

# Notice of Meeting



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Dear Elected Member

The next Ordinary meeting of the Shire of Ravensthorpe will be held on Monday, 14 December 2020 at the Council Chambers, Hopetoun commencing at 6.00pm.

## **Schedule**

6.00pm                      Ordinary Council Meeting

A handwritten signature in blue ink, appearing to be 'G. Pollock', is written over a light blue horizontal line.

Gavin Pollock  
**Chief Executive Officer**

11 December 2020

## **DISCLAIMER**

No responsibility whatsoever is implied or accepted by the Shire of Ravensthorpe for any act, omission or statement or intimation occurring during Council or Committee meetings or during formal/informal conversations with staff. The Shire of Ravensthorpe 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 or Committee meetings or discussions. Any person or legal entity that act or fails to act in reliance upon any statement does so at the 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 the Shire of Ravensthorpe during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Ravensthorpe. The Shire of Ravensthorpe warns that anyone who has an application lodged with the Shire of Ravensthorpe 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 Shire of Ravensthorpe in respect of the application.

## **AGENDA**

Shire of Ravensthorpe  
Ordinary Council Meeting  
14 December 2020

## **MISSION STATEMENT**

*To Grow Our Community through the provision of leadership, services and infrastructure.*

# **DISCLAIMER**

## **INFORMATION FOR THE PUBLIC ATTENDING COUNCIL MEETINGS**

### **Please Note:**

The recommendations contained in this agenda are officers' recommendations only and should not be acted upon until Council has resolved to adopt those recommendations.

The resolutions of Council should be confirmed by perusing the minutes of the Council meeting at which these recommendations were considered.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Councils decision.

### **Meeting Procedures:**

1. All Council meetings are open to the public, except for matter raised by Council under "confidential items".
2. Members of the public may ask a question at an ordinary Council Meeting under "public question time".
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceeding, just raise your hand when the presiding member announces public question time.
4. All other arrangements are in accordance with the Council's standing orders, policies and decision of the Shire of Ravensthorpe.

### **Council Meeting Information:**

Your Council generally handles all business at Ordinary or Special Council Meetings.

From time to time Council may form a Committee to examine subjects and then report back to Council.

Generally all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters under "confidential items". On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this as the last item of business of the meeting.

Public Question Time. It is a requirement of the *Local Government Act 1995* to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the presiding member.

Written notice of each question should be given to the Chief Executive Officer fifteen (15) minutes prior to the commencement of the meeting. A summary of each question and the response is included in the meeting minutes.

When a question is not able to be answered at the Council Meeting a written answer will be provided after the necessary research has been carried out. Council staff will endeavour to provide the answers prior to the next ordinary meeting of Council.

Councillors may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter trivial, insignificant or in common with a significant number of electors or ratepayers. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.

Members of staff, who have delegated authority from Council to act on certain matters, may from time to time have a financial interest in a matter on the Agenda. The member of staff must declare that interest and generally the presiding member of the meeting will advise the Officer if he/she is to leave the meeting.

Agendas, including an Information Bulletin, are delivered to Councillors within the requirements of the *Local Government Act 1995*, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting. Whilst late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

Should an elector wish to have a matter placed on the Agenda the relevant information should be forwarded to the Chief Executive Officer in time to allow the matter to be fully researched by a Shire Officer. An Agenda item, including a recommendation, will then be submitted to Council for consideration. The Agenda closes the Friday week prior to the Council Meeting (i.e. ten (10) days prior to the meeting).

The Information Bulletin produced as part of the Agenda includes items of interest and information, which does not require a decision of Council.

Agendas for Ordinary Meetings are available at the Shire of Ravensthorpe Office and on the Shire website seventy-two (72) hours prior to the meeting and the public are invited to view a copy at the Shire Office.

Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendations until after they have been considered by Council. Please note the Disclaimer in the Agenda (page 2).

Public Inspection of Unconfirmed Minutes (Regulation 13).

A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection from the Shire of Ravensthorpe Office and the Shire of Ravensthorpe website within ten (10) working days after the Meeting.



**Gavin Pollock**  
**Chief Executive Officer**



## SHIRE OF RAVENSTHORPE - QUESTIONS FROM THE PUBLIC

Name: \_\_\_\_\_

Residential Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Meeting Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Council Agenda Item Number: \_\_\_\_\_

*If applicable-see below\**

Name of Organisation Representing: \_\_\_\_\_

*If applicable*

### QUESTION

Each member of the public is entitled to ask up to 3 questions before other members of the public will be invited to ask their question. A total of 15 Minutes is allotted to Public Question Time at Council Meetings. If submitting questions to the Council, they are to relate to the Agenda Item tabled at that meeting.

**Please Note:** Members of the public must be in attendance at the Council Meeting to which they have submitted a question(s) for response. If this is not the case, the questions(s) will be treated as 'normal business correspondence' and the question / response will not appear in the Council Minutes.

**Please see Notes on Public Question Time on Pages 4 and 5 above**

\* **Council Meetings:** Questions are to relate to a matter affecting the Shire of Ravensthorpe.



## 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: \_\_\_\_\_



## WRITTEN DECLARATION OF INTEREST IN MATTER BEFORE COUNCIL

**NOTE: USE ONE FORM PER DECLARATION**

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

(2) \_\_\_\_\_

(3) Agenda item \_\_\_\_\_

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

- 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.

(5) The nature of my interest is

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(6) The extent of my interest is

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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.

DECLARATION BY:

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

RECEIVED BY:

\_\_\_\_\_

Chief Executive Officer

\_\_\_\_\_

Date

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

## **DISCLOSURE OF FINANCIAL INTEREST, PROXIMITY INTEREST AND/OR INTEREST AFFECTING IMPARTIALITY**

### ***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 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

### Notice of Ordinary Council Meetings

In accordance with the *Local Government Act 1995* and Administration Regulation 12 (I) it, is hereby notified that as from January 2020 to December 2020, Ordinary Council meetings of the Shire of Ravensthorpe will be held as follows:

<b>DATE</b>		<b>LOCATION</b>	<b>TIME</b>
January 2020	No meetings Scheduled		
18 February 2020	Council Meeting	Ravensthorpe Council Chambers	6pm
17 March 2020	Council Meeting	Munglinup Community Centre	6pm
21 April 2020	Council Meeting	Hopetoun Council Chambers	6pm
19 May 2020	Council Meeting	Ravensthorpe Council Chambers	6pm
16 June 2020	Council Meeting	Hopetoun Council Chambers	6pm
21 July 2020	Council Meeting	Ravensthorpe Council Chambers	6pm
18 August 2020	Council Meeting	Hopetoun Council Chambers	6pm
15 September 2020	Council Meeting	Ravensthorpe Council Chambers	6pm
20 October 2020	Council Meeting	Hopetoun Council Chambers	6pm
17 November 2020	Council Meeting	Ravensthorpe Council Chambers	6pm
14 December 2020	Council Meeting	Hopetoun Council Chambers	6pm

# SHIRE OF RAVENSTHORPE

Agenda for the Ordinary Meeting of Council to be held at the Council Chambers, Hopetoun on Tuesday Monday, 14 December 2020 – commencing at 6.00pm.

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**1. Declaration of Opening / Announcements of Visitors**

The Presiding Member to declare the meeting open.

**2. Attendance / Apologies / Approved Leave of Absence**

COUNCILLOR'S: Cr Keith Dunlop (Shire President)  
Cr Julianne Belli (Deputy Shire President)  
Cr Ian Goldfinch  
Cr Sue Leighton  
Cr Thomas Major  
Cr Mark Mudie  
Cr Graham Richardson

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

APOLOGIES: Mark Ridgwell (Manager Governance and Compliance)

ON LEAVE OF ABSENCE:

ABSENT:

MEMBER OF THE PUBLIC:

**3. Announcements by the Presiding Member**

**4. Response to Previous Public Questions Taken on Notice**

Nil.

**5. Public Question Time**

**6. Petitions / Deputations / Presentations / Submissions**

6.1 Deputation from Mr Keith Roy

**7. Applications for Leave of Absence**

**8. Disclosures of Interest**

**9. Confirmation of Minutes of Previous Meetings**

**9.1 Ordinary Council Meeting Minutes 17 November 2020 (Attachment Grey)**

**Statutory Environment:**

Section 5.22 of the *Local Government Act* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

**Voting Requirements:**

Simple Majority

**Recommendation:**

**That the Minutes of the Ordinary Meeting of Council held in Ravensthorpe Recreation Centre, Ravensthorpe on Tuesday, 17 November 2020 be confirmed as true and correct.**

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

## **10. Reports of Committees of Council**

- Audit Committee Full Council
- Bushfire Advisory Committee Member - Cr Major  
Deputy - Cr Mudie
- CEO Performance Review Committee Member - President  
Member - Deputy President  
Member - Cr Mudie

## **11. Reports of Council Delegates on External Committees**

- Goldfields Voluntary Regional Organisation Of Councils (GVROC) Delegate - President  
Delegate - Cr Goldfinch  
Proxy - Deputy President
- Great Southern Regional Road Group Delegate - Cr Mudie  
Proxy - Cr Goldfinch
- Local Emergency Management Committee (LEMC) Delegate - President  
Proxy - Deputy President
- Development Assessment Panel (DAP) Delegate - Cr Belli  
Delegate - Cr Leighton  
Proxy - Cr Goldfinch  
Proxy - Cr Major
- Hopetoun Progress Association Delegate - Cr Richardson  
Proxy - Cr Goldfinch
- Ravensthorpe Progress Association Delegate - Cr Belli  
Proxy - Cr Mudie
- Munglinup Community Group Delegate - Cr Leighton  
Proxy - Cr Major
- Community Liaison Committees Delegate - President  
Delegate - Deputy President  
Proxy - CEO  
Proxy - DCCS
- Hopetoun Community Resource Centre Delegate - Cr Dunlop  
Proxy - Cr Richardson
- Ravensthorpe Community Resource Centre Delegate - Cr Belli  
Proxy - Cr Leighton
- South Coast WALGA Zone Delegate - President  
Proxy - Deputy President
- Fitzgerald River National Park Delegate - Cr Richardson  
Proxy - Cr Mudie

- Ravensthorpe Agricultural Initiative Network (RAIN) Delegate - Cr Major  
Proxy - Cr Mudie
- Fitzgerald Biosphere Community Collective Delegate - Cr Leighton  
Proxy - Cr Mudie
- Hopetoun Recreation Management (HDRA) Delegate - Cr Dunlop  
Proxy - Cr Goldfinch
- Ravensthorpe Historical Society Delegate - Cr Goldfinch  
Proxy - Cr Leighton

## **12. Reports from Councillors**

### **Cr Keith Dunlop (President)**

- 8 December 2020 – First Quantum – Discussion about Artwork Overpass.
- 9 December 2020 – Livingston Medical – Meeting.
- 10 December 2020 – Seniors Christmas Luncheon.

### **Cr Julianne Belli (Deputy President)**

On endorsed Leave of Absence.

### **Cr Ian Goldfinch**

Nil.

### **Cr Sue Leighton**

- 24 November 2020 – Fitzgerald Biosphere Community Collective Bi-Annual Meeting – Jerramungup.
- 24 November 2020 – FQM – Community Shoemaker – Levy Art Project – Overpass Painting Project – Hopetoun.

### **Cr Thomas Major**

Nil.

### **Cr Mark Mudie**

Nil.

### **Cr Graham Richardson**

Ni.

### **13 Office of the Chief Executive Officer**

#### **13.1 Gifting of Land to House Future East Ravensthorpe Bushfire Brigade Station – Mr Rodney Daw and Mrs Lynette Daw**

**File Reference:** GR.SL.32  
**Location:** Oldfield Location 608  
**Applicant:** Rodney and Lynette Daw  
**Author:** Manager Governance & Compliance  
**Authorising Officer:** Chief Executive Officer  
**Date:** 8 December 2020  
**Disclosure of Interest:** Nil  
**Attachments:** Offer of Land – Mr Rodney Daw and Mrs Lynette Daw (Attachment White)  
**Previous Reference:** Nil

#### **Summary:**

This report recommends Council consider accepting the gifting of half an acre (2,000sqm approx) of land on Oldfield Location 608, South Coast Highway, Ravensthorpe by Mr Rodney and Mrs Lynette Daw. The provision of land is to allow for the development of a future Bushfire Brigade Station to support the East Ravensthorpe Brigade.

#### **Background:**

Mr and Mrs Daw wrote to the Chief Executive Officer of the Shire of Ravensthorpe on 18 November 2020 seeking to donate half an acre (2,000sqm approx.) to the west of their homesteads main entrance.

Mr Daw has served the Ravensthorpe District Bushfire Brigade for 60+ years, 40 years as Chief Bushfire Control Officer. Located within the East Ravensthorpe (formally Bandalup) Brigade, this Brigade is without a dedicated Bush Fire Truck. A similar situation exists for the North Ravensthorpe Brigade and despite numerous requests for the funding of a dedicated Fire Truck to be provided via the Emergency Services Levy (ESL) this has been unsuccessful to date.

Currently the North and East Ravensthorpe Bushfire Brigades rely on the use of High Fire season appliances, which pending its release from the northern bushfire season is when the appliance is received by the respective Brigades.

Feedback received by Shire Officers and the Chief Bushfire Control Officer is that funding would be more likely to be received if the units can be accommodated in fit for purpose Brigade Station to house the units and support volunteers.

In order to seek suitable funding through FESA for a Brigade Station it is more likely to be approved where it is to be located on Crown or Shire Land.

#### **Comment:**

It should be noted that a report on gifting of the Chief Bushfire Control Officer former vehicle to Mr Daw is listed in a separate report contained within this Ordinary Council Meeting Agenda. In no way are these two matters considered, or to be inferred as consideration for the disposition of either property, this is evident by the nominal value of the vehicle itself being \$500.

#### **Consultation:**

Elected Members.  
Executive Team.

**Statutory Environment:**

Section 9.49A of the *Local Government Act 1995* authorises the Chief Executive Officer and Shire President to sign the contract of sale documentation.

**Policy Implications:**

There are no Policy Implications.

**Financial Implications:**

There will be nominal costs associated with the formal survey and subdivision of land as part of this gifting of land. Costs will also include nominal legal expenses associated with the procedural dealings as they relate to this matter.

**Strategic Implications:**

The availability of land that can be “shovel ready” for a Brigade Station will make the Shires application more competitive. Once the Brigade Station is developed it will also make the supply of dedicated Bushfire Brigade units more favourable to be funded permanently as part of the Emergency Services Levy.

**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 (3)
Risk Likelihood (based on history and with existing controls)	Low (3)
Risk Impact / Consequence	Low (3)
Risk Rating (Prior to Treatment or Control)	Low (3)
Principal Risk Theme	Low (3)
Risk Action Plan (Controls or Treatment Proposed)	Low (3)

**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 3 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;**

- 1. Accepts the gifting of half an acre (2,000sqm approx) of land on Oldfield Location 608, South Coast Highway, Ravensthorpe by Mr Rodney and Mrs Lynette Daw;**
- 2. In accordance with section 9.49A of the *Local Government Act 1995* authorises the Chief Executive Officer and Shire President to sign the contract of sale documentation; and**
- 3. By an Absolute Majority decision grants Delegated Authority to the Chief Executive Officer to action the subsequent land dealings as they relate to Oldfield Location 608, South Coast Highway, Ravensthorpe for the purpose of a future Bushfire Brigade Station.**

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

## **14. Directorate of Corporate and Community Services**

### **14.1 Monthly Financial Report – 30 November 2020**

<b>File Reference:</b>	<b>N/A</b>
<b>Location:</b>	<b>Shire of Ravensthorpe</b>
<b>Applicant:</b>	<b>Nil</b>
<b>Author:</b>	<b>Senior Finance Officer</b>
<b>Authorising Officer</b>	<b>Director Corporate and Community Services</b>
<b>Date:</b>	<b>8 December 2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Monthly Financial Reports for November 2020 (Attachment Yellow)</b>
<b>Previous Reference:</b>	<b>Nil</b>

#### **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 November 2020 Monthly Financial Reports.

#### **Comment:**

The November 2020 Monthly Financial Reports are 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 2020/21 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 November flow from it. An effect November be positive, negative or a deviation from the expected and November 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 2 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 30 November 2020 Monthly Financial Reports as presented.**

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

## 14.2 Schedule of Account Payments – November 2020

**File Reference:** GR.ME.8  
**Location:** Shire of Ravensthorpe  
**Applicant:** Shire of Ravensthorpe  
**Author:** Finance Officer  
**Authorising Officer:** Director Corporate and Community Services  
**Date:** 8 December 2020  
**Disclosure of Interest:** Nil  
**Attachments:** Schedule of Payments to 30 November 2020  
 Credit Card Transactions to 01 November 2020  
 Creditors List of Accounts Paid November 2020  
 (Attachment Red)  
**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 01/11/2020 to 30/11/2020

#### 2020/2021

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	32,246	1,089,988	72,966	5,765	0	1,200,963	256,870
Aug	24,281	361,337	159,976	7,275	0	553,410	247,790
Sep	9,832	467,211	92,158	6,744	0	575,945	275,691
Oct	16,876	501,519	57,600	9,242	0	585,238	320,530
Nov	16,962	392,384	52,143	14,580	0	476,069	282,980
Dec							
Jan							
Feb							
Mar							
Apr							
May							
Jun							
<b>Total</b>	<b>100,737</b>	<b>2,812,440</b>	<b>434,842</b>	<b>43,606</b>	<b>0</b>	<b>3,391,626</b>	<b>1,383,861</b>
<b>19/20</b>	<b>197,977</b>	<b>8,450,678</b>	<b>997,212</b>	<b>102,791</b>	<b>6,319</b>	<b>9,754,977</b>	<b>3,174,082</b>
<b>18/19</b>	<b>147,967</b>	<b>21,298,438</b>	<b>1,329,904</b>	<b>70,241</b>	<b>13,590</b>	<b>22,860,140</b>	<b>2,219,053</b>
<b>17/18</b>	<b>327,905</b>	<b>18,507,404</b>	<b>209,587</b>	<b>65,010</b>	<b>317,445</b>	<b>19,427,351</b>	<b>2,601,283</b>

### 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:

Senior Finance Officer.

### Statutory Environment:

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

**Policy Implications:**

Nil.

**Financial Implications:**

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

**Strategic Implications:**

Nil.

**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 2 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 November 2020 be noted.**

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

## **15. Directorate of Technical Services**

### **15.1 Local Planning Scheme No. 6 – Amendment No. 3**

<b>File Reference:</b>	<b>LU.PL.22</b>
<b>Location:</b>	<b>Shire of Ravensthorpe</b>
<b>Applicant:</b>	<b>Shire of Ravensthorpe</b>
<b>Author:</b>	<b>Director Technical Services</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>24 November 2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Local Planning Scheme No. 6 Amendment No. 3 Schedule of Submissions (Attachment Brown)</b>
<b>Previous Reference:</b>	<b>Item 10.2.2 – Ordinary Council Meeting – 20 August 2019</b>

#### **Summary:**

Council to consider supporting draft Amendment No. 3 for approval subject to modifications as a result of the public consultation that was undertaken.

#### **Background:**

Notice of Final Approval of the Shire of Ravensthorpe Local Planning Scheme No. 6 (“the Scheme”) was published in the Government Gazette on 11 July 2017.

Council initiated Amendment No 3 to Local Planning Scheme No.6 at its Ordinary Council Meeting of the 20 August 2019 (Resolution 85/19).

The amendment was forwarded to the Environmental Protection Agency (EPA) for comment and the Department of Planning, Lands and Heritage (DPLH) for consent to advertise.

Advertising was commenced on the 29 August 2020 and closed on 10 November 2020 being a period of 73 days.

The amendment is now brought back for Council to consider the submissions and in accordance with Regulation 41(3)(b) of *the Planning and Development (Local Planning Schemes) Regulations 2015* support the draft Amendment No. 3 with proposed modifications to address issues raised in the submissions.

