roadhouse	Slashing grass at MCG		600.00	
INV 0012336804/02/2019		Munglinup Roadhouse	Slashing grass at MCG		480.00	
EFT9838	14/03/2019	Nature Play Solutions	Deposit - 30% of invoice prior to commencement of work	1		70,952.64
INV 0000311826/02/2019		Nature Play Solutions	Deposit - 30% of invoice prior to commencement of work		70,952.64	
EFT9839	14/03/2019	Perfect Computer Solutions	Set up notebook for Engineer	1		170.00
INV 24472	07/03/2019	Perfect Computer Solutions	Set up notebook for Engineer		170.00	
EFT9840	14/03/2019	Ravensthorpe Bulk Haulage	Road train hire P/O19409	1		21,824.00
INV 1708	07/03/2019	Ravensthorpe Bulk Haulage	Road train hire P/O19410		6,649.50	
INV 1696	28/02/2019	Ravensthorpe Bulk Haulage	Grader Hire- Maintenance gradeP/O19408		7,161.00	
INV 1707	07/03/2019	Ravensthorpe Bulk Haulage	Road train hire P/O19409		8,013.50	
EFT9841	14/03/2019	WCP Civil	Replacement of driveway at 88 Martin Street Ravensthorpe (staff housing)	1		8,262.05

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INV 20181	31/01/2019	WCP Civil	Replacement of driveway at 88 Martin Street Ravensthorpe (staff housing)		8,262.05	
EFT9842	14/03/2019	WSP Australia Pty Limited	WANDRRA ARGN 743 - Assistance	1		99,970.75
INV 6403260901/03/2019		WSP Australia Pty Limited	WANDRRA ARGN 743 - Assistance		122,069.75	
INV CR6402608/01/2019		WSP Australia Pty Limited	WANDRRA AGRN 743 Credit for overpayment of invoice 64026051		-22,099.00	
EFT9843	20/03/2019	Phillips River Lodge	REFUND FOR BOND OF FACILITY HIRE	2		400.00
INV T1407	20/03/2019	Phillips River Lodge	REFUND FOR BOND OF FACILITY HIRE	2	400.00	
EFT9844	20/03/2019	Phoebe Horley	REFUND OF BOND FOR FACILITY HIRE	2		400.00
INV T1400	20/03/2019	Phoebe Horley	REFUND OF BOND FOR FACILITY HIRE	2	400.00	
EFT9845	20/03/2019	Stephen Howarth	REFUND OF CAT CAGE BOND	2		100.00
INV T1406	20/03/2019	Stephen Howarth	REFUND OF CAT CAGE BOND	2	100.00	
EFT9846	21/03/2019	Australian Taxation Office (ATO)	BAS ADJUSTMENT - NOVEMBER 2016	1		51,200.00
INV BAS ADJ19/03/2019		Australian Taxation Office (ATO)	BAS ADJUSTMENT - NOVEMBER 2016		51,200.00	
EFT9847	22/03/2019	AMPAC Debt Recovery	Commissions and costs for the month of February 2019	1		720.50
INV 53721	28/02/2019	AMPAC Debt Recovery	Commissions and costs for the month of February 2019		720.50	
EFT9848	22/03/2019	Aerodrome Management Services Pty Ltd (AMS)	Light/Lamp - White, Blue, Green	1		546.70
INV AMSINV18/03/2019		Aerodrome Management Services Pty Ltd (AMS)	Light/Lamp - White, Blue, Green		546.70	
EFT9849	22/03/2019	Airport Security Pty Ltd	Aviation Security ID card - Sue-Ellen Herwig	1		220.00
INV INV8717 19/03/2019		Airport Security Pty Ltd	Aviation Security ID card - Sue-Ellen Herwig		220.00	
EFT9850	22/03/2019	Albany Lock Service	Door closer P/O19392	1		289.70
INV 0001112312/03/2019		Albany Lock Service	Door closer P/O19392		289.70	
EFT9851	22/03/2019	Andimaps	600x South Coast Road Guide	1		490.00

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INV 10886	25/02/2019	Andimaps	600x South Coast Road Guide		490.00	
EFT9852	22/03/2019	Australia Post	Total supply period 28/2/19	1		182.68
INV 1008327503/03/2019		Australia Post	Total supply period 28/2/19		182.68	
EFT9853	22/03/2019	Beau Shepherd	Meals - Training Beau Shepherd	1		43.65
INV REIMBU113/03/2019		Beau Shepherd	Meals - Training Beau Shepherd		43.65	
EFT9854	22/03/2019	Bob Waddell & Associates Pty Ltd	Synergy & Management Accounting Support 2018/19. Assistance provided - Bev Webb, Travel	1		6,166.60
INV 1600	15/03/2019	Bob Waddell & Associates Pty Ltd	Synergy & Management Accounting Support 2018/19. Assistance provided - Bev Webb, Travel		5,869.60	
INV 1603	18/03/2019	Bob Waddell & Associates Pty Ltd	Assistance with flood damage and reserve transfers, January monthly financial statements, Assistance with 19/20 annual budget, General office queries		297.00	
EFT9855	22/03/2019	Bunnings Group Ltd	Clothes line replacement for damage during tree clearing, Tap P/O19393	1		215.60
INV 2272/99810/03/2019		Bunnings Group Ltd	Clothes line replacement for damage during tree clearing, Tap P/O19393		215.60	
EFT9856	22/03/2019	Caltex Energy WA	Bulk Diesel for Shire Depot 18,999L	1		20,715.30
INV SI384010'12/03/2019		Caltex Energy WA	Bulk Diesel for Shire Depot 18,999L		20,715.30	
EFT9857	22/03/2019	Community Spirit Newspaper Inc	Advertisements - Apprenticeships and Tech Officer positions	1		504.00
INV 0002272114/03/2019		Community Spirit Newspaper Inc	Advertisement - Local Planning policies		180.00	
INV 0002271714/03/2019		Community Spirit Newspaper Inc	Adverstisement - Review of Shire Disability Access inclusion plan		108.00	
INV 0002272014/03/2019		Community Spirit Newspaper Inc	Advertisements - Apprenticeships and Tech Officer positions		216.00	
EFT9858	22/03/2019	Courier Australia	Freight charges - Best office, TQuip, Jason signmakers	1		131.36
INV 0397	15/03/2019	Courier Australia	Freight charges - Best office, TQuip, Jason signmakers		131.36	
EFT9859	22/03/2019	Department of Fire and Emergency Services (Previously FESA)	ESL - 3rd Quarter contribution 2018/2019	1		42,584.40

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INV 148785	21/02/2019	Department of Fire and Emergency Services (Previously FESA)	ESL - 3rd Quarter contribution 2018/2019		42,584.40	
EFT9860	22/03/2019	Freight Lines Group	Freight charges - Sigma chemicals	1		77.08
INV 0005391928/02/2019		Freight Lines Group	Freight charges - Sigma chemicals		77.08	
EFT9861	22/03/2019	General Transport Equipment Pty Ltd	Equaliser Pin, Nut ,Bush	1		114.15
INV 431513	28/02/2019	General Transport Equipment Pty Ltd	Equaliser Pin, Nut ,Bush		114.15	
EFT9862	22/03/2019	Jason Signmakers	1 uni strut including mounting brackets for 60mm poles 4 x ARC 060 brackets 1x 200mm street sign name tag sign black on white double sided Old Ongerup Road including mounting brackets for 60mm pole 2 x GP-60 brackets 4 x steel flex culvert markers black and white diagonal marking 2 x 150gms cans of heritage red touch up paint	1		317.68
INV 194992	15/03/2019	Jason Signmakers			317.68	
EFT9863	22/03/2019	Jerramungup Electrical Service (New)	Supply and install power to the garage and morgue P/O19379	1		3,685.00
INV INV-017313/03/2019		Jerramungup Electrical Service (New)	Supply and install power to the garage and morgue P/O19379		3,685.00	
EFT9864	22/03/2019	Lloydey's Power Services	Disconnect power supply and install a waterproof power point P/O19395	1		288.18
INV INV-004408/03/2019		Lloydey's Power Services	Disconnect power supply and install a waterproof power point P/O19395		288.18	
EFT9865	22/03/2019	Madden Rural	Reverse rolled trim deck, Gutter, Clips and Freight P/O19381	1		666.93
INV INV-572620/02/2019		Madden Rural	Reverse rolled trim deck, Gutter, Clips and Freight P/O19381		666.93	
EFT9866	22/03/2019	Meridian Agencies	Account 28/2/19 to 21/3/19	1		56.84
INV MARCH 21/03/2019		Meridian Agencies	Account 28/2/19 to 21/3/19		56.84	
EFT9867	22/03/2019	Perfect Computer Solutions	Anti virus 1 yr subscription, Edge router, Wireless access point, Modem, NAS 2 bay	1		8,045.00
INV 24473	07/03/2019	Perfect Computer Solutions	Labour for Hopetoun Doctor Surgery		552.50	

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INV 24483	14/03/2019	Perfect Computer Solutions	Attend Ravensthorpe and Hopetoun Doctor surgeries and Shire office, Travel		2,922.50	
INV 24484	14/03/2019	Perfect Computer Solutions	Attend Ravensthorpe Doctors surgery		425.00	
INV 24486	14/03/2019	Perfect Computer Solutions	Anti virus 1 yr subscription, Edge router, Wireless access point, Modem, NAS 2 bay		3,295.00	
INV 24485	14/03/2019	Perfect Computer Solutions	Set up IC and synergy for super user and set up UV on desktop for consultant		85.00	
INV 24503	21/03/2019	Perfect Computer Solutions	Fix server issue		765.00	
EFT9868	22/03/2019	Ravensthorpe Community Resource Centre	20x CRC Community Phone books	1		105.00
INV INV-041511/03/2019		Ravensthorpe Community Resource Centre	20x CRC Community Phone books		100.00	
INV INV-041511/03/2019		Ravensthorpe Community Resource Centre	Community phone book		5.00	
EFT9869	22/03/2019	Shire Of Esperance	Town planning services - Peter Wilks 10hrs, Richard Hindley 55hrs, Travel	1		7,609.80
INV 72023	08/03/2019	Shire Of Esperance	Town planning services - Peter Wilks 10hrs, Richard Hindley 55hrs, Travel		7,609.80	
EFT9870	22/03/2019	Shire of Ravensthorpe Social Club	Payroll deductions	1		80.00
INV DEDUCT11/03/2019		Shire of Ravensthorpe Social Club	Payroll deductions		80.00	
EFT9871	22/03/2019	South Coast Foodservice	Floor pads for polishing machine	1		168.30
INV 4232442	12/03/2019	South Coast Foodservice	Floor pads for polishing machine		168.30	
EFT9872	22/03/2019	South Regional TAFE	Course - MAA82 Forklift Skillset course Graeme Sutherland and Adam Bird	1		490.40
INV I0007402	08/03/2019	South Regional TAFE	Course - MAA82 Forklift Skillset course Graeme Sutherland and Adam Bird		490.40	
EFT9873	22/03/2019	T-Quip	Air Filters, Fuel Filters, Oil filters, Blades, V belts	1		4,011.10
INV 82461 #7	05/03/2019	T-Quip	Fuel filter, V belt, Air filter, Blade		264.05	
INV 82507 #7	06/03/2019	T-Quip	Hydraulic filter		100.20	
INV 82616 #5	12/03/2019	T-Quip	Air filter Toro single cylinder		28.80	

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INV 82423 #5	01/03/2019	T-Quip			3,618.05	
EFT9874	22/03/2019	The Roast N Grill Cafe	Catering for council meeting	1		250.00
INV 81	19/03/2019	The Roast N Grill Cafe	Catering for council meeting		250.00	
EFT9875	22/03/2019	WCP Civil	AGRN743 WANDRRA works tender	1		132,572.75
INV 20227	10/02/2019	WCP Civil	AGRN743 WANDRRA works tender		132,572.75	
EFT9876	22/03/2019	Wallis Computer Solutions	Managed Infrastructure as a Service, Wireless access point, Siris Business 500	1		541.20
INV 17512	05/03/2019	Wallis Computer Solutions	Managed Infrastructure as a Service, Wireless access point, Siris Business 500		541.20	
EFT9877	22/03/2019	WesTrac	Dip stick	1		81.86
INV PI302550	10/12/2018	WesTrac	Dip stick		81.86	
EFT9878	22/03/2019	Wren Oil	Admin and compliance fees	1		16.50
INV 65882	13/03/2019	Wren Oil	Admin and compliance fees		16.50	
EFT9879	27/03/2019	Andrew Goudwin	BOND REFUND FOR GYM KEY	2		20.00
INV T1201	27/03/2019	Andrew Goudwin	BOND REFUND FOR GYM KEY	2	20.00	
EFT9880	27/03/2019	Kay Hanrahan	BOND REFUND FOR FACILITY BOOKING	2		50.00
INV T1410	27/03/2019	Kay Hanrahan	BOND REFUND FOR FACILITY BOOKING	2	50.00	
EFT9881	27/03/2019	Victoria Hiku	GYM KEY BOND REFUND	2		20.00
INV T1188	27/03/2019	Victoria Hiku	GYM KEY BOND REFUND	2	20.00	
EFT9882	29/03/2019	Albany Toyota	10,000km Service	1		321.90
INV JC14037115	03/2019	Albany Toyota	10,000km Service		321.90	
EFT9883	29/03/2019	Beacon Equipment	Blade, Elements,Blade kit, C Loop, Chain, Pro Helmet, Chaps, Air filter, Filter plate	1		2,057.00

