

AGENDA

For the Council Meeting to be held on

Tuesday 18 June, 2019

Commencing at 6.00 p.m.

In the Council Chambers, 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 be "G. Pollock", written over a horizontal line.

Gavin Pollock
Chief Executive Officer

14/6/2019

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: ____/____/2019 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 (1) 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
14 May 2019	Council Meeting Ravensthorpe Council Chambers	6pm
18 June 2019	Council Meeting Hopetoun Community Centre	6pm
16 July 2019	Council Meeting Ravensthorpe Council Chambers	6pm
20 August 2019	Council Meeting Hopetoun Community Centre	6pm
17 September 2019	Council Meeting Hopetoun Community Centre	6pm
15 October 2019	Council Meeting Ravensthorpe Council Chambers	6pm
21 October 2019	Special Council Meeting – Elections Ravensthorpe Council Chambers	6pm
19 November 2019	Council Meeting Hopetoun Community Centre	6pm
17 December 2019	Council Meeting Ravensthorpe Council Chambers	6pm

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 COUNCIL CHAMBERS, HOPETOUN
ON 18 JUNE 2019, COMMENCING AT 6PM

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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 Thomas Major
Cr Peter Smith

STAFF: Gavin Pollock (Chief Executive Officer)
Les Mainwaring (Director of Corporate and Community Services)
Graham Steel (Director Technical Services)
Helen Coleman (Executive Assistant)

APOLOGIES:

ON LEAVE OF ABSENCE:
Cr Ian Goldfinch
Cr Graham Richardson

ABSENT:

3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**4. PUBLIC QUESTION TIME****5. APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST****6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS****7. CONFIRMATION OF MINUTES****7.1 COUNCIL MEETING – 14 MAY, 2019**

OFFICER RECOMMENDATION

ITEM 7.1

That the minutes of the meeting of council held on 14 May, 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

10. REPORTS OF OFFICERS

10.1 DIRECTOR OF CORPORATE AND COMMUNITY SERVICES

10.1.1 TRANSFER OF LAND – 22 DUNN STREET, RAVENSTHORPE

File Reference:	A455
Location:	22 Dunn Street, Ravensthorpe
Applicant:	Nil
Author:	Director Corporate & Community
Authorising Officer:	Chief Executive Officer
Date:	10 June 2019
Disclosure of Interest:	Nil
Attachments:	10.1.1.1 Certificate of Title and Transfer of Land
Previous Reference:	Nil

Summary:

Council is asked to consider accepting a gift of land at 22 Dunn Street, Ravensthorpe from the Phillips River Lodge and authorise the Chief Executive Officer and Shire President to execute the land transfer document.

Background:

In circa 1998 the Trustees of Phillips River Lodge No.81 of the Grand Lodge of Western Australia of Ancient Free and Accepted Masons arranged for the sale of land at 22 Dunn Street, Ravensthorpe to the Ravensthorpe Volunteer Bushfire Brigade. An agreed sum was paid however for various reasons it appears that the land transfer of title was never affected between the parties.

Comment:

The realisation that land was never transferred was identified recently, therefore in response the Phillips River Lodge sought to gift this land to the Ravensthorpe Volunteer Bushfire Brigade.

There has been some further delay in identifying the appropriate signatories for the Phillips River Lodge and the appropriate custodians for the benefit of the Ravensthorpe Volunteer Bushfire Brigade, however this has now been resolved and the Shire of Ravensthorpe will be the beneficiary of this land transfer.

Consultation:

Trustees of Phillips River Lodge No.81 of the Grand Lodge of Western Australia of Ancient Free and Accepted Masons.

Statutory Environment:

Section 9.49A of the Local Government Act 1995 – Execution of Documents.

Policy Implications:

Nil.

Financial Implications:

Transfer fees estimated at \$1,800.

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		Risk Matrix				
		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: Absolute Majority

Recommendation:

That Council;

- a) **Accept the gift of land at Lot 3 on Deposited Plan 223075 (22) Dunn Street, Ravensthorpe from Trustees of Phillips River Lodge No. 81 of the Grand Lodge of Western Australia of Ancient Free and Accepted Masons,**
- b) **Authorise the Chief Executive Officer and Shire President to sign documentation necessary for the transfer of land and affix the common seal.**

Moved: _____

Seconded: _____

WESTERN



AUSTRALIA

REGISTER NUMBER 3/DP223075	
DUPLICATE EDITION N/A	DATE DUPLICATE ISSUED N/A

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME 2125 FOLIO 31

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 3 ON DEPOSITED PLAN 223075

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

TRUSTEES OF PHILLIPS RIVER LODGE NO. 81 OF THE GRAND LODGE OF WESTERN AUSTRALIA OF ANCIENT FREE AND ACCEPTED MASONS OF POST OFFICE BOX 287, RAVENSTHORPE

(A G694363) REGISTERED 22/1/1998

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 2125-31 (3/DP223075)
 PREVIOUS TITLE: 1096-754
 PROPERTY STREET ADDRESS: 22 DUNN ST, RAVENSTHORPE.
 LOCAL GOVERNMENT AUTHORITY: SHIRE OF RAVENSTHORPE

NOTE 1: A000001A LAND PARCEL IDENTIFIER OF RAVENSTHORPE TOWN LOT/LOT 3 (OR THE PART THEREOF) ON SUPERSEDED PAPER CERTIFICATE OF TITLE CHANGED TO LOT 3 ON DEPOSITED PLAN 223075 ON 28-SEP-02 TO ENABLE ISSUE OF A DIGITAL CERTIFICATE OF TITLE.
 NOTE 2: THE ABOVE NOTE MAY NOT BE SHOWN ON THE SUPERSEDED PAPER CERTIFICATE OF TITLE OR ON THE CURRENT EDITION OF DUPLICATE CERTIFICATE OF TITLE.



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Legal flag Non-ourent

Assess No. 6346 Oid No. 1

Owner Phillip River Lodge No 81 Of The

Property RAVENSTHORPE 6346

House 22 Lot 3

Street Duinn

Type Street

Subid RAVENSTHORPE 6346

Ward 02 Ravensthorpe

Area 01 Ravensthorpe

Locality 01 Ravensthorpe

Zoning 5 Town Centre

Land use 03

VEN Number 730646

Parts No.

Valuation Details

Gross Rental Value 1750.00

Unimproved Value 0.00

Legend

- 01 Ravensthorpe
- Roads
- Railway/She
- Hopakant ownite 2013
- Ravensthorpe ownite 2013
- Ravensthorpe and Hopakant Townies 20
- Ravensthorpe_LGA_Mosaic_3mrs50_elev
- Hopakant_Townite_Fed_2017_Mosaic_G
- Ravensthorpe ownite 2013

Records Registration - ICR 1565203 CR X

Property Map Enquiry - 4455 22 DUINN STREET RAVENSTHORPE 6346 X

Financial Summary Ownership Parcel Memo

Identify, Locate, Measure, Select

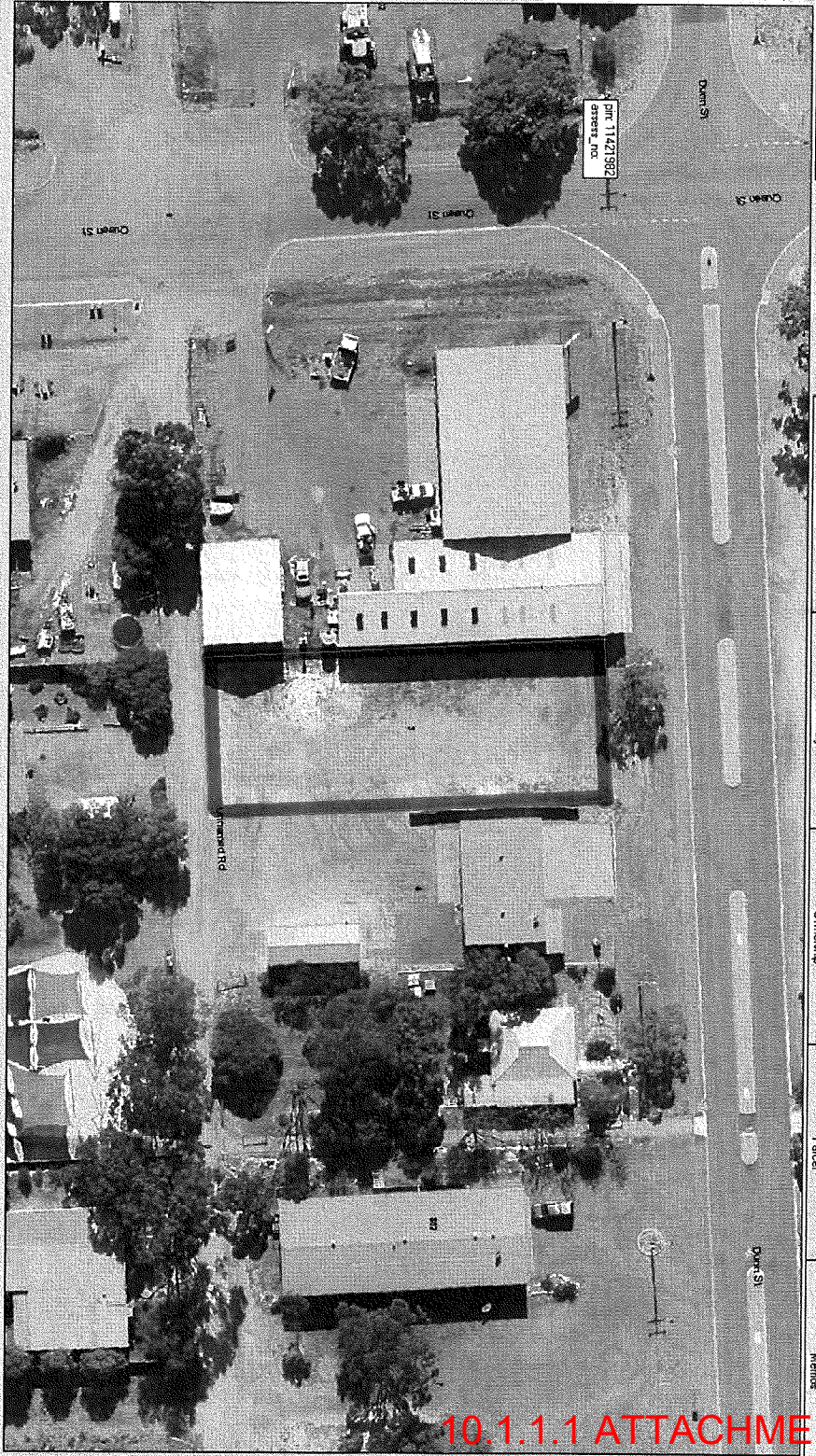
Point

Map Legend

Scale 1:500 Full extent, Zoom in, Zoom Out, Pan

Records Related Information Searches Tools Spooler Window Help

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Start

Financial Management

Rates And Property

Technical

9:23 AM 10/06/2019

TRANSFER OF LAND

DESCRIPTION OF LAND (Note 1)

EXTENT

VOLUME

FOLIO

Lot 3 on Deposited Plan 223075	Whole	2125	31
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ESTATE AND INTEREST (Note 2)

Fee simple

TRANSFEROR (Note 3)

Trustees of Phillips River Lodge No. 81 of the Grand Lodge of Western Australia of Ancient Free and Accepted Masons

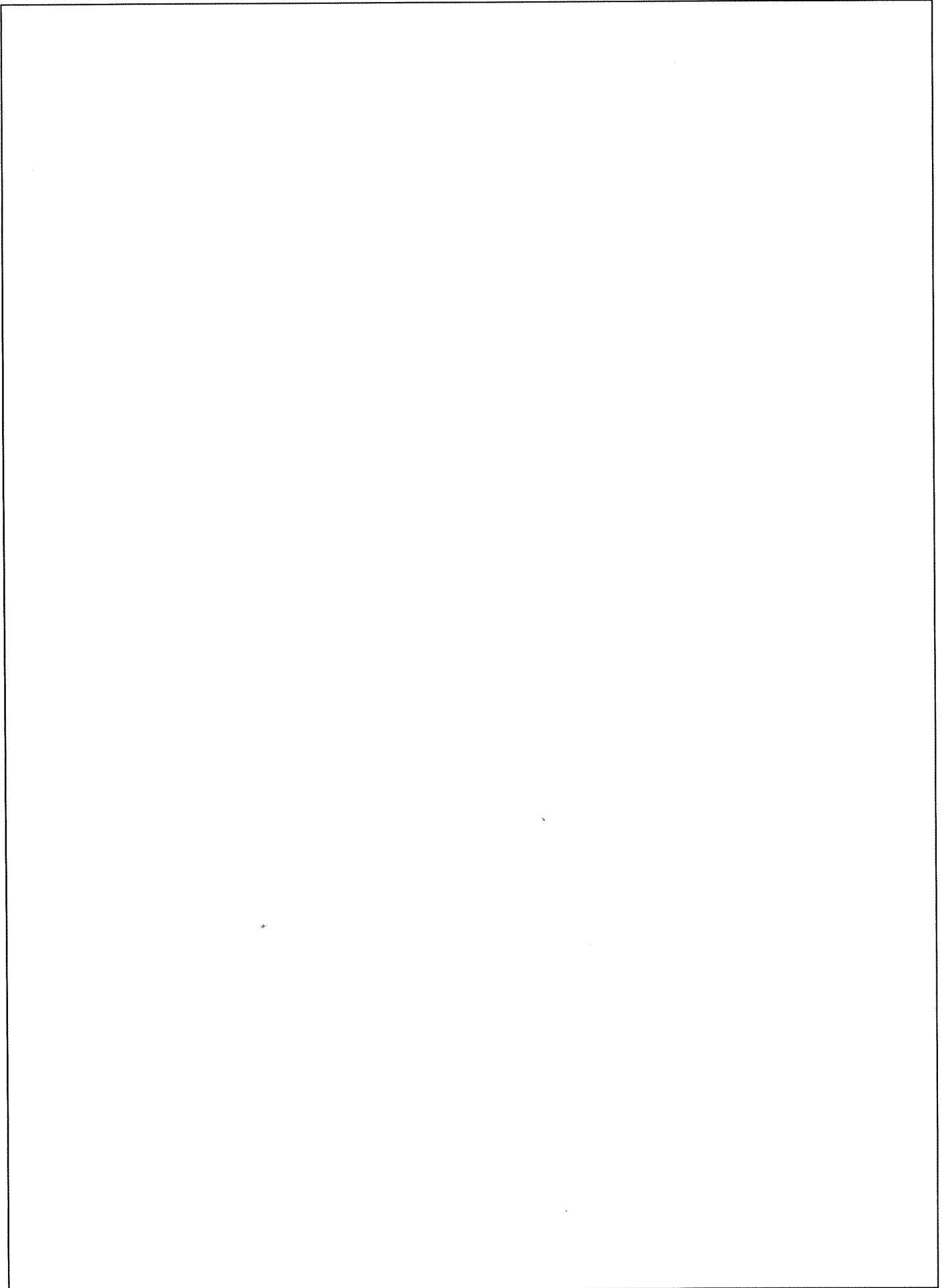
CONSIDERATION (Note 4)

GIFT

TRANSFeree (Note 5)

Shire of Ravensthorpe
of PO Box 43 RAVENSTHORPE WA 6450

THE TRANSFEROR for the consideration herein expressed transfers to the TRANSFEREE the estate and interest herein specified in the land herein described, subject to the Limitations, Interests, Encumbrances and Notifications as shown on the Certificate of Title and/or otherwise affect the land under the *Transfer of Land Act 1893*. (Instruction 1 & 2)



ATTESTATION SHEET

Dated this	day of	Year
------------	--------	------

TRANSFEROR/S SIGN HERE (Note 6)

REQUEST FOR ISSUE / NON-ISSUE (Instruction 4)

BY SIGNING THIS PANEL, I / WE THE TRANSFEREE REQUEST THE ISSUE / NON - ISSUE (DELETE AS REQUIRED) OF A DUPLICATE CERTIFICATE(S) OF TITLE FOR THE LAND ABOVE DESCRIBED.