#### **Comment:**

This omnibus amendment details numerous modifications to the Scheme.

The modifications fall into the following categories:

1. Inserting new reserve classifications and associate provision and map modifications;
2. Amending the Scheme map to reflect accurate reservations for Shire managed reserves;
3. Inserting the ‘Commercial’ zone and associated provisions;
4. Removing the ‘Rural Townsite’ zone and associated provisions;
5. Reviewing land use permissibility’s within Clause 3.2;
6. Inserting ‘Commercial Vehicle Parking’ into the zoning table and amend associated provisions;
7. Amending the Scheme in relation to additional dwellings on farms;
8. Inserting provisions relating to ‘Outbuildings’;
9. Combining the vegetation protection provisions for rural residential and rural smallholdings as new clause and inserting reference to the Proteaceae Dominated Kwongkan Shrubland;

10. Amending the Scheme to delete duplications with the matters to be considered in the Deemed Provisions;
11. Amend exemption to Clause 61.(1) to include all fences in accordance with an adopted Fencing Local Law;
12. Inserting provisions for parking separated from development and arbitration clauses for cash in lieu of parking spaces;
13. Amending the Scheme by replacing the current 'SCA1 – Infrastructure (Water Supply Protection Area)' within Table 12 and amending the Scheme map accordingly; and
14. Updating numbering throughout the Scheme where required.

A full copy of the amendment documentation is attached.

**Proposal:**

2.1 Amend the Scheme by replacing Clause 2.2.3 with a table

It is proposed to reformat Clause 2.2.3 so that the reserve objectives appear in a table consistent with the format in the related Clause in Schedule 1 of the Planning and Development (Local Planning Schemes) Regulations 2015. Provision for 'Civic and Community', 'Emergency Services', 'Car Park' and 'Drainage / Waterway' are also inserted as per the reserve objectives as stipulated in Schedule 1 of the Planning and Development (Local Planning Schemes) Regulations 2015.

2.2 Amend the Scheme by inserting a new Additional Use for a Reserve into the table under Clause 2.3

A portion of Reserve 7369 has been developed with a 'Child Care Premise'. As this reserve is classified as 'Public Open Space' on the Scheme Map it is appropriate to insert the use as an additional use on a reserve under Clause 2.3 of the Scheme.

2.3 Amend the Scheme Map by applying 'AR2' to a portion of Reserve 7369

This modification relates to the placement of the new entry into Clause 2.3 on the Scheme Map as outlined in Amendment point 2.2.

2.4 Amend the Scheme by inserting a new Additional Use for a Reserve into the table under Clause 2.3

Reserve 33638 has been developed as a 'Single House'. With the proposed change in classification under Amendment point 2.103 it is appropriate to recognise the use by including an additional use on a reserve under Clause 2.3 of the Scheme.

2.5 Amend the Scheme Map by applying 'AR3' to Reserve 33638

This modification relates to the placement of the new entry into Clause 2.3 on the Scheme Map as outlined in Amendment point 2.4.

2.6 Amend the Scheme by replacing Clause 3.1.2 with a table

It is proposed to reformat Clause 3.1.2 so that the zone objectives appear in a table consistent with the format in the related Clause in Schedule 1 of the Planning and Development (Local Planning Schemes) Regulations 2015.



This change also takes into account the removal of the Rural Townsite zone from the Scheme and the introduction of the 'Commercial' zone.

2.7 Delete the zone 'Special Use' from the 'Zoning Table' in Clause 3.2

This modification proposes to remove the 'Special Use' column from the zoning table as Special Uses are dealt with under Clause 3.6 and the associated Schedule of the Scheme and are not shown in the zoning table.

2.8 Amend the Scheme by inserting 'Commercial' as a Zone with the permissibilities currently assigned for the 'Rural Townsite' zone

It is proposed to rename the current 'Rural Townsite' zone as the 'Commercial' zone and as such the permissibilities in this zone are taken directly from the current permissibilities of the 'Rural Townsite' zone.

2.9 Amend the Scheme by deleting all reference and/or provisions relating solely to the Rural Townsite zone from the Scheme as required, including on the Scheme Maps

With the proposed renaming of 'Rural Townsite' zone as the 'Commercial' zone provisions relating solely to the Rural Townsite zone from the Scheme as required, including on the Scheme Maps.

2.10 Amend the Scheme by amending the permissibility of 'Telecommunications Infrastructure' from 'A' to 'D' in the 'General Industry' zone in Clause 3.2

This modification is proposed to increase compliance with State Planning Policy 5.2 by showing 'Telecommunications Infrastructure' as a 'D' use in the 'General Industry' zone.

2.11 Amend the Scheme by amending the permissibility of 'Workforce Accommodation' within the 'Residential' zone to 'X' and within the 'Light Industry' zone to 'D' in Clause 3.2

This modification proposes to amend the permissibility of 'Workforce Accommodation' within the 'Residential' and 'Light Industry' zones.

'Workforce Accommodation' is currently an 'A' use in the 'Residential' zone. Given the potential impact of this form a development on residential amenity it is considered inappropriate to allow this use in the 'Residential' zone. It should also be noted that prevailing residential densities within the Shire would severely limit the commercial viability of the use within this zone.

'Workforce Accommodation' is currently a 'X' use in the 'Light Industry' zone. Given the land demands as well as the potential impact of this form a development on residential amenity it is considered an appropriate land use for the 'Light Industry' zone.

2.12 Amend the Scheme by amending the permissibility of 'Exhibition Centre', 'Reception Centre', 'Recreation - Private', and 'Veterinary Centre' within the 'Residential' zone to 'X' in Clause 3.2

This modification proposes to amend the permissibilities of 'Exhibition Centre', 'Reception Centre', 'Recreation - Private', and 'Veterinary Centre' within the 'Residential' zone.

2.13 Amend the Scheme by amending the permissibility of ‘Single House’ within the ‘Rural Residential’ and ‘Rural Smallholdings’ zones to ‘D’ in Clause 3.2

This modification is proposed to reflect that all ‘Single House’ development in the ‘Rural Residential’ and ‘Rural Smallholdings’ zones have specific development standards and requirements for building envelopes which generally result in the need for development approval to be sought and as such the proposed change will remove the exemption that is applied under Schedule A Clause 61 within these zones.

2.14 Amend the Scheme by replacing clause 4.40

‘Outbuilding’ is defined under the Scheme (Cl 6(2)(b)) as having the same meaning as it has in the R-Codes:

‘Outbuilding’ – An enclosed non-habitable structure that is detached from any dwelling.

This means that although detached from a dwelling an ‘Outbuilding’ should be on the same lot as the dwelling.

It is proposed to introduce a relaxation through Scheme provision in the ‘Residential’ and ‘Rural Residential’ zones so that an outbuilding can be approved before a dwelling is constructed subject to there being approval issued for the development of a dwelling on a lot.

2.15 Amend the Scheme by replacing in Clause 4.9

The modification amends this clause to remove the current reference to ‘Schedule 3 sets out requirements relating to development that are included in structure plans, activity centre plans and local development plans that apply in the Scheme area’ as there are no additional requirements that apply to the Scheme in this respect. The current clause creates an error as it currently references the ‘Rural Residential’ special provisions which are currently in Schedule 3.

2.16 Amend the Scheme by replacing ‘Rural Townsite’ with ‘Commercial’ in the heading in clause 4.12

This modification is required as a result of replacing the current ‘Rural Townsite’ zone with the ‘Commercial’ zone as outlined in Section 2.8 of this Amendment Document.

2.17 Amend the Scheme by replacing ‘Rural Townsite’ with ‘Commercial’ in Clauses 4.12.2, 4.12.3, 4.12.4 and 4.12.5

This modification is required as a result of replacing the current ‘Rural Townsite’ zone with the ‘Commercial’ zone as outlined in Section 2.8 of this Amendment Document.

2.18 Amend the Scheme by Deleting Clause 4.12.1 and renumbering the Scheme accordingly

This modification is proposed as the clauses requirement to consider a local planning policy is already provided for in Clauses 3(5) and 67 of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2).

2.19 Amend the Scheme by deleting the second ‘;’ in clause 4.14.1.2(a)

This modification is proposed to correct a typographical error.

2.20 Amend the Scheme by replacing clause 4.14.1.2 a new clause

This modification is proposed to clarify where additional dwellings can be constructed on ‘Rural zoned land. The Scheme currently allows for no more than three dwellings to be constructed on ‘Rural’ zoned land. This creates an issue as there are a number of smaller rural lots that are not suited to grouped dwelling development. To resolve this situation a new clause is proposed so that additional dwellings will only be permitted where a lot has an area of 50ha or greater. This also makes a ‘Grouped Dwelling’ a ‘D’ use in the ‘Rural’ zone.

2.21 Amend the Scheme by replacing ‘Regulations’ with ‘Deemed Provisions’ in Clause 4.14.3.1

It is proposed to replace ‘Regulations’ with ‘Deemed Provisions’ in Clause 4.14.3.1. This is done to ensure the correct clause is referenced as the ‘Deemed Provisions’ is the correct defined reference for Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

2.22 Amend the Scheme by deleting subclause (a), (c) to (f), and (h) to (j) in Clause 4.14.3.1

This modification is proposed as the matter to be considered in this clause is adequately contained within Clause 67 of the Deemed Provisions and the current clause is a duplication.

2.23 Amend the Scheme by replacing ‘additional site and development requirements for areas covered by a structure plan, activity centre plan or local development plan in’ with ‘provisions of’ in Clause 4.15.1

This modification is required as the reference to ‘additional site and development requirements for areas covered by a structure plan, activity centre plan or local development plan in’ is incorrect as outlined in Section 2.20 of this Amendment Document.

2.24 Amend the Scheme by replacing ‘10% of the lot area, or 2,000m<sup>2</sup>’ with ‘20% of the lot area, or 4,000m<sup>2</sup>’ in Clause 4.15.3.2 b)

This modification is proposed as 10% of the lot area, or a 2,000m<sup>2</sup> building envelope results in variation being required more often than not. The constraints on the subject land are not such that increasing the size of the building envelope will have a delirious affect and it will have a further benefit in improving fire management by allowing for a greater low fuel area around buildings.

2.25 Amend the Scheme by inserting ‘in the Rural Residential and Rural Smallholdings zones’ after the word ‘vegetation’ Clause 4.15.8 (a)

This modification is proposed as a simplification of the Scheme text as common clauses exist in relation to vegetation protection in both the ‘Rural Residential’ and ‘Rural Smallholdings’ zones.

2.26 Amending the Scheme by inserting a new subclause into Clause 4.15.8

In January 2014, the Australian Government Minister for the Environment listed the Proteaceae Dominated Kwongkan Shrubland ecological community after considering the advice of the Threatened Species Scientific Committee.

During a rigorous assessment, the scientific evidence supported as it met the eligibility criteria for listing as endangered under national environment law.

The ecological community is intolerant of frequent disturbance due to land modification and clearance. A reduction in the integrity of the ecological community is evident from observations of dieback due to plant pathogens, effects of altered fire regimes, weed invasion, fragmentation and the subsequent decline or changes to flora and fauna within the ecological community. A reduction in community integrity results in changes to both the species composition and ecological processes that maintain the ecological community. If these changes are ongoing, some native species may persist, but it could lead to the eventual loss of a naturally functioning ecological community overall.

As a result of this provision a condition will be placed on any development where there is a potential presence of Proteaceae Dominated Kwongkan Shrubland.

2.27 Amending the Scheme by moving Clause 4.15.8 to a new clause before Clause 4.17 with the title 'Vegetation Protection'

This modification is proposed as a simplification of the Scheme text as common clauses exist in relation to vegetation protection in both the 'Rural Residential' and 'Rural Smallholdings' zones.

2.28 Amending the Scheme by deleting Clause 4.16.8

This modification is proposed as a simplification of the Scheme text as common clauses exist in relation to vegetation protection in both the 'Rural Residential' and 'Rural Smallholdings' zones. This deletes the clause that is now referenced in the new clause referenced in Section 2.27 of the Amendment Document.

2.29 Amend the Scheme by deleting 'On land within the Rural, Residential, Mixed Use or Rural Townsite Zones' in Clause 4.17.1

This modification proposes to remove the land uses from the provision relying on the zoning table in 3.2 to determine permissibility and using the clause to apply to all 'Workforce Accommodation' proposals within the Scheme Area.

2.30 Amending the Scheme replacing clause 4.17(d)

This modification is proposed to ensure that development for 'Workforce Accommodation' complies with the Development Standards in Schedule 4 – Development Standards by Zone.

2.31 Amend the Scheme by replacing the heading of Clause 4.18 with 'Holiday Accommodation, Holiday House and Bed and Breakfast Requirements'

This modification is required to reflect the land uses to which the revised clause applies.

2.32 Amending Clause 4.18.1 by deleting ‘not exceed 100 square metres per dwelling and’, by inserting after ‘holiday accommodation’ ‘holiday house or bed and breakfast’ and inserting a reference to Clause 67 of the Deemed Provisions

This modification simplifies the clause and allows a more flexible approach to be undertaken using the Local Planning Policy framework.

This modification also proposes to extend the application of this clause to the specified land uses and is consistent with modification made to the title of Clause 4.18 as outlined under Section 2.31 of this amendment.

A further amendment is proposed to clarify that the considerations listed are in addition to those listed in Clause 67 of the deemed provisions.

2.33 Amend the Scheme by deleting Clauses 4.18.3 to 4.18.5

This modification is proposed as the requirement for parking for a specific development is outlined in Schedule 4 and 6 of the Scheme. The current clause (4.18.3) does not reference these schedules and does not stipulate how many additional parking bays are required.

Clause 4.18.4 is proposed to be deleted as a simplification of the approval process. The same result can be achieved through compliance with appropriate conditions.

Clause 4.18.5 is proposed to be deleted as the zoning table in Clause 3.2 identifies the appropriate zones for these uses.

2.34 Amend the Scheme by inserting a new Clause 4.18.3

This modification introduces a new provision stating that where Bed and Breakfast or Holiday House uses are proposed, the site is to be connected to reticulated sewerage or the effluent disposal systems are to be of suitable quality and size.

2.35 Amend the Scheme by inserting a new Subclause 4.19.5(c)

This modification inserts a new arbitration provision into the cash-in-lieu section of the Scheme so that the matter may be referred to arbitration in accordance with the provisions of the *Commercial Arbitration Act 2012* where an owner or developer objects to the amount of the costs and values determined by the local government.

2.36 Amend the Scheme by inserting a new clause before clause 4.20

This modification introduces a new provision providing for parking separated from development and expanded provisions for cash-in-lieu. The replacement provision provides for a much more robust approach to dealing with cash-in-lieu.

2.37 Amend the Scheme by renaming Schedule 3 to ‘Schedule 3 - Rural Residential – Special Provisions’

This modification to the Scheme is required to ensure the Schedule title reflects that it contains the Rural Residential - Special Provisions rather than the current incorrect heading.

2.38 Amend the Scheme by deleting Clause 4.25.3

This modification removes an existing provision relating to consent for lodging development applications which duplicates the deemed provisions.

2.39 Amend the Scheme by inserting a new clause 4.25.5

This modification provides an exemption in relation to the height of telecommunications infrastructure which is consistent with the modifications that are proposed to Clause 4.31.1.

2.40 Amend the Scheme by deleting ‘and structures’ and ‘or structures’ from subclauses as required, replacing ‘height limits’, ‘height limitations’ and ‘limit’ with ‘building height’ in the subclauses within Clause 4.31 and replacing ‘4.30.1’ with ‘4.31.1’ within subclauses 4.31.2 and 4.31.3

This modification is proposed to remove ‘and structure’ so that the clause only relates to building height as well as replacing ‘height limits’, ‘height limitations’ and ‘limit’ with ‘building height’.

This modification is proposed to correct an incorrect clause reference within Clause 4.31.2 and 4.31.3.

2.41 Amend the Scheme by replacing by Clause 4.33

This modification is required as ‘Mining Operations’ is currently listed as a ‘D’ use in Table No. 4 - Zoning and Land Use Table. The requirement for approval under the Scheme is in error as Section 120 of the *Mining Act 1978* exempts ‘Mining Operations’ from the requirement for development approval and will be determined in accordance with the *Mining Act 1978*.

Current planning practice is to apply an asterisk against the ‘\*D’ use stating:

\*‘Mining operations’ covered by the Mining Act 1978 is exempt from the requirement for development approval and will be determined in accordance with the Mining Act 1978.

Whilst it is proposed to retain the above asterisk against the ‘\*D’ use it is considered that this is a flawed approach as it does not address the fact that the land use is not exempted by either the Scheme or Clause 61 of the Deemed Provisions. This amendment provides an opportunity to review this clause in the absence of the Asterisk’s.

The proposed modification exempts this use but mandates that the shire is consulted with regards to the Local Planning Scheme and Local Planning Strategy. The proposed is legally valid and represents an improvement in the manner that ‘Mining Operations’ are dealt with in the Scheme.

2.42 Amend the Scheme by modifying SCA1 within Table 12

This modification replaces the current ‘SCA1 – Infrastructure (Water Supply Protection Area)’ within Table 12 and introduces a new SCA1 as a clause within Schedule 2.

The new proposed Special Control Area represents best practice for the implementation of State Planning Policy 2.7 – Public Drinking Water Source Policy and is consistent with the Department of Water and Environmental Regulation’s Water Quality Protection Note 25 - Land Use compatibility in Public Drinking Water Source Areas.

A provision is also included within the Special Control Area to allow a basic amendment to be undertaken when any Public Drinking Source Area within the Scheme Area is finalised by the Department of Water and Environmental Regulation

- 2.43 Amend the Scheme Map to show the Public Drinking Source Priority Areas and Wellhead Protection zones as shown in the Hopetoun Water Reserve Drinking Water Source Protection Review – WRP 157

This modification introduces the map modification that correlates with the amended provisions for Special Control Area No. 1 introduced under Amendment point number 42.

- 2.44 Amend the Scheme by replacing in Additional Provision '3.' of SCA2 'Schedule 3' with 'Clause 4.9 and Schedule 3'

This modification is required as the reference to Schedule 3 is removed by Clause 4.9 by this Amendment.

- 2.45 Amend the Scheme by inserting into Schedule 2 'Residential' before 'Rural Townsite'

This modification is proposed to incorporate the 'Residential' zone into Schedule 2 with development in accordance with the Residential Design Codes.

- 2.46 Amend the Scheme by renaming the 'Rural Townsite' zone to 'Commercial' in Schedule 2

This modification is proposed to rename the 'Rural Townsite' zone to 'Commercial' in Schedule 2 to reflect the changes as outlined in Section 2.8 of this Amendment Document.

- 2.47 Amend the Scheme by moving footnote (i) in Schedule 2 and amending the word 'adjoin' to 'adjoins' in the table to a new row under the 'Tourism' use with the same format as the 'Rural Smallholdings' zone

This modification is proposed to reformat the table in Schedule 2 so that the footnote directly falls beneath the zone it applies to.

- 2.48 Amend the Scheme by renumbering the footnote and associated references from '(i)' to '(ii)' in Schedule 2 for the 'Rural Smallholdings' zone

This modification is proposed to reformat the table in Schedule 2 so that the footnote numbering is more legible

- 2.49 Amend Clause 4.35(a) (retaining the subclauses) by replacing it

This modification is introduced to provide an avenue to exempt commercial vehicle parking in a residential area subject to compliance with a set of conditions. Where the conditions are not complied with a development approval is required.

- 2.50 Amend the Scheme by replacing within Clause 4.8.1 'the clauses 4.12 to 4.33' with 'clause 4.12 onwards'

This modification replaces the reference for the additional site and development requirements from 'clauses 4.12 to 4.33' to 'clause 4.12 onwards'. This has the added advantage that when new clauses are introduced or removed by future amendments the reference in this clause will remain valid.

- 2.51 Amend the Scheme by replacing, within Clause 6.2, the meaning for the land use 'park home park'

This modification amends the definition so that the correct statutory reference is used.