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INV 47613 #	021/03/2019	Beacon Equipment	Blade, Elements,Blade kit, C Loop, Chain, Pro Helmet, Chaps, Air filter, Filter plate		2,057.00	
EFT9884	29/03/2019	Bob Waddell & Associates Pty Ltd	Assistance with payroll and Annual budget	1		2,706.00
INV 1611	25/03/2019	Bob Waddell & Associates Pty Ltd	Assistance with payroll and Annual budget		2,706.00	
EFT9885	29/03/2019	Bunnings Group Ltd	Fluoro tubes, Drain cleaning tool, Downpipe, PVC adaptor, Joiner, Cememnt solvent, Hinge P/O B19398	1		262.60
INV 2022/00823/03/2019		Bunnings Group Ltd	Fluoro tubes, Drain cleaning tool, Downpipe, PVC adaptor, Joiner, Cememnt solvent, Hinge P/O B19398		262.60	
EFT9886	29/03/2019	CJD Equipment	Brake Caliper	1		1,023.66
INV 1837226	20/03/2019	CJD Equipment	Brake Caliper		1,023.66	
EFT9887	29/03/2019	Connect Technology Australia	System rental - 16 March to 15 April 2019	1		431.74
INV 73004	20/03/2019	Connect Technology Australia	System rental - 16 March to 15 April 2019		431.74	
EFT9888	29/03/2019	Courier Australia	Freight charges - JR & A Hersey, Abco, Beacon	1		179.60
INV 0398	22/03/2019	Courier Australia	Freight charges - JR & A Hersey, Abco, Beacon		179.60	
EFT9889	29/03/2019	Cr. Keith Dunlop	Reimbursement for fuel	1		63.21
INV REIMBU26/03/2019		Cr. Keith Dunlop	Reimbursement for fuel		63.21	
EFT9890	29/03/2019	Day and Nite Maintenance	4x Tyres	1		3,190.00
INV 171-1	12/03/2019	Day and Nite Maintenance	4x Tyres		1,012.00	
INV 171-2	12/03/2019	Day and Nite Maintenance	Spring and line pins		726.00	
INV 171-3	12/03/2019	Day and Nite Maintenance	Re assemble left hand brakes and wheels		242.00	
INV 171-4	12/03/2019	Day and Nite Maintenance	Fuel filters, RV filter and grease		363.00	
INV 171-5	27/03/2019	Day and Nite Maintenance	Transmission hose and filter assembly		363.00	
INV 171-6	12/03/2019	Day and Nite Maintenance	Brakes service		484.00	
EFT9891	29/03/2019	Environmental Health Australia	I'M ALERT Food safety program for 2018/2019	1		330.00

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INV 2445	12/12/2018	Environmental Health Australia	I'M ALERT Food safety program for 2018/2019		330.00	
EFT9892	29/03/2019	FE Daw & Sons	Account charges for February 2019	1		843.45
INV FEBRUA21/03/2019		FE Daw & Sons	Account charges for February 2019		843.45	
EFT9893	29/03/2019	Gavin Pollock	Reimbursement for Electical cord and Batteries	1		87.98
INV REIMBU28/03/2019		Gavin Pollock	Reimbursement for Electical cord and Batteries		87.98	
EFT9894	29/03/2019	Hitachi Construction Machinery (Australia)	Repair hydraulic pump, travel P/O19402	1		16,727.18
INV INV000021/02/2019		Hitachi Construction Machinery (Australia)	Repair hydraulic pump, travel P/O19402		16,205.11	
INV SI01123801/02/2019		Hitachi Construction Machinery (Australia)	1000 Hour Filter list P/O19402		522.07	
EFT9895	29/03/2019	JR & A Hersey Pty Ltd	Uniforms for Sue Herwig, Tom Curwood, Riggers gloves, Hand sanitiser, Logo's	1		2,038.27
INV 47001	07/03/2019	JR & A Hersey Pty Ltd	Uniforms for Sue Herwig, Tom Curwood, Riggers gloves, Hand sanitiser, Logo's		2,038.27	
EFT9896	29/03/2019	Jerdacuttup Community Association Inc.	Jerdacuttup Fire Brigade - Affiliation fees 2018/19	1		250.00
INV 07/2019	22/03/2019	Jerdacuttup Community Association Inc.	Jerdacuttup Fire Brigade - Affiliation fees 2018/19		250.00	
EFT9897	29/03/2019	Moore Stephens Pty Ltd	PAYG withholding on ETP payment	1		440.00
INV 311257	25/03/2019	Moore Stephens Pty Ltd	PAYG withholding on ETP payment		440.00	
EFT9898	29/03/2019	Perfect Computer Solutions	Assist with Rates computer issues, Monthly fee for daily monitoring	1		212.50
INV 24516	28/03/2019	Perfect Computer Solutions	Assist with Rates computer issues, Monthly fee for daily monitoring		212.50	
EFT9899	29/03/2019	Ravensthorpe Community Centre	Reimbursement of 2018 annual rates	1		3,452.59
INV 1474	01/03/2019	Ravensthorpe Community Centre	Reimbursement of 2018 annual rates		3,452.59	
EFT9900	29/03/2019	Ravensthorpe Community Resource Centre	Laminating	1		7.00
INV INV-044118/03/2019		Ravensthorpe Community Resource Centre	Laminating		7.00	

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EFT9901	29/03/2019	Rodney Clarence Daw	Telstra reimbursement to 10 March 2019	1		150.71
INV REIMBU27/03/2019		Rodney Clarence Daw	Telstra reimbursement to 10 March 2019		150.71	
EFT9902	29/03/2019	Shire of Ravensthorpe Social Club	Payroll deductions	1		75.00
INV DEDUCT25/03/2019		Shire of Ravensthorpe Social Club	Payroll deductions		75.00	
EFT9903	29/03/2019	State Library of Western Australia	DDS Freight recoup for 18/19 financial year Hopetoun and Ravensthorpe public library	1		614.06
INV RI02256325/03/2019		State Library of Western Australia	DDS Freight recoup for 18/19 financial year Hopetoun and Ravensthorpe public library		614.06	
1021	01/03/2019	1 - BANK FEES	OBB RECORD FEE	1		13.40
1021	01/03/2019	1 - BANK FEES	MAINTENANCE FEE	1		60.00
1021	01/03/2019	1 - BANK FEES	ELECTRONIC TRANSACTION FEE	1		2.40
1021	01/03/2019	1 - BANK FEES	BPAY CREDIT CARD MERCHANT FEE	1		21.14
1021	01/03/2019	1 - BANK FEES	BPAY TRANSACTION FEE	1		198.75
1021	04/03/2019	1 - BANK FEES	CBA MERCHANT FEE	1		269.52
1021	04/03/2019	1 - BANK FEES	CBA MERCHANT FEE	1		140.14
1021	29/03/2019	1 - BANK FEES	LINE OF CREDIT FEE	1		750.00
DD4610.1	11/03/2019	Loyd D.G. & Sandra Collins Superfund	Superannuation contributions	1		87.04
INV SUPER	11/03/2019	Loyd D.G. & Sandra Collins Superfund	Superannuation contributions	1	87.04	
DD4610.2	11/03/2019	FirstChoice Personal Super	Superannuation contributions	1		99.62
INV SUPER	11/03/2019	FirstChoice Personal Super	Superannuation contributions	1	99.62	
DD4610.3	11/03/2019	SuperWrap Personal Super Plan	Payroll deductions	1		873.29
INV SUPER	11/03/2019	SuperWrap Personal Super Plan	Superannuation contributions	1	649.37	

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INV DEDUCT	11/03/2019	SuperWrap Personal Super Plan	Payroll deductions	1	223.92	
DD4610.4	11/03/2019	Hesta Superannuation	Payroll deductions	1		229.35
INV SUPER	11/03/2019	Hesta Superannuation	Superannuation contributions	1	187.02	
INV DEDUCT	11/03/2019	Hesta Superannuation	Payroll deductions	1	38.96	
INV DEDUCT	11/03/2019	Hesta Superannuation	Payroll deductions	1	3.37	
DD4610.5	11/03/2019	BUSSQ	Payroll deductions	1		453.96
INV SUPER	11/03/2019	BUSSQ	Superannuation contributions	1	337.56	
INV DEDUCT	11/03/2019	BUSSQ	Payroll deductions	1	116.40	
DD4610.6	11/03/2019	WA Local Government Super Plan	Payroll deductions	1		8,419.25
INV DEDUCT	11/03/2019	WA Local Government Super Plan	Payroll deductions	1	110.00	
INV DEDUCT	11/03/2019	WA Local Government Super Plan	Payroll deductions	1	182.46	
INV DEDUCT	11/03/2019	WA Local Government Super Plan	Payroll deductions	1	632.61	
INV DEDUCT	11/03/2019	WA Local Government Super Plan	Payroll deductions	1	48.12	
INV SUPER	11/03/2019	WA Local Government Super Plan	Superannuation contributions	1	7,088.04	
INV DEDUCT	11/03/2019	WA Local Government Super Plan	Payroll deductions	1	65.95	
INV DEDUCT	11/03/2019	WA Local Government Super Plan	Payroll deductions	1	218.99	
INV DEDUCT	11/03/2019	WA Local Government Super Plan	Payroll deductions	1	73.08	
DD4610.7	11/03/2019	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1		1,735.97
INV DEDUCT	11/03/2019	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	333.20	
INV SUPER	11/03/2019	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	1,402.77	
DD4610.8	11/03/2019	Colonial First State	Superannuation contributions	1		389.14
INV DEDUCT	11/03/2019	Colonial First State	Payroll deductions	1	57.65	
INV SUPER	11/03/2019	Colonial First State	Superannuation contributions	1	331.49	

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DD4610.9	11/03/2019	BT Super For Life	Superannuation contributions	1		194.63
INV SUPER	11/03/2019	BT Super For Life	Superannuation contributions	1	194.63	
DD4616.1	15/03/2019	BANKWEST Corporate Mastercard	February 2019 statement	1		2,184.61
INV FEBRUA08/03/2019		BANKWEST Corporate Mastercard	February 2019 statement	1	2,184.61	
DD4623.1	11/03/2019	SuperWrap Personal Super Plan	Superannuation contributions	1		1,015.06
INV SUPER	25/03/2019	SuperWrap Personal Super Plan	Superannuation contributions	1	1,015.06	
DD4631.1	25/03/2019	Loyd D.G. & Sandra Collins Superfund	Superannuation contributions	1		86.33
INV SUPER	25/03/2019	Loyd D.G. & Sandra Collins Superfund	Superannuation contributions	1	86.33	
DD4631.2	25/03/2019	FirstChoice Personal Super	Superannuation contributions	1		80.09
INV SUPER	25/03/2019	FirstChoice Personal Super	Superannuation contributions	1	80.09	
DD4631.3	25/03/2019	Hesta Superannuation	Payroll deductions	1		198.00
INV SUPER	25/03/2019	Hesta Superannuation	Superannuation contributions	1	163.86	
INV DEDUCT25/03/2019		Hesta Superannuation	Payroll deductions	1	34.14	
DD4631.4	25/03/2019	BUSSQ	Payroll deductions	1		453.96
INV SUPER	25/03/2019	BUSSQ	Superannuation contributions	1	337.56	
INV DEDUCT25/03/2019		BUSSQ	Payroll deductions	1	116.40	
DD4631.5	25/03/2019	WA Local Government Super Plan	Payroll deductions	1		10,361.68
INV DEDUCT25/03/2019		WA Local Government Super Plan	Payroll deductions	1	110.00	
INV DEDUCT25/03/2019		WA Local Government Super Plan	Payroll deductions	1	182.46	
INV DEDUCT25/03/2019		WA Local Government Super Plan	Payroll deductions	1	637.51	
INV DEDUCT25/03/2019		WA Local Government Super Plan	Payroll deductions	1	48.12	
INV SUPER	25/03/2019	WA Local Government Super Plan	Superannuation contributions	1	9,135.52	