Signed

Signed

TRANSFEREE/S SIGN HERE (Note 6)

THE LODGING PARTY OF THIS DOCUMENT IS AUTHORISED BY THE ABOVE NAMED TRANSFEREE TO INSTRUCT ISSUING DETAILS FOR THE DUPLICATE CERTIFICATE(S) OF TITLE.

The Common Seal of the SHIRE OF RAVENSTHORPE)
was hereunto affixed by authority of a resolution of the)
Council in the presence of:)

.....
Shire President

.....
Chief Executive Officer

.....
Print full name

.....
Print full name

INSTRUCTIONS

1. Page 2 of this document may be used:
- 1.1 If insufficient space in any section hereon; Appropriate headings should be shown. The boxed sections should only contain the words "see page...."
- 1.2 To set forth Easements created as appurtenant to the land (commencing with the words "together with"). Reservations created encumbering the land (commencing with the words "reserving to") or any Restrictive Covenant hereby created. Any Sketch contained thereon must be initialled by all parties.
2. If further space is required Additional Sheet Form B1 should be used with appropriate headings. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by the parties.
3. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the persons signing this document and their witnesses.
4. Duplicate Crown Lease or where issued, the Duplicate Certificate of Title is required to be produced or if held by another party then arrangements must be made for its production. ***If a Duplicate Certificate of Title is not required to be re-issued, or if a Duplicate Certificate of Title has not been issued previously but is required to issue subsequent to this document, the written request of the Transferee is required by signing this panel.*** Written consent of the First Mortgagee is also required if applicable.

NOTES

1. **DESCRIPTION OF LAND**
Lot and Diagram/Plan/Strata/Survey-Strata Plan number or Location name and number to be stated. Extent - Whole, part or balance of the land comprised in the Certificate of Title to be stated. The Volume and Folio or Crown Lease number, to be stated.
2. **ESTATE AND INTEREST**
State whether Fee Simple, Leasehold or as the case may be in the land being transferred. If share only, specify.
3. **TRANSFEROR**
State full name of the Transferor/Transferors (Registered Proprietor) as shown on the Certificate of Title or Crown Lease.
4. **CONSIDERATION**
If a sum of money only, to be expressed in figures and in every other case to be concisely stated in words.
5. **TRANSFeree**
State full name of the Transferee/Transferees (Purchaser) and the address/addresses to which future notices can be sent. If a minor, state date of birth. If two or more state tenancy eg;
 - Joint Tenants, ***(on the death of a joint tenant, the survivor(s) become(s) the registered proprietor(s) of the deceased's interest by applying to the Registrar of Titles).***
 - Tenants in Common, ***(on the death of a tenant in common, their share is dealt with according to their Will).***
 If Tenants in Common specify shares.
6. **TRANSFeree'S TRANSFEROR'S EXECUTION**
Transferee's and Transferor's must sign their appropriate panel. A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an adult person. The full name, address and occupation of the witness must be stated. Execution by a corporation or body corporate must be in accordance with the *Corporations Act 2001*.



OFFICE USE ONLY

TRANSFER

LODGED BY

ADDRESS

PHONE No.

FAX No

REFERENCE No.

ISSUING BOX No.

PREPARED BY **Compass Conveyancing WA**

ADDRESS **PO Box 852
ESPERANCE WA 6450**

PHONE No. **9071 1655** FAX No. **9071 4104**

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY.

TITLES, LEASES, DECLARATIONS ETC. LODGED HEREWITH

1. _____ Received Items
2. _____ Nos.
3. _____
4. _____
5. _____
6. _____ Receiving Clerk

Registered pursuant to the provisions of the TRANSFER OF LAND ACT 1893 as amended on the day and time shown above and particulars entered in the Register.

10.1.2 SCHEDULE OF ACCOUNT PAYMENTS – MAY 2019

File Reference: GR.ME.8
Location: Shire of Ravensthorpe - Administration
Applicant: Internal
Author: Executive Assistant
Authorising Officer: Director of Corporate and Community Services
Date: 14 June 2019
Disclosure of Interest: Nil
Attachments: 10.1.2.1 Schedule of Payments to 31 May 2019
 10.1.2.2 Credit Card Transactions to 30 April 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 – 31/5/2019

2018/19

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	1,367	2,442,344	90,290	12,115	950		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	1,599	2,112,538	123,583	3,438	530	2,241,688	172,442.55
May	27,569	3,293,415	87,693	12,410	1,458	3,422,544	174,310
Jun							
Total	128,369	19,588,362	1,244,666	62,924	13,410	21,037,731	2,037,853
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 Council endorse;

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

Moved: _____

Seconded: _____

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CREDITORS REPORT MAY 2019**

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
47	15/05/2019	Megan Anderson (nee Sleep)	GYM KEY BOND REFUND	2		20.00
INV T1155	14/05/2019	Megan Anderson (nee Sleep)	GYM KEY BOND REFUND	2	20.00	
360	03/05/2019	Arthur John Archer	Rates refund for assessment A14365 12195 Newdegate - Ravensthorpe Road RAVENSTHORPE 6346	1		1,216.40
INV A14365	03/04/2019	Arthur John Archer	Rates refund for assessment A14365 12195 Newdegate - Ravensthorpe Road RAVENSTHORPE 6346		1,216.40	
361	03/05/2019	Telstra	Account charges 11 Jan to 10 Feb 2019	1		8,390.37
INV P661625418/02/2019		Telstra	Account charges 11 Jan to 10 Feb 2019		8,390.37	
362	10/05/2019	Geoffrey Walton	Refund for pook key bond #20076	1		20.00
INV REFUND06/05/2019		Geoffrey Walton	Refund for pook key bond #20076		20.00	
363	10/05/2019	Hayley R Wisewould	Refund of childcare credit	1		77.49
INV REFUND27/04/2019		Hayley R Wisewould	Refund of childcare credit		77.49	
364	10/05/2019	Telstra	Account charges to 10 March 2019	1		8,924.55
INV P545207118/03/2019		Telstra	Account charges to 10 March 2019		8,520.36	
INV T311	22/04/2019	Telstra	Account charges sat phone plans 22 Apr to 21 May 2019		175.00	
INV T311	25/04/2019	Telstra	SMS Desktop 25 Apr to 24 May 2019		229.19	
365	16/05/2019	Department of Transport Recreation Boating Facilities Scheme	Starvation Boat Harbour Annual Jetty Licence	1		41.40
INV 0410000501/05/2019		Department of Transport Recreation Boating Facilities Scheme	Starvation Boat Harbour Annual Jetty Licence		41.40	
366	16/05/2019	Telstra	Account charges to 10 April 2019	1		8,898.39
INV P130778318/04/2019		Telstra	Account charges to 10 April 2019		8,898.39	
EFT9971	03/05/2019	4 Rivers Plumbing & Gas	Brick Paving and associated works	1		10,593.00
INV 0000438609/01/2019		4 Rivers Plumbing & Gas	Slash firebreak 89 Spence st		242.00	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 0000438509/01/2019		4 Rivers Plumbing & Gas	Slash firebreak 36 Morgans St		825.00	
INV 0000438709/01/2019		4 Rivers Plumbing & Gas	Slash fire breaks, 24 Spence St, 56 Moir Rd		792.00	
INV 0000423924/10/2018		4 Rivers Plumbing & Gas	Brick Paving and associated works		7,843.00	
INV 0000459624/04/2019		4 Rivers Plumbing & Gas	Pump out septics		891.00	
EFT9972	03/05/2019	AMPAC Debt Recovery	Commisions and Cost for March 2019	1		952.38
INV 54730	31/03/2019	AMPAC Debt Recovery	Commisions and Cost for March 2019		495.00	
INV 54837	11/04/2019	AMPAC Debt Recovery	Commisions and Cost for April 2019		457.38	
EFT9973	03/05/2019	Albany Lock Service	Suppy and installation of 2 new door handles & fob swipe systems - Admin Foyer	1		3,658.30
INV 0001150518/04/2019		Albany Lock Service	Suppy and installation of 2 new door handles & fob swipe systems - Admin Foyer		3,658.30	
EFT9975	03/05/2019	Australia Post	Total supply period 31/3/19	1		96.13
INV CR1008402/05/2019		Australia Post	Credit for duplicate payments of post boxes		-151.00	
INV 1008421903/04/2019		Australia Post	Total supply period 31/3/19		247.13	
EFT9976	03/05/2019	BE Stearne & Co Pty Ltd	VALVE DIAPHRAGM	1		664.40
INV 67166	05/02/2019	BE Stearne & Co Pty Ltd			664.40	
EFT9977	03/05/2019	Beacon Equipment	Brush cutter, Harness, Edger	1		1,710.50
INV 48120 # 024/04/2019		Beacon Equipment	Brush cutter, Harness, Edger		1,710.50	
EFT9978	03/05/2019	Best Office Systems	Monthly Copier readings for Konica Minolta Copiers x 2	1		1,490.62
INV 555781	26/04/2019	Best Office Systems	Monthly Copier readings for Konica Minolta Copiers x 2		1,490.62	
EFT9979	03/05/2019	Bill Auburn	Reimbursement for car hire - vehicle service	1		94.56
INV REIMBU30/04/2019		Bill Auburn	Reimbursement for bathroom fitting - 93 Spence st		44.56	
INV REIMBU02/05/2019		Bill Auburn	Reimbursement for car hire - vehicle service		50.00	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9981	03/05/2019	Bunnings Group Ltd	Shovel, Rake,Cut off wheel, Flexi tube, Screws, Door knob set, Plaster adhesive, Filler, Trim casing, Plywood, Render, Pine, Plasterboard P/O19399	1		1,000.46
INV 2022/0083	18/04/2019	Bunnings Group Ltd	Moulding, Dar P/O19399		169.25	
INV 2022/0083	17/04/2019	Bunnings Group Ltd	Shovel, Rake,Cut off wheel, Flexi tube, Screws, Door knob set, Plaster adhesive, Filler, Trim casing, Plywood, Render, Pine, Plasterboard P/O19399		831.21	
EFT9982	03/05/2019	Comfort Inn Bay of Isles	Strategic Planning Workshop weekend - Councillors 27-28 April 2019 in Esperance	1		4,470.00
INV 207128	27/04/2019	Comfort Inn Bay of Isles	Strategic Planning Workshop weekend - Councillors 27-28 April 2019 in Esperance		4,470.00	
EFT9983	03/05/2019	Community Spirit Newspaper Inc	Advertisement half page - Community Development Fund grants	1		108.00
INV 000228	14/01/05/2019	Community Spirit Newspaper Inc	Advertisement half page - Community Development Fund grants		108.00	
EFT9984	03/05/2019	Courier Australia	Freight charges - Chemcentre, Westrac	1		118.94
INV 0401	12/04/2019	Courier Australia	Freight charges - Komatsu		59.04	
INV 0402	19/04/2019	Courier Australia	Freight charges - Chemcentre, Westrac		59.90	
EFT9985	03/05/2019	DIAL BEFORE YOU DIG WA LTD	Minimum referral fee Jan to Mar 2019	1		110.00
INV WA161593	1/03/2019	DIAL BEFORE YOU DIG WA LTD	Minimum referral fee Jan to Mar 2019		110.00	
EFT9986	03/05/2019	Daimler Trucks Perth	Switch combination - non return	1		442.40
INV DFFSD2427	09/2018	Daimler Trucks Perth	Switch combination - non return		442.40	
EFT9987	03/05/2019	Day and Nite Maintenance	Check water leak for service	1		1,314.50
INV 172-4	13/03/2019	Day and Nite Maintenance	Check water leak for service		308.00	
INV 172-5	02/03/2019	Day and Nite Maintenance	Service brake to trailer, oil filter		280.50	
INV 172-1	02/03/2019	Day and Nite Maintenance	Repair brake and replace break left break shoes		242.00	
INV 172-2	13/03/2019	Day and Nite Maintenance	Repair rear brake noise		242.00	
INV 172-3	02/03/2019	Day and Nite Maintenance	Break calipers and pads re fit wheels		242.00	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9988	03/05/2019	Esperance Fire Services	Routine monthly inspection and testing of jacking pump	1		324.50
INV 06258	16/04/2019	Esperance Fire Services	Routine monthly inspection and testing of jacking pump		324.50	
EFT9989	03/05/2019	FE Daw & Sons	Account charges for March 2019	1		670.47
INV MARCH 08/04/2019		FE Daw & Sons	Account charges for March 2019		670.47	
EFT9990	03/05/2019	Fast Finishing Services	Minutes binding	1		664.51
INV 58960	26/04/2019	Fast Finishing Services	Minutes binding		664.51	
EFT9991	03/05/2019	Florissons Home Furnishers	Base. Mattress, TV unit, Lounge, Matress protector, Quilt, Pillow, Freight	1		6,350.00
INV 30623	24/04/2019	Florissons Home Furnishers	Base. Mattress, TV unit, Lounge, Matress protector, Quilt, Pillow, Freight		4,380.40	
INV 30621	24/04/2019	Florissons Home Furnishers	Mattress, Matress protector, lounge		1,969.60	
EFT9992	03/05/2019	Freight Lines Group	Freight charges - Sigma	1		1,562.04
INV 0005656826/04/2019		Freight Lines Group	Freight charges - Sigma		75.40	
INV 0005600612/04/2019		Freight Lines Group	Freight charges - Sigma		859.84	
INV 0005431814/03/2019		Freight Lines Group	Freight charges - Sigma		626.80	
EFT9993	03/05/2019	Harcourts Range 2 Reef	Deposit for purchase of land at 1 Moir Road Ravenssthorpe	1		5,000.00
INV DEPOSIT03/05/2019		Harcourts Range 2 Reef	Deposit for purchase of land at 1 Moir Road Ravenssthorpe		5,000.00	
EFT9994	03/05/2019	Hays Specialist Recruitment	Temporary contract engagement Les Mainwaring Acting Director of Corporate and Community Services v	1		8,451.46
INV 8228583	11/04/2019	Hays Specialist Recruitment	Temporary contract engagement Les Mainwaring		4,000.85	
INV 8239030	17/04/2019	Hays Specialist Recruitment	Temporary contract engagement Les Mainwaring Acting Director of Corporate and Community Services v		4,450.61	
EFT9995	03/05/2019	Hopetoun Men In Sheds Incorporated	Manning of Hopetoun Transfer Station April 2019	1		700.00
INV 260	29/04/2019	Hopetoun Men In Sheds Incorporated	Manning of Hopetoun Transfer Station April 2019		700.00	
EFT9996	03/05/2019	Hopetoun Plumbing and Gas	Instalation of new gas stove P/O19388	1		486.20