- 2.52 Amend Schedule 4 by deleting the headings 'Residential Uses', 'Ancillary Residential Uses', 'Commercial Uses', 'Tourism Uses', 'Industrial Uses' 'Rural Uses' and 'Community Uses' and sort the Use Class alphabetically

This modification is to correct a formatting error.

- 2.53 Amend Schedule 4 by inserting new land uses

This modification introduces a range of land uses that were not contained in the Schedule. The aim of this is to provide a consistent approach to all development within the Scheme.

- 2.54 Amend the Scheme by deleting 'or fence' within Schedule A Clause 61(1)(l)

This modification removes fence from incidental development exemption as fencing is not controlled by the Scheme.

- 2.55 Amending the Scheme by replacing Schedule A Clause 61(1)(m) with 'The erection of a boundary fence in accordance with an adopted Fencing Local Law'

This modification adds a new exemption for fencing where it is accordance with the Fencing Local Law. This retains the intent of the exemption that was modified under Section 2.54 of this report.

- 2.56 Amending the Scheme by replacing within Schedule A Clause 61(1)(o) 'The placement of a shipping container on a lot except where it is:' with 'The placement of a shipping container on a lot only where it is'

This modification is required to correct an error in the current exemption for shipping containers.

- 2.57 Amend the Scheme by renumbering the clauses within the Scheme and any associated renumbering throughout the Scheme; formatting the numbering to follow the same format as the Deemed Provision

This is a general amendment so that should any numbering requiring amendment due to earlier clauses both within this amendment and earlier amendments can be corrected by this amendment.

- 2.58 Amend the Scheme Map to show all areas currently zoned 'Rural Townsite' as being zoned 'Commercial'

This modification changes all land zoned 'Rural Townsite' to 'Commercial' except as otherwise provided for in other parts of this Amendment. This is proposed as the current uses permitted in the 'Rural Townsite' zone are now applied to the 'Commercial' zone as outlined in Section 2.8 of this Amendment Document.



2.59 Amend the Scheme Map by reclassifying Alan Rose Drive, Hopetoun from ‘Public Open Space’ to ‘Local Road’

This modification proposes to reclassify Alan Rose Drive, Hopetoun from ‘Public Open Space’ to ‘Local Road’ consistent with the purpose of the land.

2.60 Amend the Scheme Map by reclassifying the portion of Reserve 49744 currently reserved as ‘Local Road’ to ‘Public Open Space’

This modification proposes to reclassify the portion of Reserve 49744 that is currently reserved for ‘Local Road’ to ‘Public Open Space’ reflecting the reservation of the remainder of the Reserve.

2.61 Amend the Scheme Map by reclassifying the portion of road currently zoned ‘Residential’ and ‘Rural Townsite’ between Veal Street and Barnett Street and North of Clarke Street Hopetoun to ‘Local Road’

This modification proposes to reclassify the portion of road currently zoned ‘Residential’ and ‘Rural Townsite’ between Veal Street and Barnett Street and North of Clarke Street Hopetoun to ‘Local Road’.

2.62 Amend the Scheme Map by reclassifying Reserve 7661 from ‘Residential’, ‘Rural Townsite’ and ‘Local Road’ to ‘Civic and Community’

This modification proposes to reclassify Reserve 7661 from ‘Residential’, ‘Rural Townsite’ and ‘Local Road’ to ‘Civic and Community’ consistent with the prevailing purpose of the Reserve.

2.63 Amend the Scheme Map by reclassifying Reserve 50715 from ‘Mixed Use’ to ‘Car Park’

This modification proposes to reclassify Reserve 50715 from ‘Mixed Use’ to ‘Car Park’ consistent with the prevailing purpose of the Reserve.

2.64 Amend the Scheme Map by reclassifying Reserve 34497 from ‘Residential’ to ‘Civic and Community’

This modification proposes to reclassify Reserve 34497 from ‘Residential’ to ‘Civic and Community’ consistent with the prevailing purpose of the Reserve.

2.65 Amending the Scheme Map by reclassifying Reserve 46889 from ‘Light Industry’ to ‘Drainage / Waterway’

This modification proposes to reclassify Reserve 46889 from ‘Light Industry’ to ‘Drainage / Waterway’ consistent with the prevailing purpose of the Reserve.

2.66 Amend the Scheme Map by reclassifying Reserve 41421 from ‘Residential’ to ‘Drainage / Waterway’

This modification proposes to reclassify Reserve 41421 from ‘Residential’ to ‘Drainage / Waterway’ consistent with the prevailing purpose of the Reserve.

2.67 Amending the Scheme Map by reclassifying Reserve 44732 from ‘Residential’ to ‘Drainage / Waterway’

This modification proposes to reclassify Reserve 44732 from ‘Residential’ to ‘Drainage / Waterway’ consistent with the prevailing purpose of the Reserve.

2.68 Amend the Scheme Map by reclassifying Reserve 34288 from ‘Public Purposes’ to ‘Environmental Conservation’ reserve

This modification proposes to reclassify Reserve 34288 from ‘Public Purposes’ to ‘Environmental Conservation’ reserve consistent with the prevailing purpose of the Reserve.

2.69 Amend the Scheme Map by reclassifying Reserve 34286 and Lot 730 on Deposited Plan 36806 from ‘Residential’ to ‘Local Road’

This modification proposes to reclassify Reserve 34286 and Lot 730 on Deposited Plan 36806 from ‘Residential’ to ‘Local Road’ consistent with the prevailing purpose of the Reserve.

2.70 Amend the Scheme Map by reclassifying a portion of Wilkinson Road from ‘Public Open Space’ to ‘Local Road’

This modification proposes to reclassify a portion of Wilkinson Road from ‘Public Open Space’ to ‘Local Road’ consistent with the prevailing purpose of the Reserve.

2.71 Amend the Scheme Map by reclassifying a portion of Leata Street from ‘Public Open Space’ to ‘Local Road’

This modification proposes to reclassify a portion of Leata Street from ‘Public Open Space’ to ‘Local Road’ consistent with the prevailing purpose of the Reserve.

2.72 Amend the Scheme Map by reclassifying Reserve 49295 from ‘Residential’ to ‘Local Road’

This modification proposes to reclassify Reserve 49295 from ‘Residential’ to ‘Local Road’ consistent with the prevailing purpose of the Reserve.

2.73 Amend the Scheme Map by reclassifying the portion of Reserve 35584 south of Alan Rose Drive from ‘Public Purposes’ and ‘Public Open Space’ to ‘Civic and Community’

This modification proposes to reclassify Reserve 35584 south of Alan Rose Drive from ‘Public Purposes’ and ‘Public Open Space’ to ‘Civic and Community’ consistent with the prevailing purpose of the Reserve.

2.74 Amend the Scheme Map by reclassifying Reserve 40521 from ‘Public Open Space’ to ‘Infrastructure Services’

This modification proposes to reclassify Reserve 40521 from ‘Public Open Space’ to ‘Infrastructure Services’ consistent with the prevailing purpose of the Reserve.

2.75 Amend the Scheme Map by reclassifying Lot 520 on Plan 214600 from ‘Residential’ to ‘Local Road’

This modification proposes to reclassify Lot 520 on Plan 214600 from ‘Residential’ to ‘Local Road’ consistent with the prevailing use of the Lot.

- 2.76 Amend the Scheme Map by reclassifying the portion of Melia Way, Munghlinup currently zoned 'Rural Townsite' as 'Local Road'

This modification proposes to show the road on the Scheme Map.

- 2.77 Amend the Scheme Map by reclassifying the Right of Way off Manjart Street, Munghlinup currently zoned 'Rural Townsite' as 'Local Road'

This modification proposes to show the Right of Way on the Scheme Map.

- 2.78 Amend the Scheme Map by reclassifying the portion of Reserve 29437 currently zoned 'Rural' to 'Public Open Space'

This modification is proposes to show the remainder of Reserve 29437 which is zoned 'Rural' as 'Public Open Space' consistent with the prevailing purpose of the Reserve.

- 2.79 Amend the Scheme Map by reclassifying Reserve 47050 from 'Rural' and 'Local Road' to 'Infrastructure Services'

This modification is proposes to show Reserve 47050 that is currently zoned 'Rural' as 'Infrastructure Services' consistent with the prevailing purpose of the Reserve.

- 2.80 Amend the Scheme Map by reclassifying Reserve 49207 from 'Rural Residential' to 'Emergency Services'

This modification is proposes to show Reserve 49207 that is currently zoned 'Rural Residential' as 'Emergency Services' consistent with the prevailing purpose of the Reserve.

- 2.81 Amending the Scheme Map by reclassifying Reserve 49159 from 'Rural Residential' to 'Public Open Space'

This modification is proposes to show Reserve 49159 which is zoned 'Rural Residential' as 'Public Open Space' consistent with the prevailing purpose of the Reserve.

- 2.82 Amend the Scheme Map by reclassifying Reserve 38324 from 'Local Road' and 'Light industry' to 'Emergency Services'

This modification is proposes to show Reserve 38324 that is currently zoned 'Light Industry' and 'Local Road' as 'Emergency Services' consistent with the prevailing purpose of the Reserve.

- 2.83 Amend the Scheme Map by reclassifying Reserve 43238 from 'Light industry' to 'Drainage / Waterway'

This modification is proposes to show Reserve 43238 that is currently zoned 'Light Industry' as 'Drainage / Waterway' consistent with the prevailing purpose of the Reserve.

- 2.84 Amend the Scheme Map by reclassifying Reserve 38863 from 'Residential' to 'Infrastructure Services'

This modification is proposes to show Reserve 38863 that is currently zoned 'Residential' as 'Infrastructure Services' consistent with the prevailing purpose of the Reserve.

- 2.85 Amend the Scheme Map by reclassifying the portion of roadway between Ravensthorpe – Hopetoun Road and Lot 231 on Plan 104934 zoned ‘Public Open Space’ to ‘Local Road’

This modification is proposes to show the portion of roadway between Ravensthorpe – Hopetoun Road and Lot 231 on Plan 104934 zoned ‘Public Open Space’ to ‘Local Road’.

- 2.86 Amend the Scheme Map by reclassifying the portion of Reserve 7369 currently zoned ‘Residential’ to ‘Public Open Space’

This modification is proposes to show Reserve 7369 which is zoned ‘Residential’ as ‘Public Open Space’ consistent with the prevailing purpose of the Reserve.

- 2.87 Amend the Scheme Map by reclassifying Reserve 44777 from ‘Mixed Use’ to ‘Civic and Community’

This modification is proposes to show Reserve 44777 which is zoned ‘Mixed Use’ as ‘Civic and Community’ consistent with the prevailing purpose of the Reserve.

- 2.88 Amend the Scheme Map by reclassifying Reserve 24519 from ‘Mixed Use’ to ‘Civic and Community’

This modification is proposes to show Reserve 24519 which is zoned ‘Mixed Use’ as ‘Civic and Community’ consistent with the prevailing purpose of the Reserve.

- 2.89 Amend the Scheme Map by reclassifying the Right of Way between Reserve 24519 and 44777 from ‘Mixed Business’ to ‘Local Road’

This modification is proposes to reclassify the Right of Way between Reserve 24519 and 44777 from ‘Mixed Business’ to ‘Local Road’.

- 2.90 Amend the Scheme Map by reclassifying the Right of Way between Lots 15 and 16 on Plan 223075 from ‘Rural Townsite’ to ‘Local Road’

This modification is proposes to reclassify the Right of Way between Lots 15 and 16 on Plan 223075 from ‘Rural Townsite’ to ‘Local Road’.

- 2.91 Amend the Scheme Map by reclassifying the Right of Way between Lot 173 on Plan 223076 and Reserve 29814 from ‘Residential’ to ‘Local Road’

This modification is proposes to reclassify the Right of Way between Lot 173 on Plan 223076 and Reserve 29814 from ‘Residential’ to ‘Local Road’.

- 2.92 Amend the Scheme Map by reclassifying the Right of Way between Lots 163 and 164 on Plan 223076 from ‘Residential’ to ‘Local Road’

This modification is proposes to reclassify the Right of Way between Lots 163 and 164 on Plan 223076 from ‘Residential’ to ‘Local Road’.

- 2.93 Amend the Scheme Map by reclassifying the Right of Way between Lots 539 and 540 on Plan 223079 from ‘Residential’ to ‘Local Road’

This modification is proposes to reclassify the Right of Way between Lots 539 and 540 on Plan 223079 from ‘Residential’ to ‘Local Road’.

- 2.94 Amend the Scheme Map by reclassifying the Right of Way between Lots 566 and 567 on Plan 223079 from 'Residential' to 'Local Road'

This modification is proposes to reclassify the Right of Way between Lots 566 and 567 on Plan 223079 from 'Residential' to 'Local Road'.

- 2.95 Amend the Scheme Map by reclassifying the Right of Way between Lots 576 and 577 on Plan 223079 from 'Residential' to 'Local Road'

This modification is proposes to reclassify the Right of Way between Lots 576 and 577 on Plan 223079 from 'Residential' to 'Local Road'.

- 2.96 Amend the Scheme Map by reclassifying the Right of Way between Lots 611 and 612 to the north of the Right of Way between Lots 566 and 567 on Plan 223079 from 'Residential' to 'Local Road'

This modification is proposes to reclassify the Right of Way north of the Right of Way between Lots 576 and 577 on Plan 223079 from 'Residential' to 'Local Road'.

- 2.97 Amend the Scheme Map by reclassifying the Right of Way between Lot 25 on Plan 223075 and Reserve 7712 from 'Rural Townsite' to 'Local Road'

This modification is proposes to reclassify the Right of Way between Lot 25 on Plan 223075 and Reserve 7712 from 'Rural Townsite' to 'Local Road'.

- 2.98 Amend the Scheme Map by reclassifying the Right of Way between Lots 35 and 36 on Plan 223075 from 'Mixed Use' to 'Local Road'

This modification is proposes to reclassify the Right of Way between Lots 35 and 36 on Plan 223075 from 'Mixed Use' to 'Local Road'.

- 2.99 Amend the Scheme Map by reclassifying Reserve 42699 from 'Mixed Business' to 'Government Services'

This modification is proposes to show Reserve 42699 which is zoned 'Mixed Use' as 'Government Services' consistent with the prevailing purpose of the Reserve.

- 2.100 Amend the Scheme Map by reclassifying Reserve 38694 from Residential' to 'Local Road'

This modification is proposes to show Reserve 38694 which is zoned 'Residential' as 'Local Road' consistent with the prevailing purpose of the Reserve.

- 2.101 Amend the Scheme Map by reclassifying the portion of Reserve 29693 reserved as 'Local Road' to 'Public Open Space'

This modification is proposes to show the portion of Reserve 29693 which is classified as 'Local Road' as 'Public Open Space' consistent with the prevailing purpose of the Reserve.

- 2.102 Amend the Scheme Map by reclassifying Reserve 46397 from 'Residential' to 'Public Open Space'

This modification is proposes to show Reserve 46397 which is zoned 'Residential' as 'Public Open Space' consistent with the prevailing purpose of the Reserve.

2.103 Amend the Scheme Map by reclassifying Reserve 33638 from ‘Residential’ to ‘Medical Services’

This modification proposes to show Reserve 33638 which is zoned ‘Residential’ as ‘Medical Services’ consistent with the prevailing purpose of the Reserve.

2.104 Amend the Scheme Map by reclassifying Reserve 38727 and Lot 126 on Plan 2223075 from ‘Public Purposes’ to ‘Commercial’

This modification proposes to show Reserve 38727 and Lot 126 on Plan 223075 which is zoned ‘Public Purposes’ as ‘Commercial’ consistent with the Local Planning Strategy.

2.105 Amend the Scheme Map by reclassifying McCulloch Way from ‘Public Open Space’ to ‘Local Road’

This modification proposes to show McCulloch Way which is classified as ‘Public Open Space’ to ‘Local Road’.

2.106 Amend the Scheme Map by reclassifying Reserve 19492 from ‘Rural’ to ‘Public Open Space’

This modification proposes to show Reserve 19492 which is zoned ‘Rural’ as ‘Public Open Space’ consistent with the prevailing purpose of the Reserve.

2.107 Amend the Scheme Map by reclassifying a portion of Lot 82 on Plan 224161 from ‘Public Purposes’ to ‘Strategic Infrastructure’

This modification is proposes to show a portion of Lot 82 on Plan 224161 which is classified as ‘Public Purposes’ as ‘Strategic Infrastructure’ consistent with the prevailing purpose of the Reserve.

The proposed modifications will alter amendment points 2.81 and 2.106 so that Reserves 19492 and 49159 are reclassified to ‘Environmental Conservation’ rather than ‘Public Open Space’ as proposed in the original amendment.

A map amendment is proposed to take into account the Ravensthorpe Water Reserve Drinking Water Source Protection Plan (2018) with the mapping for Special Control Area No. 1 – Infrastructure (Water Supply Protection Area).

An additional amendment point is proposed in relation to the Hopetoun Primary School as a result of a submission from the Department of Education. Reserve 35585 will be amended from ‘Public Purposes’ and ‘Public Open Space’ to ‘Education’ as depicted on the Scheme Maps

**Consultation:**

Upon receiving consent to advertise from the Western Australian Planning Commission, LPS 24 Amendment No. 2 was advertised for public comment in accordance with the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*. The advertising was commenced on 29 August 2020 and closed on 10 November 2020 being a period of 73 days. Advertising consisted of:

- Advertising notice in the West Australian – 29 August 2020;
- Notice placed on the Shire of Ravensthorpe Facebook Page;
- Amendment documentation being available via the Shire of Ravensthorpe’s website;
- Copies of the Amendment being placed in the Ravensthorpe and Hopetoun Shire Offices; and

- Referral letters to government departments and servicing agencies.

At the close of the advertising period a total of eight (8) submissions (Attachment C) were received, all of which were from Government Departments and Servicing Agencies. All of the submissions from servicing and government agencies who provided comments or no objection to the proposed amendment.

**Statutory Environment:**

*Planning and Development Act 2005.*

*Planning and Development (Local Planning Schemes) Regulations 2015.*

Local Planning Scheme No. 6.

**Policy Implications:**

Current policies will be reviewed to ensure no conflicting requirements.

**Financial Implications:**

Nil.

**Strategic Implications:**

The proposal is to do with the following theme of the Strategic Community Plan:

Theme 1:

A healthy, strong and connected community that is actively engaged and involved;  
Outcome 1.2 “Vibrant & attractive townsite”.

**Sustainability Implications:**

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

**Risk 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 2 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 in accordance with Regulation 41(3)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015* support the draft Amendment No. 3 with the proposed modifications to address issues raised in the submissions:**

- 1. Reclassifying Reserve 49159 from ‘Rural Residential’ to ‘Environmental Conservation’;**
- 2. Reclassifying Reserve 19492 from ‘Rural Residential’ to ‘Environmental Conservation’;**
- 3. Amend a portion of Reserve 30340 to the north of Desmond Road as shown in the Ravensthorpe Water Reserve Drinking Water Source Protection Plan (2018) and insert as Priority 1 in SCA1 on the Scheme Map; and**
- 4. Reclassifying Reserve 35585 from ‘Public Purposes’ and ‘Public Open Space’ to ‘Education’.**

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_



## 15.2 Shire of Ravensthorpe Local Planning Policy Confirmation

<b>File Reference:</b>	<b>CM.PO.1</b>
<b>Location:</b>	<b>N/A</b>
<b>Applicant:</b>	<b>N/A</b>
<b>Author:</b>	<b>Manager Governance &amp; Compliance</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>7 December 2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Confirmation of Planning Policies (Attachment Blue)</b>
<b>Previous Reference:</b>	<b>Item 15.1 – Ordinary Council Meeting – 15 September 2020</b>

### Summary:

This report recommends Council note the completion of Local Public Notice and to adopt the revised Shire of Ravensthorpe Local Planning Policies, being:

- LPP3 Outbuildings;
- LPP10 Holiday Houses; and
- LPP11 Development in Bushfire Prone Areas.