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INV DEDUCT	25/03/2019	WA Local Government Super Plan	Payroll deductions	1	65.49	
INV DEDUCT	25/03/2019	WA Local Government Super Plan	Payroll deductions	1	109.50	
INV DEDUCT	25/03/2019	WA Local Government Super Plan	Payroll deductions	1	73.08	
DD4631.6	25/03/2019	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1		2,651.20
INV DEDUCT	25/03/2019	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	612.70	
INV SUPER	25/03/2019	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	2,038.50	
DD4631.7	25/03/2019	Colonial First State	Superannuation contributions	1		389.14
INV DEDUCT	25/03/2019	Colonial First State	Payroll deductions	1	57.65	
INV SUPER	25/03/2019	Colonial First State	Superannuation contributions	1	331.49	
DD4631.8	25/03/2019	BT Super For Life	Superannuation contributions	1		194.63
INV SUPER	25/03/2019	BT Super For Life	Superannuation contributions	1	194.63	
DD4631.9	25/03/2019	MLC Superannuation	Superannuation contributions	1		58.68
INV SUPER	25/03/2019	MLC Superannuation	Superannuation contributions	1	58.68	
DD4643.1	25/03/2019	SuperWrap Personal Super Plan	Superannuation contributions	1		6,378.43
INV SUPER	01/04/2019	SuperWrap Personal Super Plan	Superannuation contributions	1	6,378.43	
DD4647.1	29/03/2019	Fines Enforcement Registry	LODGEMENT FEES X 2 07/12/18 - PAYMENT BY AUTHORITY	1		127.00
INV LODGEM	29/03/2019	Fines Enforcement Registry	LODGEMENT FEES X 2 07/12/18 - PAYMENT BY AUTHORITY	1	127.00	
DD4647.2	31/03/2019	Department of Transport (Shire Licensing)	DoT PAYMENT BY AUTHORITY MARCH 2019	1		22,723.40
INV APRIL	1931/03/2019	Department of Transport (Shire Licensing)	DoT PAYMENT BY AUTHORITY MARCH 2019	1	22,723.40	
DD4647.3	31/03/2019	Synergy	ACCOUNT PAYMENT BY AUTHORITY MARCH 2019	1		2,805.30
INV MARCH	31/03/2019	Synergy	ACCOUNT PAYMENT BY AUTHORITY MARCH 2019	1	2,805.30	

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DD4647.4	31/03/2019	Horizon Power	ACCOUNT PAYMENT BY AUTHORITY MARCH 2019	1		2,809.18
INV MARCH	31/03/2019	Horizon Power	ACCOUNT PAYMENT BY AUTHORITY MARCH 2019	1	2,809.18	
DD4647.5	31/03/2019	Water Corporation	ACCOUNT PAYMENT BY AUTHORITY MARCH 2019	1		26,460.32
INV MARCH	31/03/2019	Water Corporation	ACCOUNT PAYMENT BY AUTHORITY MARCH 2019	1	26,460.32	
DD4647.6	01/03/2019	Westnet Pty Ltd	ACCOUNT PAYMENT BY AUTHORITY MARCH 2019	1		643.66
INV 1083779501/03/2019		Westnet Pty Ltd	ACCOUNT PAYMENT BY AUTHORITY MARCH 2019	1	643.66	
DD4647.7	15/03/2019	SG Fleet	LEASE RENTALS MARCH 2019	1		13,509.04
INV AUSG00115/03/2019		SG Fleet	LEASE RENTALS MARCH 2019	1	13,509.04	
DD4610.10	11/03/2019	MLC Superannuation	Superannuation contributions	1		48.42
INV SUPER	11/03/2019	MLC Superannuation	Superannuation contributions	1	48.42	
DD4610.11	11/03/2019	AMP Super	Superannuation contributions	1		63.64
INV SUPER	11/03/2019	AMP Super	Superannuation contributions	1	63.64	
DD4610.12	11/03/2019	BT Super for Life	Superannuation contributions	1		662.86
INV SUPER	11/03/2019	BT Super for Life	Superannuation contributions	1	662.86	
DD4610.13	11/03/2019	Care Super Pty Ltd	Superannuation contributions	1		150.54
INV SUPER	11/03/2019	Care Super Pty Ltd	Superannuation contributions	1	150.54	
DD4631.10	25/03/2019	AMP Super	Superannuation contributions	1		56.02
INV SUPER	25/03/2019	AMP Super	Superannuation contributions	1	56.02	
DD4631.11	25/03/2019	BT Super for Life	Superannuation contributions	1		662.86
INV SUPER	25/03/2019	BT Super for Life	Superannuation contributions	1	662.86	
DD4631.12	25/03/2019	Care Super Pty Ltd	Superannuation contributions	1		186.03

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	25/03/2019	Care Super Pty Ltd	Superannuation contributions	1	186.03	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	Municipal Bank Account	2,670,612.03
2	Trust Bank Account	1,350.00
TOTAL		2,671,962.03

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ATTACHMENT 10.1.1.2

~~01 February 2018 - 28 February 2018~~

Business Credit Card - Graham Steel Bankwest

Date	Payment to	Description	Amount	GST
7/02/2019	Sia Global Limited - Sydney	Fraud and Corruption Control - PDF copy	166.39	15.13
14/02/2019	Midland Tourist Park - Midland	Accommodation - Training Beau Shepherd	517.12	47.01
22/02/2019	Midland Tourist Park - Midland	Meals - Training Beau Shepherd	21.21	1.93
28/02/2019	Bankwest	Corporate fee	39.00	

Total Purchases for I. Fitzgerald	743.72	64.07
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Business Credit Card - Robert Jarvis Bankwest

Date	Payment to	Description	Amount	GST
31/01/2019	Interflora Flowers - Prahan	Flowers for get well - Ash Peczka/ Partner	106.50	9.68
31/01/2019	Esperance Clearwater - Esperance	Accommodation	510.00	46.36
1/02/2019	Dome - Esperance	Meals	26.15	2.38
4/02/2019	ED Dept Screening Unit - East Perth	National criminal check - Charmaine Arnold	46.00	
4/02/2019	Post Ravensthorpe - Ravensthorpe	Farewell gift card - Stacey Jaskiewicz	105.95	9.63
21/02/2019	The Roast N Grill Café - Ravensthorpe	Dinner - Councilors	171.00	15.55
25/02/2019	Post Ravensthorpe - Ravensthorpe	Working with Children clearance - Kellie Kennedy	85.00	
27/02/2019	Esperance Chamber of Commerce - Esperance	Room hire - D. Kennedy meeting	55.00	5.00
28/02/2019	Bankwest	Corporate fee	39.00	

	1144.60	88.60
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Business Credit Card -Ashley Peczka Bankwest

Date	Payment to	Description	Amount	GST
18/02/2019	Repco - Esperance	Globes for FESA vehicle	53.98	4.91
19/02/2019	Caltex - Woolworths - Esperance	Fuel	73.31	6.66
26/02/2019	Wavecrest Village - Hopetoun	Accommodation	130.00	11.82

	257.29	23.39
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Business Credit Card -Darren Kennedy Bankwest

Date	Payment to	Description	Amount	GST
28/02/2019	Bankwest	Corporate fee	39.00	

	39.00	0.00
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Total	\$ 2,184.61	\$ 176.06
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10.1.2 MONTHLY FINANCIAL REPORT –31 MARCH 2019

File Reference:	GR.ME.8
Location:	Shire of Ravensthorpe - Administration
Applicant:	Internal
Author:	Bev Webb – Consultant Finance Officer
Authorising Officer:	Les Mainwaring – Acting Director of Corporate and Community Services
Date:	10 April 2019
Disclosure of Interest:	Nil
Attachments:	10.1.2.1 – Monthly Financial Reports for March 2019
Previous Reference:	Nil

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 March 2019 Monthly Financial Reports.

Comment:

The March 2019 Monthly Financial Report is presented for review.

Consultation:

Chief Executive Officer.

Statutory Environment:

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

Policy Implications:

Nil.

Financial Implications:

All expenditure has been approved via adoption of the 2018/19 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.

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

Risk Implications:

Risk	Low (2)
Risk Likelihood (based on history and with existing controls)	Low (2)
Risk Impact / Consequence	Low (2)
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Low (2)
Risk Action Plan (Controls or Treatment Proposed)	Low (2)

Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements: Simple Majority

Recommendation:

That Council receive the March 2019 Monthly Financial Report as presented.

That Council endorse;

Moved: _____

Seconded: _____



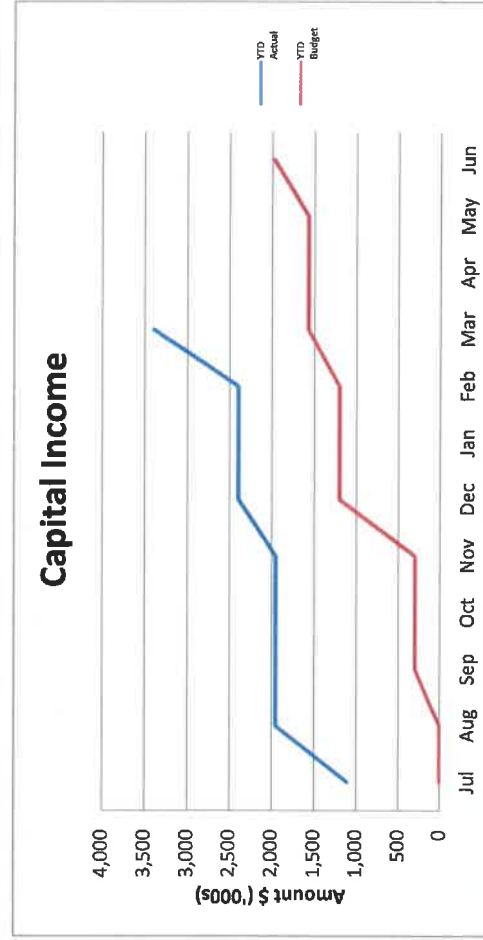
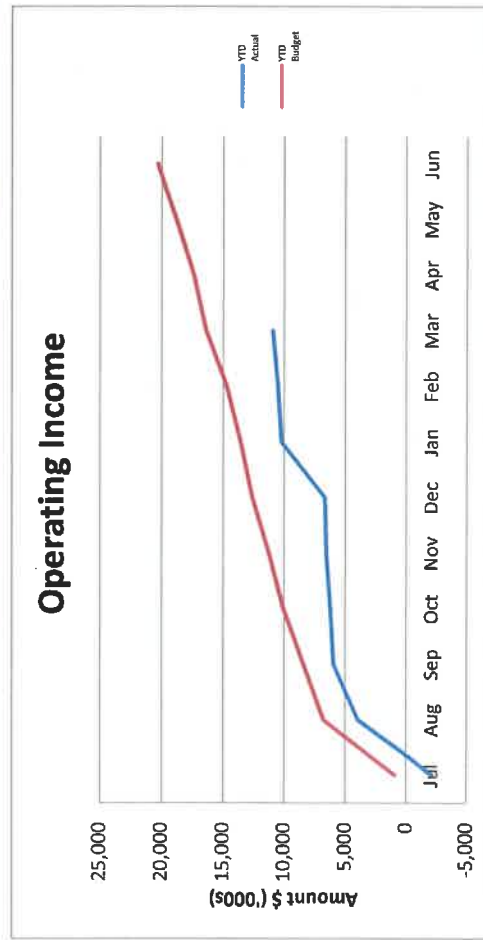
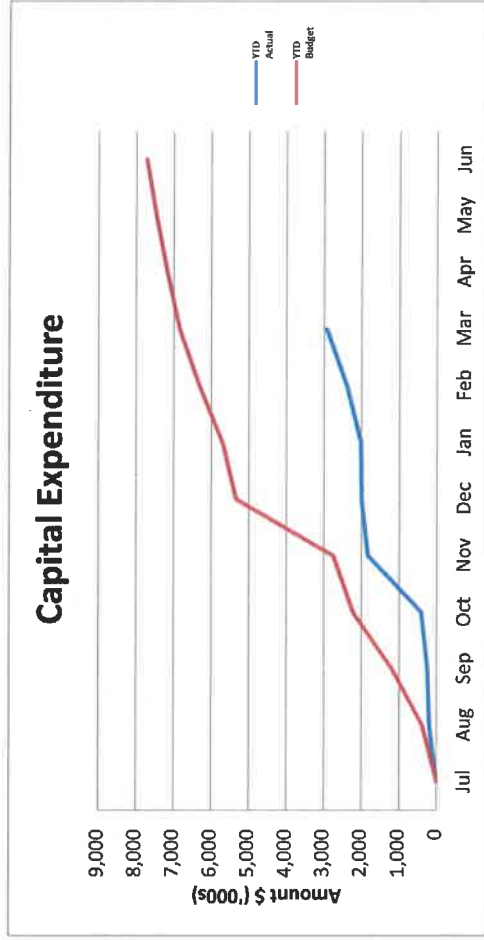
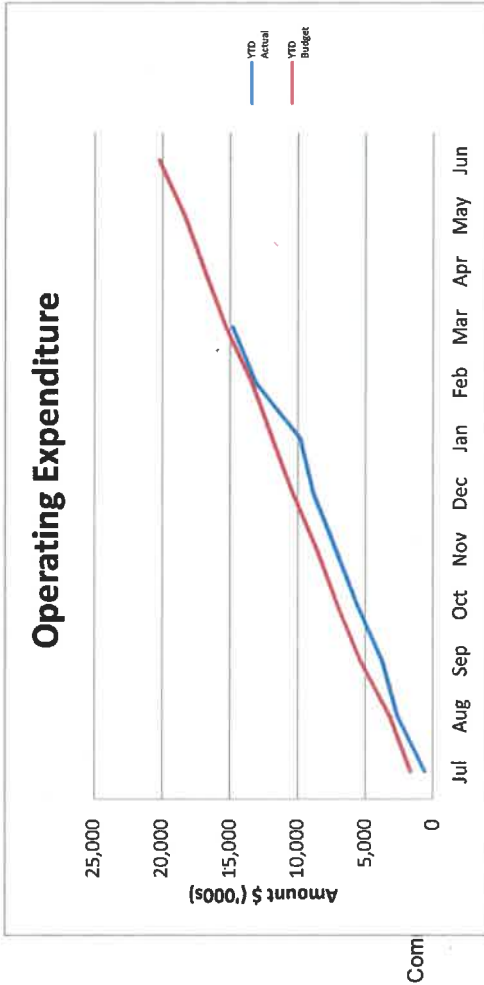
SHIRE OF RAVENSTHORPE
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2019