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 1564	20/03/2019	Hopetoun Plumbing and Gas	Instalation of new gas stove P/O19388		486.20	
EFT9997	03/05/2019	Hopetoun Progress Association Inc	Quarterly Grant - 3rd Quarter Jan to Mar 2019	1		7,500.00
INV 1516449	21/04/2019	Hopetoun Progress Association Inc	Quarterly Grant - 3rd Quarter Jan to Mar 2019		7,500.00	
EFT9998	03/05/2019	Hopetoun Refridgeration & Airconditioning	Airconditioners x2 and installation	1		3,951.75
INV INV-005915/04/2019		Hopetoun Refridgeration & Airconditioning	Airconditioners x2 and installation		2,057.00	
INV INV-005613/04/2019		Hopetoun Refridgeration & Airconditioning	Fan motor and instalation		836.00	
INV INV-005714/04/2019		Hopetoun Refridgeration & Airconditioning	Repairs to ducted A/C		1,058.75	
EFT9999	03/05/2019	Hopetoun Tree Services	Power line work in Hopetoun	1		550.00
INV 8	12/04/2019	Hopetoun Tree Services	Power line work in Hopetoun		550.00	
EFT10000	03/05/2019	Indiji Flora	Bushfire mitigation works	1		8,800.00
INV INV-006815/04/2019		Indiji Flora	Bushfire mitigation works		8,800.00	
EFT10001	03/05/2019	Keep Australia Beautiful Council WA	Litter bags	1		42.00
INV 30/11/18	01/05/2019	Keep Australia Beautiful Council WA	Litter bags		42.00	
EFT10002	03/05/2019	Komatsu Australia PTY LTD	Filters	1		692.89
INV 0014116410/04/2019		Komatsu Australia PTY LTD	Filters		536.84	
INV 0014112910/04/2019		Komatsu Australia PTY LTD	Cartridge, Isolator		156.05	
EFT10003	03/05/2019	Landgate	Rural UV gen vals first 500 Shared	1		8,105.50
INV 347030-1	09/04/2019	Landgate	Rural UV gen vals first 500 Shared		8,105.50	
EFT10004	03/05/2019	Landmark	Filters, Respirator kit	1		1,549.16
INV 9015551713/03/2019		Landmark	Gas 8.5kg		43.75	
INV 9015678318/03/2019		Landmark	Rakes, Shovels		398.20	
INV 9015791921/03/2019		Landmark	Gas bottle 8.5kg		43.75	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 9015357806/03/2019		Landmark	Gas bottle 45KG		140.69	
INV 9016015427/03/2019		Landmark	Gas bottle 45KG		140.69	
INV 9016034328/03/2019		Landmark	Gas bottle 8.5kg		43.75	
INV 9015684218/03/2019		Landmark	Filters, Respirator kit		738.33	
EFT10005	03/05/2019	Local Government Professionals Australia WA	CEO Training - LG Prof Ex leadership program	1		1,870.00
INV 10,959	12/04/2019	Local Government Professionals Australia WA	CEO Training - LG Prof Ex leadership program		1,870.00	
EFT10006	03/05/2019	Localise	Councillor/Management Strategy and Team Development	1		6,061.00
INV 1493	02/05/2019	Localise	Councillor/Management Strategy and Team Development		6,061.00	
EFT10007	03/05/2019	Nature Play Solutions	Progress payment 1 for Nature based playground	1		94,603.52
INV 0003198	16/04/2019	Nature Play Solutions	Progress payment 1 for Nature based playground		94,603.52	
EFT10008	03/05/2019	Navsdron Pty Ltd	Annual finance report	1		20,724.00
INV 141	31/03/2019	Navsdron Pty Ltd	Annual finance report		20,724.00	
EFT10009	03/05/2019	Perfect Computer Solutions	Desktop mini intel i5 PC, Monitors	1		4,365.00
INV 24585	16/04/2019	Perfect Computer Solutions	Desktop mini intel i5 PC, Monitors		2,240.00	
INV 11/4/19	18/04/2019	Perfect Computer Solutions	Preconfigure and set up PC's, Upgrade on server and PC's		722.50	
INV 24593	18/04/2019	Perfect Computer Solutions	Preconfigure new PC for TOA, Fix network drive ATO, Sort mobile for DCCS, Setup new PC for Payroll, reinstate adin for outlook Dene, Sort out Printer for Medical centre		1,020.00	
INV 24601	24/04/2019	Perfect Computer Solutions	Set up computer for EA1, Set up ICloud account for Les, PC clean for Docotor		382.50	
EFT10010	03/05/2019	Portia Chambers	Reimbursement for household furniture - Staff housing	1		1,494.54
INV REIMBU	17/04/2019	Portia Chambers	Reimbursement for household furniture - Staff housing		1,494.54	
EFT10011	03/05/2019	Ravensthorpe Agencies	Two way kit, Oil, Drink bottle, Safety step, Black plastic	1		1,631.32
INV 25677	30/03/2019	Ravensthorpe Agencies	Two way kit, Oil, Drink bottle, Safety step, Black plastic		1,688.50	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV CR24911	07/02/2019	Ravensthorpe Agencies	Credit for double charge for Rose Spray invoice 24249		-57.18	
EFT10012	03/05/2019	Ravensthorpe Golf & Bowling Club Inc.	CEO Donation for Anzac day 2019	1		200.00
INV DONATI04	04/2019	Ravensthorpe Golf & Bowling Club Inc.	CEO Donation for Anzac day 2019		200.00	
EFT10013	03/05/2019	Ravensthorpe Mechanical Services	Tyre fitting	1		118.30
INV 34365	15/04/2019	Ravensthorpe Mechanical Services	Tyre fitting		185.94	
INV 34178	13/03/2019	Ravensthorpe Mechanical Services	Bag of rags 15 KG		39.11	
INV 34395	17/04/2019	Ravensthorpe Mechanical Services	Led licence plate light, Connectors		77.94	
INV CR34054	08/03/2019	Ravensthorpe Mechanical Services	Credit for invoice 34054 which was a duplicate of invoice 33223		-184.69	
EFT10014	03/05/2019	Ravensthorpe Roadhouse	Unleaded fuel account for June 2019	1		241.61
INV INV-049031	03/2019	Ravensthorpe Roadhouse	Unleaded fuel account for June 2019		206.18	
INV INV-050630	04/2019	Ravensthorpe Roadhouse	Unleaded fuel account for April 2019		35.43	
EFT10015	03/05/2019	Ravy Country Kitchen	Catering for Great Southern Fire Working Group	1		616.00
INV 12	10/04/2019	Ravy Country Kitchen	Catering for Great Southern Fire Working Group		396.00	
INV 13	18/04/2019	Ravy Country Kitchen	Council Forum Lunch		220.00	
EFT10016	03/05/2019	Reece Adam Gunnell	Refund for gym key bonds	1		40.00
INV 21058	02/05/2019	Reece Adam Gunnell	Refund for gym key bonds		40.00	
EFT10017	03/05/2019	Rodney Clarence Daw	2018/2019 Chief Bush Fire Officer Annual Honorarium	1		4,122.60
INV REIMBU29	04/2019	Rodney Clarence Daw	Telstra reimbursement to April 2019		122.60	
INV 18/19 CB03	03/2019	Rodney Clarence Daw	2018/2019 Chief Bush Fire Officer Annual Honorarium		4,000.00	
EFT10018	03/05/2019	Roselea Trading	Hopetoun Gym Rent	1		638.45
INV RENT	02/05/2019	Roselea Trading	Hopetoun Gym Rent		488.34	
INV RATES	02/05/2019	Roselea Trading	Hopetoun Gym Rates		150.11	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT10019	03/05/2019	Shire of Ravensthorpe Social Club	Payroll deductions	1		75.00
INV DEDUCT22/04/2019		Shire of Ravensthorpe Social Club	Payroll deductions		75.00	
EFT10020	03/05/2019	Sigma Chemicals	Liquid chlorine, Drum poly, Hydrochloric acid, Pallet skid	1		420.53
INV 128327/0115/04/2019		Sigma Chemicals	Liquid chlorine, Drum poly, Hydrochloric acid, Pallet skid		1,586.53	
INV CR44413/09/04/2019		Sigma Chemicals	Credit note for Pallets, Drum poly		-1,166.00	
EFT10021	03/05/2019	Signs Plus	Name badges - Graham, Melossa, Les and Gavin	1		60.60
INV 0014470211/04/2019		Signs Plus	Name badges - Graham, Melossa, Les and Gavin		60.60	
EFT10022	03/05/2019	South Coast Foodservice	Hand Towels	1		640.46
INV 4234807 09/04/2019		South Coast Foodservice			640.46	
EFT10023	03/05/2019	Stacey Howard	Police clearance for childcare	1		52.00
INV REIMBU26/04/2019		Stacey Howard	Police clearance for childcare		52.00	
EFT10024	03/05/2019	Tradelink	Cisterns, Button & Panel kits, Flushpipe spares	1		2,588.12
INV 8226662924/04/2019		Tradelink	Cisterns, Button & Panel kits, Flushpipe spares		2,588.12	
EFT10025	03/05/2019	WA Tyre Recovery	Collection of tyres from Munglinup Tip	1		1,051.90
INV INV-093214/04/2019		WA Tyre Recovery	Collection of tyres from Munglinup Tip		1,051.90	
EFT10026	03/05/2019	WALGA	procurement management services : waste and recycling collection services	1		4,217.00
INV I3076009 15/04/2019		WALGA	Training - Serving on council P.Smith		950.00	
INV I3076219 29/04/2019		WALGA	procurement management services : waste and recycling collection services		3,267.00	
EFT10027	03/05/2019	Wendy Spaans	Reimbursement for travel/fuel to hopeoun office - no shire vehicle available	1		156.00
INV REIMBU26/04/2019		Wendy Spaans	Reimbursement for travel/fuel to hopeoun office - no shire vehicle available		156.00	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT10028	03/05/2019	WesTrac	Doc clean, DPF centre clean, DPF Gasket	1		1,453.96
INV PI339075	19/04/2019	WesTrac	DPF Gasket		143.29	
INV PI337393	13/04/2019	WesTrac	Doc clean, DPF centre clean, DPF Gasket		1,310.67	
EFT10029	03/05/2019	Wilsons Sign Solutions	Honour board updates	1		255.20
INV 74188	18/04/2019	Wilsons Sign Solutions	Honour board updates		255.20	
EFT10030	06/05/2019	Building Commision, Department of Mines, Industry Regulation and Safety	BSL DECEMBER 2018 FROM SHIRE OF RAVENSTHORPE	2		1,257.90
INV T2	19/02/2019	Building Commision, Department of Mines, Industry Regulation and Safety	BSL DECEMBER 2018 FROM SHIRE OF RAVENSTHORPE	2	1,257.90	
EFT10031	10/05/2019	AMPAC Debt Recovery	Commisions and Cost for April 2019	1		198.00
INV 54920	26/04/2019	AMPAC Debt Recovery	Commisions and Cost for April 2019		99.00	
INV 55401	30/04/2019	AMPAC Debt Recovery	Commisions and Cost for April 2019		99.00	
EFT10032	10/05/2019	Bill Auburn	Reimbursement for new key cabinet for admin	1		137.75
INV REIMBU	08/05/2019	Bill Auburn	Reimbursement for new key cabinet for admin		137.75	
EFT10033	10/05/2019	Bunnings Group Ltd	Dustpan set, Cutting disc, Joining cuff, Coupling,Batteries,	1		239.58
INV 2272/001	10/05/2019	Bunnings Group Ltd			239.58	
EFT10034	10/05/2019	Caltex Energy WA	Diesel 16,202L	1		22,940.25
INV SI387386	02/05/2019	Caltex Energy WA	Diesel 16,202L		22,940.25	
EFT10035	10/05/2019	Cleanaway Pty Ltd	Clear 3M bins Starvation bay April 2019	1		792.00
INV 2152532630	04/2019	Cleanaway Pty Ltd	Clear 3M bins Starvation bay April 2019		528.00	
INV 2152532530	04/2019	Cleanaway Pty Ltd	Clear 3M bins Masons Bay April 2019		264.00	
EFT10036	10/05/2019	Courier Australia	Freight charges JR A Hersey, PCS, Jason, Westrac	1		72.71
INV 0403	26/04/2019	Courier Australia	Freight charges JR A Hersey, PCS, Jason, Westrac		72.71	

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EFT10037	10/05/2019	Day and Nite Maintenance	7000km service	1		3,239.50
INV 173-1	26/04/2019	Day and Nite Maintenance	Replace calatalic converter		726.00	
INV 173-2	26/04/2019	Day and Nite Maintenance	7000km service		792.00	
INV 173-3	26/04/2019	Day and Nite Maintenance	Service		742.50	
INV 173-4	26/04/2019	Day and Nite Maintenance	Trailer brakes		484.00	
INV 173-5	26/04/2019	Day and Nite Maintenance	Check fuel filter, Fuel filter, Oil filter, Oil		495.00	
EFT10038	10/05/2019	Downer EDI Works Pty Ltd	RAVENSTHORPE AIRPORT RUNWAY RESEAL	1		511,814.30
INV 6006886	08/03/2019	Downer EDI Works Pty Ltd	RAVENSTHORPE AIRPORT RUNWAY RESEAL		511,814.30	
EFT10039	10/05/2019	Farmers Center Pty Ltd	CRC, Loctite, Kit	1		481.60
INV 715199	01/04/2019	Farmers Center Pty Ltd	Kit		177.53	
INV 715313	12/04/2019	Farmers Center Pty Ltd	CRC, Loctite, Kit		249.17	
INV 715343	15/04/2019	Farmers Center Pty Ltd	Sealant, Reducers		21.40	
INV 715339	15/04/2019	Farmers Center Pty Ltd	Shackles		10.71	
INV 715314	12/04/2019	Farmers Center Pty Ltd	Slime		22.79	
EFT10040	10/05/2019	Florissons Home Furnishers	As per quote number 4694 2 x EBSDC12 credenza 1200 lockable beech/ironstone 2 x EBSDC18 creedenza 1800 lockable beech/ironstone 4 x EBWS1800 woskstation 1800 beech/ironstone 5 x EBMP2P1F pedestal mobie 2 pen 1 file beech/ironstone	1		4,600.00
INV 30091	25/03/2019	Florissons Home Furnishers			4,600.00	
EFT10041	10/05/2019	Freight Lines Group	Freight charges - Sigma	1		521.72
INV 0005690530/04/2019		Freight Lines Group	Freight charges - Sigma		521.72	
EFT10042	10/05/2019	Guardian Print & Graphics	Business cards - 6 x boxes of 500	1		810.00
INV 0000766230/04/2019		Guardian Print & Graphics	Business cards - 6 x boxes of 500		810.00	

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EFT10043	10/05/2019	Heritage Tanks Australia Pty Ltd	Streamline ironstone water tank	1		9,200.00
INV SI-02363930	30/04/2019	Heritage Tanks Australia Pty Ltd	Streamline ironstone water tank		9,200.00	
EFT10044	10/05/2019	Livingston Medical	Pre-employment medical - Jamie Galwey	1		1,023.00
INV 4660239816	04/2019	Livingston Medical	Pre-employment medical - Jamie Galwey		341.00	
INV 4460239816	04/2019	Livingston Medical	Pre-employment medical - Melissa Pollock		341.00	
INV 4660239816	04/2019	Livingston Medical	Pre employment medical - Les Mainwaring		341.00	
EFT10045	10/05/2019	Hopetoun Plumbing and Gas	Fit new B16, Modify pipework to suit, Run gas to rear of building, Set up new regulator, Test and Commission P/O 19394	1		3,283.50
INV 1541	20/03/2019	Hopetoun Plumbing and Gas	Pump out toilets		676.50	
INV 1578	20/03/2019	Hopetoun Plumbing and Gas	Cut and cap copper line P/O19394		231.00	
INV 1577	20/03/2019	Hopetoun Plumbing and Gas	Fit new B16, Modify pipework to suit, Run gas to rear of building, Set up new regulator, Test and Commission P/O 19394		2,376.00	
EFT10046	10/05/2019	Hopetoun Tyre Service	Tyres, Tyre fitting, Strip and repair	1		5,587.45
INV 14177	15/04/2019	Hopetoun Tyre Service	Tyres x4, Tubeless valve		1,331.55	
INV 14166	11/04/2019	Hopetoun Tyre Service	Tyres, Tyre fitting, Strip and repair		4,255.90	
EFT10047	10/05/2019	IT Vision Australia	Synergy soft mapping GIS interface , Synergy Soft Customer Service, preparation time, onsite attendance, travel time	1		21,634.48
INV 31235	30/04/2019	IT Vision Australia	Synergy soft mapping GIS interface , Synergy Soft Customer Service, preparation time, onsite attendance, travel time		13,333.88	
INV 31234	30/04/2019	IT Vision Australia	2018/19 Rates Business Process Management Service		4,400.00	
INV 31233	30/04/2019	IT Vision Australia	On site training for records		3,900.60	
EFT10048	10/05/2019	Jeanette Denham	Refund of childcare credit	1		60.94
INV REFUND27	04/2019	Jeanette Denham	Refund of childcare credit		60.94	
EFT10049	10/05/2019	LGIS Risk Management	EAP Support Services Staff	1		264.00
INV 156-0188	01/05/2019	LGIS Risk Management	EAP Support Services Staff		264.00	