### Background:

At the Ordinary Council Meeting held on the 15 September 2020 Council resolved;

*“Moved: Cr Richardson      Seconded: Cr Goldfinch      Res: 121/20*

### Decision:

*That Council by a Simple Majority decision:*

- 1. Reconfirm the following policies as detailed in the attachments:*
  - *LPP1 Sportsfields – Advertising Signs;*
  - *LPP2 Advertising Signs;*
  - *LPP4 Housing;*
  - *LPP5 Industrial Design Guidelines;*
  - *LPP6 Extractive Industry;*
  - *LPP7 Public Open Space – 3-5 Lot Subdivision;*
  - *LPP8 Alfresco Dining & Trading in Public Places; and*
  - *LPP9 Farm Forestry.*
- 2. Amend the following policies in accordance with Clause 4 of the Deemed Provisions and as detailed in the attachments and undertake Local Public Notice:*
  - *LPP3 Outbuildings;*
  - *LPP10 Holiday Houses; and*
  - *LPP11 Development in Bushfire Prone Areas.*
- 3. Refer LPP3 Outbuildings to the Western Australian Planning Commission under Clause 7.3.2 of State Planning Policy 7.3 Residential Design Codes Volume 1.*

*Voting Requirements: Simple Majority*

*Carried: 7/0”*

As stipulated above in resolution two (2) and three (3), Local Public notice was undertaken and submissions closed on Friday, 4 December 2020, with no submissions being received.

The amendments are summarised below;

Policy No & Title	Summary of Amendments
<p><b>LPP3 Outbuildings;</b></p>	<p>Deleted Clause;</p> <p>“In the Rural Residential zone a written undertaking is provided to build a house within 2 years of the outbuilding building permit being issued together with a bond of \$5000. The bond is fully refundable upon substantial commencement of the house on the same property.”</p> <p>Whilst supported as a good planning outcome it is unenforceable for a building permit for an outbuilding where there is not a related building permit for a house, therefore a bond cannot be applied.</p> <p>Minor modifications to Table 1 Outbuilding Requirements allowing for rear setbacks to be 10 metres, rather than an original 20 metre requirement.</p>
<p><b>LPP10 Holiday Houses; and</b></p>	<p>Added two additional clauses to mitigate fire risks.</p> <ul style="list-style-type: none"> <li>•</li> <li>b) Where development is proposed to be located within a bushfire prone area a Bushfire Attack Level Assessment must be prepared and lodged with a development application unless the development is subject to the BAL Contour Plan over Ravensthorpe and Hopetoun Townsites and a template for lodging Bushfire Management Plans as referenced in LPP11-Development in Bushfire Prone Areas.</li> <li>c. Where a Bushfire Attack Level Assessment of BAL-40 and BAL-Flame Zone applies and the rating cannot be reduced it is considered inappropriate for a Holiday Home land use and an application for development approval will be refused.</li> <li>•</li> </ul>
<p><b>LPP11 Development in Bushfire Prone Areas.</b></p>	<p>Amendment that Bushfire Attack Level (BAL) Contours will be reviewed annually to being reviewed as required.</p>

**Comment:**

A Local Planning Policy does not bind Council in its decision making, however, the Shire of Ravensthorpe and Council shall have due regard to the provisions of an applicable policy and the objectives which the policy is designed to achieve before making its determination on a planning matter.

The policies included in this Local Planning Policy Manual shall be read in conjunction with the requirements of the Shire of Ravensthorpe Local Planning Scheme No.6 and the Shire of Ravensthorpe Local Planning Strategy.

**Consultation:**

Shire of Esperance (Contractor for Planning Services).  
Elected Members.  
Executive Team.

**Statutory Environment:**

Clause 4 of the Deemed Provisions (set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2) gives the local government the ability to “prepare a Local Planning Policy in respect of any matter related to the planning and development of the Scheme area so as to apply –

- Generally or for a particular class or classes of matters; and
- Throughout the Scheme Area or in one or more parts of the Scheme area.”

**Policy Implications:**

Refer to above summary.

**Financial Implications:**

There are no Financial Implications.

**Strategic Implications:**

There are no Strategic Implications.

**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 (3)
Risk Likelihood (based on history and with existing controls)	Low (3)
Risk Impact / Consequence	Low (3)
Risk Rating (Prior to Treatment or Control)	Low (3)
Principal Risk Theme	Low (3)
Risk Action Plan (Controls or Treatment Proposed)	Low (3)

**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 3 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 by a Simple Majority decision:**

- 1. Note that no submissions were received as part of the Local Public Notice; and**
- 2. Adopt the following policies as detailed in the attachments:**

- **LPP3        Outbuildings;**
- **LPP10      Holiday Houses; and**
- **LPP11      Development in Bushfire Prone Areas.**

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

### 15.3 Disposal of Chief Bushfire Control Officer Vehicle

<b>File Reference:</b>	<b>GR.SL.32</b>
<b>Location:</b>	<b>N/A</b>
<b>Applicant:</b>	<b>N/A</b>
<b>Author:</b>	<b>Manager Governance &amp; Compliance</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>8 December 2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Previous Reference:</b>	<b>Nil</b>

#### **Summary:**

This report recommends Council consider disposition of the vehicle assigned to the Chief Bushfire Control Officer which has exceeded its end of life service in conducting duties assigned to the role.

#### **Background:**

The Chief Bushfire Control Officer operates a supplied Shire of Ravensthorpe fleet vehicle being a 2009 Ford Ranger Manual 3.0ltr 4WD. This vehicle has an odometer reading of 325,000km's and was recently assessed for serviceability with the car being identified as being uneconomical to repair.

Given the nature of the duties performed and the high risk environment that the Chief Bushfire Control Officer's vehicle must operate in, it must be reliable at all times so as not to cause harm to the operator of the vehicle or members of the public.

A valuation of the vehicle was undertaken through Esperance Motor Group Pty Ltd (Trading as Esperance Toyota, Esperance Ford and Esperance Holden). Advice received confirmed that the vehicle would require too much reconditioning to make it a saleable vehicle and that they would only accept the vehicle as a trade in at a nominal value of \$500.

Whilst identified in the Shire of Ravensthorpe Plant Replacement Program - 2018 to 2040, this vehicle is not identified for replacement in future years.

It is proposed to provide the Chief Bushfire Control Officer with one of three Toyota Hi-Lux workmates previously proposed for trade in as part of the plant replacement 2020/21 program.

The intent is to honour the existing agreement with the long standing Chief Bushfire Control Officer for the provision of a vehicle, however this will be reviewed prior to appointment of any replacement Chief Bushfire Control Officer which will confirm alignment with industry standards.

#### **Comment:**

The disposal of Shire owned goods or property is to be disposed of in accordance with the provisions of Section 3.58 of the *Local Government Act 1995*; either by:

- (a) Public auction;
- (b) Public tender; or
- (c) Local public notice of intention to dispose (including details and consideration of submissions thereon) Under Regulation 30 of the Local Government (Functions and General) Regulations 1996, an exemption applies where the property to be disposed of;

- Has a market value less than \$20,000; or
- Is disposed of as part of the consideration to acquire assets whose total value (or worth) is less than \$75,000 (ie traded in).

Given the nominal value of the vehicle, Council may consider disposal as it applies under Council Policy - F6 Disposal of Minor Surplus Assets.

Under the Council Policy the Chief Executive Officer is to determine the most efficient method of disposal taking into consideration the costs associated with disposal.

As a general guideline the following approach is to apply based on the estimated value of the property,

Thresholds	Description of process
\$10,001 - \$20,000	Local public notice calling for expressions of interest.
\$1,001 - \$10,000	Seek three offers (if possible) from likely purchasers.
\$1,000 or less or of no commercial value	Internal expressions of interest or alternatively, by way of a donation to a not for profit.

Mr Daw (Chief Bushfire Control Officer) has expressed interest in purchasing the vehicle. Given Mr Daw has served the Ravensthorpe Fire Brigade for 60+ years, 40 years as Chief Bushfire Control Officer, it is recommended that the vehicle be gifted to Mr Daw in recognition of his commendable service.

**Consultation:**

Elected Members.  
Executive Team.

**Statutory Environment:**

Disposal of Property - s3.58 of the *Local Government Act 1995*  
Regulation 30 of the Local Government (Functions and General) Regulations 1996, outlines the exemptions that apply.

**Policy Implications:**

Council Policy - F6 Disposal of Minor Surplus Assets.

**Financial Implications:**

There are no Financial Implications.

**Strategic Implications:**

There are no Strategic Implications.

**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 (3)
Risk Likelihood (based on history and with existing controls)	Low (3)
Risk Impact / Consequence	Low (3)
Risk Rating (Prior to Treatment or Control)	Low (3)
Principal Risk Theme	Low (3)
Risk Action Plan (Controls or Treatment Proposed)	Low (3)

**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 3 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 approve the disposal of the assigned Chief Bushfire Control Officer vehicle, a 2009 Ford Ranger 4x4 (valued at \$500) by way of gifting of the vehicle in “as is condition” to Mr Rod Daw in recognition of his service to the community.**

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

## **16. Elected Members Motions of Which Previous Notice Has Been Given**

## **17. New Business or Urgent Business Introduced by Decision of the Meeting**

New business of an urgent nature introduced by decision of the meeting. Best practice provides that Council should only consider items that have been included on the Agenda (to allow ample time for Councillors to research prior to the meeting) and which have an Officer Report (to provide the background to the issue and a recommended decision).

### **17.1 Elected Members**

### **17.2 Officers**

## **18. Matters Behind Closed Doors**

### **Recommendation:**

In accordance with section 5.23 (2) of the *Local Government Act 1995*, the meeting closed to members of the public for this item as the following subsection applies:

- e) a matter that if declared, would reveal –
  - i) a trade secret
  - ii) information that has a commercial value to a person
  - iii) information about the business, professional, commercial, financial affairs of a person.

### **Voting Requirements:**

Simple Majority.

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

### **18.1 Confidential Item - Purchase Replacement Motor Grader**

<b>File Reference:</b>	<b>PE.FM.1</b>
<b>Location:</b>	<b>Shire of Ravensthorpe</b>
<b>Applicant:</b>	<b>Chief Executive Officer</b>
<b>Author:</b>	<b>Director Technical Services</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>3 December 2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Plant Assessment Report – 5 October 2020 (Attachment Green)</b>
<b>Previous Reference:</b>	<b>Nil</b>



**18.2 Confidential Item – Sale of Land for Teachers Accommodation Lot 64 - 17 Budjan Street, Munglinup**

**File Reference:** CP.AD.4 and A11944  
**Location:** Lot 64 - 17 Budjan Street Munglinup  
**Applicant:** Department of Communities  
**Author:** Manager Governance and Compliance  
**Authorising Officer:** Chief Executive Officer  
**Date:** 8 December 2020  
**Disclosure of Interest:** Nil  
**Attachments:** Contract for Sale of Land  
(Attachment Mustard)  
**Previous Reference:** Item 13.5 – Ordinary Council Meeting – 20 March 2020

Once the above matter is considered by Council it must then resolve to re-open the meeting.

**Recommendation:**

**That Council move out from behind closed doors and the meeting be declared reopened to the public.**

**Voting Requirements:**

Simple Majority.

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

**19. Closure of Meeting**

The Presiding Member to declare the meeting closed.

# ATTACHMENT



# **MINUTES**

**Ordinary Council Meeting  
Tuesday, 17 November 2020**

**Commencing at 6.00pm**

**Ravensthorpe Recreation Centre  
Ravensthorpe**

Unconfirmed

# SHIRE OF RAVENSTHORPE

Agenda for the Ordinary Meeting of Council to be held in the Ravensthorpe Recreation Centre, Ravensthorpe on Tuesday 17 November 2020 – commencing at 6.00pm.

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**1. Declaration of Opening / Announcements of Visitors**

The Presiding Member declared the meeting open at 601.pm.

**2. Attendance / Apologies / Approved Leave of Absence**

COUNCILLOR'S: Cr Keith Dunlop (Shire President)  
Cr Ian Goldfinch  
Cr Sue Leighton  
Cr Thomas Major  
Cr Mark Mudie  
Cr Graham Richardson

STAFF: Gavin Pollock (Chief Executive Officer)  
Les Mainwaring (Director Corporate and Community Services)  
Graham Steel (Director Technical Services)  
Mark Ridgwell (Manager Governance and Compliance)  
Kim Bransby (Executive Assistant)

APOLOGIES: Nil.

ON LEAVE OF ABSENCE:

Cr Julianne Belli (Deputy Shire President)

ABSENT: Nil.

MEMBER OF THE PUBLIC: Nil.

**3. Announcements by the Presiding Member**

Nil.

**4. Response to Previous Public Questions Taken on Notice**

Nil.

**5. Public Question Time**

Nil,

**6. Petitions / Deputations / Presentations / Submissions**

Nil.

## **7. Applications for Leave of Absence**

- 7.1 Request for leave of absence from Shire President Cr Dunlop from 23 November 2020 to 27 November 2020.

### **Voting Requirements:**

Simple Majority.

**Moved: Cr Mudie**

**Seconded: Cr Richardson**

**Res: 142/20**

### **Decision:**

**That the Council approve the Shire President Cr Dunlop's application for leave of absence from the Ravensthorpe Council from 23 November 2020 to 27 November 2020.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**

## **8. Disclosures of Interest**

- 8.1 Graham Steel, Director Technical Services signed declaration to Item 18.4.

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

Nature of Interest – Graham Steel WCP Civil at Ertech have provided contract services to various organisations where Graham has been the principle representative.

- 8.2 Keith Muller – General Manager – Mt Cattlin – Galaxy Lithium Australia Limited

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

Nature of Interest – Lucas TCS currently are the mining contractor at Mt Cattlin.

- 8.3 Mark Ridgwell, Manager Governance and Compliance signed declaration to Item 18.5.

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

Nature of Interest – Mark Ridgwell, Manager Governance and Compliance knows of Carlo Gosetti who is a project team member of the recommended and only tender submission. He only knows him socially though and has not seen him in over a decade.

**9. Confirmation of Minutes of Previous Meetings Held 20 October 2020**

**9.1 Ordinary Council Meeting Minutes 20 October 2020  
(Attachment Grey)**

**Statutory Environment:**

Section 5.22 of the *Local Government Act* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

**Voting Requirements:**

Simple Majority.

**Moved: Cr Goldfinch**

**Seconded: Cr Mudie**

**Res: 143/20**

**Decision:**

**That the Minutes of the Ordinary Meeting of Council held in Council Chambers, Hopetoun on 20 October 2020 be confirmed as true and correct.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**

Unconfirmed



## **10. Reports of Committees of Council**

- Audit Committee Full Council
- Bushfire Advisory Committee Member - Cr Major  
Deputy - Cr Mudie
- CEO Performance Review Committee Member - President  
Member - Deputy President  
Member - Cr Mudie

## **11. Reports of Council Delegates on External Committees**

- Goldfields Voluntary Regional Organisation Of Councils (GVROC) Delegate - President  
Delegate - Cr Goldfinch  
Proxy - Deputy President
- Great Southern Regional Road Group Delegate - Cr Mudie  
Proxy - Cr Goldfinch
- Local Emergency Management Committee (LEMC) Delegate - President  
Proxy - Deputy President
- Development Assessment Panel (DAP) Delegate - Cr Belli  
Delegate - Cr Leighton  
Proxy - Cr Goldfinch  
Proxy - Cr Major
- Hopetoun Progress Association Delegate - Cr Richardson  
Proxy - Cr Goldfinch
- Ravensthorpe Progress Association Delegate - Cr Belli  
Proxy - Cr Mudie
- Munglinup Community Group Delegate - Cr Leighton  
Proxy - Cr Major
- Community Liaison Committees Delegate - President  
Delegate - Deputy President  
Proxy - CEO  
Proxy - DCCS
- Hopetoun Community Resource Centre Delegate - Cr Dunlop  
Proxy - Cr Richardson
- Ravensthorpe Community Resource Centre Delegate - Cr Belli  
Proxy - Cr Leighton
- South Coast WALGA Zone Delegate - President  
Proxy - Deputy President
- Fitzgerald River National Park Delegate - Cr Richardson  
Proxy - Cr Mudie

- Ravensthorpe Agricultural Initiative Network (RAIN) Delegate - Cr Major  
Proxy - Cr Mudie
- Fitzgerald Biosphere Community Collective Delegate - Cr Leighton  
Proxy - Cr Mudie
- Hopetoun Recreation Management (HDRA) Delegate - Cr Dunlop  
Proxy - Cr Goldfinch
- Ravensthorpe Historical Society Delegate - Cr Goldfinch  
Proxy - Cr Leighton

## **12. Reports from Councillors**

### **Cr Keith Dunlop (President)**

- 22 October 2020 – Meeting Hopetoun School.
- 5 November 2020 – Presentation at the Goldfield Esperance Development Commission Board with Director Corporate and Community Services and Director Technical Services.
- 10 November 2020 – Meeting Hopetoun District Recreation Association.
- 11 November 2020 – Laying of Wreath for Remembrance Day Hopetoun.

### **Cr Julianne Belli (Deputy President)**

Nil.

### **Cr Ian Goldfinch**

- 14 November 2020 – Ravensthorpe Historical Society.

### **Cr Sue Leighton**

Nil.

### **Cr Thomas Major**

- 31 October 2020 – Meeting with DFES regarding Local Government Grants Scheme and Emergency Services Levy.
- 11 November 2020 – Laying of Wreath for Remembrance Day Ravensthorpe.

### **Cr Mark Mudie**

Nil.

### **Cr Graham Richardson**

Nil.

## **13 Office of the Chief Executive Officer**

### **13.1 2020 Delegated Authority Report and 2020 Policy Manual Reconfirmation**

<b>File Reference:</b>	<b>GR.LR.10</b>
<b>Location:</b>	<b>N/A</b>
<b>Applicant:</b>	<b>N/A</b>
<b>Author:</b>	<b>Manager Governance and Compliance</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>6 November 2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Draft 2020 Delegated Authority Register (Attachment 1) Shire of Ravensthorpe 2020 Policy Manual (Attachment 2) (Attachment Jade)</b>
<b>Previous Reference:</b>	<b>Nil</b>

#### **Summary:**

This report recommends Council consider and endorse the review of the Shire of Ravensthorpe 2020 Delegated Authority Register. The objectives of the review are to:

- Ensure the Shire has effective and clear delegations;
- Are aligned to current legislation and allow for effective statutory authorisations; and
- Improve operational efficiency by ensuring decision making is scalable to Council's own decision making tolerances.

#### **Background:**

Under the Chief Executive Officers initiative to enhance good governance the Shire has been undertaking an organisational review of all governance related matters in liaison with Elected Members.

There are over 170 separate pieces of legislation in Western Australian law that assign a statutory power or duty to local government. Each power or duty described in legislation will require a local government to fulfil a mandatory duty or use a discretionary power to make a decision.

Parliament recognised that it would be unreasonable and impossible for every decision and every duty to be fulfilled by Council of each local government. Processes were therefore legislated to enable local governments to pass on decision making powers and duties to others.

Delegations by Council are an effective way to reduce red tape and improve customer satisfaction through prompt decision-making processes. Using the power of delegation appropriately assists local governments to deal with a wide range of operational matters that are minor, administrative in nature and potentially time consuming.

Certain safeguards are incorporated into delegations such as limiting the use of when a delegation can be exercised.

The *Bush Fires Act 1954* provides power under s.48 Delegation by local government. A delegation under this section does not include the power to sub delegate. Some specific sections of the Act delegate direct to the Shire President and the Chief Fire Control Officer.

Sections 5.16 and 5.42 of the *Local Government Act 1995* (the Act), prescribe that Council may delegate its powers or duties to a Committee of Council or the Chief Executive Officer (CEO).

Sections 5.17 and 5.43 of the Act respectively, outline the limitations on such delegations. The review of the Shire's existing delegations are presented in line with the below principles:

- Operational requirements and efficiencies; and
- Compliance and statutory decision-making requirements.

The outcome of this review is presented for Council to fulfil its obligation to review delegations at least once per financial year in accordance with sections 5.18 and 5.42 of the Act.