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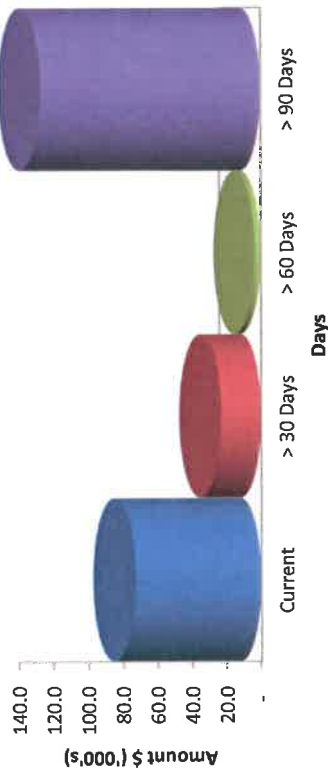
ATTACHMENT 10.1.2.1

Income and Expenditure Graphs to 31 March 2019

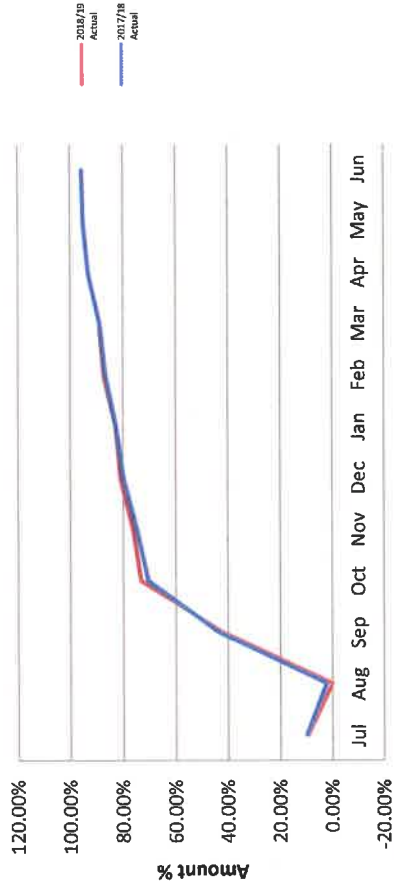


Other Graphs to 31 March 2019

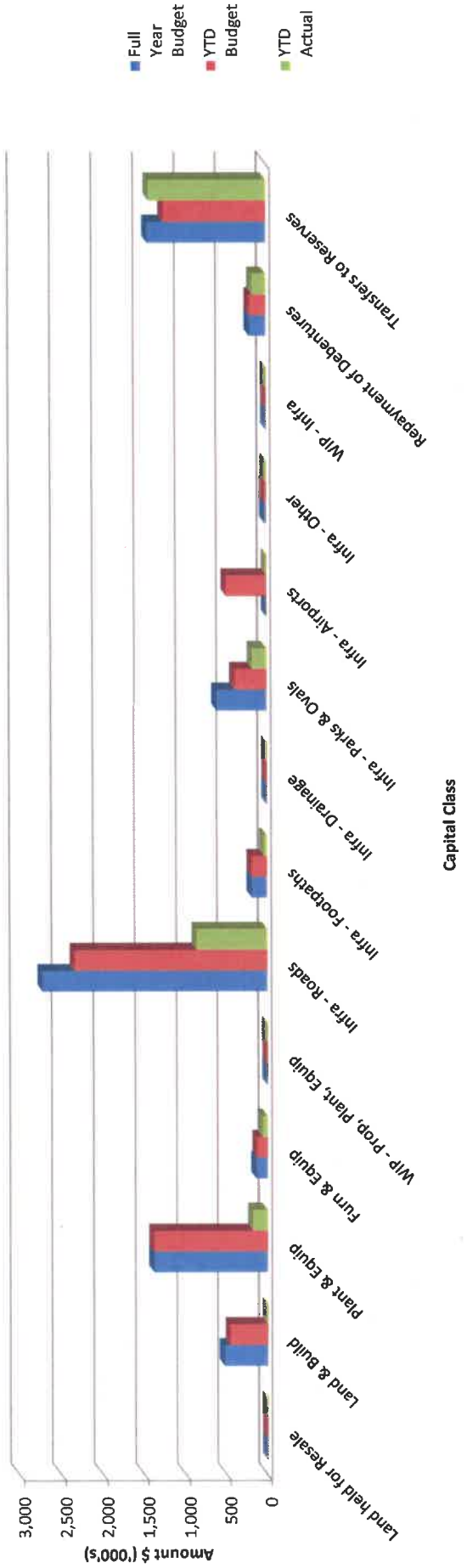
Sundry Debtors Amount O/S



Rates % Collected



Capital Expenditure



ATTACHMENT 10.1.2.1

SHIRE OF RAVENSTHORPE

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2019

	NOTE	2018/19 Adopted Budget \$	2018/19 Revised Budget \$	MARCH 2019 Y-T-D Budget \$	MARCH 2019 Actual \$	Variance Actuals to Budget \$	Variance Actual Budget to Y-T-D %
Operating							
Revenues/Sources							
Governance		3,000	3,000	3,000	291	(2,709)	(90.30%)
General Purpose Funding		1,080,200	1,080,200	829,609	830,096	487	0.06%
Law, Order, Public Safety		225,190	225,190	171,890	283,119	111,229	64.71% ▲
Health		3,000	3,000	2,244	4,829	2,585	115.20%
Education and Welfare		205,500	211,600	172,937	91,716	(81,221)	(46.97%)
Housing		24,900	24,900	18,688	16,645	(2,043)	(10.93%)
Community Amenities		699,097	699,097	613,888	461,383	(152,505)	(24.84%) ▼
Recreation and Culture		206,370	358,370	197,400	137,107	(60,293)	(30.54%)
Transport		12,462,039	12,896,039	9,617,145	4,300,243	(5,316,902)	(55.29%) ▼
Economic Services		141,000	141,000	127,644	77,935	(49,709)	(38.94%)
Other Property and Services		115,000	402,500	375,120	428,574	53,454	14.25%
		<u>15,165,296</u>	<u>16,044,896</u>	<u>12,129,565</u>	<u>6,631,938</u>	<u>(5,497,627)</u>	<u>(45.32%)</u>
(Expenses)/(Applications)							
Governance		(641,955)	(648,955)	(509,356)	(449,446)	59,910	11.76%
General Purpose Funding		(222,492)	(222,492)	(169,651)	(184,389)	(14,738)	(8.69%)
Law, Order, Public Safety		(774,051)	(864,051)	(593,907)	(501,594)	92,313	15.54%
Health		(278,922)	(278,922)	(209,743)	(211,194)	(1,451)	(0.69%)
Education and Welfare		(372,723)	(378,823)	(286,405)	(245,174)	41,231	14.40%
Housing		(258,313)	(219,340)	(171,311)	(157,906)	13,405	7.82%
Community Amenities		(1,431,629)	(1,350,259)	(1,016,399)	(895,862)	120,537	11.86% ▼
Recreation & Culture		(1,800,572)	(1,651,032)	(1,250,231)	(1,147,861)	102,370	8.19%
Transport		(13,686,930)	(13,686,930)	(10,302,677)	(9,806,348)	496,329	4.82%
Economic Services		(349,466)	(349,466)	(256,908)	(232,916)	23,992	9.34%
Other Property and Services		(341,600)	(591,600)	(581,681)	(954,006)	(372,325)	(64.01%) ▲
		<u>(20,158,653)</u>	<u>(20,241,869)</u>	<u>(15,348,269)</u>	<u>(14,786,696)</u>	<u>561,573</u>	<u>(3.66%)</u>
Net Operating Result Excluding Rates		(4,993,357)	(4,196,973)	(3,218,704)	(8,154,758)	(4,936,054)	153.36%
Adjustments for Non-Cash							
(Revenue) and Expenditure							
(Profit)/Loss on Asset Disposals	2	131,000	131,000	100,250	30,720	(69,530)	69.36%
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0	0.00%
Movement in Employee Benefit Provisions		(53,304)	(53,304)	0	(18,836)	(18,836)	0.00%
Rounding		2	2	0	0	0	0.00%
Depreciation on Assets		3,302,576	3,302,576	2,481,342	2,237,820	(243,522)	9.81%
Capital Revenue and (Expenditure)							
Purchase of Land and Buildings	1	(11,020)	(528,103)	(458,583)	0	458,583	100.00% ▼
Purchase of Furniture & Equipment	1	(125,000)	(140,000)	(125,000)	(60,698)	64,302	51.44%
Purchase of Plant & Equipment	1	(1,385,000)	(1,385,000)	(1,385,000)	(180,314)	1,204,686	86.98% ▼
Purchase of WIP - PP & E	1	0	0	0	0	0	0.00%
Purchase of Infrastructure Assets - Roads	1	(2,716,716)	(2,716,716)	(2,333,183)	(866,084)	1,467,099	62.88% ▼
Purchase of Infrastructure Assets - Footpaths	1	(184,545)	(184,545)	(184,545)	(33,712)	150,833	81.73% ▼
Purchase of Infrastructure Assets - Drainage	1	0	0	0	0	0	0.00%
Purchase of Infrastructure Assets - Parks & Ovals	1	(389,894)	(611,894)	(389,890)	(175,669)	214,221	54.94% ▼
Purchase of Infrastructure Assets - Airports	1	(492,000)	(492,000)	(492,000)	(36,441)	455,559	92.59% ▼
Purchase of Infrastructure Assets - Other	1	(16,000)	(16,000)	(16,000)	(10,197)	5,803	36.27%
Proceeds from Disposal of Assets	2	350,000	350,000	0	92,727	92,727	0.00%
Repayment of Debentures	3	(201,680)	(201,680)	(201,674)	(169,521)	32,153	15.94%
Transfers to Restricted Assets (Reserves)	4	(1,440,001)	(1,440,000)	(1,245,000)	(1,424,290)	(179,290)	(14.40%) ▲
Transfers from Restricted Asset (Reserves)	4	1,622,303	1,622,303	1,569,303	3,300,000	1,730,697	110.28% ▲
Net Current Assets July 1 B/Fwd	5	2,317,811	2,317,214	2,301,690	2,301,690	0	0.00%
Net Current Assets Year End/To date	5	<u>(597)</u>	<u>41,106</u>	<u>686,237</u>	<u>1,114,486</u>	<u>428,249</u>	<u>(62.41%)</u>
Amount Raised from Rates		<u>(4,284,228)</u>	<u>(4,284,228)</u>	<u>(4,283,231)</u>	<u>(4,282,049)</u>	<u>1,182</u>	<u>(0.03%)</u>

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

Material Variances Symbol

Above Budget Expectations Greater than 10% and \$100,000 ▲
Below Budget Expectations Less than 10% and \$100,000 ▼

ATTACHMENT 10.1.2.1

SHIRE OF RAVENSTHORPE
FOR THE PERIOD ENDED 31 MARCH 2019
Report on Significant variances Greater than 10% and \$100,000

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 variance adopted by Council is:

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

REPORTABLE OPERATING REVENUE VARIATIONS

General Purpose Funding - Revenue under YTD budget

TIMING - Reserve interest calculations to be updated

Governance - Revenue under YTD budget

PERMANENT - Income from seniors lunch overestimated

Law, Order, Public Safety - Revenue higher than YTD Budget

PERMANENT - Fire grants higher than budget estimates - contra to higher expenditure incurred

Education & Welfare - Revenue under YTD budget

TIMING - Further Cub House claims have not been raised

TIMING - Sustainability Grant due before June

Community Amenities - Revenue higher than YTD Budget

PERMANENT - Income relating to Sewerage over budget estimate

Community Amenities - Revenue under YTD budget

TIMING - Jerramungup Shire Landfill Recoups to be raised

Community Amenities - Revenue higher than YTD Budget

PERMANENT - Town Planning Scheme Income higher than budget estimate

Recreation & Culture - Revenue higher than YTD Budget

PERMANENT - Revenue for Public Halls higher than budget estimate

PERMANENT - Revenue for Swimming Pool higher than budget estimate

Recreation & Culture - Revenue under YTD budget

TIMING - Revenue for Other Rec and Sport

Transport - Revenue under YTD budget

TIMING - Flood damage and other Roads grants are to be received in future months.