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EFT10050	10/05/2019	Landmark	Resp filter	1		833.67
INV 9016479410/04/2019		Landmark	Camlock, Nipple, Riggers gloves		174.14	
INV 9017093330/04/2019		Landmark	Gas bottle 45kg		140.69	
INV 9016729817/04/2019		Landmark	Gas bottle 45kg		140.69	
INV 9016507511/04/2019		Landmark	Gas bottle 8.5kg		43.75	
INV 9016275704/04/2019		Landmark	Gas bottle 8.5kg camphost		43.75	
INV 9016773018/04/2019		Landmark	Gas bottle 8.5kg		43.75	
INV 9017143101/05/2019		Landmark	Resp filter		246.90	
EFT10051	10/05/2019	Madden Rural	Carriage wheel sets x3	1		280.93
INV INV-614305/04/2019		Madden Rural	Carriage wheel sets x3		280.93	
EFT10052	10/05/2019	Matthew Annandale	Gym key bond refund	1		20.00
INV REFUND06/05/2019		Matthew Annandale	Gym key bond refund		20.00	
EFT10053	10/05/2019	MedTech Healthcare	Monthly site support for the month of May 2019	1		110.00
INV 049236	01/05/2019	MedTech Healthcare	Monthly site support for the month of May 2019		110.00	
EFT10054	10/05/2019	Munglinup Roadhouse	Cleaning abolition block, toilets, Mow lawn and pick up litter	1		1,481.29
INV 0014132207/05/2019		Munglinup Roadhouse	Cleaning abolition block, toilets, Mow lawn and pick up litter		1,320.00	
INV 0014008429/04/2019		Munglinup Roadhouse	Diesel 41.5L		68.49	
INV 0012735424/02/2019		Munglinup Roadhouse	Diesel 25.3L		41.75	
INV 0013324825/03/2019		Munglinup Roadhouse	Diesel 30.94L		51.05	
EFT10055	10/05/2019	Patricia Jane Francis	Reimbursement for meals - Conference	1		61.95
INV REIMBU07/05/2019		Patricia Jane Francis	Reimbursement for meals - Conference		61.95	
EFT10056	10/05/2019	Perfect Computer Solutions	Sort printing issue, Monthly fee for daily monitoring	1		170.00
INV 24610	30/04/2019	Perfect Computer Solutions	Sort printing issue, Monthly fee for daily monitoring		170.00	

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EFT10057	10/05/2019	R and R Heavy Diesel Services	Truck wheel dolly	1		451.00
INV 3517	26/03/2019	R and R Heavy Diesel Services	Truck wheel dolly		451.00	
EFT10058	10/05/2019	Ravensthorpe Agencies	Two way antenna, Oxygen, Oil, Hose suction, Battery, Acetylene, Roatery vane pump	1		3,297.25
INV 26107	30/04/2019	Ravensthorpe Agencies	Two way antenna, Oxygen, Oil, Hose suction, Battery, Acetylene, Roatery vane pump		3,297.25	
EFT10059	10/05/2019	Ravensthorpe Community Bus	Bus hire 26 April 2019 - Strategic planning workshop weekend	1		394.00
INV 20	30/04/2019	Ravensthorpe Community Bus	Bus hire 26 April 2019 - Strategic planning workshop weekend		394.00	
EFT10060	10/05/2019	Ravensthorpe Mechanical Services	Bag of rags	1		39.11
INV 34504	03/05/2019	Ravensthorpe Mechanical Services	Bag of rags		39.11	
EFT10061	10/05/2019	Retravisision	Ironing Boards	1		78.00
INV 6006695717/04/2019		Retravisision	Ironing Boards		78.00	
EFT10062	10/05/2019	Thomas Zahra	Refund of childcare credit	1		181.75
INV REFUND27/04/2019		Thomas Zahra	Refund of childcare credit		181.75	
EFT10063	10/05/2019	Tradelink	Kit flushpipe spares	1		183.94
INV 82	02/05/2019	Tradelink	Kit flushpipe spares		183.94	
EFT10064	10/05/2019	Vanguard Press	Map sheets - Pads	1		1,397.00
INV IN02192426/04/2019		Vanguard Press	Map sheets - Pads		1,397.00	
EFT10065	10/05/2019	WA Contract Ranger Services	Ranger and Airport Services to cover staff leave 18 to 29 April 2019	1		6,069.25
INV 02086	02/05/2019	WA Contract Ranger Services	Ranger and Airport Services to cover staff leave 18 to 29 April 2019		6,069.25	
EFT10066	10/05/2019	Weisterman Family Trust T/asMeridian Agencies	Account for the month of April 2019	1		275.98
INV IV00000001/05/2019		Weisterman Family Trust T/asMeridian Agencies	Account for the month of April 2019		275.98	

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EFT10067	10/05/2019	WesTrac	Sensors	1		1,080.56
INV PI341848	01/05/2019	WesTrac	Sensors		1,080.56	
EFT10068	13/05/2019	Albany Mapping & Surveying Services	Centreline spotting, Travel, Accomodation	1		10,986.25
INV 190415	15/04/2019	Albany Mapping & Surveying Services	Centreline spotting, Travel, Accomodation		6,047.25	
INV 190426	126/04/2019	Albany Mapping & Surveying Services	Aerial mapping & Processing, Travel, Volume calculations		4,939.00	
EFT10069	13/05/2019	BCP Contractors Pty Ltd	WANDRRA AGRN 743 CULHAM INLET CLAIM 6	1		88,740.98
INV 1276-006B	03/04/2019	BCP Contractors Pty Ltd	WANDRRA AGRN 743 CULHAM INLET CLAIM 6		88,740.98	
EFT10070	13/05/2019	Bob Waddell & Associates Pty Ltd	FINANCIAL ASSISTANCE - BEV WEBB	1		7,854.00
INV 1663	13/05/2019	Bob Waddell & Associates Pty Ltd	ASSISTANCE WITH THE 19/20 ANNUAL BUDGET		924.00	
INV 1654	06/05/2019	Bob Waddell & Associates Pty Ltd	ASSISTANCE WITH THE 19/20 ANNUAL BUDGET		2,178.00	
INV 1662	13/05/2019	Bob Waddell & Associates Pty Ltd	FINANCIAL ASSISTANCE - BEV WEBB		2,244.00	
INV 1655	06/05/2019	Bob Waddell & Associates Pty Ltd	FINANCIAL ASSISTANCE - BEV WEBB		2,508.00	
EFT10072	15/05/2019	Cindy Gordon	SWIMMING POOL KEY BOND REFUND	2		20.00
INV T1338	14/05/2019	Cindy Gordon	SWIMMING POOL KEY BOND REFUND	2	20.00	
EFT10073	15/05/2019	Deborah Daw	SWIMMING POOL KEY BOND REFUND	2		40.00
INV T642	14/05/2019	Deborah Daw	SWIMMING POOL KEY BOND REFUND	2	20.00	
INV T36	14/05/2019	Deborah Daw	GYM KEY BOND REFUND	2	20.00	
EFT10074	15/05/2019	Elizabeth Potae	SWIMMING POOL KEY BOND REFUND	2		20.00
INV T1111	14/05/2019	Elizabeth Potae	SWIMMING POOL KEY BOND REFUND	2	20.00	
EFT10075	15/05/2019	Lee Bakker	SWIMMING POOL KEY BOND REFUND	2		20.00
INV T1346	14/05/2019	Lee Bakker	SWIMMING POOL KEY BOND REFUND	2	20.00	
EFT10076	15/05/2019	Tracey Ross	SWIMMING POOL KEY BOND REFUND	2		20.00

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INV T460	14/05/2019	Tracey Ross	SWIMMING POOL KEY BOND REFUND	2	20.00	
EFT10077	16/05/2019	4 Rivers Plumbing & Gas	Annual manhole inspection	1		3,000.00
INV 0000449605/03/2019		4 Rivers Plumbing & Gas	Annual manhole inspection		3,000.00	
EFT10078	16/05/2019	Albany City Holden	75,000km Service	1		786.20
INV 384754	07/03/2019	Albany City Holden	75,000km Service		786.20	
EFT10079	16/05/2019	Australia Post	Total supply period ending 30/4/19	1		11.01
INV 1008511203/05/2019		Australia Post	Total supply period ending 30/4/19		11.01	
EFT10080	16/05/2019	BOC Limited	Bottle rental 29/3/19 to 11/4/19	1		28.46
INV 1334981	28/04/2019	BOC Limited	Bottle rental 29/3/19 to 11/4/19		28.46	
EFT10081	16/05/2019	BP Australia Pty Ltd	Fuel account for the month of April 2019	1		1,621.60
INV 1061487730/04/2019		BP Australia Pty Ltd	Fuel account for the month of April 2019		1,621.60	
EFT10082	16/05/2019	Best Office Systems	Monthly Copier readings for Konica Minolta Copiers x 2	1		55.00
INV 556030	30/04/2019	Best Office Systems	Monthly Copier readings for Konica Minolta Copiers x 2		55.00	
EFT10083	16/05/2019	Caltex Australia Starcard	Fuel account for April 2019	1		122.01
INV 0106956914/05/2019		Caltex Australia Starcard	Fuel account for April 2019		122.01	
EFT10084	16/05/2019	Cleanaway Pty Ltd	Collections for April 2019	1		17,190.41
INV 2152712130/04/2019		Cleanaway Pty Ltd	Collections for April 2019		17,190.41	
EFT10085	16/05/2019	Community Spirit Newspaper Inc	Full page advertisement Easter opening hours and Office closure	1		171.00
INV 0002278011/04/2019		Community Spirit Newspaper Inc	Full page advertisement Easter opening hours and Office closure		171.00	
EFT10086	16/05/2019	Courier Australia	Freight charges - PCS, Elliots	1		483.95
INV 044-S30206/05/2019		Courier Australia	Freight charges - PCS, Beacon, Westrac, Guardian print		241.27	

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INV 0405-S30	12/05/2019	Courier Australia	Freight charges - PCS, Elliots		242.68	
EFT10087	16/05/2019	Dene Bingham	Reimbursement for Insurance excess claim- As per deed of compromise 12 May 2019	1		550.00
INV REIMBU	16/05/2019	Dene Bingham	Reimbursement for Insurance excess claim- As per deed of compromise 12 May 2019		550.00	
EFT10088	16/05/2019	Eimear Guidera	Reimbursement for Insurance excess claim- As per deed of compromise 12 May 2019	1		500.00
INV REIMBU	16/05/2019	Eimear Guidera	Reimbursement for Insurance excess claim- As per deed of compromise 12 May 2019		500.00	
EFT10089	16/05/2019	Elisa Spengler	Bond refund for Pool key	1		20.00
INV REFUND	14/05/2019	Elisa Spengler	Bond refund for Pool key		20.00	
EFT10090	16/05/2019	Elliotts Irrigation Pty Ltd	Compact automatic filtrations system	1		6,490.00
INV B13879	08/05/2019	Elliotts Irrigation Pty Ltd	Compact automatic filtrations system		6,490.00	
EFT10091	16/05/2019	FE Daw & Sons	Account charges for April 2019	1		1,120.85
INV APRIL	2009/05/2019	FE Daw & Sons	Account charges for April 2019		1,120.85	
EFT10092	16/05/2019	Freight Lines Group	Freight charges - Mammoth Equipment	1		309.75
INV 0005735010	10/05/2019	Freight Lines Group	Freight charges - Mammoth Equipment		309.75	
EFT10094	16/05/2019	Hopetoun Painting Service	Painting of CEO office	1		3,135.00
INV INV-110413	10/05/2019	Hopetoun Painting Service	Painting of CEO office		2,640.00	
INV INV-110513	10/05/2019	Hopetoun Painting Service	Supply and paint 2 doors and new door frame		495.00	
EFT10095	16/05/2019	Jason Signmakers	Beach access prohibited sign, Magnetic CH13 signs	1		207.57
INV 195293	26/03/2019	Jason Signmakers	Beach access prohibited sign, Magnetic CH13 signs		207.57	
EFT10096	16/05/2019	Kirra Hasleby	Bond refund for 165 Banksia Road Hopetoun	1		864.65
INV REFUND	15/05/2019	Kirra Hasleby	Bond refund for 165 Banksia Road Hopetoun		864.65	

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EFT10097	16/05/2019	Mammoth Equipment & Exhausts	Ecoblue 1000L	1		605.00
INV 84801	03/05/2019	Mammoth Equipment & Exhausts	Ecoblue 1000L		605.00	
EFT10098	16/05/2019	Nature Play Solutions	Progress payment 2 for nature play ground	1		44,221.76
INV 0000322406/05/2019		Nature Play Solutions	Progress payment 2 for nature play ground		44,221.76	
EFT10099	16/05/2019	R and R Heavy Diesel Services	Lubrication service and inspection	1		470.96
INV 3585	09/05/2019	R and R Heavy Diesel Services	Lubrication service and inspection		470.96	
EFT10100	16/05/2019	Shire Of Esperance	Town planning services - Peter Wilks 14 Hours - Richard Hindley 24 hours	1		7,500.16
INV 72315	26/04/2019	Shire Of Esperance	Town planning services - Peter Wilks 14 Hours - Richard Hindley 24 hours		4,640.16	
INV 72480	03/05/2019	Shire Of Esperance	Town planning services - Peter Wilks 6 Hours - Richard Hindley 20 hours		2,860.00	
EFT10101	16/05/2019	Tamara Miller	Bond refund for Pool key	1		20.00
INV REFUND09/05/2019		Tamara Miller	Bond refund for Pool key		20.00	
EFT10102	16/05/2019	Tradelink	Various hoses and connectors	1		311.13
INV 8236148702/05/2019		Tradelink	Various hoses and connectors		430.66	
INV CR40955'02/05/2019		Tradelink	Credit note for inccorect parts on invoice 82266629		-119.53	
EFT10103	17/05/2019	BCP Contractors Pty Ltd	WANDRRA AGRN 743 CULHAM INLET CLAIM 6	1		932,651.39
INV 1276-006.30/04/2019		BCP Contractors Pty Ltd	WANDRRA AGRN 743 CULHAM INLET CLAIM 6		932,651.39	
EFT10104	17/05/2019	Hays Specialist Recruitment	Temporary contract engagement Les Mainwaring Acting Director of Corporate and Community Services	1		5,604.92
INV 8274170	01/05/2019	Hays Specialist Recruitment	Temporary contract engagement Les Mainwaring Acting Director of Corporate and Community Services		5,604.92	
EFT10105	17/05/2019	P.M Port Mandurah Removals	furniture removal costs for Evelyn Houghton childcare manager	1		4,150.00
INV INV-149217/05/2019		P.M Port Mandurah Removals	furniture removal costs for Evelyn Houghton childcare manager		4,150.00	