**Comment:**

A Delegation does not prevent the CEO from referring a matter to Council, and after the gathering of professional advice may decide a matter does require a decision of Council.

Delegations are to be read within the context of the Act and decisions are to be made within the limitations placed on the use of the power under the relevant section.

**Consultation:**

Elected Members.  
Executive Team.

**Statutory Environment:**

Section 5.16, 5.17, 5.18, 5.43 and 5.46(2) of the *Local Government Act 1995*.  
*Bush Fires Act 1954*.  
*Building Act 2011*.  
*Cat Act 2011*.  
*Dog Act 1976*.  
*Food Act 2008*.  
*Health (Miscellaneous Provisions) Act 1911* (specifically the Health (Asbestos Regs) 1992).  
*Planning and Development Act 2005*.  
*Public Health Act 2016*.

**Policy Implications:**

At the Ordinary Council Meetings in both July and August 2020, the Council reviewed and adopted its Policy Manual. Council policies and delegated authority are intrinsically linked. Often Council expressly states its intent in policy, and delegated authority is the action to be undertaken by Officers and is clearly linked via the Document Control Box at the bottom of each policy.

**Financial Implications:**

There are no financial implications associated with this report.

**Strategic Implications:**

There are no financial implications associated with this report.

**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 (3)
Risk Likelihood (based on history and with existing controls)	Low (3)
Risk Impact / Consequence	Low (3)
Risk Rating (Prior to Treatment or Control)	Low (3)
Principal Risk Theme	Low (3)
Risk Action Plan (Controls or Treatment Proposed)	Low (3)

**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 3 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.

**Moved: Cr Goldfinch**

**Seconded: Cr Richardson**

**Res: 144/20**

**Decision:**

**That Council by an Absolute Majority decision;**

- 1. Adopts the Shire of Ravensthorpe 2020 Delegated Authority Register as detailed in Attachment 1; and**
- 2. Reconfirms the Shire of Ravensthorpe 2020 Policy Manual as detailed in Attachment 2.**

**Voting Requirements: Absolute Majority**

**Carried: 6/0**

### 13.2 Chief Executive Officer Annual Leave and Appointment of Acting Chief Executive Officer

**File Reference:** PL.ES.172  
**Location:** Shire of Ravensthorpe  
**Applicant:** Chief Executive Officer  
**Author:** Chief Executive Officer  
**Authorising Officer:** Chief Executive Officer  
**Date:** 4 November 2020  
**Disclosure of Interest:** Nil  
**Attachments:** Nil  
**Previous Reference:** Nil

#### Summary:

Council to consider the Chief Executive Officer's request for annual leave from Saturday, 19 December 2020 to Sunday 10 January 2021 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 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:

Shire President.  
Deputy President.  
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 2020/21 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 2 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:**

Absolut Majority.

**Moved: Cr Mudie**

**Seconded: Cr Major**

**Res: 145/20**

**Decision:**

**That Council Endorse;**

1. The Chief Executive Officer’s request for annual leave from Saturday 19 December 2020 to Sunday 10 January 2021 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.

**Voting Requirements: Absolute Majority**

**Carried: 6/0**



### 13.3 Variation to December 2020 Ordinary Council Meeting Date

<b>File Reference:</b>	<b>GR.ME.8</b>
<b>Location:</b>	<b>N/A</b>
<b>Applicant:</b>	<b>Chief Executive Officer</b>
<b>Author:</b>	<b>Manager Governance and Compliance</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>6 November 2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Previous Reference:</b>	<b>Item 13.2 – Council Meeting Dates 2020 – Ordinary Council Meeting – 19 November 2019</b>

#### **Summary:**

Council is requested to consider changing the date of the December Ordinary Meeting of Council from Tuesday 15 December to Monday 14 December 2020 at 6.00pm at the Hopetoun Council Chambers, Shire of Ravensthorpe.

#### **Background:**

Council at its meeting held on 19 November 2019 determined the 2020 Ordinary Council Meeting schedule. It has been identified that the published December Ordinary Council meeting date will conflict with the Ravensthorpe District High School Graduation and Christmas Concert school performance.

It is expected that the Shire President, Councillors and Executive Staff of the Shire will attend this event.

#### **Comment:**

That Council endorse changing the meeting date from Tuesday 15 December to Monday 14 December 2020.

#### **Consultation:**

Elected Members.  
Executive Team.

#### **Statutory Environment:**

*“Local Government (Administration) Regulations 1996*

*12. Meetings, public notice of (Act s. 5.25(1)(g))*

*(1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —*

*(a) the ordinary council meetings; and*

*(b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,*

*are to be held in the next 12 months.*

*(2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in sub regulation (1).”*

#### **Policy Implications:**

Council has an established a policy determining the meeting schedule for Council Meetings – “G2 – Meetings of Council”. Proposed in the 2020 review of Delegated Authority is ability for the Chief Executive Officer to set and vary Ordinary Council Meeting dates.

**Financial Implications:**

Nil.

**Strategic Implications:**

Nil.

**Sustainability Implications:**

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

**Risk Implications:**

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

**Risk Matrix:**

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 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.

**Moved: Cr Goldfinch**

**Seconded: Cr Leighton**

**Res: 146/20**

**Decision:**

**That Council;**

- 1. Change the date of the Ordinary Meeting of Council to be held on Tuesday 15 December 2020 to Monday 14 December 2020 at the Council Chambers, Hopetoun commencing at 6.00pm; and**
- 2. Authorises the Chief Executive Officer to undertake Local Public Notice of the revised date in accordance with Regulation 12(2) of the Local Government (Administration) Regulations 1996.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**

Unconfirmed

### 13.4 Ravensthorpe Bushfire Advisory Committee Meeting Minutes – September 2020

**File Reference:** GR.SL.32  
**Location:** Shire of Ravensthorpe  
**Applicant:** Nil  
**Author:** Community Emergency Services Officer  
**Authorising Officer:** Chief Executive Officer  
**Date:** 5 November 2020  
**Disclosure of Interest:** Nil  
**Attachments:** BFAC Minutes – September 2020 (Attachment Orange)  
**Previous Reference:** Nil

#### Summary:

The Shire of Ravensthorpe Bush Fire Advisory Committee (BFAC) recently held its meeting on 15 September 2020. Council is requested to consider the minutes and make the appropriate resolutions as recommended by the BAFC.

#### Background:

The following matters were considered at the BFAC meeting held on 15 September 2020;

#### Confirmation of new Fire Control Officers:

Council is requested to endorse the following volunteers as Fire Control Officers (FCO) for the Shire of Ravensthorpe after the successful completion of FCO training;

Mr Ben Liddle (Munglinup BFB).

Mr Malcom Grant (East Ravensthorpe BFB).

It is proposed that future appointments will be undertaken under Delegated Authority by the Chief Executive Officer.

#### Consideration of Council Bush Fire Policies:

The following policies which were presented to the Committee for their feedback and input.

- *LO1 Bush Fire Control – Camping and Cooking Fires:*  
The Committee recommended the policy remain unchanged.

The Committee recommended the Shire to provide additional cement concrete rings at Masons & Starvation Bay campgrounds and for them to be pinned down so they cannot be moved around.

Officer Comment – Noted and will be supported.

- *LO2 Shire of Ravensthorpe Bush Fire Advisory Committee (BFAC):*  
The Committee recommended the policy be amended to read “Membership of the Committee will comprise of all gazetted Fire Control Officers for the Shire of Ravensthorpe who shall have voting rights as well as key stakeholders to the group who are non-voting members.”

The Committee recommended the Annual General Meeting (AGM) to say “AGM is to be held on the 1st Tuesday of March”.

The Committee recommended the Meetings to say: “The committee to meet on the 1st Tuesday in September”.

Officer Comment – The amendment to the membership structure is supported, other amendments are not required and can be dealt with administratively.

- **LO3 Bush Fire Control – Burning Restrictions**

The Committee seeks that the Burning on Sunday and Burning Permit Exemptions policies include where burning is allowed that it clearly reflect the minimum requirements as mentioned within the Fire Break Notice for burning under 0.1 of a hectare, being;

Where burning is to occur the landowner/occupier must obey the following conditions;

- Burn area must have a 3m wide bare earth firebreak surrounding it.
- Someone shall be in attendance at all times.
- Inform your neighbours, prior to lighting.
- Piles for burning cannot be greater than 2sqm in diameter and 1m in height.
- For rural small holdings and rural residential lots to have a fire unit carrying a minimum of 400lt present at all times.
- For town site blocks to have a hose connected to running water that can reach the whole burn area.

Officer Comment – Noted and amendment supported.

General Business Actions:

- Recommend the Shire sending a letter to the Department Fire Emergency Services (DFES) requesting for a second hand appliance be allocated to North Ravensthorpe BFB and East Ravensthorpe BFB (Formerly Bandalup BFB) as a short term solution, until both Brigades can receive a new appliance via LGGs/ESL build program.

Officer Comment – Noted and will be supported.

- Recommend the Shire to erect additional “no camp fires” sign at Elverdton Rd gravel pit and Carlingup Rd parking bay. Provide advertising of no camp fires permitted on wicampers and associated camping pages.

Officer Comment – Noted and will be supported.

- The Bush Fire Advisory Committee has requested the Shire to purchase a flame thrower to be utilised for Bushfire mitigation and suppression activities. The cost of a flame thrower unit can range from \$2,500 (basic – acufire drip unit) to \$12,500 (flame thrower unit similar to what the Department of Parks & Wildlife utilise).

Officer Comment – Noted and will be listed for consideration in the 2021/22 Shire of Ravensthorpe budget submission process.

**Comment:**

The Shire of Ravensthorpe BFAC is a valued group that promote and encourage volunteerism and to make the Shire of Ravensthorpe a safe community by managing the risks associated with fire.

**Consultation:**

Chief Bushfire Control Officer.  
Bushfire Advisory Committee Members.  
Department of Fire & Emergency Services.

**Statutory Environment:**

*Bushfires Act 1954.*  
Shire of Ravensthorpe Bushfire Brigades Local Law 2010.

**Policy Implications:**

LO2 Shire of Ravensthorpe Bush Fire Advisory Committee (BFAC).

**Financial Implications:**

Nil.

**Strategic Implications:**

Nil.

**Sustainability Implications:**

- **Environmental:** There are no known significant environmental considerations.
- **Economic:** There are no known significant environmental considerations.
- **Social:** There are no known significant environmental 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 2 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.

**Moved: Cr Major**

**Seconded: Cr Mudie**

**Res: 147/20**

**Decision:**

**That Council;**

1. **Receive the Minutes of the Shire of Ravensthorpe Bush Fire Advisory Committee (BFAC) meeting minutes held on 15 September 2020 as detailed in Attachment Orange;**

2. **Endorse the following volunteers as Fire Control Officers (FCO) for the Shire of Ravensthorpe, after the successful completion of recent FCO course;**
  - **Mr Ben Liddle (Munglinup BFB); and**
  - **Mr Malcom Grant (East Ravensthorpe BFB).**
3. **Note the requested amendments to Council Policy LO2 Shire of Ravensthorpe Bush Fire Advisory Committee (BFAC) and LO3 Bush Fire Control – Burning Restrictions as detailed in this report and detailed in Attachment Orange.**
4. **Request the Chief Executive Officer to present the revised policies to Council for consideration as requested by the BFAC in point 3 of the recommendation.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**

Unconfirmed

### 13.5 Management Agreement – Community Housing – 29 Dunn Street, Ravensthorpe

<b>File Reference:</b>	<b>A11696</b>
<b>Location:</b>	<b>29 Dunn Street, Ravensthorpe</b>
<b>Applicant:</b>	<b>N/A</b>
<b>Author:</b>	<b>Manager Governance and Compliance</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>13 November 2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Previous Reference:</b>	<b>Item 5.3, Management Agreement – Community Housing – 29 Dunn Street, Ravensthorpe, Special Council Meeting, 7 July 2020</b>

#### **Summary:**

This report recommends Council consider authorising the Chief Executive Officer to be granted Delegated Authority to formally conclude the periodic expired agreement with Advance Housing for the management of Community Housing at 29 Dunn Street, Ravensthorpe.

This report also recommends Council note the undertaking of associated work improvements to bring the three (3) units up to the Shire's standards, after which an Expression of Interest will be undertaken for a new Management Agreement for community housing with all prospective providers invited to make a submission.

#### **Background:**

In 2001 the Ravensthorpe Residential Care Facilities Committee in association with the Shire of Ravensthorpe and the Department of Housing and Works developed a Joint Venture for aged residential housing at 29 Dunn Street, Ravensthorpe.

The driver for this development was a recognised deficiency in the number of aged care accommodation within the Ravensthorpe townsite and that valued community members were forced to move to Hopetoun, Esperance or Albany which in some cases meant families were forced to travel great distances to visit their loved ones.

Initially the three (3) unit accommodation was managed by the Shire of Ravensthorpe but in February 2014 a Management Agreement was undertaken between the Great Southern Community Housing Association Inc (now called Advance Housing) for the period 1 March 2014 to 28 February 2019.

The Management Agreement outlined the responsibilities between both Advance Housing and the Shire of Ravensthorpe. In summary Advance Housing would manage the three (3) tenancies in accordance with the *Residential Tenancies Act 1987* and ensuring compliance with the reporting and compliance requirements of the Department of Housing as it relates to community housing on behalf of the Shire of Ravensthorpe.

Whilst initially the accommodation was dedicated to aged care tenancies the provision to allow low income applicants (maximum of one unit only) was included in the agreement so long as the tenant(s) complied with the National Rental Affordability Scheme Income Limits.

At the Special Meeting of Council held on 7 July 2020, Council resolved;

*“Moved: Cr Major*

*Seconded: Cr Richardson*

*Res: 78/20*

*That Council grants Delegated Authority to the Chief Executive Officer to review, negotiate and enter into an agreement for the management of Community Housing at 29 Dunn Street, Ravensthorpe.*



*Voting Requirements: Absolute Majority*

*Carried: 6/0”*

Currently all three (3) units are vacant and in need appropriate maintenance and repairs to bring them up to the Shire’s and compliance standards. After careful consideration it has been determined that the best option is to formally conclude the periodic agreement with Advance Housing for the management of Community Housing at 29 Dunn Street, Ravensthorpe.

The conclusion of the Management Agreement will see any unspent funds held in Trust by Advance Housing for maintenance of these units to be returned to the Shire. The Shire will then initiate works to bring the units up to a desired state. Once satisfied that the tenancies are ready for community housing an Expression of Interest for a new Management Agreement with an external operator will commence.

It is important to note that the formal conclusion of the Management Agreement with Advance Housing is in no way to be seen as a poor reflection on their service but rather the situation of having no current tenancies and that the condition of the buildings (which are nearing 20 years of age) provides a great opportunity to reset and look to extend the buildings life as well as maximising the community benefit of the accommodation on offer.

To this point the Chief Executive Officer has been in liaison with relevant State Government officials in seeing how the units can best be provided to maximise community benefit.

Given that there can be periods where the units are vacant for extended periods, it is proposed that a priority order of use is introduced as outlined below;

1. Aged Housing; then
2. Low Income Tenancy (Maximum of 1 as per existing State Government approval); then
3. COVID Quarantine Facility (where and if required) at cost; and then
4. Short term accommodation for community based projects at cost.

The intention and priority will always be for the use as aged and low income housing, however short term tenancies (of up to 15 days) are proposed where the units are vacant and would be offered at an undiscounted market rate with the income to be directly allocated to the facility and not be included more broadly into general municipal revenue.

The secondary uses listed above are at present only identified to meet the communities short term needs, for example the Shire has at present no accommodation for those required to self-quarantine as a result of COVID-19, additionally the Shire is facing an exciting period of development with the Ravensthorpe Cultural Precinct and other community infrastructure projects being constructed in the new 12-18 months. Accommodation of contract workers for this period is required and at present there is a shortage of accommodation to meet this short term surge in demand.

Both the above concerns have been identified and this proposal may mitigate those risk by using surplus accommodation for short periods. The Chief Executive Officer is in discussion with relevant government agencies and will only be considered and permitted where the appropriate approvals are in place.

**Comment:**

The above proposals are aimed at bringing the facilities up to a desired standard and ensuring they are fully utilised to meet community needs.

**Consultation:**

Elected Members.  
Executive Team.

**Statutory Environment:**

r.30 of the Local Government (Functions and General) Regulations 1996 allow for the dispositions of property excluded from the requirements of the *Local Government Act 1995*.

(2) A disposition of land is an exempt disposition if —

(b) the land is disposed of to a body, whether incorporated or not —

- i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and
- (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body’s transactions;

**Policy Implications:**

Nil.

**Financial Implications:**

The 2020/21 Shire of Ravensthorpe has allocated a nominal amount of \$3,000 for these properties, noting that under the agreement general maintenance is provided by the service provider. Additional funds may be requested in the mid-year budget review to complete all necessary works.

Any income received will offset this year’s costs and future year’s funds will be submitted as part of the 2021/2022 budget deliberations.

**Strategic Implications:**

The recent 2020 Shire of Ravensthorpe community residents’ survey identified that more / better aged care programs and support services are listed in the grouping of most important activities for the Shire to focus on now and into the future.

**Sustainability Implications:**

- **Environmental:** There are no known significant environmental considerations.
- **Economic:** There are no known significant economic considerations.
- **Social:** It is important to maintain housing stock for those most in need within the community.

**Risk Implications:**

Risk	Medium (6)
Risk Likelihood (based on history and with existing controls)	Medium (6)
Risk Impact / Consequence	Medium (6)
Risk Rating (Prior to Treatment or Control)	Low (4)
Principal Risk Theme	Low (4)
Risk Action Plan (Controls or Treatment Proposed)	Low (4)

**Risk Matrix:**

Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		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 6 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.

**Moved: Cr Major**

**Seconded: Cr Richardson**

**Res: 148/20**

**Decision:**

**That Council by an Absolute Majority decision grants Delegated Authority to the Chief Executive Officer to;**

- 1. Formally conclude the agreement for the management of Community Housing at 29 Dunn Street, Ravensthorpe with Advance Housing;**
- 2. Initiate an Expression of Interest for Community Housing at 29 Dunn Street, Ravensthorpe upon the necessary rectification works being undertaken on site; and**
- 3. Liaise with relevant government agencies for consideration and approval of expanded permitted uses for 29 Dunn Street, Ravensthorpe as outlined in this report.**

**Voting Requirements: Absolute Majority**

**Carried: 6/0**

## **14. Directorate of Corporate and Community Services**

### **14.1 Monthly Financial Report – 31 October 2020**

<b>File Reference:</b>	<b>N/A</b>
<b>Location:</b>	<b>Shire of Ravensthorpe</b>
<b>Applicant:</b>	<b>Nil</b>
<b>Author:</b>	<b>Senior Finance Officer</b>
<b>Authorising Officer</b>	<b>Director Corporate and Community Services</b>
<b>Date:</b>	<b>10 November 2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Monthly Financial Reports for October 2020 (Attachment Yellow)</b>
<b>Previous Reference:</b>	<b>Nil</b>

#### **Summary:**

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

#### **Background:**

Council is requested to review the October 2020 Monthly Financial Reports.

#### **Comment:**

The October 2020 Monthly Financial Reports are 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 2020/21 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 October flow from it. An effect October be positive, negative or a deviation from the expected and October 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 2 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.