TIMING - Income relating to Airport under budget estimate

TIMING - MRWA grant for MRF1 and MRF2 recoup for damage caused after flooding contra to exp

Transport - Revenue higher than YTD Budget

PERMANENT - MRWA Direct Grant over budget estimate

PERMANENT - R2R funds finalised

Economic Services - Revenue under YTD budget

TIMING - Revenue for other services to be reconciled

Other Property & Services - Revenue higher than YTD Budget

PERMANENT - Galaxy roadworks contra to expense

PERMANENT - Income relating to Administration higher than budget estimate

Other Property and Services - Revenue under YTD budget

PERMANENT - Diesel fuel rebate under budget estimate

REPORTABLE OPERATING EXPENSE VARIATIONS

Governance- Expenditure under YTD Budget

PERMANENT - CEO performance review not completed due to new CEO being appointed

TIMING - Integrated Planning

TIMING - Members payments

PERMANENT - Retention on insurance claim

General Purpose Funding- Expenditure under YTD Budget

PERMANENT - Rates and Legal Collection Expenses

TIMING - Valuation Expense due in June

PERMANENT - ATO interest on GST not reported in 2016/17

Law, Order, Public Safety - Expenditure under YTD Budget

TIMING: Brigade Management

TIMING - Ranger Services, Other expenses and SES Expenditure

Law, Order, Public Safety - Expenditure over YTD budget

PERMANENT - Bushfire Mitigation Activity over budget estimate but contra to income received

Health - Expenditure over YTD budget

TIMING - Doctors & Other Health budgeted expenditure and depreciation postings form unders & overs in this program.

Education & Welfare - Expenditure under YTD Budget

TIMING - Cub House expenditure under budget due to staffing issues

Housing - Expenditure under YTD Budget

TIMING - Building Maintenance under budget and depreciation not raised

Community Amenities - Expenditure under YTD Budget

PERMANENT - Regional Land fill operating costs under budget estimate

PERMANENT - Oil collection sites over budget estimates

TIMING - Effluent Scheme under budget estimate

Recreation & Culture - Expenditure under YTD Budget

TIMING - Maintenance costs are lower than YTD budget.

TIMING - Hopetoun Resource Centre payment made in April

Transport - Expenditure under YTD Budget

ATTACHMENT 10.1.2.1

SHIRE OF RAVENSTHORPE

FOR THE PERIOD ENDED 31 MARCH 2019

Report on Significant variances Greater than 10% and \$100,000

PERMANENT - Metro counters will not be purchased this year

Transport - Expenditure over YTD budget

PERMANENT - Airport over budget estimate due to compliance audit

PERMANENT - Standpipe expenses are over budget estimates but contra to income over budget estimates

Economic Services - Expenditure under YTD Budget

TIMING - Dog and weed control under budget estimates

TIMING - Tourism and Area Promotion under budget estimates but contra to income which is also under budget estimates

PERMANENT - Building control expense under budget estimate - refer Albany contract

Economic Services - Expenditure over YTD budget

TIMING - Building Control over budget estimate

Other Property and Services - Expenditure over YTD budget

PERMANENT - Galaxy roadworks contra to income

TIMING - Public Works and Plant Operation Overheads allocations will be reconciled once depreciation has been raised

Other Property and Services - Expenditure under YTD Budget

TIMING - Expenses relating to demolition of property in Morgans street

REPORTABLE NON-CASH VARIATIONS

Depreciation on Assets - Expenditure under YTD budget

TIMING - Monthly depreciation has been journalled and has some variations. This will be rectified when 2017/18 financials completed

TIMING - Admin allocations will be reviewed and adjusted

REPORTABLE CAPITAL EXPENSE VARIATIONS

Purchase of Infrastructure Assets Roads - Expenditure under YTD budget

TIMING - Majority of capital upgrades to occur in 2019

Purchase of Infrastructure Assets Footpaths - Expenditure under YTD budget

TIMING - Majority of capital upgrades to occur in 2019

Purchase of Infrastructure Parks & Ovals - Expenditure under YTD budget

TIMING - Majority of capital upgrades to occur prior to 30 June

Purchase of Infrastructure Airports - Expenditure under YTD budget

TIMING - Majority of capital upgrades to occur in 2019

Purchase of Buildings - Expenditure under YTD budget

TIMING - 18 Carlisle, 93 Spence, Lot 79 Esplanade Hopeoun to be completed by June

TIMING - Ravensthorpe CRC kitchen improvements completed prior to 30 June

Repayment of Borrowings - Expenditure under YTD budget

TIMING - Repayment of some loans timing through creditors

Purchase of Plant & Equipment - Expenditure under YTD budget

TIMING - Major plant will be purchased in 4th quarter of financial year

Purchase of Furniture & Equipment - Expenditure under YTD budget

TIMING - Remaining furniture & equipment will be purchased in 4th quarter of financial year

REPORTABLE CAPITAL INCOME VARIATIONS

Transfers to/from Restricted Asset (Reserves) -

TIMING - Transfer to Reserves is reconciled in June

BUDGET AMENDMENTS

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

Account#	Job#	Description	Council Res	Net Change	New Budget	Amended Budget Running Balance
12201		2018/19 Budget Estimated Surplus/(Deficit)				-\$597
14522	AL613	Lot 177, Lot 318 & Lot 36 Floater Road - Gifted Income By Galaxy	105/18	\$434,000	-\$434,000	\$433,403
14101	1141	Lot 177, Lot 318 & Lot 36 Floater Road - (New Asset)	105/18	-\$434,000	\$434,000	-\$597
14100	PW9	Private Works Income - Stage 1 Temporary Road - Galaxy	105/18	\$287,500	-\$287,500	\$286,903
11301		Galaxy - Stage 1 Temporary Road Construction	105/18	-\$250,000	\$250,000	\$36,903
11301		From: Ravensthorpe Hopetoun Future Fund	16/19	-\$60,000		-\$23,097
11301		From: Tigers Football Club	16/19	-\$20,000		-\$43,097
11301		From: Shire of Ravensthorpe	16/19	-\$30,000		-\$73,097
11301		To: Ravensthorpe Hopetoun Future Fund	16/19	\$60,000		-\$13,097
11301		To: Ravensthorpe Tigers Football Club	16/19	\$10,000		-\$3,097
11301		To: Shire of Ravensthorpe	16/19	\$30,000		\$26,903
11301		To: Galaxy	16/19	\$20,000		\$46,903
11301		To: Lotterystwest	16/19	\$125,000		\$171,903
11315	A1520	To: Ravensthorpe Tennis Club	16/19	\$2,000	-\$137,000	\$173,903
11303	AF622	Purchase Parks and Gardens Equipment	16/19	-\$137,000	\$247,000	\$36,903
08102	CC002	To: Gym Equipment Revenue Galaxy \$15,000	16/19	15,000	-\$152,000	\$51,903
08107	CH002	Gym Equipment	16/19	-\$15,000	45,000	\$36,903
04114	E155	From: Cub House Revenue	16/19	\$6,100	-\$211,600	\$43,003
05303	BM999	Toys for Cub House	16/19	-\$6,100	\$18,250	\$36,903
09101	AB583	Audit Fee Expense	24/19	7,000	37,000	\$43,903
09141	AB584	Whale Removal and Disposal	24/19	90,000	90,000	\$133,903
09141	AB585	Reduced Maintenance to correctly reflect capital works	24/19	-\$38,973	90,000	\$94,930
10709	BM998	New shed floor and relocation, kitchen improvements	24/19	35,000	35,000	\$129,930
11112	BM997	Landscaping and Kitchen improvements	24/19	14,000	14,000	\$143,930
11315	AI526	Replace carpet, carpets, paint and repair back patio	24/19	16,000	16,000	\$159,930
11505	AB606	Budget reduced to fund whale removal and disposal	24/19	-\$81,370	70,000	\$78,560
11300	B180	removed to fund capital housing improvements and Hopetoun Lighting Project	24/19	-\$162,740	85,000	-\$84,160
		Remove existing lights and install new lights with required cabling and footings	24/19	85,000	85,000	\$820
		Remove and replace ceilings that are falling down	24/19	18,083	18,083	\$18,903
		Youth programs and activities	24/19	18,000	18,000	\$36,903
		Incorrect calculation in budget amendments council res 24/19				\$4,800
Amended Budget as per Council Resolution (1)				\$37,500		\$41,106

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

ATTACHMENT 10.1.2.1

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2019

1. ACQUISITION OF ASSETS	2018/19 Adopted Budget \$	2018/19 Revised Budget \$	2018/19 YTD Budget \$	MARCH 2019 Actual \$
The following assets have been acquired during the period under review:				
By Program				
Governance				
<i>Members of Council</i>				
Purchase Furniture & Equipment	0	0	0	0
Law, Order & Public Safety				
<i>Fire Prevention & Control</i>				
Water Tank 80,000Ltr - Jerdacuttup Bfb	11,020	11,020	11,020	0
Health				
<i>Doctors & Other Health</i>				
TIMING Edge li Ultrasound	60,000	60,000	60,000	60,010
Housing				
<i>Staff Housing</i>				
18 Carlisle Street Upgrade	0	35,000	0	0
93 Spence Street Upgrade	0	14,000	0	0
Lot 79 Esplanade Hopetoun Upgrade	0	16,000	0	0
	0	0	0	0
<i>Other Housing</i>				
Community Amenities				
<i>Sanitation - Household Refuse</i>				
Ravensthorpe Regional Landfill	16,000	16,000	16,000	10,197
Recreation and Culture				
<i>Other Recreation & Sport</i>				
New Gym Equipment	30,000	45,000	30,000	0
Hopetoun Tennis Courts Resurface	30,024	30,024	30,024	30,024
Rangeview Park Upgrade	160,000	160,000	159,996	0
Ravensthorpe Cricket Pitch	7,000	7,000	7,000	0
Ravensthorpe Tennis Courts	43,870	43,870	43,870	43,870
Ravensthorpe Bowls Club - Lighting	39,000	39,000	39,000	37,203
Playground Renewal - Ravensthorpe Rec	110,000	247,000	110,000	64,572
Hopetoun Upgrade Of Oval Lighting	0	85,000	0	0
<i>Libraries</i>				
Ravensthorpe Crc - Kitchen Improvements	0	18,083	13,563	0
Transport				
<i>Construction - Roads, Bridges, Depots</i>				
Roads Construction Council				
Four Mile Carpark - Construct New Parking	30,000	30,000	30,000	0
Queen Street - Infill Stormwater Drain Adjacent	45,000	45,000	45,000	33,833
Phillips River Rd Canoe Trail	28,517	28,517	0	0
Streetscapè Morgan Street Stage 2	25,000	25,000	25,000	93,225
Floodway Sealing Repairs	50,310	50,310	50,310	994
Veal Street - Carpark Expansion	0	0	0	0
Gravel Pit Reinstatement	75,000	75,000	56,247	4,353
Gravel Pit Development	55,000	55,000	41,247	0
Roads Mrwa V Of G Constr				
Jerdacuttup Road - Stabilise Pavement &	275,000	275,000	137,500	275,283
Springdale Road - Bitumen Reseal (Rrg)	135,000	135,000	135,000	0
Hamersley Drive Bitumen Reseal (Rrg)	135,000	135,000	135,000	0
Mrwa Project Construction				
Fitzgerald Rd - Gravel Re-Sheet Slk 43.3 -	548,050	548,050	548,048	0
Koornong Rd - Gravel Re-Sheet Slk 6.12 -	752,348	752,348	752,341	0

ATTACHMENT 10.1.2.1

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2019

1. ACQUISITION OF ASSETS (Continued)	2018/19 Adopted Budget \$	2018/19 Revised Budget \$	2018/19 YTD Budget \$	MARCH 2019 Actual \$
The following assets have been acquired during the period under review:				
By Program (Continued)				
Transport (Continued)				
Roads To Recovery Construction				
Ravensthorpe Streets	462,491	462,491	277,490	456,015
Neil & Spence St Intersection	0	0	0	2,381
Bridges Construction				
Springdale Road Bridge	100,000	100,000	100,000	0
Footpath Construction				
Chittick St/Gibson Way/Forrest Way -	117,500	117,500	117,500	0
Crc/Dunnart - Laneway Paving & Landscaping	39,940	39,940	39,940	32,870
Hosking Street - Concrete Footpath	27,105	27,105	27,105	842
Road Plant Purchases				
Maintenance Grader Replacement	330,000	330,000	330,000	0
Multi Tyre Roller	185,000	185,000	185,000	0
Skid Steer Loader	100,000	100,000	100,000	0
Construction Loader	310,000	310,000	310,000	0
Light Truck - P&G Ravensthorpe	60,000	60,000	60,000	0
Side Tipper	105,000	105,000	105,000	0
Mechanical Workshop Fitout	50,000	50,000	50,000	0
Street Sweeper Trailer	10,000	10,000	10,000	10,891
Zero Turn Mower	7,000	7,000	7,000	0
Aerodromes				
Runway Reseal	492,000	492,000	492,000	36,441
Other Property & Services				
Administration				
Computer Upgrades	35,000	35,000	35,000	688
Toyota Landcruiser/Prado - Ceo	75,000	75,000	75,000	76,288
Toyota Hilux Dual Cab - Mes	60,000	60,000	60,000	50,447
Toyota Fortuner - Mccs	48,000	48,000	48,000	0
Toyota Hilux Dual Cab (Pool Car)	45,000	45,000	45,000	42,688
Land Lot 36,318 & 177 Floater Road	0	434,000	434,000	0
	<u>5,320,175</u>	<u>6,074,258</u>	<u>5,384,201</u>	<u>1,363,115</u>
By Class				
Land	0	434,000	434,000	0
Buildings	11,020	94,103	24,583	0
Furniture & Equipment	125,000	140,000	125,000	60,698
Plant & Equipment	1,385,000	1,385,000	1,385,000	180,314
Work in Progress - PPE	0	0	0	0
Infrastructure - Roads	2,716,716	2,716,716	2,333,183	866,084
Infrastructure - Footpaths	184,545	184,545	184,545	33,712
Infrastructure - Drainage	0	0	0	0
Infrastructure - Parks & Ovals	389,894	611,894	389,890	175,669
Infrastructure - Airports	492,000	492,000	492,000	36,441
Infrastructure - Other	16,000	16,000	16,000	10,197
Work in Progress - INFRA	0	0	0	0
	<u>5,320,175</u>	<u>6,074,258</u>	<u>5,384,201</u>	<u>1,363,115</u>