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EFT10106	22/05/2019	Elizabeth Aberline	POOL KEY BOND REFUND 2 KEYS RETURNED	2		40.00
INV T695	22/05/2019	Elizabeth Aberline	POOL KEY BOND REFUND 2 KEYS RETURNED	2	40.00	
EFT10107	22/05/2019	Wayne Daw	GYM KEY BOND REFUND	2		20.00
INV T530	21/05/2019	Wayne Daw	GYM KEY BOND REFUND	2	20.00	
EFT10108	23/05/2019	Aceway Nominees P/L t/as City Toyota	20,000KM Service	1		2,408.84
INV JC2B058509/05/2019		Aceway Nominees P/L t/as City Toyota	20,000KM Service		2,408.84	
EFT10109	23/05/2019	BCP Contractors Pty Ltd	WANDRRA AGRN 743 - CONTRACT 4/2018 CLAIM 6	1		996,741.24
INV 1276-00660/04/2019		BCP Contractors Pty Ltd	WANDRRA AGRN 743 - CONTRACT 4/2018 CLAIM 6		996,741.24	
EFT10110	23/05/2019	BE Stearne & Co Pty Ltd	Sprayer, Faucet socket, Flange, Pvc Cement, Priming liquid, Pvc pipe	1		1,165.40
INV 70673	17/05/2019	BE Stearne & Co Pty Ltd	Sprayer, Faucet socket, Flange, Pvc Cement, Priming liquid, Pvc pipe		1,165.40	
EFT10111	23/05/2019	BP Australia Pty Ltd	Fuel account for the month of March 2019	1		2,312.89
INV 1058717431/03/2019		BP Australia Pty Ltd	Fuel account for the month of March 2019		2,312.89	
EFT10112	23/05/2019	Best Office Systems	MONTHLY COPIER READINGS FOR KONICA MINOLTA COPIERS X2	1		1,337.63
INV 556536	14/05/2019	Best Office Systems	Monthly Copier readings for Konica Minolta Copiers x 2		596.46	
INV 554042	18/05/2019	Best Office Systems	MONTHLY COPIER READINGS FOR KONICA MINOLTA COPIERS X2		741.17	
EFT10113	23/05/2019	Bob Waddell & Associates Pty Ltd	ASSISTANCE WITH FINANCIAL FUNCTIONS B.WEBB	1		4,518.80
INV 1670	17/05/2019	Bob Waddell & Associates Pty Ltd	PAYROLL ASSISTANCE - SUPER ERROR		66.00	
INV 1669	17/05/2019	Bob Waddell & Associates Pty Ltd	ASSISTANCE WITH FINANCIAL FUNCTIONS B.WEBB		4,452.80	
EFT10114	23/05/2019	Cosimo Cutri	CONSULTANCY & LABOUR HIRE TO ASSIST WITH OPERATIONAL IMPROVEMENTS	1		1,875.00
INV 59	22/05/2019	Cosimo Cutri	CONSULTANCY & LABOUR HIRE TO ASSIST WITH OPERATIONAL IMPROVEMENTS		1,875.00	

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**Shire of Ravensthorpe
CREDITORS REPORT MAY 2019**

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT10115	23/05/2019	Hays Specialist Recruitment	Temporary contract engagement Les Mainwaring W/E 12 May 2019	1		10,747.32
INV 8309935	15/05/2019	Hays Specialist Recruitment	Temporary contract engagement Les Mainwaring W/E 12 May 2019		4,466.30	
INV 8256401	24/04/2019	Hays Specialist Recruitment	Temporary contract engagement Les Mainwaring W/E 21 April 2019		2,565.32	
INV 8292212	08/05/2019	Hays Specialist Recruitment	Temporary contract engagement Les Mainwaring W/E 5 May 2019		3,715.70	
EFT10116	23/05/2019	IT Vision Australia	COURSE - RATES EOY H. COETZEE	1		1,122.00
INV 31310	17/05/2019	IT Vision Australia	COURSE - RATES EOY H. COETZEE		561.00	
INV 31311	17/05/2019	IT Vision Australia	COURSE - RATES MODELLING - H. COETZEE		561.00	
EFT10117	23/05/2019	Landgate	RURAL UV'S CHARGEABLE SCHEDULE R201/91	1		121.10
INV 347505-1	04/04/2019	Landgate	MINING TENEMENTS CHARGABLE SHEDULE NO.M2019/3		39.00	
INV 347294-1	16/04/2019	Landgate	RURAL UV'S CHARGEABLE SCHEDULE R201/91		82.10	
EFT10118	23/05/2019	Norm's Cabinets	SUPPLY AND FIT SHIRE OFFICE DESK AND CABINET IN EA OFFICE	1		3,575.00
INV 10229	18/05/2019	Norm's Cabinets	SUPPLY AND FIT SHIRE OFFICE DESK AND CABINET IN EA OFFICE		3,575.00	
EFT10119	23/05/2019	Perfect Computer Solutions	IT Support 2018/19	1		1,827.50
INV 24648	14/05/2019	Perfect Computer Solutions	IT Support 2018/19		1,445.00	
INV 24663	16/05/2019	Perfect Computer Solutions	CLEAN UP LICENCING COMPUTER, CONNECT HOPETOUN LICENCING PC TO INTERNET, SET UP NEW EMAILS		382.50	
EFT10120	23/05/2019	Retravisision	YAMAHA RXS602B 5.1 CH AVR BLACK 95W X 5	1		799.00
INV 6006805620	05/2019	Retravisision	YAMAHA RXS602B 5.1 CH AVR BLACK 95W X 5		799.00	
EFT10121	23/05/2019	Shire of Ravensthorpe Social Club	Payroll deductions	1		75.00
INV DEDUCT06	05/2019	Shire of Ravensthorpe Social Club	Payroll deductions		75.00	

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EFT10122	23/05/2019	Southern Diesel Hire	PTS REMAN CAT EQUILIZER BAR D6R BRZ00146	1		6,050.00
INV 1039	17/05/2019	Southern Diesel Hire	NOTE THE CYLINDER IS EXCHANGE PTS REMAN CAT EQUILIZER BAR D6R BRZ00146 NOTE THE CYLINDER IS EXCHANGE		6,050.00	
EFT10123	23/05/2019	WA Contract Ranger Services	Ranger and Airport Services to cover staff vacancy 30 April 2019 to 31 May 2019	1		5,326.75
INV 02114	14/05/2019	WA Contract Ranger Services	Ranger and Airport Services to cover staff vacancy 30 April 2019 to 31 May 2019		5,326.75	
EFT10124	23/05/2019	Wilsons Sign Solutions	DESK NAME PLATE FOR DCCS	1		27.50
INV 74291	17/05/2019	Wilsons Sign Solutions	DESK NAME PLATE FOR DCCS		27.50	
EFT10125	23/05/2019	Wren Oil	Collection of 4000L oil from the Hopetoun Transfer station	1		16.50
INV 68679	14/05/2019	Wren Oil	Collection of 4000L oil from the Hopetoun Transfer station		16.50	
EFT10126	27/05/2019	ACH Contractors	WANDRRA AGRN 743 - Works package 24, Contract 3/2018, Payment certificate 6	1		280,355.22
INV 0130	29/04/2019	ACH Contractors	WANDRRA AGRN 743 - Works package 24, Contract 3/2018, Payment certificate 6		280,355.22	
1023	01/05/2019	1 - BANK FEES	BANK FEES	1		14.80
1023	01/05/2019	1 - BANK FEES	MAINTENANCE FEES	1		60.00
1023	01/05/2019	1 - BANK FEES	ELECTRONIC TRANSACTION FEES	1		3.00
1023	01/05/2019	1 - BANK FEES	BPAY CREDIT CARD MERCHANT FEE	1		33.98
1023	01/05/2019	1 - BANK FEES	BPAY TRANSACTION FEE	1		216.00
1023	31/05/2019	1 - BANK FEES	DEBIT INTEREST	1		72.99
1023	03/05/2019	1 - BANK FEES	CBA MERCHANT FEES	1		78.67
1023	03/05/2019	1 - BANK FEES	CBA MERCHANT FEES	1		290.19

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD4725.1	15/05/2019	SuperWrap Personal Super Plan	Superannuation contributions	1		-350.02
INV SUPER	15/05/2019	SuperWrap Personal Super Plan	Superannuation contributions	1	-350.02	
DD4736.1	06/05/2019	Loyd D.G. & Sandra Collins Superfund	Superannuation contributions	1		56.75
INV SUPER	06/05/2019	Loyd D.G. & Sandra Collins Superfund	Superannuation contributions	1	56.75	
DD4736.2	06/05/2019	MLC MasterKey Business Super	Superannuation contributions	1		55.30
INV SUPER	06/05/2019	MLC MasterKey Business Super	Superannuation contributions	1	55.30	
DD4736.3	06/05/2019	FirstChoice Personal Super	Superannuation contributions	1		113.76
INV SUPER	06/05/2019	FirstChoice Personal Super	Superannuation contributions	1	113.76	
DD4736.4	06/05/2019	Hesta Superannuation	Payroll deductions	1		253.34
INV SUPER	06/05/2019	Hesta Superannuation	Superannuation contributions	1	209.66	
INV DEDUCT	06/05/2019	Hesta Superannuation	Payroll deductions	1	43.68	
DD4736.5	06/05/2019	BUSSQ	Payroll deductions	1		453.96
INV SUPER	06/05/2019	BUSSQ	Superannuation contributions	1	337.56	
INV DEDUCT	06/05/2019	BUSSQ	Payroll deductions	1	116.40	
DD4736.6	06/05/2019	WA Local Government Super Plan	Payroll deductions	1		8,783.74
INV DEDUCT	06/05/2019	WA Local Government Super Plan	Payroll deductions	1	220.31	
INV DEDUCT	06/05/2019	WA Local Government Super Plan	Payroll deductions	1	182.46	
INV DEDUCT	06/05/2019	WA Local Government Super Plan	Payroll deductions	1	789.76	
INV DEDUCT	06/05/2019	WA Local Government Super Plan	Payroll deductions	1	66.37	
INV SUPER	06/05/2019	WA Local Government Super Plan	Superannuation contributions	1	7,141.80	
INV DEDUCT	06/05/2019	WA Local Government Super Plan	Payroll deductions	1	60.07	
INV DEDUCT	06/05/2019	WA Local Government Super Plan	Payroll deductions	1	249.89	
INV DEDUCT	06/05/2019	WA Local Government Super Plan	Payroll deductions	1	73.08	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD4736.7	06/05/2019	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1		4,332.84
INV DEDUCT06/05/2019	06/05/2019	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	386.21	
INV DEDUCT06/05/2019	06/05/2019	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	1,844.90	
INV SUPER 06/05/2019	06/05/2019	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	2,101.73	
DD4736.8	06/05/2019	Colonial First State	Superannuation contributions	1		389.14
INV DEDUCT06/05/2019	06/05/2019	Colonial First State	Payroll deductions	1	57.65	
INV SUPER 06/05/2019	06/05/2019	Colonial First State	Superannuation contributions	1	331.49	
DD4736.9	06/05/2019	BT Super For Life	Superannuation contributions	1		72.73
INV SUPER 06/05/2019	06/05/2019	BT Super For Life	Superannuation contributions	1	72.73	
DD4751.1	20/05/2019	WA Local Government Super Plan	Payroll deductions	1		8,455.96
INV SUPER 20/05/2019	20/05/2019	WA Local Government Super Plan	Superannuation contributions	1	6,929.70	
INV DEDUCT20/05/2019	20/05/2019	WA Local Government Super Plan	Payroll deductions	1	110.00	
INV DEDUCT20/05/2019	20/05/2019	WA Local Government Super Plan	Payroll deductions	1	182.46	
INV DEDUCT20/05/2019	20/05/2019	WA Local Government Super Plan	Payroll deductions	1	789.40	
INV DEDUCT20/05/2019	20/05/2019	WA Local Government Super Plan	Payroll deductions	1	68.27	
INV DEDUCT20/05/2019	20/05/2019	WA Local Government Super Plan	Payroll deductions	1	58.00	
INV DEDUCT20/05/2019	20/05/2019	WA Local Government Super Plan	Payroll deductions	1	245.05	
INV DEDUCT20/05/2019	20/05/2019	WA Local Government Super Plan	Payroll deductions	1	73.08	
DD4751.2	20/05/2019	Hesta Superannuation	Payroll deductions	1		207.88
INV SUPER 20/05/2019	20/05/2019	Hesta Superannuation	Superannuation contributions	1	172.04	
INV DEDUCT20/05/2019	20/05/2019	Hesta Superannuation	Payroll deductions	1	35.84	
DD4751.3	20/05/2019	BUSSQ	Payroll deductions	1		391.44
INV SUPER 20/05/2019	20/05/2019	BUSSQ	Superannuation contributions	1	291.07	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV DEDUCT	20/05/2019	BUSSQ	Payroll deductions	1	100.37	
DD4751.4	20/05/2019	Australian Superannuation (Formally Westscheme)	Payroll deductions	1		4,432.11
INV DEDUCT	20/05/2019	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	351.73	
INV SUPER	20/05/2019	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	2,014.87	
INV DEDUCT	20/05/2019	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	2,065.51	
DD4751.5	20/05/2019	Colonial First State	Superannuation contributions	1		389.14
INV DEDUCT	20/05/2019	Colonial First State	Payroll deductions	1	57.65	
INV SUPER	20/05/2019	Colonial First State	Superannuation contributions	1	331.49	
DD4751.6	20/05/2019	BT Super For Life	Superannuation contributions	1		7.68
INV SUPER	20/05/2019	BT Super For Life	Superannuation contributions	1	7.68	
DD4751.7	20/05/2019	AMP Super	Superannuation contributions	1		63.64
INV SUPER	20/05/2019	AMP Super	Superannuation contributions	1	63.64	
DD4751.8	20/05/2019	BT Super for Life	Superannuation contributions	1		662.86
INV SUPER	20/05/2019	BT Super for Life	Superannuation contributions	1	662.86	
DD4751.9	20/05/2019	Care Super Pty Ltd	Superannuation contributions	1		168.32
INV SUPER	20/05/2019	Care Super Pty Ltd	Superannuation contributions	1	168.32	
DD4757.1	20/05/2019	MLC Superannuation	Superannuation contributions	1		49.43
INV SUPER	28/05/2019	MLC Superannuation	Superannuation contributions	1	49.43	
DD4760.1	17/05/2019	BANKWEST Corporate Mastercard	April 2019 Statement	1		12,409.66
INV APRIL	2007/05/2019	BANKWEST Corporate Mastercard	April 2019 Statement	1	12,409.66	
DD4762.1	31/05/2019	Department of Transport (Shire Licensing)	DoT PAYMENT BY AUTHORITY MAY 2019	1		21,392.40
INV MAY 19	31/05/2019	Department of Transport (Shire Licensing)	DoT PAYMENT BY AUTHORITY MAY 2019	1	21,392.40	