**Moved: Cr Mudie**

**Seconded: Cr Leighton**

**Res: 149/20**

**Decision:**

**That Council receive the 31 October 2020 Monthly Financial Reports as presented.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**

## 14.2 Schedule of Account Payments – October 2020

**File Reference:** GR.ME.8  
**Location:** Shire of Ravensthorpe  
**Applicant:** Shire of Ravensthorpe  
**Author:** Finance Officer  
**Authorising Officer:** Director Corporate and Community Services  
**Date:** 10 October 2020  
**Disclosure of Interest:** Nil  
**Attachments:** Schedule of Payments to 31 October 2020  
 Credit Card Transactions to 01 October 2020  
 Creditors List of Accounts Paid October 2020  
 (Attachment Red)  
**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 01/09/2020 to 31/10/2020

#### 2020/2021

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	32,246	1,089,988	72,966	5,765	0	1,200,963	256,870
Aug	24,281	361,337	159,976	7,275	0	553,410	247,790
Sep	9,832	467,211	92,158	6,744	0	575,945	275,691
Oct	16,876	501,519	57,600	9,242	0	585,238	320,530
Nov							
Dec							
Jan							
Feb							
Mar							
Apr							
May							
Jun							
<b>Total</b>	<b>66,899</b>	<b>1,918,536</b>	<b>325,100</b>	<b>19,784</b>	<b>0</b>	<b>2,330,318</b>	<b>780,351</b>
<b>19/20</b>	<b>197,977</b>	<b>8,450,678</b>	<b>997,212</b>	<b>102,791</b>	<b>6,319</b>	<b>9,754,977</b>	<b>3,174,082</b>
<b>18/19</b>	<b>147,967</b>	<b>21,298,438</b>	<b>1,329,904</b>	<b>70,241</b>	<b>13,590</b>	<b>22,860,140</b>	<b>2,219,053</b>
<b>17/18</b>	<b>327,905</b>	<b>18,507,404</b>	<b>209,587</b>	<b>65,010</b>	<b>317,445</b>	<b>19,427,351</b>	<b>2,601,283</b>

### 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:

Senior Finance Officer.

### Statutory Environment:

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

**Policy Implications:**

Nil.

**Financial Implications:**

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

**Strategic Implications:**

Nil

**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 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 2 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.

**Moved: Cr Major**

**Seconded: Cr Goldfinch**

**Res: 150/20**

**Decision:**

**That Council endorse;**

**Pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the month of October 2020 be noted.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**

Unconfirmed



### **14.3 Rates Application for Write Off – Ravensthorpe Senior Citizens**

**File Reference:** A468  
**Location:** 57 Morgans Street, Ravensthorpe  
**Applicant:** Ravensthorpe Senior Citizens  
**Author:** Director Corporate and Community Services  
**Authorising Officer:** Chief Executive Officer  
**Date:** 6 November 2020  
**Disclosure of Interest:** Nil  
**Attachments:** Letter Ravensthorpe Senior Citizens 27 October 2020 (Attachment Green)  
**Previous Reference:** Nil

#### **Summary:**

As part of the preliminary works in preparation for construction of the Ravensthorpe Cultural Precinct, demolition of the Ravensthorpe Senior Citizens building will occur in December 2020. Given demolition of the building, a request has been received to waive the service charges of the Ravensthorpe Senior Citizens Centre for 2020/21.

#### **Background:**

In December 2019 Council resolved to undertake redevelopment of the Central Cultural Precinct in the Ravensthorpe town centre, which would require the demolition of a number of existing buildings including the Ravensthorpe Senior Citizens Building.

In committing community funds to the project the Ravensthorpe Senior Citizens group was not included as one of the thirteen (13) funding partners to the project.

#### **Comment:**

The Senior citizens building is sited on Lot 57 Morgans Street, Ravensthorpe which is land owned by the Shire. The senior citizens function will be included within the new precinct building and the old senior citizens building was deemed structurally unsuitable and uneconomic to relocate therefore in October 2020 Council resolved to demolish the existing building. The building will be demolished in December 2020.

The senior citizens will be vacating the existing building by 30 November 2020.

The senior citizens do not pay rates, however they have been charged for 2 x Sewerage fixtures \$325; 1 x Residential rubbish service \$317.75 and the State Governments ESL fee \$84. The total service fees are \$726.75.

The Senior Citizens have asked that the *“Shire Rates for the period 2020/2021 be waived. We apply for this immunity/release because the building we use is to be demolished shortly.”*

The Shire has the option to fully waive the fees of \$726.75 or affect cancellation from December 2020 when the building has been vacated which would result in a pro-rata reduction of \$423.94, which would require a reduced settlement of \$302.81 for the part-year of operation.

It is recommended that we waive the full fees of \$726.75 as a supportive gesture for the disruption to the Ravensthorpe Senior Citizens and a recognition of their in-kind stakeholder support for the project.

#### **Consultation:**

Nil.

**Statutory Environment:**

*Local Government Act 1995* section 6.47 – Concessions

Subject to the *Rates and Charges (Rebates and Deferments) Act 1992*, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive\* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

\* *Absolute majority required.*

*Local Government (Financial Management) Regulations 1996* regulation 69A - When concession under Act s. 6.47 cannot be granted:

A local government is not to exercise a power to grant a concession in relation to a rate or service charge under section 6.47 of the Act in circumstances where the concession is based on whether or not, or the extent to which, the land in respect of which the rate or service charge is imposed is occupied by a person who owns the land.

[Regulation 69A inserted: Gazette 7 Jan 2005 p. 72.]

**Policy Implications:**

Nil.

**Financial Implications:**

The amount of the proposed write off \$726.75.

**Strategic Implications:**

There are no strategic implications for this matter.

**Sustainability Implications:**

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

**Risk Implications:**

Risk	1 (Low)
Risk Likelihood (based on history and with existing controls)	1 (Low)
Risk Impact / Consequence	1 (Low)
Risk Rating (Prior to Treatment or Control)	1 (Low)
Principal Risk Theme	1 (Low)
Risk Action Plan (Controls or Treatment Proposed)	1 (Low)

**Risk Matrix:**

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

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

**Voting Requirements:**

Absolute majority.

**Moved: Cr Leighton**

**Seconded: Cr Richardson**

**Res: 151/20**

**Decision:**

**That Council applies a concession of \$726.75 towards the 2020/21 service charges of the Ravensthorpe Senior Citizens rate notice A468 at 57 Morgans Street, Ravensthorpe by reason of demolition of the occupied building and a gesture of support for the disruption to the operations of the Ravensthorpe Senior Citizens Centre.**

**Voting Requirements: Absolute Majority**

**Carried: 6/0**

Unconfirmed

#### 14.4 Amendment of Schedule of Fees and Charges 2020/2021 - Outdoor Cinema Trailer

**File Reference:** N/A  
**Location:** Shire of Ravensthorpe  
**Applicant:** Shire of Ravensthorpe  
**Author:** Senior Finance Officer  
**Authorising Officer:** Director Corporate and Community Services  
**Date:** 10 November 2020  
**Disclosure of Interest:** Nil  
**Attachments:** Shire of Ravensthorpe Fees and Charges 2020/2021 – Amendment (Attachment White)  
**Previous Reference:** Nil

##### Summary:

The adopted 2020/2021 Schedule of Fees and Charges has been noted to have not captured an existing hire fee for the Outdoor Cinema Trailer. Appropriate hire fees and a bond are submitted for Councils endorsement in order to enable this equipment to be utilised by the greater Community.

##### Background:

A review of all fees and charges to be imposed by the Shire of Ravensthorpe is carried out annually as part of the budget process. It has been identified that the Outdoor Cinema Trailer which has been detailed in previous Fees and Charges manuals has been incorrectly omitted. The fees proposed are outlined below and have not increased from the previous financial period.

Outdoor Cinema Trailer	Ex (GST)	GST	Total
Commercial Hire - per Event up to a maximum of 3 days per Event	\$227.27	\$22.73	<b>\$250.00</b>
Social Hire - per Event up to a maximum of 3 days per Event	\$113.64	\$11.36	<b>\$125.00</b>
Incorporated Not for Profit Hire - per Event up to a maximum of 3 days per Event	\$56.82	\$5.68	<b>\$62.50</b>
Outdoor Cinema Trailer Bond	\$500.00	Nil	<b>\$500.00</b>

Note: The hirer of a public building or the Outdoor Cinema Trailer is responsible for the first \$1,000 of damage or breakages incurred, including but not limited to replacement cost of any lost keys.

##### Comment:

The adoption of Fees and Charges outside the budget process requires Local Public Notice in accordance with the *Local Government Act 1995*. This statutory public notice will be combined with public promotion of the ability to hire the outdoor cinema trailer. This is anticipated to result in greater usage of the equipment by the Community.

##### Consultation:

Councillors.  
 Chief Executive Officer.  
 Director Corporate and Community Services.

**Statutory Environment:**

Section 6.19 of the *Local Government Act 1995* states;

*“If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —*

*(a) its intention to do so; and*

*(b) the date from which it is proposed the fees or charges will be imposed.”*

**Policy Implications:**

Nil.

**Financial Implications:**

A nominal income is anticipated for in general revenue for the hire of this equipment.

**Strategic Implications:**

Nil.

**Sustainability Implications:**

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

**Risk Implications:**

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

**Risk Matrix:**

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 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.

**Moved: Cr Major**

**Seconded: Cr Richardson**

**Res: 152/20**

**Decision:**

**That Council;**

- 1. Adopts the Shire of Ravensthorpe Fees and Charges 2020/2021 – Amendment to include Cinema Trailer Hire as detailed in Attachment White; and**
- 2. Notes Local Public Notice of this amendment will be undertaken in accordance with section 6.19 of the *Local Government Act 1995* and come into effect 14 days after publication.**

**Voting Requirements: Absolute Majority**

**Carried: 6/0**

Unconfirmed

## **15. Directorate of Technical Services**

### **15.1 Proposed Road Dedication – Lots 2 and 41 Brookton Highway proposed Truck Parking Bays – Mt Short Road**

**File Reference:** GR.SL.3  
**Location:** Lot 2 and Lot 41 Brookton Highway  
**Applicant:** Main Roads Western Australia  
**Author:** Contracted Planning Services  
**Authorising Officer:** Director Technical Services  
**Date:** 9 November 2020  
**Disclosure of Interest:** Nil  
**Attachments:** MRWA Letter Request Support for Road Dedications  
Land Dealings Plans 202001-0524 and 202001-0525  
(Attachment Mustard)  
**Previous Reference:** N/A

#### **Summary:**

Council to consider the dedication of portions of Lots 2 and 41 Brookton Highway as a road for the purpose of a Truck Parking Bay.

#### **Background:**

Main Roads WA have approached the Shire of Ravensthorpe to dedicate portions of land as part of a land acquisition on Brookton Highway (504 – 505 SLK).

#### **Comment:**

Should the dedication as a road of portions of Lots 2 and 41 Brookton Highway be supported, a request will need to be made to the Minister for Lands under Section 56 of the *Land Administration Act 1997*.

As the land has been acquired by Main Roads WA for this specific purpose there is no reason not to support the proposed dedication.

#### **Consultation:**

Advice of the resolution and these minutes is required to be sent to Main Roads WA. This action will satisfy the requirements of Regional and Metro Services at the Department of Planning, Lands and Heritage – Lands.

#### **Statutory Environment:**

*Land Administration Act 1997*.

#### **Policy Implications:**

Nil.

#### **Financial Implications:**

Nil - Main Roads WA will be responsible for any costs and claims that may arise as a result of the dedication.

#### **Strategic Implications:**

Strategic Community Plan 2014-2024

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

3.1 Effective transport networks.

#### **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 2 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.

**Moved: Cr Leighton**

**Seconded: Cr Mudie**

**Res: 153/20**

**Decision:**

**That Council endorse the Chief Executive Officer;**

1. **Requesting the Minister of Lands to dedicate the land the subject of Land Dealings Plans 202001-0524 and 202001-0525 as a road pursuant to Section 56 of the *Land Administration Act 1997*.**
2. **Advising the Minister of Lands that in accordance with Section 56 (4) of the Land Administration Act 1997 that the Shire recognises that it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.**
3. **Noting that Main Roads WA have agreed to be responsible for any costs and claims that may arise as a result of the dedication.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**



## 15.2 Authority to Initiate Request for Tender for the Lease of Land for Crown Reserve 29342, Munglinup

<b>File Reference:</b>	<b>A317</b>
<b>Location:</b>	<b>Not Applicable</b>
<b>Applicant:</b>	<b>Shire of Ravensthorpe</b>
<b>Author:</b>	<b>Manager Governance and Compliance</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>10 November 2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Previous Reference:</b>	<b>Item 13.6 – Delegation for Dealings with Reserve 29342 – Ordinary Council Meeting, 19 November 2019</b>

### Summary:

Council is requested to consider Delegated Authority for the Chief Executive Officer to initiate a Request for Tender for the lease of land for Crown Reserve 29342, subject to Ministerial Approval for the change of purpose of the reserve from “Hall” to “Caravan Park” or similar intended use assigned by the Minister.

### Background:

An application was received from Richard McBeth for the closure of Melia Way, Munglinup and its amalgamation with Lot 32 (14) Tubada Street, Munglinup was previously considered by Council (August OCM Res: 83/19) and is now with the Department of Planning, Lands and Heritage. The proponent is now seeking to enter into a lease on Reserve 29342.

Council at its Ordinary Meeting of the 19 November 2019 resolved;

*Moved: Cr Norman*

*Seconded: Cr Major*

*Res No: 129/19*

*“That Council delegate to the Chief Executive Officer authority to allow requests to be made regarding the care, control and management of Reserve 29342 in accordance with Section 46.(2) Land Administration Act 1997.*

*Voting Requirements: Absolute Majority*

*Carried: 7/0”*

A request has been made by the Chief Executive Officer on behalf of the Council for the Minister for Planning, Lands and Heritage to approve the change of permitted use from “Hall” to “Caravan Park” with the power to lease for 21 years.



Should the Minister approve the requested change of purpose then it will allow the ability for the Shire of Ravensthorpe to call for a Public Tender for the lease of the land. This report seeks Council approval for the Chief Executive Officer to call for Tenders and expedite the process subject to Ministerial approval being granted.

**Comment:**

The whole town site block as identified in the above site plan contains numerous parcels of land that include various Crown Reserves, titled blocks and an undeveloped road intended for closure. This lease of land and subsequent development is seen as an initial stage to the greater development of the overall site.

The development itself will bring significant economic benefit to the town site and will attract tourism and support short term accommodation to assist in local mining operations.

**Consultation:**

Council.  
Executive Team.  
Department of Planning, Lands and Heritage.

**Statutory Environment:**

*Local Government Act 1995.*  
*Land Administration Act 1997.*  
Land Administration Regulations 1998.

**Policy Implications:**

Nil.

**Financial Implications:**

There are potential financial implications as there may be ability to lease the reserve to the applicant which will result in rental income being received by the Shire.

**Strategic Implications:**

The proposal is to do with the following theme of the Strategic Community Plan:

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

Outcome 1.2 “Vibrant & attractive town site”.

**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		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		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 2 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.

**Moved: Cr Major**

**Seconded: Cr Goldfinch**

**Res: 154/20**

**Decision:**

**That Council by an Absolute Majority decision grants Delegated Authority to the Chief Executive Officer to initiate a Request for Tender for the lease of land for Crown Reserve 29342, subject to Ministerial Approval.**

**Voting Requirements: Absolute Majority**

**Carried: 6/0**

## **16. Elected Members Motions of Which Previous Notice Has Been Given**

Nil.

## **17. New Business or Urgent Business Introduced by Decision of the Meeting**

New business of an urgent nature introduced by decision of the meeting. Best practice provides that Council should only consider items that have been included on the Agenda (to allow ample time for Councillors to research prior to the meeting) and which have an Officer Report (to provide the background to the issue and a recommended decision).

### **17.1 Elected Members**

Nil.

### **17.2 Officers**

Nil.

## **18. Matters Behind Closed Doors**

**Moved: Cr Mudie**

**Seconded: Cr Leighton**

**Res: 155/20**

### **Decision:**

In accordance with section 5.23 (2) of the *Local Government Act 1995*, the meeting closed to members of the public for this item as the following subsection applies:

- e) a matter that if declared, would reveal –
  - i) a trade secret
  - ii) information that has a commercial value to a person
  - iii) information about the business, professional, commercial, financial affairs of a person.

**Voting Requirements: Simple Majority**

**Carried: 6/0**

### **18.1 Rates Application for Write Off – A962 and A1271**

**File Reference:** A962 and A1271  
**Location:** 46 Tamar Street & 87 Cambewarra Drive Hopetoun  
**Applicant:** Property Owner  
**Author:** Director Corporate and Community Services  
**Authorising Officer:** Chief Executive Officer  
**Date:** 09 November 2020  
**Disclosure of Interest:** Nil  
**Attachments:** Email Dated 16 October 2020 Regarding A962 and A1271 (Attachment Orange)  
**Previous Reference:** Nil

**Moved: Cr Mudie**

**Seconded: Cr Major**

**Res: 156/20**

**Decision:**

**That Council;**

- 1. Accept an offer of \$7,000 to be paid within 10 days and the remaining balance to be and paid off in 12 individual monthly instalments, with an incentive of a 12 month interest free period valued at approximately \$550 only if there is no default on the agreed payment arrangement.**
- 2. Endorse the Chief Executive Officer entering into a satisfactory payment arrangement regarding assessments A962 and A1271 in accordance with point 1 of this recommendation.**

**Voting Requirements: Absolute Majority**

**Carried: 6/0**

## **18.2 Acquisition of Land Lots 449, 450, 451, 452 and 453 Spence Street, Ravensthorpe**

**File Reference:**

<b>Location:</b>	<b>Not Applicable</b>
<b>Applicant:</b>	<b>Shire of Ravensthorpe</b>
<b>Author:</b>	<b>Manager Governance and Compliance</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>9 November 2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Site Map (Attachment 1) Contract of Sale (Attachment 2) (Attachment Blue)</b>
<b>Previous Reference:</b>	<b>Item 18.2, Confidential – Withdrawal from Land Purchase, Ordinary Council Meeting, 16 June 2020</b>

**Moved: Cr Leighton**

**Seconded: Cr Mudie**

**Res: 157/20**

**Decision:**

**That Council;**

- 1. Endorse the purchase of Lots 449, 450, 451, 452 and 453 Spence Street, Ravensthorpe as detailed in Confidential Attachment 2;**
- 2. In accordance with section 9.49A of the *Local Government Act 1995* authorises the Chief Executive Officer and Shire President to sign the contract of sale documentation; and**
- 3. By an Absolute Majority decision grants Delegated Authority to the Chief Executive Officer to action the subsequent land dealings as they relate to the Right of Way between Dance and Neil Street and Lots 449, 450, 451, 452 and 453 Spence Street, Ravensthorpe (excluding any formal approvals that are to be considered by Council).**

**Voting Requirements: Absolute Majority**

**Carried: 6/0**

### 18.3 Citizen of the Year Awards for 2021

**File Reference:** CR.AW.2  
**Location:** Shire of Ravensthorpe  
**Applicant:** Chief Executive Officer  
**Author:** Executive Assistant  
**Authorising Officer:** Chief Executive Officer  
**Date:** 12 November 2020  
**Disclosure of Interest:** Nil  
**Attachments:** Nominations for Youth Citizen of the Year (Attachment 1)  
Nomination for Senior Citizen of the Year (Attachment 2)  
Nomination for Citizen of the Year (Attachment 3)  
(Attachment Peach)  
**Previous Reference:** Nil

**Moved:** Cr Major **Seconded:** Cr Leighton **Res:** 158/20

**Decision:**

That Council endorse the award recipient's as determined behind closed doors and that this information remain confidential until 26 January 2021.

**Voting Requirements:** Simple Majority **Carried:** 6/0

### 18.4 EOI No. 01-2020-21 Road Construction Services Floater Road

**File Reference:** RD.DC.3  
**Location:** Shire of Ravensthorpe  
**Applicant:** Chief Executive Officer  
**Author:** Director Technical Services  
**Authorising Officer:** Chief Executive Officer  
**Date:** 17 November 2020  
**Disclosure of Interest:** Declarations Forms – Attachment 1  
**Attachments:** Supplier Evaluation Report – 12 November 2020 –  
Attachment 2  
(Attachment Brown)  
**Previous Reference:** Nil

**Moved:** Cr Mudie **Seconded:** Cr Major **Res:** 159/20

**Decision:**

**That Council:**

Endorse the Chief Executive Officer accepting the recommended suppliers and proceeding with the select tender process for the forthcoming tender for Road Construction Services, Floater Road.