ATTACHMENT 10.1.2.1

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2019

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)	
	2018/19 Adopted Budget \$	2018/19 YTD Actual \$	2018/19 Adopted Budget \$	2018/19 YTD Actual \$	2018/19 Adopted Budget \$	2018/19 YTD Actual \$
Transport						
John Deere 670G 2012 Grader	133,000.00		80,000.00		(53,000.00)	0.00
Ammann AP240 Multi Tyre Roller	25,000.00		25,000.00		0.00	0.00
Bobcat & Attachments	37,000.00		20,000.00		(17,000.00)	0.00
John Deere 624K Z Bar Loader	98,000.00		80,000.00		(18,000.00)	0.00
Mitsubishi Triton	10,000.00		8,000.00		(2,000.00)	0.00
Mitsubishi Triton GLX Pool Car	24,000.00	25,707.19	16,000.00	15,454.55	(8,000.00)	(10,252.64)
Duraquip Side Tipper	35,000.00		10,000.00		(25,000.00)	0.00
Other Property & Services						
Toyota Prado (CEO)	52,000.00	52,175.09	50,000.00	42,727.27	(2,000.00)	(9,447.82)
Toyota Hilux D/C (MES)	46,000.00	45,564.57	40,000.00	34,545.45	(6,000.00)	(11,019.12)
Toyota Kluger (MCCS)	21,000.00		21,000.00		0.00	0.00
	481,000.00	123,446.85	350,000.00	92,727.27	(131,000.00)	(30,719.58)

By Class of Asset	Written Down Value		Sale Proceeds		Profit(Loss)	
	2018/19 Adopted Budget \$	2018/19 YTD Actual \$	2018/19 Adopted Budget \$	2018/19 YTD Actual \$	2018/19 Adopted Budget \$	2018/19 YTD Actual \$
Plant & Equipment						
John Deere 670G 2012 Grader	133,000.00	0.00	80,000.00	0.00	(53,000.00)	0.00
Ammann AP240 Multi Tyre Roller	25,000.00	0.00	25,000.00	0.00	0.00	0.00
Bobcat & Attachments	37,000.00	0.00	20,000.00	0.00	(17,000.00)	0.00
John Deere 624K Z Bar Loader	98,000.00	0.00	80,000.00	0.00	(18,000.00)	0.00
Mitsubishi Triton	10,000.00	0.00	8,000.00	0.00	(2,000.00)	0.00
Mitsubishi Triton GLX Pool Car	24,000.00	25,707.19	16,000.00	15,454.55	(8,000.00)	(10,252.64)
Duraquip Side Tipper	35,000.00	0.00	10,000.00	0.00	(25,000.00)	0.00
Toyota Prado (CEO)	52,000.00	52,175.09	50,000.00	42,727.27	(2,000.00)	(9,447.82)
Toyota Hilux D/C (MES)	46,000.00	45,564.57	40,000.00	34,545.45	(6,000.00)	(11,019.12)
Toyota Kluger (MCCS)	21,000.00	0.00	21,000.00	0.00	0.00	0.00
	481,000.00	123,446.85	350,000.00	92,727.27	(131,000)	(30,719.58)

Summary

Profit on Asset Disposals	0.00	0.00
Loss on Asset Disposals	(131,000.00)	(30,719.58)
	<u>(131,000.00)</u>	<u>(30,719.58)</u>

Vehicles have been traded, however transactions for Profit/Loss will be processed once the Annual Audit is complete

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2019

3. INFORMATION ON BORROWINGS
(a) Debenture Repayments

Particulars	Principal 1-Jul-18	Principal Repayments		Principal Outstanding		Interest Repayments	
		2018/19 Adopted Budget \$	2018/19 YTD Actual \$	2018/19 Adopted Budget \$	2018/19 YTD Actual \$	2018/19 Adopted Budget \$	2018/19 YTD Actual \$
Housing							
Loan 145 Saffr Housing	258,870	33,907	33,907	224,964	224,963	8,779	5,038
Loan 147 Other Housing	254,711	15,919	7,893	238,792	246,818	10,153	3,001
Recreation and Culture							
Loan 146 Hopetoun Community Centre	325,114	13,123	13,123	311,991	311,991	13,772	8,073
Transport							
Loan 138D Town Street	318,113	26,801	26,801	291,312	291,312	22,889	13,702
Loan 144 Town Street	205,645	47,682	23,548	157,962	182,097	11,005	3,263
Loan 143B Refinance	231,832	30,365	30,365	201,467	201,467	7,862	4,512
Loan 138E Refinance	301,765	33,884	33,884	267,881	267,881	10,820	6,277
	1,896,049	201,680	169,521	1,694,368	1,726,528	85,280	43,866

(*) Self supporting loan financed by payments from third parties.
All other loan repayments were financed by general purpose revenue.

ATTACHMENT 10.1.2.1

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2019

	2018/19 Adopted Budget \$	2018/19 YTD Actual \$
4. RESERVES		
Cash Backed Reserves		
(a) Plant Reserve		
Opening Balance	430,959	430,959
Amount Set Aside / Transfer to Reserve	6,801	2,753
Amount Used / Transfer from Reserve	0	0
	437,760	433,712
(b) Emergency Farm Water Reserve		
Opening Balance	26,734	26,734
Amount Set Aside / Transfer to Reserve	422	171
Amount Used / Transfer from Reserve	0	0
	27,156	26,905
(c) Building Reserve		
Opening Balance	1,519,294	1,519,294
Amount Set Aside / Transfer to Reserve	1,223,977	1,409,706
Amount Used / Transfer from Reserve	(1,200,000)	(3,300,000)
	1,543,271	(371,000)
(d) Road & Footpath Reserve		
Opening Balance	422,867	422,867
Amount Set Aside / Transfer to Reserve	6,673	2,593
Amount Used / Transfer from Reserve	0	0
	429,540	425,460
(e) Swimming Pool Upgrade Reserve		
Opening Balance	44,031	44,031
Amount Set Aside / Transfer to Reserve	695	390
Amount Used / Transfer from Reserve	0	0
	44,726	44,421
(f) UHF Repeater Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	0	0
(g) Airport Reserve		
Opening Balance	751,528	751,528
Amount Set Aside / Transfer to Reserve	61,860	4,801
Amount Used / Transfer from Reserve	(369,303)	0
	444,085	756,329
(h) Waste & Sewerage Reserve		
Opening Balance	298,032	298,032
Amount Set Aside / Transfer to Reserve	39,703	1,904
Amount Used / Transfer from Reserve	0	0
	337,735	299,936

ATTACHMENT 10.1.2.1
SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2019

	2018/19 Adopted Budget \$	2018/19 YTD Actual \$
4. RESERVES (Continued)		
Cash Backed Reserves (Continued)		
(i) State Barrier Fence Reserve		
Opening Balance	214,099	214,099
Amount Set Aside / Transfer to Reserve	73,379	1,368
Amount Used / Transfer from Reserve	0	0
	287,478	215,467
(j) Leave Reserve		
Opening Balance	94,483	94,483
Amount Set Aside / Transfer to Reserve	26,491	604
Amount Used / Transfer from Reserve	(53,000)	0
	67,974	95,087
Total Cash Backed Reserves	3,619,725	1,926,317

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

**Summary of Transfers
To Cash Backed Reserves**

Transfers to Reserves

Plant Reserve	6,801	2,753
Emergency Farm Water Reserve	422	171
Building Reserve	1,223,977	1,409,706
Road & Footpath Reserve	6,673	2,593
Swimming Pool Upgrade Reserve	695	390
UHF Repeater Reserve	0	0
Airport Reserve	61,860	4,801
Waste & Sewerage Reserve	39,703	1,904
State Barrier Fence Reserve	73,379	1,368
Leave Reserve	26,491	604
	1,440,001	1,424,290

Transfers from Reserves

Plant Reserve	0	0
Emergency Farm Water Reserve	0	0
Building Reserve	(1,200,000)	(3,300,000)
Road & Footpath Reserve	0	0
Swimming Pool Upgrade Reserve	0	0
UHF Repeater Reserve	0	0
Airport Reserve	(369,303)	0
Waste & Sewerage Reserve	0	0
State Barrier Fence Reserve	0	0
Leave Reserve	(53,000)	0
	(1,622,303)	(3,300,000)
Total Transfer to/(from) Reserves	(182,302)	(1,875,710)

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2019

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

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

ATTACHMENT 10.1.2.1

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2019

	2017/18 B/Fwd Per 2018/19 Budget \$	2017/18 B/Fwd Per Financial Report \$	MARCH 2019 Actual \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	(294,724)	(1,138,613)	(48,212)
Cash - Restricted Unspent Grants	0	866,807	220,000
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	3,802,027	3,802,028	1,926,318
Receivables (Budget Purposes Only)	0	0	0
Rates Outstanding	189,049	187,637	528,752
Sundry Debtors	58,758	58,759	216,848
Provision for Doubtful Debts	0	0	0
Gst Receivable	328,810	328,810	158,786
Accrued Income/Payments In Advance	4,369,362	4,380,244	10,881
Loans - Clubs/Institutions	0	0	0
Inventories	16,247	16,247	147,420
	8,469,529	8,501,919	3,160,793
LESS: CURRENT LIABILITIES			
Sundry Creditors	(1,897,231)	(1,897,231)	(24,967)
Accrued Interest On Loans	(26,421)	(26,421)	0
Accrued Salaries & Wages	(28,464)	(28,464)	0
Income In Advance	0	0	0
Gst Payable	(66,980)	(12,767)	(5,395)
Payroll Creditors	0	(54,213)	(88,415)
Accrued Expenses	(330,595)	(379,105)	0
PAYG Liability	0	0	0
Other Payables	0	0	(1,272)
Current Employee Benefits Provision	(445,306)	(528,986)	(510,150)
Current Loan Liability	(201,680)	(201,680)	(32,160)
	(2,996,677)	(3,128,867)	(662,359)
NET CURRENT ASSET POSITION	5,472,852	5,373,052	2,498,434
Less: Cash - Reserves - Restricted	(3,802,027)	(3,802,028)	(1,926,318)
Less: Cash - Unspent Grants - Restricted	0	0	0
Add Back : Component of Leave Liability not Required to be Funded	445,306	528,986	510,150
Add Back : Current Loan Liability	201,680	201,680	32,160
Adjustment for Trust Transactions Within Muni	0	0	60
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	2,317,811	2,301,690	1,114,486

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2019

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2018/19 Rate Revenue \$	2018/19 Interim Rates \$	2018/19 Back Rates \$	2018/19 Total Revenue \$	2018/19 Budget \$
General Rate								
GRV Residential	0.112985	775	10,913,894	1,233,106	290		1,233,396	1,235,814
GRV Commercial	0.126873	34	1,404,972	178,253			178,253	178,253
GRV Industrial	0.148920	35	512,772	76,362			76,362	76,362
GRV Transient Workforce Accom	0.301308	1	780,000	235,020			235,020	235,020
GRV Short Stay Accommodation	0.301308	1	72,800	21,935			21,935	21,935
UV - Mining	0.080000	64	2,164,211	173,137	(618)		172,519	173,137
UV - Rural	0.009428	340	205,000,000	1,932,740	(1,726)		1,931,014	1,929,007
Non-Rateable								
Sub-Totals		1,250	220,848,649	3,850,553	(2,055)	0	3,848,498	3,849,528
Minimum Rates	Minimum \$							
GRV Residential	850	379	1,106,364	322,150		0	322,150	323,850
GRV Commercial	850	9	44,740	7,650		0	7,650	7,650
GRV Industrial	850	12	45,268	10,200		0	10,200	10,200
UV - Mining	300	54	73,322	16,200		0	16,200	16,500
UV - Rural	850	91	4,746,640	77,350		0	77,350	76,500
Sub-Totals		545	6,016,334	433,550	0	0	433,550	434,700
Total Rates								
Ex Gratia Rates							4,282,048	4,284,228
Total Rates							4,331,081	