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DD4762.2	31/05/2019	Synergy	ACCOUNT PAYMENT BY AUTHORITY MAY 2019	1		2,678.85
INV MAY 20131/05/2019		Synergy	ACCOUNT PAYMENT BY AUTHORITY MAY 2019	1	2,678.85	
DD4762.3	31/05/2019	Horizon Power	ACCOUNT PAYMENT BY AUTHORITY MAY 2019	1		2,984.09
INV MAY 20131/05/2019		Horizon Power	ACCOUNT PAYMENT BY AUTHORITY MAY 2019	1	2,984.09	
DD4762.4	31/05/2019	Water Corporation	ACCOUNT PAYMENT BY AUTHORITY MAY 2019	1		15,549.41
INV MAY 20131/05/2019		Water Corporation	ACCOUNT PAYMENT BY AUTHORITY MAY 2019	1	15,549.41	
DD4762.5	15/05/2019	SG Fleet	LEASE RENTALS MAY 2019	1		13,509.04
INV AUSG00115/05/2019		SG Fleet	LEASE RENTALS MAY 2019	1	13,509.04	
DD4762.6	01/05/2019	Westnet Pty Ltd	ACCOUNT PAYMENT BY AUTHORITY MAY 2019	1		708.90
INV 1100595601/05/2019		Westnet Pty Ltd	ACCOUNT PAYMENT BY AUTHORITY MAY 2019	1	708.90	
DD4736.10	06/05/2019	MLC Superannuation	Superannuation contributions	1		48.42
INV SUPER 06/05/2019		MLC Superannuation	Superannuation contributions	1	48.42	
DD4736.11	06/05/2019	AMP Super	Superannuation contributions	1		63.64
INV SUPER 06/05/2019		AMP Super	Superannuation contributions	1	63.64	
DD4736.12	06/05/2019	BT Super for Life	Superannuation contributions	1		662.86
INV SUPER 06/05/2019		BT Super for Life	Superannuation contributions	1	662.86	
DD4736.13	06/05/2019	Care Super Pty Ltd	Superannuation contributions	1		77.24
INV SUPER 06/05/2019		Care Super Pty Ltd	Superannuation contributions	1	77.24	
DD4751.10	20/05/2019	MLC MasterKey Business Super	Superannuation contributions	1		129.65
INV SUPER 20/05/2019		MLC MasterKey Business Super	Superannuation contributions	1	129.65	
DD4751.11	20/05/2019	FirstChoice Personal Super	Superannuation contributions	1		129.10

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	20/05/2019	FirstChoice Personal Super	Superannuation contributions	1	129.10	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	Municipal Bank Account	3,421,086.43
2	Trust Bank Account	1,457.90
TOTAL		3,422,544.33

**01 April 2018 - 30 April 2019
Business Credit Card - Gavin Pollock Bankwest**

Date	Payment to	Description	Amount	GST
31/03/2019	Bunnings - Esperance		540.09	49.08
2/04/2019	Microsoft - AUS		129.00	11.73
3/04/2019	Enlake Enterprises - Temora		2244.00	204.00
4/04/2019	IGA - Hopetoun		304.72	27.20
9/04/2019	Vodien Australia - Alexandria		69.84	
10/04/2019	Esperance Appliance - Esperance		1274.00	115.82
11/04/2019	Dropbox - Ireland		152.90	13.90
12/04/2019	Regional express - Mascot		541.77	
12/04/2019	WOTIF - AUS		741.95	67.45
12/04/2019	Ravensthorpe Hotel - Ravensthorpe		49.00	4.45
12/04/2019	Ravensthorpe Cellars - Ravensthorpe		58.00	5.27
14/04/2019	Hotel Northbridge - Northbridge		260.00	23.64
16/04/2019	Hotel Northbridge - Northbridge		106.00	9.64
18/04/2019	Wavecrest - Hopetoun		433.50	39.41
23/04/2019	Beeline Florists - Esperance		220.00	20.00
25/04/2019	Coppenclan Nominees - Corrigin		147.70	13.43
26/04/2019	Gaylene Weistern - Ravensthorpe		5.99	0.54
26/04/2019	Ravensthorpe Cellars - Ravensthorpe		954.79	86.80
27/04/2019	Comfort Inn - Esperance		586.50	53.32
28/04/2019	The Pier Hotel - Esperance		120.20	10.93
28/04/2019	Munglinup Roadhouse - Munglinup		82.20	7.47
28/04/2019	The Pier Hotel - Esperance		172.00	15.64
28/04/2019	Comfort Inn - Esperance		186.00	16.91

Total Purchases for G. Pollock	9,380.15	796.63
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Business Credit Card - Graham Steel Bankwest

Date	Payment to	Description	Amount	GST
17/04/2019	Nisbets - Smeaton		2753.43	250.31
26/04/2019	Western Diagnostic - Albany		35.00	
26/04/2019	The Surgery - Albany		169.00	15.36
26/04/2019	Albany Retravision - Albany		30.00	2.73

Total Purchases for G.Steel	2987.43	268.40
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Business Credit Card - Ashley Peczka Bankwest

Date	Payment to	Description	Amount	GST
29/04/2019	Eagle Roadhouse - Ravensthorpe		37.57	3.42

Total Purchases for A.Peczka	37.57	3.42
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Total Fees and Charges	\$ 4.51	
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Total	\$ 12,409.66	\$ 1,068.45
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10.1.3 MONTHLY FINANCIAL REPORT – 31 MAY 2019

File Reference: GR.ME.8
Location: Shire of Ravensthorpe - Administration
Applicant: Internal
Author: Consultant Finance Officer
Authorising Officer: Director of Corporate and Community Services
Date: 14 June 2019
Disclosure of Interest: Nil
Attachments: 10.1.3.1 – Monthly Financial Reports for May 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 May 2019 Monthly Financial Reports.

Comment:

The May 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 May 2019 Monthly Financial Report as presented.

Moved: _____

Seconded: _____

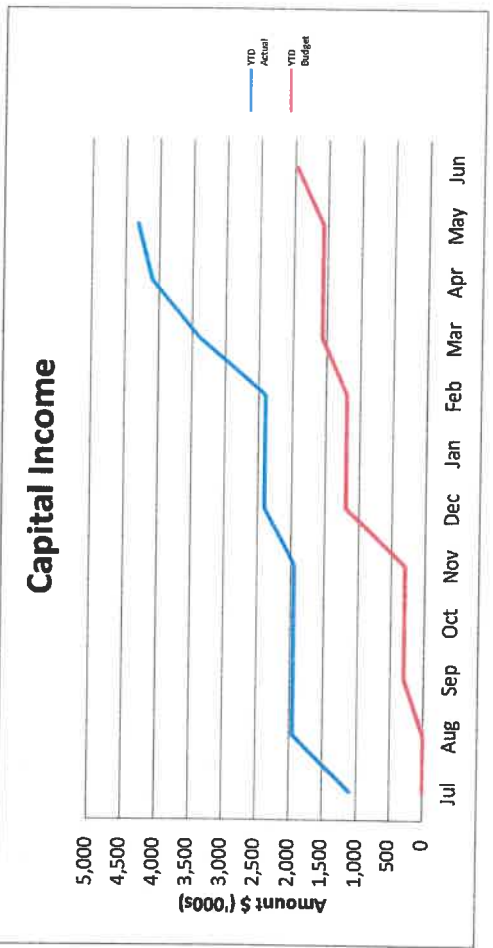
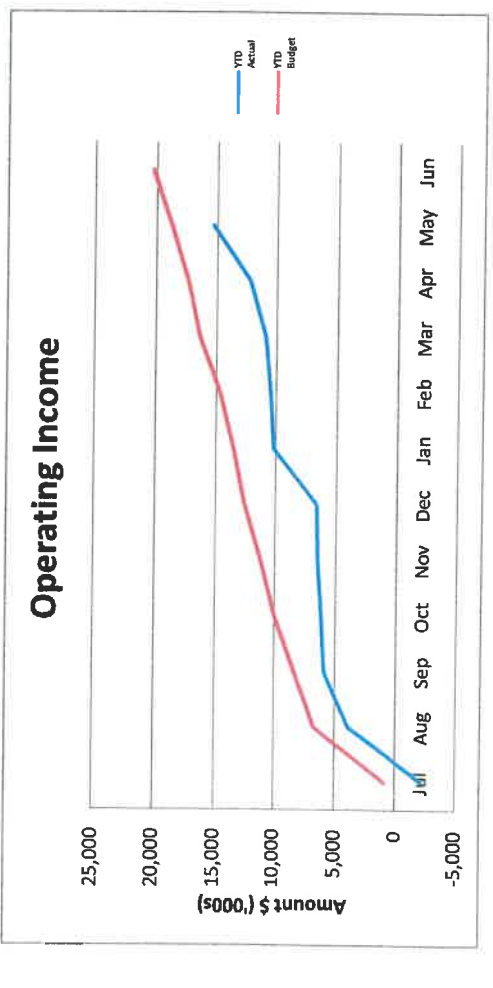
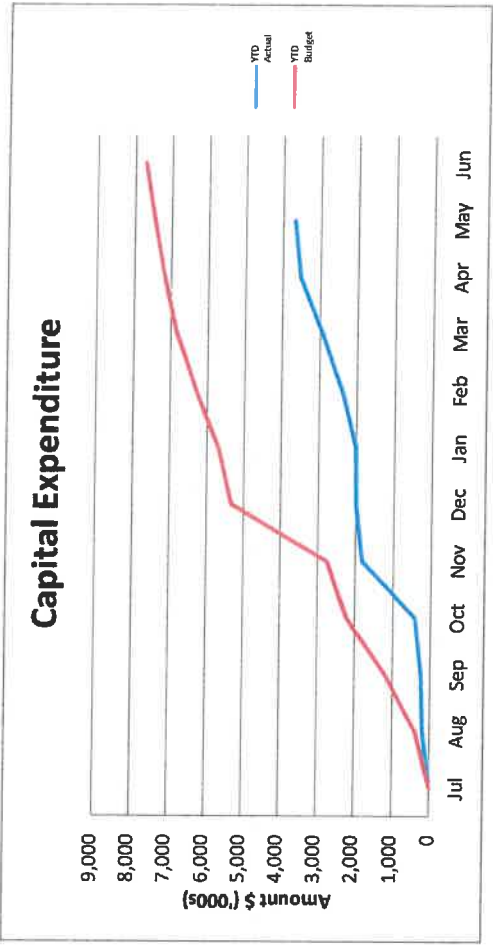
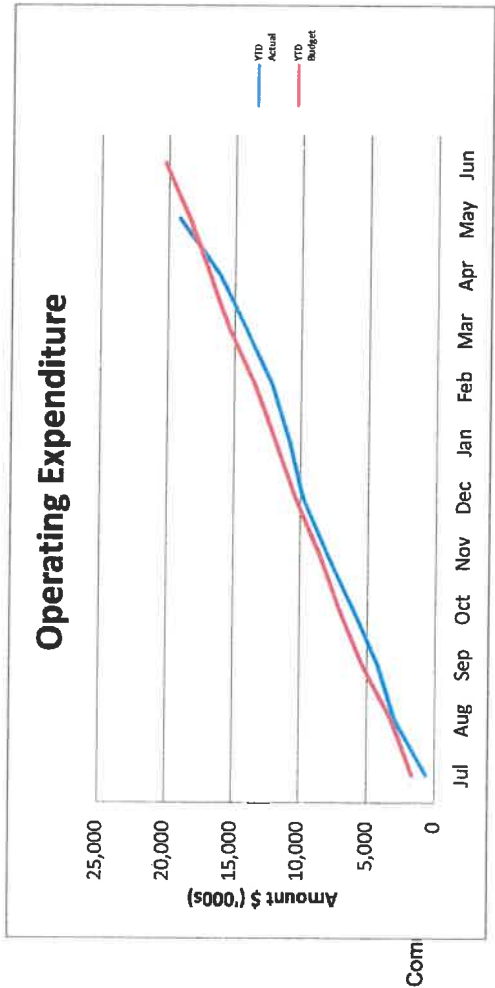


SHIRE OF RAVENSTHORPE
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019

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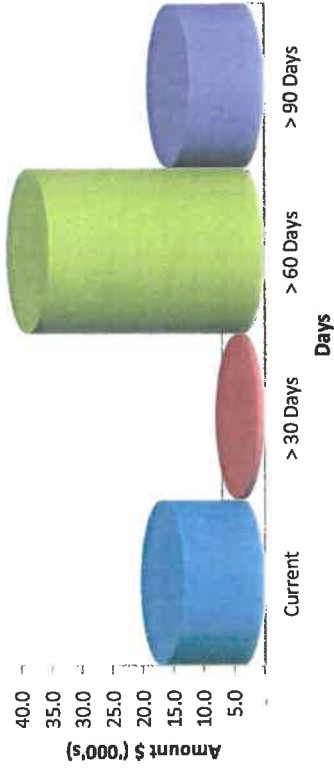
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Income and Expenditure Graphs to 31 May 2019

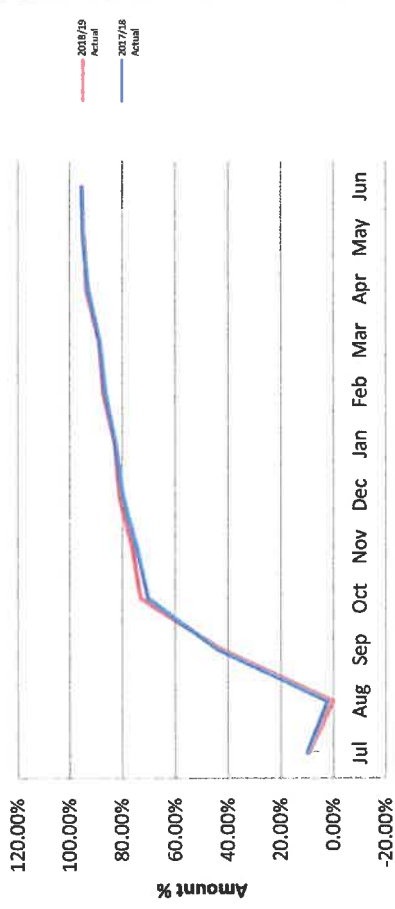


Other Graphs to 31 May 2019

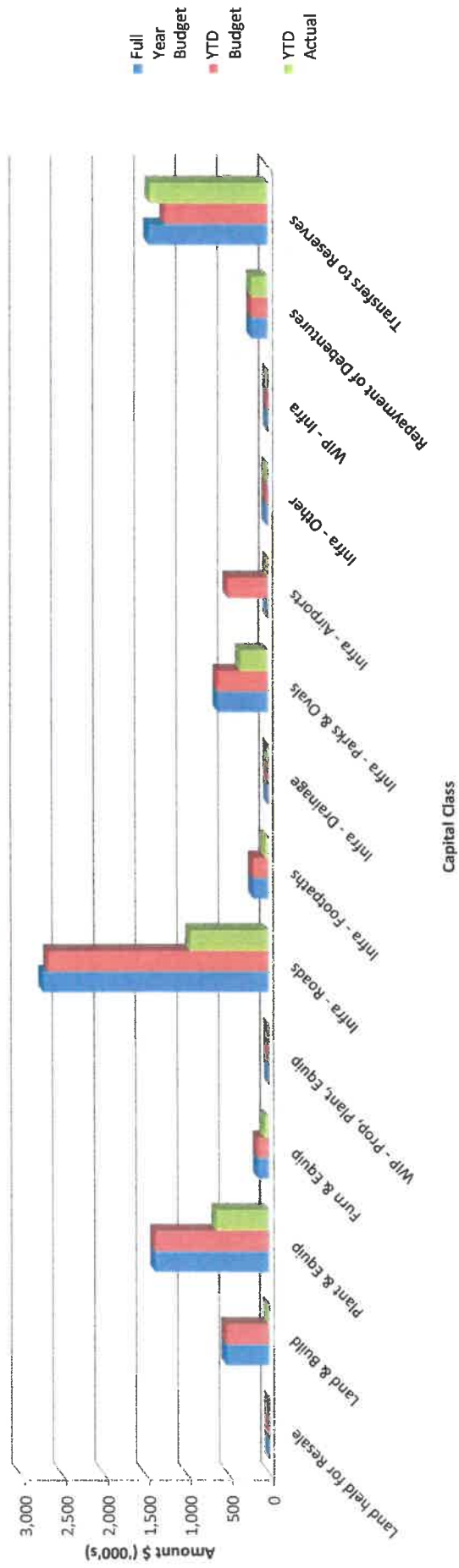
Sundry Debtors Amount O/S



Rates % Collected



Capital Expenditure



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

PERMANENT - Reserve interest calculations under budget due to use of funds for WAANDRA