**Voting Requirements:** Absolute Majority **Carried:** 6/0



# ATTACHMENT



PO Box 139  
Ravensthorpe  
WA 6346.

CEO

Shire of Ravensthorpe.  
Morgan St  
Ravensthorpe.

Dear Gavin,

To hasten the likely  
imminent and long overdue allocation of a fire fighting  
unit for the use of the East Ravensthorpe bushfire brigade  
(was Bandalup) — Lyn and myself would like to donate  
to the shire a  $\frac{1}{2}$  acre of land at the SW corner of Oldfield  
loc 608.

This is to the west (just slightly) of our main entrance and  
the Qualup well.

The purpose of the donation is to house the unit in a shed  
to be supplied by F&SA

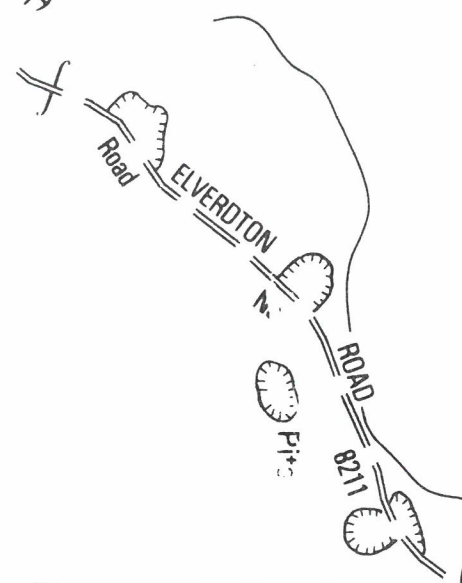
The early transfer of this piece of land to the shire will prevent  
the search for land to house the unit and therefore hasten the  
overall process

Thanks — and I look forward to your future correspondence  
and acceptance of this offer

Yours Sincerely  
Rodney Daw Lynette Daw

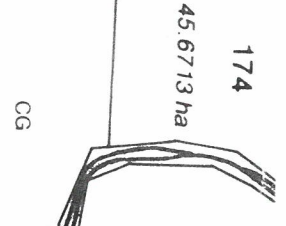
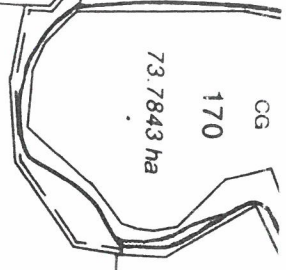
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DTS	
ETIO / ATO	
<del>MS</del> / CEO	✓
Senior Ranger	
Airport	
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Plan / Build / Health	
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CSO-R / CSO-H	✓
Other	MGC ✓

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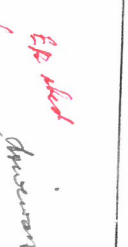
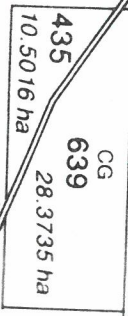


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Common

12448  
HIGHWAY



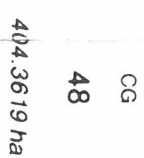
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CG  
607



Rd No. 9888

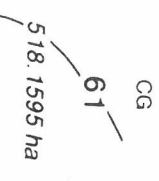
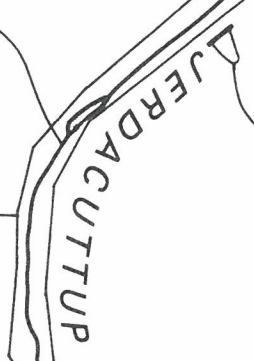


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SOUTH

No.



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142

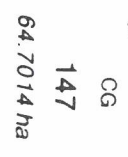
COAST  
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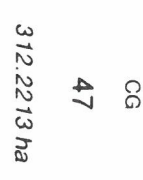
Boakup



Rd No. 13004



RIVER



**ATTACHMENT**

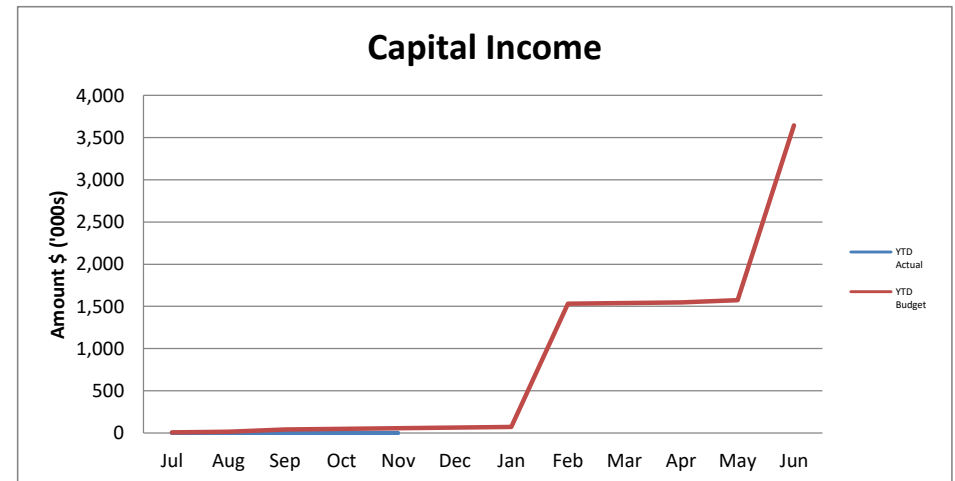
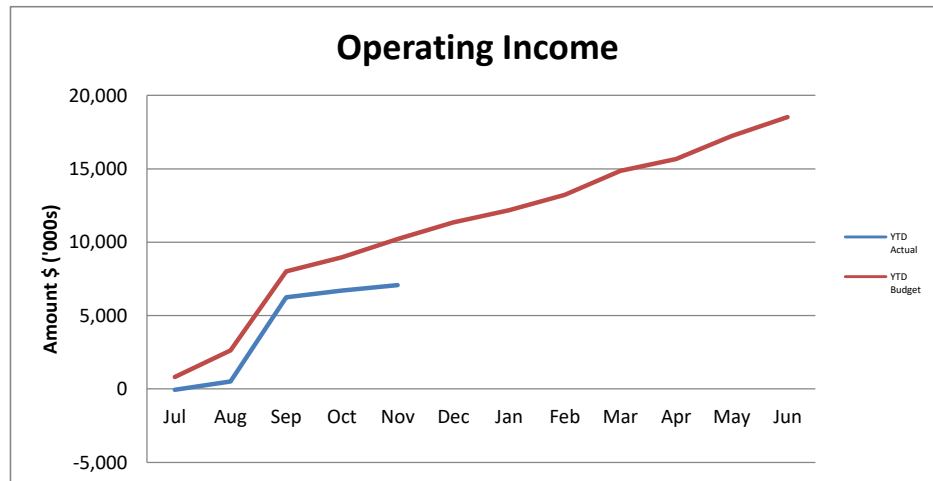
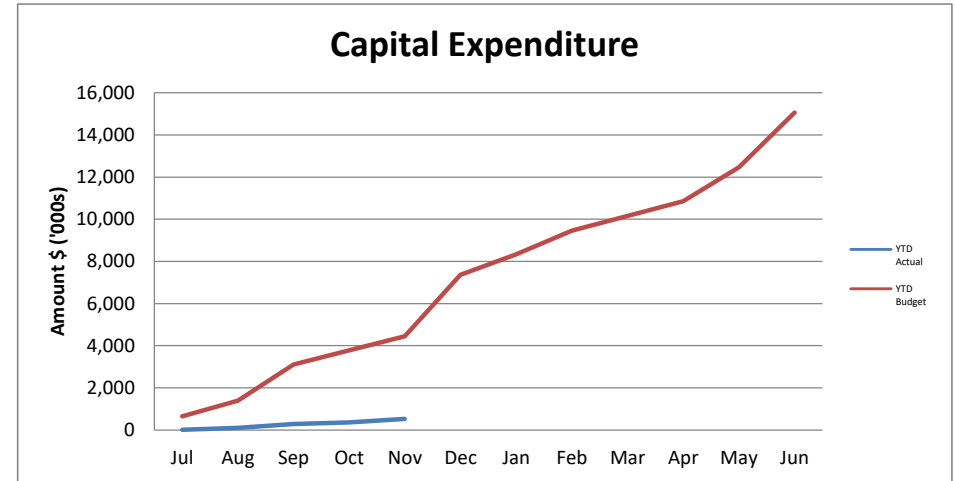
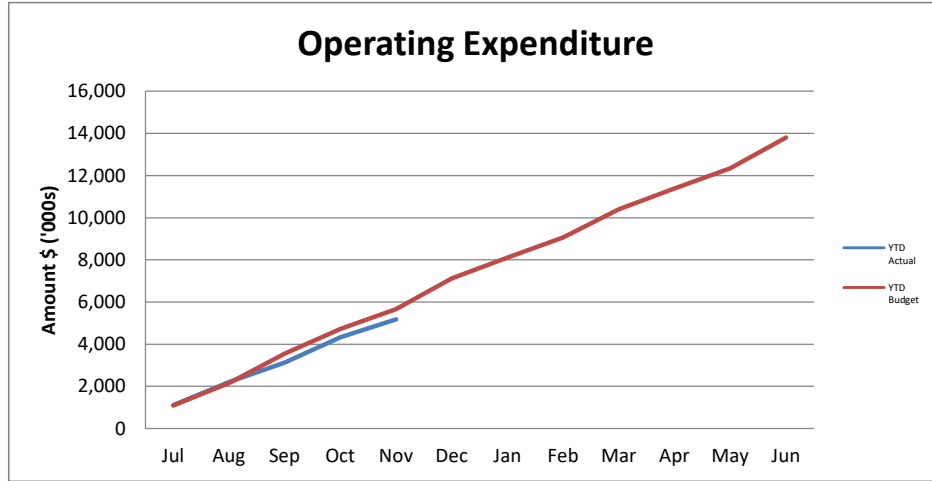


**SHIRE OF RAVENSTHORPE**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2020**

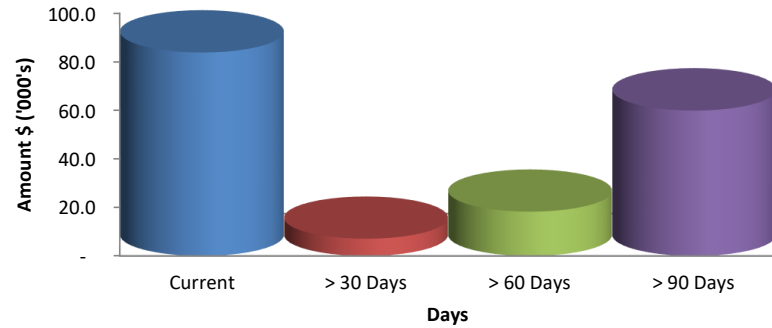
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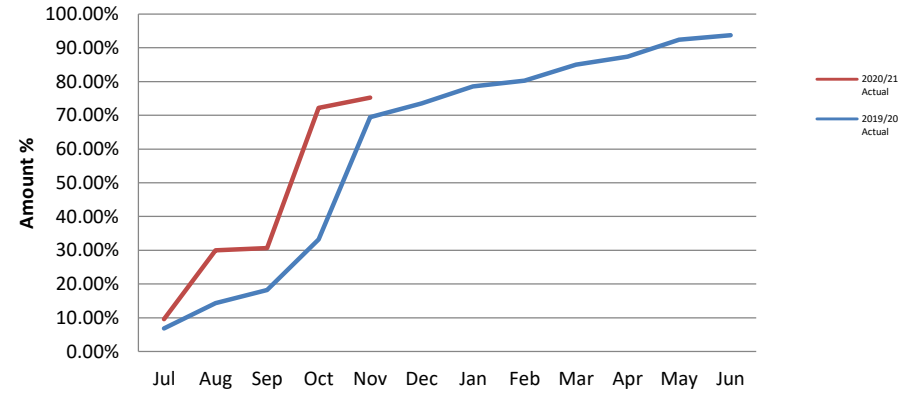
# Income and Expenditure Graphs to 30 November 2020



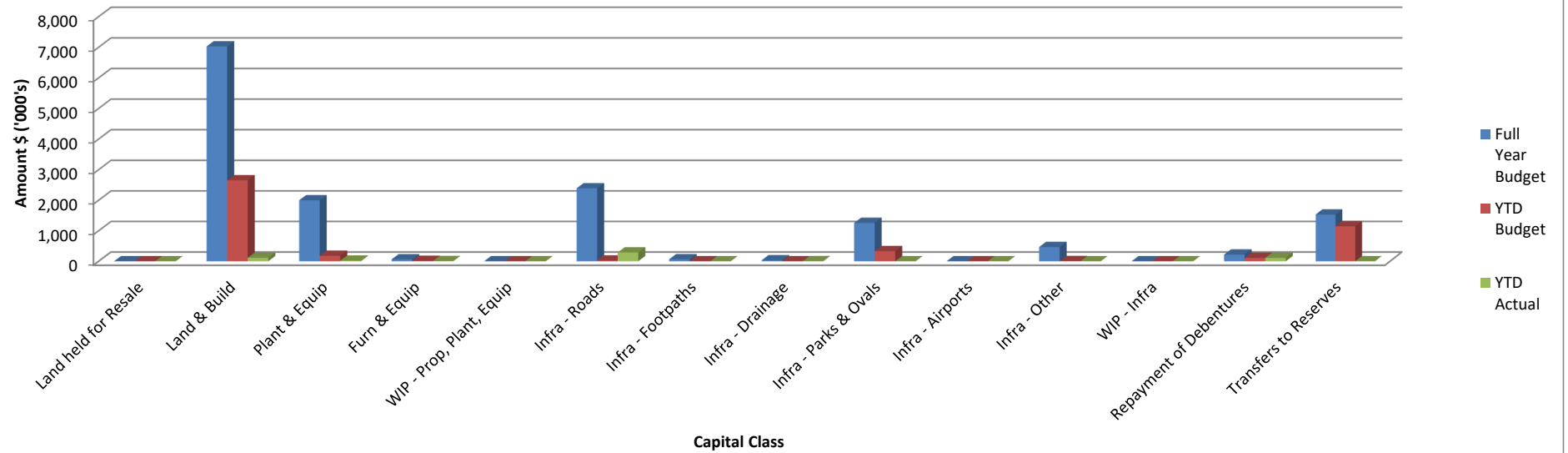
### Sundry Debtors Amount O/S



### Rates % Collected



### Capital Expenditure



**SHIRE OF RAVENSTHORPE**  
**SHIRE OF RAVENSTHORPE**  
**STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD ENDED 30 NOVEMBER 2020**

	NOTE	2020/21 Adopted Budget \$	2020/21 Revised Budget \$	NOVEMBER 2020 Y-T-D Budget \$	NOVEMBER 2020 Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
<b>Operating</b>								
<b>Revenues/Sources</b>								
Governance		20,000	20,000	8,330	0	(8,330)	0.00%	
General Purpose Funding		1,049,356	1,049,356	551,511	629,212	77,701	114.09%	
Law, Order, Public Safety		377,790	377,790	185,296	325,306	140,010	175.56%	▲
Health		15,500	15,500	5,556	0	(5,556)	0.00%	
Education and Welfare		1,264,965	1,264,965	536,323	278,586	(257,737)	51.94%	▲
Housing		5,200	5,200	2,099	2,000	(99)	95.28%	
Community Amenities		954,474	954,474	863,736	500,149	(363,587)	57.91%	▲
Recreation and Culture		7,268,967	7,268,967	3,029,214	287,218	(2,741,996)	9.48%	
Transport		2,299,852	2,299,852	362,895	288,160	(74,735)	79.41%	
Economic Services		341,468	341,468	41,088	149,198	108,110	363.12%	▲
Other Property and Services		470,345	470,345	187,582	147,117	(40,465)	78.43%	
		<u>14,067,917</u>	<u>14,067,917</u>	<u>5,773,630</u>	<u>2,606,946</u>	<u>(3,166,684)</u>	<u>45.15%</u>	
<b>(Expenses)/(Applications)</b>								
Governance		(965,894)	(965,894)	(333,665)	(305,970)	27,695	(91.70%)	
General Purpose Funding		(297,378)	(297,378)	(121,812)	(87,375)	34,437	(71.73%)	
Law, Order, Public Safety		(859,619)	(859,619)	(356,202)	(493,899)	(137,697)	(138.66%)	▲
Health		(325,386)	(325,386)	(123,854)	(107,475)	16,379	(86.78%)	
Education and Welfare		(1,082,697)	(1,082,697)	(449,062)	(366,644)	82,418	(81.65%)	
Housing		(251,223)	(251,223)	(108,915)	(89,636)	19,279	(82.30%)	
Community Amenities		(1,644,078)	(1,644,078)	(668,193)	(558,473)	109,720	(83.58%)	▲
Recreation & Culture		(1,962,721)	(1,962,721)	(768,464)	(723,622)	44,842	(94.16%)	
Transport		(5,209,942)	(5,209,942)	(2,138,120)	(1,816,112)	322,008	(84.94%)	▲
Economic Services		(709,314)	(709,314)	(345,444)	(148,171)	197,273	(42.89%)	▲
Other Property and Services		(494,993)	(494,993)	(255,382)	(481,853)	(226,471)	(188.68%)	▲
		<u>(13,803,245)</u>	<u>(13,803,245)</u>	<u>(5,669,113)</u>	<u>(5,179,230)</u>	<u>489,883</u>	<u>(91.36%)</u>	
<b>Net Operating Result Excluding Rates</b>		<b>264,672</b>	<b>264,672</b>	<b>104,517</b>	<b>(2,572,284)</b>	<b>(2,676,801)</b>	<b>(2461.12%)</b>	
<b>Adjustments for Non-Cash</b>								
<b>(Revenue) and Expenditure</b>								
(Profit)/Loss on Asset Disposals	2	177,500	177,500	(415)	0	415	0.00%	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0	0.00%	
Movement in Employee Benefit Provisions		0	0	0	0	0	0.00%	
Rounding		0	0	0	0	0	0.00%	
Depreciation on Assets		4,902,716	4,902,716	2,049,703	1,974,725	(74,978)	(96.34%)	
<b>Capital Revenue and (Expenditure)</b>								
Purchase of Land and Buildings	1	(7,024,071)	(7,024,071)	(2,650,343)	(114,078)	2,536,265	(4.30%)	
Purchase of Furniture & Equipment	1	(61,600)	(61,600)	(12,000)	(3,898)	8,102	(32.48%)	
Purchase of Plant & Equipment	1	(1,996,000)	(1,996,000)	(177,915)	(20,308)	157,607	(11.41%)	▲
Purchase of WIP - PP & E	1	0	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Roads	1	(2,387,022)	(2,387,022)	(21,660)	(286,886)	(265,226)	(1324.50%)	▲
Purchase of Infrastructure Assets - Footpaths	1	(63,250)	(63,250)	0	0	0	0.00%	
Purchase of Infrastructure Assets - Drainage	1	(30,000)	(30,000)	0	(626)	(626)	0.00%	
Purchase of Infrastructure Assets - Parks & Ovals	1	(1,254,217)	(1,254,217)	(331,310)	0	331,310	0.00%	
Purchase of Infrastructure Assets - Airports	1	(32,200)	(32,200)	0	14,749	14,749	0.00%	
Purchase of Infrastructure Assets - Other	1	(464,360)	(464,360)	(3,900)	0	3,900	0.00%	
Proceeds from Disposal of Assets	2	393,500	393,500	58,330	0	(58,330)	0.00%	
Repayment of Leases	2	(121,000)	(121,000)	(30,251)	0	0	0.00%	
Repayment of Debentures	3	(218,282)	(218,282)	(109,139)	(108,058)	1,081	(99.01%)	
Transfers to Restricted Assets (Reserves)	4	(1,530,000)	(1,530,000)	(1,145,000)	0	1,145,000	0.00%	
Transfers from Restricted Asset (Reserves)	4	3,249,410	3,249,410	0	0	0	0.00%	
Net Current Assets July 1 B/Fwd	5	1,753,623	1,753,623	1,753,623	1,753,623	0	(100.00%)	
Net Current Assets Year End/To date	5	<u>0</u>	<u>14,118</u>	<u>3,935,278</u>	<u>5,094,301</u>	<u>1,159,023</u>	<u>(129.45%)</u>	
<b>Amount Raised from Rates</b>		<u><b>(4,440,581)</b></u>	<u><b>(4,454,699)</b></u>	<u><b>(4,451,038)</b></u>	<u><b>(4,457,342)</b></u>	<u><b>(6,304)</b></u>	<u><b>100.14%</b></u>	

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

**Material Variances Symbol**

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

## 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

### **03 - General Purpose**

Variation due to Unspent Special Purpose Grant carried forward from a prior year which will now be spent this year

### **04 - Governance**

Timing Issue with Budget spread across the year, however revenue expected in one lump sum later in the year.