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

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

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

ATTACHMENT 10.1.2.1

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2019

7. TRUST FUNDS

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

Detail	Balance 01-Jul-18 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Builders Construction Industry Training Func	(25)	4,700	(2,243)	2,432
Bitumen Tender Document Bond	487	0	0	487
Building Registration Board Levy	0	13,600	(1,842)	11,758
Gym Swipe Card Bond	10,062	2,140	(800)	11,402
Hall Hire and Key Bonds	5,393	4,950	(5,100)	5,243
Hopetoun Tennis Club	9,072	0	0	9,072
Police Licensing Receipts	2,717	0	(2,690)	27
Candidate Nominations	0	0	0	0
Pavillion Hire Bonds	1,233	0	0	1,233
Ravensthorpe Cemetery Group	76	0	0	76
Rehabilitation Bond - Barmingo	6,866	0	0	6,866
Shire Staff Housing Bond	0	0	0	0
Rural Subdivisions Shed Bonds	33,494	10,000	0	43,494
Standpipe Swipe Card Bond	2,800	350	(150)	3,000
Subdivision Maintenance Bonds	14,375	0	0	14,375
Sundry Overpayments	5,393	1,108	(1,108)	5,393
Swimming Pool Key Deposits	3,740	930	(180)	4,490
Unknown Rates Payments	1,719	266	0	1,985
Flood Damage Donations	400	0	0	400
	<u>97,802</u>	<u>38,044</u>	<u>(14,113)</u>	<u>121,733</u>

ATTACHMENT 10.1.2.1

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2019

8. OPERATING STATEMENT BY PROGRAM

	MARCH 2019 Actual \$	2018/19 Adopted Budget \$	2017/18 Actual \$
OPERATING REVENUES			
Governance	291	3,000	3,000
General Purpose Funding	5,112,144	5,364,428	5,974,936
Law, Order, Public Safety	283,119	225,190	273,528
Health	4,829	3,000	3,486
Education and Welfare	91,716	205,500	343,507
Housing	16,645	24,900	12,860
Community Amenities	461,383	699,097	758,411
Recreation and Culture	137,107	206,370	473,463
Transport	4,300,243	12,462,039	14,192,934
Economic Services	77,935	141,000	177,619
Other Property and Services	428,574	115,000	166,078
TOTAL OPERATING REVENUE	10,913,986	19,449,524	22,379,823
OPERATING EXPENSES			
Governance	(449,446)	(641,955)	(512,935)
General Purpose Funding	(184,389)	(222,492)	(138,716)
Law, Order, Public Safety	(501,594)	(774,051)	(757,054)
Health	(211,194)	(278,922)	(311,402)
Education and Welfare	(245,174)	(372,723)	(474,312)
Housing	(157,906)	(258,313)	(178,558)
Community Amenities	(895,862)	(1,431,629)	(1,128,025)
Recreation & Culture	(1,147,861)	(1,800,572)	(1,796,808)
Transport	(9,806,348)	(13,686,930)	(15,759,710)
Economic Services	(232,916)	(349,466)	(334,812)
Other Property and Services	(954,006)	(341,600)	(646,100)
TOTAL OPERATING EXPENSE	(14,786,695)	(20,158,652)	(22,038,432)
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>(3,872,709)</u>	<u>(709,128)</u>	<u>341,391</u>

ATTACHMENT 10.1.2.1

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2019

8. OPERATING STATEMENT BY NATURE & TYPE

	MARCH 2019 Actual \$	2018/19 Adopted Budget \$	2017/18 Actual \$
OPERATING REVENUES			
Rates	4,331,076	4,279,228	3,996,775
Operating Grants, Subsidies and Contributions	4,680,386	11,240,622	15,606,969
Non-Operating Grants, Subsidies and Contributions	517,350	2,320,177	1,137,031
Fees and Charges	841,649	1,170,497	1,138,369
Service Charges	0	0	0
Interest Earnings	72,940	115,000	113,475
Profit on Asset Disposals	0	0	38,774
Proceeds on Disposal of Assets	92,727	350,000	296,008
Realisation on Disposal of Assets	(92,727)	(350,000)	(296,008)
Other Revenue	470,586	324,000	348,431
TOTAL OPERATING REVENUE	10,913,987	19,449,524	22,379,824
OPERATING EXPENSES			
Employee Costs	(2,875,055)	(3,268,469)	(3,500,342)
Materials and Contracts	(8,940,014)	(12,637,507)	(15,005,173)
Utility Charges	(155,748)	(179,750)	(160,194)
Depreciation on Non-Current Assets	(2,237,820)	(3,302,576)	(2,715,493)
Interest Expenses	(52,979)	(85,280)	(96,095)
Insurance Expenses	(295,988)	(303,732)	(277,276)
Loss on Asset Disposals	(30,720)	(131,000)	(18,328)
FV Adjustment of Non-Current assets	0	0	0
Other Expenditure	(198,373)	(250,338)	(265,531)
TOTAL OPERATING EXPENSE	(14,786,697)	(20,158,652)	(22,038,433)
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>(3,872,710)</u>	<u>(709,128)</u>	<u>341,391</u>

ATTACHMENT 10.1.2.1

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2019

9. STATEMENT OF FINANCIAL POSITION

	MARCH 2019 Actual \$	2017/18 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	2,098,106	3,530,222
Trade and Other Receivables	915,268	4,955,449
Inventories	147,420	16,247
TOTAL CURRENT ASSETS	3,160,794	8,501,918
NON-CURRENT ASSETS		
Other Receivables	24,618	24,618
Inventories	0	0
Property, Plant and Equipment	33,355,229	34,208,663
Infrastructure	155,418,831	155,563,548
TOTAL NON-CURRENT ASSETS	188,798,678	189,796,829
TOTAL ASSETS	191,959,472	198,298,747
CURRENT LIABILITIES		
Trade and Other Payables	120,049	2,398,202
Right of Use Asset	98,617	98,617
Long Term Borrowings	32,160	201,680
Provisions	510,150	528,986
TOTAL CURRENT LIABILITIES	760,976	3,227,485
NON-CURRENT LIABILITIES		
Trade and Other Payables	0	0
Long Term Borrowings	1,694,368	1,694,368
Right of Use Assets	1,015,248	1,015,248
Provisions	54,319	54,319
TOTAL NON-CURRENT LIABILITIES	2,763,935	2,763,935
TOTAL LIABILITIES	3,524,911	5,991,420
NET ASSETS	188,434,561	192,307,327
EQUITY		
Retained Surplus	36,456,076	38,453,074
Reserves - Cash Backed	1,926,318	3,802,028
Revaluation Surplus	150,052,224	150,052,224
TOTAL EQUITY	188,434,560	192,307,326

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2019

10. FINANCIAL RATIOS

	2019 YTD	2018	2017	2016
Current Ratio	4.05	1.42	3.01	1.64
Operating Surplus Ratio	4.45	7.84	3.29	(0.24)

The above ratios are calculated as follows:

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

SHIRE OF RAVENSTHORPE				
WORKS BUILDING MAINTENANCE BUDGET 2018/2019				
JOB	Description	Budget	Actuals	
			Comments	
BM810	Cub House		12,201.40	
BM401	Admin Building		9,378.17	
BM001	Jubilee Park Toilets		800.01	
BM002	Rangeview Park Toilets		336.70	
BM003	Munglinup Park Toilets		553.10	
BM004	Hopetoun Foreshore Toilets		731.01	
BM005	Kundip Walk Toilets		268.67	
BM006	Two Mile Beach Toilets		0.00	
BM007	Twelve Mile Beach Toilet		0.00	
BM008	Mason Bay Toilets		209.83	
BM009	Starvation Bay Main Toilets		279.01	
BM010	Starvation Bay Sub Toilets		0.00	
BM011	West Beach Toilets		234.09	
BM012	Hammersley Inlet Main Toilets		345.88	
BM012A	Hammersley Inlet Toilets - Day Use		0.00	
BM013	Lee Creek Toilets		171.36	
BM014	Moolloch Park Toilets		1,406.92	
BM015	Starvation Bay Toilets - Fishermans Camp		499.38	
BM016	Jerdacuttip Parking Bay Toilets		1,161.10	
BM017	Starvation Bay Toilets - Main Carpark At Boat Ramp		0.00	
BM018	Mason Bay Toilets - Western End Of Camp Ground		0.00	
BM101	Ravensthorpe Tennis Club Pavilion		4,874.36	
BM102	Ravensthorpe Golf & Bowling Club		250.00	
BM103	Ravensthorpe Hand Gun Club		326.00	
BM104	Hopetoun Recreation Pavilion		2,332.09	
BM105	Hopetoun Golf Club		500.00	
BM106	Munglinup Recreation Pavilion		934.24	
BM107	Munglinup Golf Club		0.00	
BM108	Munglinup Equestrian Club		0.00	
BM115	Swimming Pool		2,312.08	
BM121	Fitzgerald Hall		978.99	
BM122	Jerdacuttip Hall		311.64	
BM123	North Ravensthorpe Hall		617.36	
BM124	Ravensthorpe Hall		13,264.08	New Portico to Hall entry
BM125	Hopetoun Community Centre		11,076.68	
BM150	Ravensthorpe Museum		138.69	
BM154	Ravensthorpe Recreation Centre		37,268.42	LED Light Replacement program completed \$7K
BM170	Ravensthorpe Crc		3,399.58	
BM175	Dunnart Art Building		5,896.38	
BM201	Ravensthorpe Works Depot		1,192.44	
BM202	Hopetoun Works Depot		2,482.32	
BM205	Airport Terminal Buildings		910.56	
BM402	63 Morgan Street (Youth Group)		2,282.30	
BM403	59-61 Morgans Street		0.00	
BM703	Hopetoun Drs Surgery		1,611.65	
BM704	Ravensthorpe Drs Surgery		1,651.76	
BM801	Ravensthorpe Senior Citizens Centre		345.89	
BM802	Hopetoun Senior Citizens Centre		948.55	
BM803	Ravensthorpe Aged Accommodation Units		0.00	
BM804	Hopetoun Aged Accommodation Units		0.00	
BM811	Little Barrrens		1,146.46	
BM901	4 Daw Street		1,656.05	
BM903	18 Carlisle Street - Ceo		1,575.97	
BM904	41 Kingsmill Street		556.39	

SHIRE OF RAVENSTHORPE WORKS BUILDING MAINTENANCE BUDGET 2018/2019			
JOB	Description	Budget	Actuals
BM905	30 Kingsmill Street		616.70
BM910	88 Martin Street		21,600.64
BM914	93 Spence Street		12,738.28
BM916	Lot 79 Esplanade		1,211.68
BM917	66 Queen Street		220.00
BM918	27A Carlisle Street		1,556.21
BM919	27B Carlisle Street		180.00
BM920	27C Carlisle Street		1,730.41
BM925	5 Daw Street - Doctors House		138.36
TOTAL BUILDING MAINTENANCE BUDGET		601,100.00	169,409.84
			28%

10.2 MANAGER OF PLANNING AND DEVELOPMENT

10.3 DIRECTOR OF TECHNICAL SERVICES

10.4 CHIEF EXECUTIVE OFFICER

10.4.1 POLICY AMENDMENT AND COUNCIL MEETING DATES FOR 2019

File Reference: GR.ME.8 and CM.PO.1
Location: Shire of Ravensthorpe – Administration
Applicant: Internal
Author: Chief Executive Officer
Authorising Officer: Chief Executive Officer
Date: 4 April 2019
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: Nil

Summary:

Council to consider amending Policy G 1 - Meetings of Council – Ordinary Council Meetings so the Ordinary Meeting of Council can be changed from the third (3) Thursday of each month to being held on the third (3) Tuesday of each month and remove the need for an agenda settlement forum on the Monday prior to the Ordinary Meeting of Council.

Council consider changing and setting the following proposed dates for the Ordinary Meetings of Council in 2019:

Existing Ordinary Meeting of Council Dates:

Thursday - 16 - May 2019
Thursday - 20 - June 2019
Thursday - 18 - July 2019
Thursday - 15 - August 2019
Thursday - 19 - September 2019
Thursday - 17 - October 2019
Thursday - 21 - November 2019
Thursday - 19 - December 2019

New Ordinary Meeting of Council Dates Proposed:

Tuesday - 14 - May 2019
Tuesday - 18 - June 2019
Tuesday - 16 - July 2019
Tuesday - 20 - August 2019
Tuesday - 17 - September 2019
Tuesday - 15 - October 2019
Tuesday - 19 - November 2019
Tuesday - 17 - December 2019

Background:

Following discussions with Council and the Executive Team it was felt that moving the Ordinary Meetings of Council from Thursdays to Tuesday could have many operational benefits.

Comment:

Normally Council don't hold an ordinary Council meeting in January unless urgent business is required to be addressed and this would not be changed within the policy. The Monday agenda settlement forum would be removed and cancelled with a Corporate Discussion session being programmed every two weeks before the Tuesday Ordinary Meetings of Council. By changing the meeting date it will not change the already set meeting locations.

Consultation: Shire Councillors and Executive Team.

Statutory Environment:***Local Government (Administration) Regulations 1996*****12. Meetings, public notice of (Act s. 5.25(1)(g))**

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
 - (a) the ordinary council meetings; and
 - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,are to be held in the next 12 months.
- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).
- (3) Subject to subregulation (4), if a special meeting of a council is to be open to members of the public then the local government is to give local public notice of the date, time, place and purpose of the special meeting.