PERMANENT - Muni interest under budget estimate

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

PERMANENT - Fines and Penalties over budget estimates due to introduction of fines enforcement

Education & Welfare - Revenue under YTD budget

TIMING - Further Cub House claims have not been raised

PERMANENT - Sustainability Grant under budget estimate due to drop in numbers and staffing issues

Housing - Revenue under YTD budget

PERMANENT - 165 Banksia not occupied in February/March

Community Amenities - Revenue higher than YTD Budget

PERMANENT - Income relating to Sewerage over budget estimate

Community Amenities - Revenue under YTD budget

PERMANENT - Jerramungup Shire Landfill Recoups under budget estimate

Community Amenities - Revenue higher than YTD Budget

PERMANENT - Tipsite over budget estimate but contra to expense

PERMANENT - Income from sewerage over budget estimate

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 to be reconciled in June

TIMING - Income relating to Airport under budget estimate

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

TIMING - Canoe Trail grant completed in June

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 (leases) 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

PERMANENT - Diesel fuel rebate under budget estimate

Other Property and Services - Revenue under YTD budget

REPORTABLE OPERATING EXPENSE VARIATIONS

Governance- Expenditure under YTD Budget

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

TIMING - Members expenses - Training, conferences etc - finalised in June

TIMING - Community Development and Contributions - finalised in June

General Purpose Funding- Expenditure under YTD Budget

PERMANENT - Rates and Legal Collection Expenses

General Purpose Funding - Expenditure over YTD budget

PERMANENT - Consultant Rates Services due to staff changes

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

Law, Order, Public Safety - Expenditure under YTD Budget

PERMANENT - Community Crime Prevention Plan not in this financial year

PERMANENT - Repeater Maintenance under budget estimate

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

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

TIMING - Effluent Scheme under budget estimate and being reviewed

Community Amenities - Expenditure over YTD budget

PERMANENT - Oil collection sites over budget estimate but contra to revenue

TIMING - Toilet maintenance over budget estimate

Recreation & Culture - Expenditure under YTD Budget

TIMING - Maintenance costs Public Halls are lower than YTD budget.

PERMANENT - Maintenance Swimming Pool under budget estimate

TIMING - Other Recreation overall under budget estimate

TIMING - Munginup Library Operations - paid in June

Transport - Expenditure under YTD Budget

PERMANENT - Metro counters will not be purchased this year

PERMANENT - Sundry minor equipment under budget estimate

Transport - Expenditure over YTD budget

PERMANENT - Overall Road Maintenance over budget estimate

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

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 in June

PERMANENT - Consultant services due to staff issues

PERMANENT - Administration salaries due to terminated staff payouts

PERMANENT - General administration - reallocated to other programs

Other Property and Services - Expenditure under YTD Budget

PERMANENT - Expenses relating to demolition of property in Morgans street

PERMANENT - Town Planning Scheme not in this financial year

REPORTABLE NON-CASH VARIATIONS

(Profit)/Loss on Asset Disposals

TIMING - to be reconciled in June

Depreciation on Assets - Expenditure under YTD budget

TIMING - Monthly depreciation has been journaled 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 - reconciled in June

TIMING - Canoe trail completed in June

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 - Ravensthorpe Recreation Grounds - in progress

TIMING - Hopetoun oval lighting in progress

PERMANENT - Rangeview Park Upgrade - carryover

PERMANENT - Ravensthorpe Cricket Pitch - carryover

Purchase of Infrastructure Airports - Expenditure under YTD budget

TIMING - Majority of capital upgrades to occur in 2019

Purchase of Infrastructure Airports - Expenditure over YTD budget

PERMANENT - Runway reseal over budget estimate

Purchase of Buildings - Expenditure under YTD budget

TIMING - 18 Carlisle, 93 Spence, Lot 79 Esplanade Hopetoun may be carryovers

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 - Construction Loader June 2019

PERMANENT - Zero turn mower under budget estimate

PERMANENT - Light Truck, Multi Tyre Roller, Side Tipper, Workshop Fitout to be reviewed in next budget

Purchase of Furniture & Equipment - Expenditure under YTD budget

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

PERMANENT - Purchase of gym equipment to be carried over

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: Lotterywest	16/19	\$125,000		\$171,903
11301		To: Ravensthorpe Tennis Club	16/19	\$2,000	-\$137,000	\$173,903
11315	A1520	Purchase Parks and Gardens Equipment	16/19	-\$137,000	\$247,000	\$36,903
11301		To: Gym Equipment Revenue Galaxy \$15,000	16/19	15,000	-\$152,000	\$51,903
11303	AF622	Gym Equipment	16/19	-\$15,000	45,000	\$36,903
08102	CC002	From: Cub House Revenue	16/19	\$6,100	-\$211,600	\$43,003
08107	CH002	Toys for Cub House	16/19	-\$6,100	\$18,250	\$36,903
04114		Audit Fee Expense	24/19	7,000	37,000	\$43,903
05303	E155	Whale Removal and Disposal	24/19	90,000	90,000	\$133,903
09101	BM999	Reduced Maintenance to correctly reflect capital works	24/19	90,000	90,000	\$94,930
09141	AB583	New shed floor and relocation, kitchen improvements	24/19	-\$38,973	35,000	\$129,930
09141	AB584	Landscaping and Kitchen improvements	24/19	35,000	14,000	\$143,930
09141	AB585	Replace carpet, carpets, paint and repair back patio	24/19	16,000	16,000	\$159,930
10709	BM998	Budget reduced to fund whale removal and disposal	24/19	-\$81,370	15,000	\$78,560
11112	BM997	Reduced to fund capital housing improvements and Hopetoun Lighting Project	24/19	-\$162,740	70,000	-\$84,180
11315	AI526	Remove existing lights and install new lights with required cabling and footings	24/19	85,000	85,000	\$820
11505	AB606	Remove and replace ceilings that are falling down	24/19	18,083	18,083	\$18,903
11300	B180	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

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 2019

	2018/19 Adopted Budget \$	2018/19 Revised Budget \$	2018/19 YTD Budget \$	MAY 2019 Actual \$
1. ACQUISITION OF ASSETS				
The following assets have been acquired during the period under review:				
<u>By Program</u>				
Governance				
<u>Members of Council</u>				
Purchase Furniture & Equipment	0	0	0	0
Law, Order & Public Safety				
<u>Fire Prevention & Control</u>				
Water Tank 80,000Ltr - Jerdacuttup Bfb	11,020	11,020	11,020	8,759
Health				
<u>Doctors & Other Health</u>				
TIMING Edge li Ultrasound	60,000	60,000	60,000	60,010
Housing				
<u>Staff Housing</u>				
18 Carlisle St Housing Upgrade	0	35,000	35,000	0
93 Spence St Housing Upgrade	0	14,000	14,000	0
Lot 79 Esplanade Hopetoun Housing Upgrade	0	16,000	16,000	0
	0	0	0	0
<u>Other Housing</u>				
Community Amenities				
<u>Sanitation - Household Refuse</u>				
Ravensthorpe Regional Landfill	16,000	16,000	16,000	10,197
Recreation and Culture				
<u>Other Recreation & Sport</u>				
New Gym Equipment	30,000	45,000	45,000	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	247,000	190,995
Hopetoun Upgrade Of Oval Lighting	0	85,000	85,000	36,300
<u>Libraries</u>				
Ravensthorpe Crc - Kitchen Improvements	0	18,083	16,577	0
Transport				
<u>Construction - Roads, Bridges, Depots</u>				
<u>Roads Construction Council</u>				
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
Streetscape 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
<u>Roads Mrwa V Of G Constr</u>				
Jerdacuttup Road - Stabilise Pavement &	275,000	275,000	275,000	275,283
Springdale Road - Bitumen Reseal (Rrg)	135,000	135,000	135,000	82,771
Hammersley Drive Bitumen Reseal (Rrg)	135,000	135,000	135,000	0
<u>Mrwa Project Construction</u>				
Fitzgerald Rd - Gravel Re-Sheet Slk 43.3 -	548,050	548,050	548,048	0
Koomong Rd - Gravel Re-Sheet Slk 6.12 -	752,348	752,348	752,341	0

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 2019

1. ACQUISITION OF ASSETS (Continued)	2018/19 Adopted Budget \$	2018/19 Revised Budget \$	2018/19 YTD Budget \$	MAY 2019 Actual \$
The following assets have been acquired during the period under review:				
<u>By Program (Continued)</u>				
<u>Transport (Continued)</u>				
<u>Roads To Recovery Construction</u>				
Ravensthorpe Streets	462,491	462,491	462,485	456,015
Neil & Spence St Intersection	0	0	0	2,381
<u>Bridges Construction</u>				
Springdale Road Bridge	100,000	100,000	100,000	0
<u>Footpath Construction</u>				
Chittick St/Gibson Way/Forrest Way -	117,500	117,500	117,500	0
Crc/Dunnart - Laneway Paving & Landscaping	39,940	39,940	39,940	40,000
Hosking Street - Concrete Footpath	27,105	27,105	27,105	842
<u>Purchase Land & Buildings - Roadworks And Depots</u>				
Purchase Depot Block - 1 Moir Road	0	0	0	5,000
<u>Road Plant Purchases</u>				
Maintenance Grader Replacement	330,000	330,000	330,000	337,000
Multi Tyre Roller	185,000	185,000	185,000	0
Skid Steer Loader	100,000	100,000	100,000	120,090
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	5,050
<u>Aerodromes</u>				
Runway Reseal	492,000	492,000	492,000	533,196
<u>Other Property & Services</u>				
<u>Administration</u>				
Computer Upgrades	35,000	35,000	35,000	0
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>6,011,710</u>	<u>2,587,705</u>
<u>By Class</u>				
Land	0	434,000	434,000	0
Buildings	11,020	94,103	92,597	13,759
Furniture & Equipment	125,000	140,000	140,000	60,010
Plant & Equipment	1,385,000	1,385,000	1,385,000	642,454
Work in Progress - PPE	0	0	0	0
Infrastructure - Roads	2,716,716	2,716,716	2,655,678	948,854
Infrastructure - Footpaths	184,545	184,545	184,545	40,842
Infrastructure - Drainage	0	0	0	0
Infrastructure - Parks & Ovals	389,894	611,894	611,890	338,392
Infrastructure - Airports	492,000	492,000	492,000	533,196
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>6,011,710</u>	<u>2,587,705</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 2019

2. DISPOSALS OF ASSETS

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

<u>By Program</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	2018/19 Adopted Budget \$	2018/19 YTD Actual \$	2018/19 Adopted Budget \$	2018/19 YTD Actual \$	2018/19 Adopted Budget \$	2018/19 YTD Actual \$
Transport						
John Deere 670G 2012 Grader	133,000.00		80,000.00		(53,000.00)	0.00
Ammann AP240 Multi Tyre Roller	25,000.00		25,000.00		0.00	0.00
Bobcat & Attachments	37,000.00		20,000.00		(17,000.00)	0.00
John Deere 624K Z Bar Loader	98,000.00		80,000.00		(18,000.00)	0.00
Mitsubishi Triton	10,000.00		8,000.00		(2,000.00)	0.00
Mitsubishi Triton GLX 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

	2018/19 Adopted Budget \$	2018/19 YTD Actual \$
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 MAY 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 Staff Housing	258,870	33,907	33,907	224,964	224,963	8,779	5,038
Loan 147 Other Housing	254,711	15,919	15,919	238,792	238,792	10,153	7,148
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	47,682	157,962	157,963	11,005	7,797
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	201,681	1,694,368	1,694,368	85,280	52,547

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

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 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	2,934
Amount Used / Transfer from Reserve	0	0
	<u>437,760</u>	<u>433,893</u>
(b) Emergency Farm Water Reserve		
Opening Balance	26,734	26,734
Amount Set Aside / Transfer to Reserve	422	182
Amount Used / Transfer from Reserve	0	0
	<u>27,156</u>	<u>26,916</u>
(c) Building Reserve		
Opening Balance	1,519,294	1,519,294
Amount Set Aside / Transfer to Reserve	1,223,977	1,410,343
Amount Used / Transfer from Reserve	(1,200,000)	(3,805,483)
	<u>1,543,271</u>	<u>(875,846)</u>
(d) Road & Footpath Reserve		
Opening Balance	422,867	422,867
Amount Set Aside / Transfer to Reserve	6,673	2,770
Amount Used / Transfer from Reserve	0	0
	<u>429,540</u>	<u>425,637</u>
(e) Swimming Pool Upgrade Reserve		
Opening Balance	44,031	44,031
Amount Set Aside / Transfer to Reserve	695	408
Amount Used / Transfer from Reserve	0	0
	<u>44,726</u>	<u>44,439</u>
(f) UHF Repeater Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>0</u>
(g) Airport Reserve		
Opening Balance	751,528	751,528
Amount Set Aside / Transfer to Reserve	61,860	5,116
Amount Used / Transfer from Reserve	(369,303)	(369,303)
	<u>444,085</u>	<u>387,341</u>
(h) Waste & Sewerage Reserve		
Opening Balance	298,032	298,032
Amount Set Aside / Transfer to Reserve	39,703	2,029
Amount Used / Transfer from Reserve	0	0
	<u>337,735</u>	<u>300,061</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 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	1,458
Amount Used / Transfer from Reserve	0	0
	<u>287,478</u>	<u>215,557</u>
(j) Leave Reserve		
Opening Balance	94,483	94,483
Amount Set Aside / Transfer to Reserve	26,491	643
Amount Used / Transfer from Reserve	(53,000)	(53,000)
	<u>67,974</u>	<u>42,126</u>
Total Cash Backed Reserves	<u><u>3,619,725</u></u>	<u><u>1,000,124</u></u>

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

**Summary of Transfers
To Cash Backed Reserves**

Transfers to Reserves

Plant Reserve	6,801	2,934
Emergency Farm Water Reserve	422	182
Building Reserve	1,223,977	1,410,343
Road & Footpath Reserve	6,673	2,770
Swimming Pool Upgrade Reserve	695	408
UHF Repeater Reserve	0	0
Airport Reserve	61,860	5,116
Waste & Sewerage Reserve	39,703	2,029
State Barrier Fence Reserve	73,379	1,458
Leave Reserve	26,491	643
	<u>1,440,001</u>	<u>1,425,883</u>

Transfers from Reserves

Plant Reserve	0	0
Emergency Farm Water Reserve	0	0
Building Reserve	(1,200,000)	(3,805,483)
Road & Footpath Reserve	0	0
Swimming Pool Upgrade Reserve	0	0
UHF Repeater Reserve	0	0
Airport Reserve	(369,303)	(369,303)
Waste & Sewerage Reserve	0	0
State Barrier Fence Reserve	0	0
Leave Reserve	(53,000)	(53,000)
	<u>(1,622,303)</u>	<u>(4,227,786)</u>
Total Transfer to/(from) Reserves	<u><u>(182,302)</u></u>	<u><u>(2,801,903)</u></u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 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 Ravensthorpe

Road and Footpath Reserve

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

Swimming Pool Upgrade Reserve

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

UHF Repeater Reserve

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

Airport Reserve

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

Waste and Sewerage Reserve

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

State Barrier Fence Reserve

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

Leave Reserve

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

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 2019

	2017/18 B/Fwd Per 2018/19 Budget \$	2017/18 B/Fwd Per Financial Report \$	MAY 2019 Actual \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	(294,724)	(1,138,613)	(163,578)
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	1,000,125
Receivables (Budget Purposes Only)	0	0	0
Rates Outstanding	189,049	187,638	251,807
Sundry Debtors	58,758	58,759	225,256
Provision for Doubtful Debts	0	0	0
Gst Receivable	328,810	328,810	313,819
Accrued Income/Payments In Advance	4,369,362	4,380,244	10,881
Loans - Clubs/Institutions	0	0	0
Inventories	16,247	16,247	75,366
	<u>8,469,529</u>	<u>8,501,920</u>	<u>1,933,676</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(1,897,231)	(1,897,231)	(357,452)
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)	(15,111)
Payroll Creditors	0	(54,213)	(56,893)
Accrued Expenses	(330,595)	(379,105)	0
PAYG Liability	0	0	0
Other Payables	0	0	(96,508)
Current Employee Benefits Provision	(445,306)	(528,986)	(510,150)
Current Loan Liability	(201,680)	(201,680)	0
	<u>(2,996,677)</u>	<u>(3,128,867)</u>	<u>(1,036,114)</u>
NET CURRENT ASSET POSITION	5,472,852	5,373,053	897,562
Less: Cash - Reserves - Restricted	(3,802,027)	(3,802,028)	(1,000,125)
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	0
Adjustment for Trust Transactions Within Muni	0	0	60
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>2,317,811</u>	<u>2,301,691</u>	<u>407,647</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 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	1,998		175,135	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	562	0	3,851,115	3,849,528
Minimum Rates								
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				4,284,103			4,284,665	4,284,228
Ex Gratia Rates							49,032	49,200
Rates Written Off							(5)	(5,000)
Total Rates							4,333,692	4,328,428

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

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

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

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 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)	5,816	(2,243)	3,548
Bitumen Tender Document Bond	487	0	0	487
Building Registration Board Levy	0	14,421	(3,100)	11,321
Gym Swipe Card Bond	10,062	2,260	(900)	11,422
Hall Hire and Key Bonds	5,393	5,520	(5,550)	5,363
Hopetoun Tennis Club	9,072	0	0	9,072
Police Licensing Receipts	2,717	0	(2,690)	27
Candidate Nominations	0	0	0	0
Pavilion 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	400	(150)	3,050
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	(360)	4,310
Unknown Rates Payments	1,719	460	0	2,179
Flood Damage Donations	400	0	0	400
	97,802	40,915	(16,101)	122,616

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 2019

8. OPERATING STATEMENT BY PROGRAM

	MAY 2019 Actual \$	2018/19 Adopted Budget \$	2017/18 Actual \$
OPERATING REVENUES			
Governance	348	3,000	3,000
General Purpose Funding	5,350,240	5,364,428	5,974,936
Law, Order, Public Safety	311,193	225,190	273,528
Health	4,483	3,000	3,486
Education and Welfare	123,897	205,500	343,507
Housing	19,160	24,900	12,860
Community Amenities	552,012	699,097	758,411
Recreation and Culture	274,714	206,370	473,463
Transport	8,110,114	12,462,039	14,192,934
Economic Services	103,558	141,000	177,619
Other Property and Services	488,473	115,000	166,078
TOTAL OPERATING REVENUE	15,338,192	19,449,524	22,379,823
OPERATING EXPENSES			
Governance	(568,738)	(644,455)	(512,935)
General Purpose Funding	(240,940)	(222,492)	(138,716)
Law, Order, Public Safety	(735,572)	(774,051)	(757,054)
Health	(257,848)	(278,922)	(311,402)
Education and Welfare	(308,306)	(372,723)	(474,312)
Housing	(203,902)	(258,313)	(178,558)
Community Amenities	(1,182,194)	(1,431,629)	(1,128,695)
Recreation & Culture	(1,452,288)	(1,800,572)	(1,789,627)
Transport	(12,808,333)	(13,686,930)	(15,921,409)
Economic Services	(293,371)	(349,466)	(343,179)
Other Property and Services	(1,079,934)	(339,100)	(721,515)
TOTAL OPERATING EXPENSE	(19,131,425)	(20,158,652)	(22,277,403)
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>(3,793,233)</u>	<u>(709,128)</u>	<u>102,420</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 2019

8. OPERATING STATEMENT BY NATURE & TYPE

	MAY 2019 Actual \$	2018/19 Adopted Budget \$	2017/18 Actual \$
OPERATING REVENUES			
Rates	4,333,693	4,279,228	3,996,775
Operating Grants, Subsidies and Contributions	8,829,244	11,240,622	15,606,969
Non-Operating Grants, Subsidies and Contributions	567,479	2,320,177	1,137,031
Fees and Charges	914,137	1,170,497	1,138,369
Service Charges	0	0	0
Interest Earnings	79,766	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	613,876	324,000	348,431
TOTAL OPERATING REVENUE	15,338,195	19,449,524	22,379,824
OPERATING EXPENSES			
Employee Costs	(3,398,535)	(3,268,469)	(3,499,022)
Materials and Contracts	(13,060,586)	(12,637,507)	(15,006,493)
Utility Charges	(193,256)	(179,750)	(160,194)
Depreciation on Non-Current Assets	(1,782,059)	(3,302,576)	(2,879,048)
Interest Expenses	(61,660)	(85,280)	(96,095)
Insurance Expenses	(295,988)	(303,732)	(277,276)
Loss on Asset Disposals	(30,720)	(131,000)	(93,744)
FV Adjustment of Non-Current assets	0	0	0
Other Expenditure	(308,621)	(250,338)	(265,531)
TOTAL OPERATING EXPENSE	(19,131,425)	(20,158,652)	(22,277,403)
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>(3,793,230)</u>	<u>(709,128)</u>	<u>102,421</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 2019

9. STATEMENT OF FINANCIAL POSITION

	MAY 2019 Actual \$	2017/18 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	1,056,547	3,530,222
Trade and Other Receivables	801,763	4,955,450
Inventories	75,366	16,247
TOTAL CURRENT ASSETS	<u>1,933,676</u>	<u>8,501,919</u>
NON-CURRENT ASSETS		
Other Receivables	24,618	24,618
Inventories	0	0
Property, Plant and Equipment	33,531,400	34,208,663
Infrastructure	26,532,263	25,172,799
TOTAL NON-CURRENT ASSETS	<u>60,088,281</u>	<u>59,406,080</u>
TOTAL ASSETS	<u>62,021,957</u>	<u>67,907,999</u>
CURRENT LIABILITIES		
Trade and Other Payables	525,964	2,398,202
Right of Use Asset	98,617	98,617
Long Term Borrowings	0	201,680
Provisions	510,150	528,986
TOTAL CURRENT LIABILITIES	<u>1,134,731</u>	<u>3,227,485</u>
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	<u>2,763,935</u>	<u>2,763,935</u>
TOTAL LIABILITIES	<u>3,898,666</u>	<u>5,991,420</u>
NET ASSETS	<u>58,123,291</u>	<u>61,916,579</u>
EQUITY		
Retained Surplus	37,222,777	38,214,104
Reserves - Cash Backed	1,000,125	3,802,028
Revaluation Surplus	19,900,447	19,900,447
TOTAL EQUITY	<u>58,123,291</u>	<u>61,916,579</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 2019

10. FINANCIAL RATIOS

	2019 YTD	2018	2017	2016
Current Ratio	1.14	1.42	3.01	1.64
Operating Surplus Ratio	5.78	7.88	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 Building Maintenance		12,773.59	
BM401	Admin Building		34,221.82	
BM001	Jubilee Park Toilets		800.01	
BM002	Rangeview Park Toilets		613.42	
BM003	Munglinup Park Toilets		622.61	
BM004	Hopetoun Foreshore Toilets		800.72	
BM005	Kundip Walk Toilets		338.38	
BM006	Two Mile Beach Toilets		69.71	
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		303.80	
BM012	Hammersley Inlet Main Toilets		345.88	
BM012A	Hammersley Inlet Toilets - Day Use		0.00	
BM013	Lee Creek Toilets		241.07	
BM014	Mcculloch Park Toilets		1,476.63	
BM015	Starvation Bay Toilets - Fishermans Camp		499.38	
BM016	Jerdacuttup Parking Bay Toilets		3,538.01	
BM017	Starvation Bay Toilets - Main Carpark At Boat Ramp		0.00	
BM018	Mason Bay Toilets - Western End Of Camp Ground		5,193.72	
BM101	Ravenshorpe Tennis Club Pavilion		250.00	
BM102	Ravenshorpe Golf & Bowling Club		326.00	
BM103	Ravenshorpe Hand Gun Club		3,713.39	
BM104	Hopetoun Recreation Pavilion		500.00	
BM105	Hopetoun Golf Club		1,672.51	
BM106	Munglinup Recreation Pavilion		0.00	
BM107	Munglinup Golf Club		0.00	
BM108	Munglinup Equestrian Club		0.00	
BM115	Swimming Pool		2,312.08	
BM121	Fitzgerald Hall		978.99	
BM122	Jerdacuttup Hall		311.64	
BM123	North Ravenshorpe Hall		652.09	
BM124	Ravenshorpe Hall		13,264.08	New Porflico to Hall entry
BM125	Hopetoun Community Centre		14,826.28	
BM150	Ravenshorpe Museum		138.69	
BM154	Ravenshorpe Recreation Centre		38,347.33	LED Light Replacement program completed \$7K
BM170	Ravenshorpe Crc		3,538.36	
BM175	Dunmart Art Building		6,567.76	
BM201	Ravenshorpe Works Depot		1,330.78	
BM202	Hopetoun Works Depot		2,759.04	
BM205	Airport Terminal Buildings		1,014.61	
BM402	63 Morgan Street (Youth Group)		3,645.25	
BM403	59-61 Morgans Street		0.00	
BM703	Hopetoun Drs Surgery		1,611.65	
BM801	Ravenshorpe Drs Surgery		3,811.76	
BM802	Ravenshorpe Senior Citizens Centre		345.89	
BM803	Hopetoun Senior Citizens Centre		948.55	
BM804	Ravenshorpe Aged Accommodation Units		0.00	
BM811	Hopetoun Aged Accommodation Units		0.00	
BM901	Little Barrens Building Maintenance		3,294.31	
BM903	4 Daw Street		2,167.22	
BM904	18 Carlisle Street - Ceo		1,575.97	
	41 Kingsmill Street		695.33	

**SHIRE OF RAVENSTHORPE
WORKS BUILDING MAINTENANCE BUDGET 2018/2019**

JOB	Description	Budget	Actuals	Comments
BM905	30 Kingsmill Street		847.70	
BM910	88 Marlin Street		23,175.95	
BM914	93 Spence Street		14,808.65	External Painting
BM916	Lot 79 Esplanade		1,488.40	
BM917	66 Queen Street		220.00	
BM918	27A Carrisle Street		1,625.92	
BM919	27B Carrisle Street		180.00	
BM920	27C Carrisle Street		1,730.41	
BM925	5 Daw Street - Doctors House		138.36	
	TOTAL BUILDING MAINTENANCE BUDGET	601,100.00	218,144.74	36%

10.2 MANAGER OF PLANNING AND DEVELOPMENT
Nil.

10.3 DIRECTOR OF TECHNICAL SERVICES
Nil.

10.4 CHIEF EXECUTIVE OFFICER

10.4 Chief Executive Officer Annual Leave and Appointment of Acting Chief Executive Officer

File Reference:	PL.ES172
Location:	Shire of Ravensthorpe – Administration
Applicant:	Chief Executive Officer
Author:	Chief Executive Officer
Authorising Officer:	Chief Executive Officer
Date:	14 June 2019
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

Summary:

Council to consider the Chief Executive Officer's request for annual leave from Saturday the 6 July 2019 to Wednesday 10 July 2019 and the appointment of Mr Les Mainwaring as Acting Chief Executive Officer for this period of leave.

Background:

The Chief Executive Officer has discussed the appointment of an Acting Chief Executive Officer with Mr Les Mainwaring and the Executive Team. Mr Les Mainwaring has agreed to undertake the position of Acting Chief Executive Officer if agreeable to Council while the Chief Executive Officer is on annual leave.

Comment:

A remuneration salary will be offered to Mr Les Mainwaring within the Band 3 reward package range prescribed by the Salaries and Allowances Tribunal under Section 7A of the Salaries and Allowances Act.

Consultation:

Executive Team.

Statutory Environment:

Section 5.36 of the *Local Government Act 1995* provides that:

- (1) A local government is to employ —
 - (a) a person to be the CEO of the local government; and
 - (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.
- (2) A person is not to be employed in the position of CEO unless the council —
 - (a) believes that the person is suitably qualified for the position; and
 - (b) is satisfied with the provisions of the proposed employment contract.
- (3) A person is not to be employed by a local government in any other position unless the CEO —
 - (a) Believes that the person is suitably qualified for the position; and
 - (b) is satisfied with the proposed arrangements relating to the person's employment.
- (4) Unless subsection (5A) applies, if the position of CEO of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement into contain such information with respect to the position as is prescribed.
- (5A) Subsection (4) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.
- (5) For the avoidance of doubt, subsection (4) does not impose requirement to advertise a position before the renewal of contract referred to in section 5.39.

Regulation 18 of the Local Government (Administration) Regulations provides that:

- (1) If a position of CEO, or of senior employee, of a local government becomes vacant, the local government is to advertise the position —
 - (a) on a notice board exhibited to the public at the local government’s offices, if the position is —
 - (i) to be filled on a part time basis by a person who is also employed by another local government; or
 - (ii) an acting position for a term not exceeding one year;
 - or
 - (b) otherwise, in a newspaper circulating generally throughout the State.
- (2) An advertisement referred to in sub regulation (1) is to contain —
 - (a) the details of the remuneration and benefits offered;
 - (b) details of the place where applications for the position are to be submitted;
 - (c) the date and time for the closing of applications for the position;
 - (d) the duration of the proposed contract;
 - (e) contact details for a person who can provide further information about the position; and
 - (f) any other information that the local government considers is relevant.

Policy Implications:

Nil.

Financial Implications:

Nil effect on the 2018/19 budget as a provision for high duties has been allowed for in the budget process.

Strategic Implications:

The appointment of an Acting Chief Executive Officer will meet the requirements of the *Local Government Act 1996*.

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:

Majority.

Recommendation:

That Council Endorse;

1. The Chief Executive Officer's request for annual leave from Saturday the 6 July 2019 to Wednesday 10 July 2019 and the appointment of Mr Les Mainwaring as Acting Chief Executive Officer for this period of annual leave.
2. The Chief Executive Officer offering Mr Les Mainwaring a remuneration salary for the period of stated annual leave within the Band 3 prescribed range of the Salaries and Allowances Tribunal under Section 7A of the Salaries and Allowances Tribunal under Section 7A of the Salaries and Allowances Act 1975.

Moved: _____

Seconded: _____

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 RECOMMENDATION REPORT WASTE AND RECYCLING SERVICES

14. CLOSURE OF MEETING