Local Government Act 1995, Part 5**Division 2 — Council meetings, committees and their meetings and electors' meetings****Subdivision 1 — Council meetings****5.3. Ordinary and special council meetings**

- (1) A council is to hold ordinary meetings and may hold special meetings.
- (2) Ordinary meetings are to be held not more than 3 months apart.

- (3) If a council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.

5.4. Calling council meetings

An ordinary or a special meeting of a council is to be held —

- (a) if called for by either —
- (i) the mayor or president; or
 - (ii) at least $\frac{1}{3}$ of the councillors,
- in a notice to the CEO setting out the date and purpose of the proposed meeting; or
- (b) if so decided by the council.

Policy Implications:

Policy G 1 - Meetings of Council – Ordinary Council Meetings will need to be amended to reflect the endorsed resolution and included as part of the Policy Manual Review for 2019.

Financial Implications: Nil

Strategic Implications: Nil

Sustainability Implications:

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

Risk Implications:

Risk Implications:

Risk	Low (2)
Risk Likelihood (based on history and with existing controls)	Low (2)
Risk Impact / Consequence	Low (2)
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Low (2)
Risk Action Plan (Controls or Treatment Proposed)	Low (2)

Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements: Simple Majority**Recommendation:****That Council endorse;**

1. **The Chief Executive Officer amending the wording of Policy G 1 - Meetings of Council so the Ordinary Meetings of Council are now held on the third (3) Tuesday of each month, except for January and remove the need for the agenda settlement forum on the Monday prior to the Ordinary Meetings of Council.**
2. **Setting the following new Ordinary Council Meeting dates for 2019;**
 - Tuesday - 14 - May 2019**
 - Tuesday - 18 - June 2019**
 - Tuesday - 16 - July 2019**
 - Tuesday - 20 - August 2019**
 - Tuesday - 17 - September 2019**
 - Tuesday - 15 - October 2019**
 - Tuesday - 19 - November 2019**
 - Tuesday - 17 - December 2019**
3. **The Chief Executive Officer advertising the change to Policy G 1 - Meetings of Council and the new Ordinary Council Meeting dates for 2019.**

Moved: _____

Seconded: _____

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10.4.2 CHRISTMAS AND NEW YEAR'S OFFICE CLOSURE

File Reference:	CS.PL.4
Location:	Shire of Ravensthorpe – Administration
Applicant:	Internal
Author:	Chief Executive Officer
Authorising Officer:	Chief Executive Officer
Date:	4 April 2019
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

Summary: Council to consider a shutdown of both the Ravensthorpe and Hopetoun Shire Administration Centre's over the Christmas and New Year period being from 12 noon on Friday 20 December 2019 to Sunday 5 January 2020 (inclusive).

Background: The Christmas and New Year closure allows staff to book holidays, travel and spend time with family and friends. Traditionally this time of year sees most staff wanting to take leave and staff numbers are at very low level. With a blocked out operation closure staff can return after the break refreshed and resume full operation and services as per normal.

Comment: During the abovementioned period there are 3 public holidays with staff being required to take approved leave for the additional days.

A roster will be developed to ensure coverage is provided by Senior Staff and the Leading Hands so contact can be made by phone as per a roster with one or more being in town if required at short notice. Some members of the outside staff will be working in Ravensthorpe and Hopetoun during the closure period and will be available out of hours if required.

Fire weather warnings and harvest ban SMS's can be sent remotely by the Community Emergency Services Officer in conjunction with Fire Control Officer's.

The emergency services and police will be notified of all key personnel contact details during the period. This information will also be provided in the Information Bulletin. The public will be notified of contactable number via the Shire communication avenues, the Shire of Ravensthorpe Website and Facebook page.

Consultation: Chief Executive Officer, Director of Technical Services and Acting Director Corporate & Community Services.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: Nil

Sustainability Implications:

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

Risk Implications:

Risk	Low (2)
Risk Likelihood (based on history and with existing controls)	Low (2)
Risk Impact / Consequence	Low (2)
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Low (2)
Risk Action Plan (Controls or Treatment Proposed)	Low (2)

Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Simple Majority

Recommendation:

1. That Council endorse the Chief Executive Officer closing both the Ravensthorpe and Hopetoun Shire Administration Office’s at 12 noon on Friday 20 December 2019 to Sunday 5 January 2020 inclusive and reopen Monday 6 January 2020.
2. That staffing requirements and contact details are put into place for the closure period to deal with any emergency issues that may arise.

Moved: _____

Seconded: _____

10.4.3 POLICY MANUAL REVIEW 2019

File Reference:	CM.PO.1
Location:	Shire of Ravensthorpe – Administration
Applicant:	Nil
Author:	Chief Executive Officer
Authorising Officer:	Chief Executive Officer
Date:	4 April 2019
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

Summary:

For Council to review its current Policy Manual and make the following changes;

1. Change all wording referencing the Manager of Corporate and Community Services to Director of Corporate and Community Services and change all wording referencing the Manager of Engineering to Director of Technical Services.
2. Amend Policy - A 16 Vehicle Policy by adding the wording of Technical Officer to the Vehicle Selection Table in section 4 Airport. Section 4 would then apply to the Airport Officer, Engineering Technical Officer and Administration Technical Officer.

Background:

Council has reviewed portions of the Policy Manual periodically with a full review last occurring in 2018.

Comment:

This is the first stage of the review process is to ensure the policy wording reflects the correct wording for the Senior Staffing position and complements the current Shire operations. The next stage will see the remaining policy's supported with operational procedures and objectives included in each of the existing policies.

While the need to review all policies in depth is acknowledged, there is a requirement to review the Policy manual as a whole document on an annual basis hence this review.

Consultation: Executive Team.

Statutory Environment:

Section 2.7(2)(b) of the *Local Government Act 1995* provides that one of the functions of a council is to determine the local government's policies.

2.7 . Role of council

- (1) The council —
 - (a) governs the local government's affairs; and
 - (b) is responsible for the performance of the local government's functions.

- (2) Without limiting subsection (1), the council is to —
- (a) oversee the allocation of the local government's finances and resources; and
 - (b) determine the local government's policies.

[Section 2.7 amended: No. 17 of 2009 s. 4.]

Consultation: Shire Councillors and Executive Team.

Policy Implications:

Policy G 1 - Meetings of Council – Ordinary Council Meetings will need to be amended to reflect any endorsed resolution from the Ordinary Meeting of Council held on the 18 April 2019.

The Policy Manual will be current and reflect new senior officer position titles with the next full Policy Review not required until April 2020.

Financial Implications: Nil

Strategic Implications: Nil

Sustainability Implications:

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

Risk Implications:

Risk	Low (2)
Risk Likelihood (based on history and with existing controls)	Low (2)
Risk Impact / Consequence	Low (2)
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Low (2)
Risk Action Plan (Controls or Treatment Proposed)	Low (2)

Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Absolute Majority

Recommendation:

That Council endorse;

- 1 The Policy Manual Review for 2019 and request the Chief Executive Officer to change all wording within the Policy Manual referencing the Manager of Corporate and Community Services to Director of Corporate and Community Services and change all wording referencing the Manager of Engineering to Director of Technical Services.**
- 2 Amending Policy - A 16 Vehicle Policy by adding the wording of Technical Officer to the Vehicle Selection Table in section 4 Airport. Section 4 will now apply to the Airport Officer, Engineering Technical Officer and Administration Technical Officer.**
- 3 Policy - G 1 - Meetings of Council being amended to reflect any endorsed resolution from the Ordinary Meeting of Council held on the 18 April 2019.**

Moved: _____

Seconded: _____

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10.4.4 DELEGATION REGISTER REVIEW 2019

File Reference:	GR.LR.10
Location:	Shire of Ravensthorpe – Administration
Applicant:	Nil
Author:	Chief Executive Officer
Authorising Officer:	Chief Executive Officer
Date:	10 April 2019
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

Summary:

For Council to review its current Delegation Register and make the following changes;

1. Change all wording referencing the Manager of Corporate and Community Services to Director of Corporate and Community Services and change all wording referencing the Manager of Engineering to Director of Technical Services.

Background:

The *Local Government Act* only provides for delegation by Council to the Chief Executive Officer – who in turn is able to delegate to another senior employee.

Section 48 of the *Bush Fires Act* provides for the delegation of all functions to the CEO.

Council undertook a review of its delegations in October 2018.

Comment:

This review process is to ensure the delegation wording reflects the correct wording for the Senior Staffing position and complements the current Shire operations.

While the need to review all delegations in depth is acknowledged, there is a requirement to review the Delegation Register as a whole document on an annual basis hence this review.

Consultation:

Shire President, Deputy Shire President and the Executive Team.

Statutory Environment:

Section 5.42 of the *Local Government Act* provides that:

- (1) A local government may delegate (by Absolute Majority) to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

Section 5.43 provides that a local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;

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

Section 5.44 provides that:

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

Section 5.45 provides that:

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

Section 5.46(2) of the *Local Government Act* provides that:

- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.

Section 17(7) of the *Bush Fires Act* provides that:

- (a) subject to paragraph (b), in any year in which a local government considers that seasonal conditions warrant a variation of the prohibited burning times in its district the local government may, after consultation with an authorised *CALM Act* officer if forest land is situated in the district, vary the prohibited burning times in respect of that year in the district or a part of the district by —
 - (i) shortening, extending, suspending or reimposing a period of prohibited burning times; or
 - (ii) imposing a further period of prohibited burning times.

- (b) A variation of prohibited burning times shall not be made under this subsection if that variation would have the effect of shortening or suspending those prohibited burning times by, or for, more than 14 successive days.

Section 17(8) provides that where, under subsection (7), a local government makes a variation to the prohibited burning times in respect of its district or a part of its district the following provisions shall apply —

- (a) the local government —
- (i) shall, by the quickest means available to it and not later than 2 days before the first day affected by the variation, give notice of the variation to any local government whose district adjoins that district;
 - (ii) shall, by the quickest means available to it, give particulars of the variation to the Authority and to any Government department or instrumentality which has land in that district under its care, control and management and which has requested the local government to notify it of all variations made from time to time by the local government under this section or section 18;
 - (iii) shall, as soon as is practicable publish particulars of the variation in that district;
- (b) the Minister, on the recommendation of the Authority, may give notice in writing to the local government directing it —
- (i) to rescind the variation; or
 - (ii) to modify the variation in such manner as is specified in the notice;
- (c) on receipt of a notice given under paragraph (b) the local government shall forthwith —
- (i) rescind or modify the variation as directed in the notice; and
 - (ii) publish in that district notice of the rescission or particulars of the modification, as the case may require.

Section 17(10) provides that a local government may by resolution delegate to its mayor, or president, and its Chief Bush Fire Control Officer, jointly its powers and duties under subsections (7) and (8).

Section 18(5) provides that:

- (a) Subject to paragraph (b) in any year in which a local government considers that seasonal conditions so warrant the local government may, after consultation with an authorised CALM Act officer if forest land is situated in its district—
- (i) vary the restricted burning times in respect of that year in the district or a part of the district by—
 - (A) shortening, extending, suspending or reimposing a period of restricted burning times; or
 - (B) imposing a further period of restricted burning times;
 - or
 - (ii) vary the prescribed conditions by modifying or suspending all or any of those conditions.
- (b) A variation shall not be made under this subsection if that variation would have the effect of—
- (i) shortening the restricted burning times by; or
 - (ii) suspending the restricted burning times, or any prescribed condition, for, more than 14 successive days during a period that would, in the absence of the variation under this subsection, be part of the restricted burning times for that zone in that year.

Section 48 of the *Bush Fires Act* provides that:

- (1) A local government may, in writing, delegate to its chief executive officer the performance of any of its functions under this Act.

- (2) Performance by the chief executive officer of a local government of a function delegated under subsection (1)—
 - (a) is taken to be in accordance with the terms of a delegation under this section, unless the contrary is shown; and
 - (b) is to be treated as performance by the local government.
- (3) A delegation under this section does not include the power to sub delegate.
- (4) Nothing in this section is to be read as limiting the ability of a local government to act through its council, members of staff or agents in the normal course of business.

Policy Implications: The requested changes are to complement the new staff structure as reflected in the 2019 Annual Policy Review.

Financial Implications: Nil.

Strategic Implications: Nil.

Sustainability Implications:

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

Risk Implications:

Risk	Low (2)
Risk Likelihood (based on history and with existing controls)	Low (2)
Risk Impact / Consequence	Medium (9)
Risk Rating (Prior to Treatment or Control)	Medium (9)
Principal Risk Theme	Medium (9)
Risk Action Plan (Controls or Treatment Proposed)	Medium (9)

Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Absolute Majority.

Recommendation:

That Council endorse;

1. The Delegation Register Review for 2019 and request the Chief Executive Officer to change all wording within the Delegation Register referencing the Manager of Corporate and Community Services (MCCS) to Director of Corporate and Community Services (DCCS) and change all wording referencing the Manager of Engineering (MES) to Director of Technical Services (DTS).

Moved: _____

Seconded: _____

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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

**13.1 CONFIDENTIAL ITEM - APPOINTMENT DIRECTOR CORPORATE AND
COMMUNITY SERVICE**

13.2 CONFIDENTIAL – INVESTIGATE LAND PURCHASE

14. CLOSURE OF MEETING