### **05 - Law, Order & Public Safety**

Variance relates to 19/20 Unspent Grant Funding for Bushfire Mitigation that was accrued to 20/21 and returned to DFES once the project was completed.

### **07 - Health**

Timing Issue, Budget is spread out equally through the year, however the main income payments are annual fees that have been raised in December. Revenue received for the tipsites is below forecast.

### **08 - Education & Welfare**

Income reduced during July due to the Free Childcare Scheme in effect until mid-July. Childcare Attendances are improving for both centres however have been impacted by available staff with a waitlist in effect.

### **10 - Community Amenities**

Variance is due to the timing of the Grant Proceeds and Quarterly Contribution from the Shire of Jerramungup being received.

### **11 - Recreation & Culture**

Timing Issue with Major Grant Projects such as DCP Oval Irrigation and Cultural Precinct unable to fully commence until Budget Adoption and finalisation of Grant Agreements

### **12 - Transport**

An increase in flights arriving at the Airport and associated income provides a higher than forecast revenue for Aerodromes. However Roads to Recovery revenue has not yet been received as per YTD budget with this revenue expected next quarter

### **13 - Economic Services**

Timing Issue with DAWE Grant not budgeted until January however paid in July

### **14 - Other Property & Services**

Works for the Galaxy temporary road construction not yet started and as such, no income to be recovered yet.

## REPORTABLE OPERATING EXPENSE VARIATIONS

### **03 - General Purpose**

Timing issue with budget spread out over the financial year, however expenditure relating to rates collection and valuations not yet due to be paid. Administration Allocations also lower than forecast at this stage of the year.

### **04 - Governance**

A Purchase Order for the By-Election forecast to be expended in October has been raised, but not yet invoiced. Audit Fees not yet received as budgeted.

### **05 - Law, Order & Public Safety**

Variance relates to 19/20 Unspent Grant Funding for Bushfire Mitigation that was accrued to 20/21 and returned to DFES once the project was completed.

### **07 - Health**

Invoice for Medical Support to the Doctors Surgeries has not yet been received as budgeted. Invoices for Health Contracted Services to City of Albany have not yet been received for payment.

### **08 - Education & Welfare**

Childcare employment expenditure lower than budget due to current staff levels with recruitment underway at present. The DCP funded project for the Hopetoun Senior Citizens Centre has not yet commenced as budgeted.

### **09 - Housing**

Timing Issue with Budget spread out over the financial year, however maintenance projects not scheduled until later.

### **10 - Community Amenities**

Timing issue with maintenance projects forecast for later in the year, however budget is pro-rated evenly. Also Administration Allocations lower than forecast at this stage.

### **12 - Transport**

Timing issue with maintenance projects forecast for later in the year, however budget is pro-rated evenly. Also Administration Allocations and Depreciation lower than forecast at this stage.

### **13 - Economic Services**

Pest and Weed Control Project forecast to be fully expended, however not yet invoiced as yet.



**SHIRE OF RAVENSTHORPE  
FOR THE PERIOD ENDED 30 NOVEMBER 2020  
Report on Significant variances Greater than 10% and \$100,000**

Hopetoun Roundabout and Entry Statement Project Budgeted for completion in August, however not yet started due to timing of Budget Adoption

**14 - Other Property & Services**

Allocations for Public Works Overheads, Plant Operations and Administration lower than budgeted. To be reviewed to ensure the allocations correctly allocate the expenditure.

**REPORTABLE NON-CASH VARIATIONS**

**REPORTABLE CAPITAL EXPENSE VARIATIONS**

Many Capital Projects are waiting on Grant Agreements to be finalised prior to commencement or have only just commenced.

Plant Purchases beginning to occur, however budget is split equally across the year.

**REPORTABLE CAPITAL INCOME VARIATIONS**

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## SHIRE OF RAVENSTHORPE

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

## FOR THE PERIOD ENDED 30 NOVEMBER 2020

	2020/21 Adopted Budget \$	2020/21 Revised Budget \$	2020/21 YTD Budget \$	NOVEMBER 2020 Actual \$
<b>1. ACQUISITION OF ASSETS</b>				
The following assets have been acquired during the period under review:				
<b><u>By Program</u></b>				
<b>Governance</b>				
<u>Members of Council</u>				
New Council Chairs X 14	0	0	0	0
<b>Law, Order &amp; Public Safety</b>				
<u>Fire Prevention &amp; Control</u>				
Land Sub-Division Hopetoun	0	0	0	0
Water Bomber Tank Upgrade	2,000	2,000	0	6,255
Hopetoun Rural Bushfire Shed	0	0	0	0
<u>Animal Control</u>				
Construct Animal Holding Pen - Hopetoun	10,000	10,000	0	0
<b>Health</b>				
<u>Doctors &amp; Other Health</u>				
Surgery Equipment Replacement	12,000	12,000	12,000	2,015
Surgery Upgrade Ravensthorpe - Painting	21,573	21,573	21,572	184
20/21 Purchase Toyota Hilux - Doctor	55,000	55,000	55,000	0
Surgery Upgrade - Hopetoun	11,677	11,677	11,676	184
<b>Education &amp; Welfare</b>				
<u>Child Care Centres</u>				
Little Barrens - Cot And Kindy Room Furniture	6,500	6,500	0	1,883
Little Barrens - Painting (Lrci Funded)	10,000	10,000	0	0
Little Barrens - Playground Upgrade	100,000	100,000	0	0
Cub House - Playground Upgrade	80,000	80,000	0	0
<b>Housing</b>				
<u>Staff Housing</u>				
30 Kingsmill Street, Ravensthorpe	40,000	40,000	0	55,088
<b>Community Amenities</b>				
<u>Sanitation - Household Refuse</u>				
Munglinup Waste Site Improvements	9,360	9,360	3,900	0
Ravensthorpe Regional Landfill	250,000	250,000	0	0
<u>Sewerage</u>				
2019/20 Purchase Plant - Sewerage Fencing	10,500	10,500	0	0
Sewerage Trailer And Genset	12,000	12,000	0	0
<u>Other Community Amenities</u>				
Two Mile Ablution Block - Hopetoun (Dcp)	68,200	68,200	0	0
<b>Recreation and Culture</b>				
<u>Public Halls &amp; Civic Centres</u>				
Herbarium At Ravensthorpe Hall	0	0	0	154
<u>Other Recreation &amp; Sport</u>				
Hopetoun Sports Pavilion - Timber Sealing	20,400	20,400	0	313
Hopetoun Sports Pavilion, Repair Doors,	258,000	258,000	0	0
Ravensthorpe Rec Centre -	114,149	114,149	0	0
Ravensthorpe Rec Centre - Hot Water System	25,000	25,000	0	0
Skate Park Shade And Seating (Dcp Funded)	8,000	8,000	0	0
Basketball Hoops Near Skatepark Hopetoun	15,000	15,000	0	0
Dual Irrigation - Hopetoun Oval (Dcp And Dsr	282,425	282,425	0	0
Maitland Street Park Playground Upgrade (Dcp	45,000	45,000	0	0
Mcculloch Park Playground Upgrade -	108,642	108,642	0	0
20/21 Purchase Toyota Hilux P&G - Team	45,000	45,000	0	0
20/21 Purchase Toyota Hilux P&G - Hopetoun	45,000	45,000	0	0
20/21 Purchase Case Tractor P&G	90,000	90,000	0	0
20/21 Purchase Toro Zero Turn Mower P&G -	6,000	6,000	0	0
Single Cab Tip Truck	120,000	120,000	0	0
20/21 Purchase Water Tank/Trailer P&G -	10,000	10,000	0	0

## SHIRE OF RAVENSTHORPE

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

## FOR THE PERIOD ENDED 30 NOVEMBER 2020

1. ACQUISITION OF ASSETS (Continued)	2020/21 Adopted Budget \$	2020/21 Revised Budget \$	2020/21 YTD Budget \$	NOVEMBER 2020 Actual \$
The following assets have been acquired during the period under review:				
<b>By Program (Continued)</b>				
<b>Recreation and Culture (Continued)</b>				
<i>Other Culture</i>				
Ravensthorpe Museum	4,500	4,500	0	0
Rcp Architect Services	250,000	250,000	104,165	36,400
Rcp Consultants Services	237,064	237,064	98,775	2,424
Rcp Project Management	54,118	54,118	22,545	4,402
Rcp Building Construction (& Builders)	3,928,005	3,928,005	1,636,665	0
Rcp Project Fees And Charges	41,822	41,822	17,425	400
Rcp Demolition	100,000	100,000	41,665	3,027
Rcp Contingency	1,435,163	1,435,163	597,980	0
Rcp Utility Services (External Services)	234,900	234,900	97,875	0
Rcp Landscaping And Playground	614,250	614,250	255,935	0
Rcp Public Art	0	0	0	0
Rcp Carpark	180,900	180,900	75,375	0
<b>Transport</b>				
<i>Construction - Roads, Bridges, Depots</i>				
<b>Roads Construction Council</b>				
Four Mile Carpark - Construct New Parking	21,500	21,500	0	18,018
Tamarine Road Patch And Seal Repairs (Lrci)	75,000	75,000	0	626
Mills Road Construction	0	0	0	0
Mallee Road Construction	271,320	271,320	0	0
Cowel Road Floodway Sealing (Lrci Funded)	14,000	14,000	5,830	0
Fitzgerald Road Floodway Sealing (Lrci)	38,000	38,000	15,830	626
Gravel Pit Reinstatement	30,000	30,000	0	0
Gravel Pit Development	20,000	20,000	0	0
<b>Roads Mrwa V Of G Constr</b>				
Hamersley Drive Slk 6.0 To End Of Shire	154,000	154,000	0	0
Jerdacuttup Road Slk 5.2 To 10	216,300	216,300	0	0
Springdale Road Slk 4 To 5.66	100,000	100,000	0	0
Hamersley Drive Bitumen Reseal (Rrg)	0	0	0	1,640
<b>Roads To Recovery Construction</b>				
West River Road Gravel Resheet Slk 10.65 To	346,902	346,902	0	165,976
<b>Footpath Construction</b>				
Hosking Street - Concrete Footpath	30,000	30,000	0	0
Cambewarra Drive Pavement Overlay	33,250	33,250	0	0
<b>Bridges Construction</b>				
Jerdacuttup River Bridge - Springdale Road	1,100,000	1,100,000	0	100,000
<b>Purchase Land - Roadworks And Depots</b>				
Purchase Depot Block - 1 Moir Road	100,000	100,000	0	0
<b>Purchase Land &amp; Buildings - Roadworks</b>				
Ravensthorpe Depot Office Refit	40,000	40,000	0	0
Hopetoun Depot Mechanic Workshop And	12,000	12,000	0	5,247
<b>Purchase Furniture &amp; Equipment - Roads</b>				
Depot Office And Workshop Improvements	7,000	7,000	0	0
Street Furniture - Hopetoun (Dcp Funded)	10,500	10,500	0	0
<b>Road Plant Purchases</b>				
20/21 Purchase Grader	370,000	370,000	0	0
20/21 Purchase Prime Mover	300,000	300,000	0	0
20/21 Purchase Side Tipper	160,000	160,000	0	0
20/21 Purchase Road Broom	5,000	5,000	0	0
Multi Tyre Roller	160,000	160,000	0	0
14.6M Tri Axle Low Loader	200,000	200,000	0	0
<b>Aerodromes</b>				
20/21 Purchase Toro Mower With Canopy -	35,000	35,000	0	0
Airport Tug	10,000	10,000	0	0
Airport Lighting Upgrade	32,200	32,200	0	0
Runway Reseal	0	0	0	(14,749)
<b>Transport Facilities</b>				
Hopetoun Standpipe Upgrade	12,500	12,500	0	15,322

## SHIRE OF RAVENSTHORPE

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

## FOR THE PERIOD ENDED 30 NOVEMBER 2020

1. ACQUISITION OF ASSETS (Continued)	2020/21 Adopted Budget \$	2020/21 Revised Budget \$	2020/21 YTD Budget \$	NOVEMBER 2020 Actual \$
The following assets have been acquired during the period under review:				
<b><u>By Program (Continued)</u></b>				
<b>Economic Services</b>				
<i>Tourism</i>				
Illuminating Silo Art Work (Dcp Funded)	25,000	25,000	0	0
<b>Other Property &amp; Services</b>				
<i>Works</i>				
20/21 Purchase Flat Bed Truck - Bmo	75,000	75,000	31,250	0
20/21 Purchase Toyota Hilux Sign Ute	45,000	45,000	18,750	0
20/21 Purchase Toyota Hilux Maint Grader 1	45,000	45,000	18,750	0
20/21 Purchase Toyota Hilux Maint Grader 2	45,000	45,000	18,750	0
20/21 Purchase Toyota Hilux Leading Hand	45,000	45,000	18,750	0
20/21 Purchase Toyota Hilux Dozer Operator	40,000	40,000	16,665	0
<i>Administration</i>				
20/21 Purchase Toyota Fortuna - Dccs	55,000	55,000	0	0
Computer Upgrades	9,600	9,600	0	0
Office Furniture And Painting	10,000	10,000	0	0
Administration Office Photocopier	6,000	6,000	0	0
Records Sea Container	5,500	5,500	0	0
	<u>13,312,720</u>	<u>13,312,720</u>	<u>3,197,128</u>	<u>413,067</u>
<b><u>By Class</u></b>				
Land	100,000	100,000	0	0
Buildings	6,924,071	6,924,071	2,650,343	114,078
Furniture & Equipment	61,600	61,600	12,000	3,898
Plant & Equipment	1,996,000	1,996,000	177,915	20,308
Infrastructure - Roads	2,387,022	2,387,022	21,660	286,886
Infrastructure - Footpaths	63,250	63,250	0	0
Infrastructure - Drainage	30,000	30,000	0	626
Infrastructure - Parks & Ovals	1,254,217	1,254,217	331,310	0
Infrastructure - Airports	32,200	32,200	0	(14,749)
Infrastructure - Other	464,360	464,360	3,900	0
	<u>13,312,720</u>	<u>13,312,720</u>	<u>3,197,128</u>	<u>411,047</u>

## SHIRE OF RAVENSTHORPE

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2020

## 2. DISPOSALS OF ASSETS

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

By Program	Asset #	Plant #	Written Down Value		Sale Proceeds		Profit(Loss)	
			2020/21 Adopted Budget \$	2020/21 YTD Actual \$	2020/21 Adopted Budget \$	2020/21 YTD Actual \$	2020/21 Adopted Budget \$	2020/21 YTD Actual \$
<b>Health</b>								
Toyota Hilux SRS	P711B	P711B	35,000		20,000		(15,000)	0
<b>Other Sport &amp; Recreation</b>								
Toyota Hilux - Ravy	P678A	P678A	32,000		15,000		(17,000)	0
Toyota Hilux - Hopetoun	P705A	P705A	32,000		15,000		(17,000)	0
Tractor - Parks & Gardens	P642	P642	35,000		20,000		(15,000)	0
Zero Turn Mower - Hopetoun	NA	NA	0		1,000		1,000	0
Water Tank/Trailer - Hopetoun	NA	P173A	0		0		0	0
<b>Transport</b>								
Komatsu GD565 Grader	P706	P706	145,000		80,000		(65,000)	0
DAF Prime Mover	P630	P580	35,000		40,000		5,000	0
Haulpro Side Tipper	P611	P577	30,000		40,000		10,000	0
Bomag Smooth Drum Roller	P569A	P569A	0		0		0	0
14.6m Tri Axle Low Loader S/T	P556	P556	0		30,000		30,000	0
Multi Tyre Roller	P609	P570	18,000		15,000		(3,000)	0
Sewell Road Broom	NA	P572	0		500		500	0
Toro GM360 2wd with Canopy	P670	P670	13,000		5,000		(8,000)	0
<b>Administration</b>								
Toyota Fortuna (DCCS)	P701B	P701B	42,000		20,000		(22,000)	0
<b>Public Works Overheads</b>								
Mitsubishi Ute (BMO)	P632A	P632A	12,000		15,000		3,000	0
Toyota Hilux (Sign Ute)	AP715	P654	27,000		15,000		(12,000)	0
Toyota Hilux (Maint Grader 1)	P699A	P699A	28,000		15,000		(13,000)	0
Toyota Hilux (Maint Grader 2)	P700B	P700B	29,000		15,000		(14,000)	0
Toyota Hilux (Leading Hand)	P677B	P677B	29,000		17,000		(12,000)	0
Toyota Hilux (Dozer Operator)	P691A	P691A	29,000		15,000		(14,000)	0
			571,000.00	0.00	393,500.00	0.00	(177,500.00)	0.00

By Class of Asset	Asset #	Plant #	Written Down Value		Sale Proceeds		Profit(Loss)	
			2020/21 Adopted Budget \$	2020/21 YTD Actual \$	2020/21 Adopted Budget \$	2020/21 YTD Actual \$	2020/21 Adopted Budget \$	2020/21 YTD Actual \$
<b>Plant &amp; Equipment</b>								
Toyota Hilux SRS	P711B	P711B	35,000	0	20,000	0	(15,000)	0
Toyota Hilux - Ravy	P678A	P678A	32,000	0	15,000	0	(17,000)	0
Toyota Hilux - Hopetoun	P705A	P705A	32,000	0	15,000	0	(17,000)	0
Tractor - Parks & Gardens	P642	P642	35,000	0	20,000	0	(15,000)	0
Zero Turn Mower - Hopetoun	NA	NA	0	0	1,000	0	1,000	0
Water Tank/Trailer - Hopetoun	NA	P173A	0	0	0	0	0	0
Komatsu GD565 Grader	P706	P706	145,000	0	80,000	0	(65,000)	0
DAF Prime Mover	P630	P580	35,000	0	40,000	0	5,000	0
Haulpro Side Tipper	P611	P577	30,000	0	40,000	0	10,000	0
Bomag Smooth Drum Roller	P569A	P569A	0	0	0	0	0	0
14.6m Tri Axle Low Loader S/T	P556	P556	0	0	30,000	0	30,000	0
Multi Tyre Roller	P609	P570	18,000	0	15,000	0	(3,000)	0
Sewell Road Broom	NA	P572	0	0	500	0	500	0
Toro GM360 2wd with Canopy	P670	P670	13,000	0	5,000	0	(8,000)	0
Toyota Fortuna (DCCS)	P701B	P701B	42,000	0	20,000	0	(22,000)	0
Mitsubishi Ute (BMO)	P632A	P632A	12,000	0	15,000	0	3,000	0
Toyota Hilux (Sign Ute)	AP715	P654	27,000	0	15,000	0	(12,000)	0
Toyota Hilux (Maint Grader 1)	P699A	P699A	28,000	0	15,000	0	(13,000)	0
Toyota Hilux (Maint Grader 2)	P700B	P700B	29,000	0	15,000	0	(14,000)	0
Toyota Hilux (Leading Hand)	P677B	P677B	29,000	0	17,000	0	(12,000)	0
Toyota Hilux (Dozer Operator)	P691A	P691A	29,000	0	15,000	0	(14,000)	0
			571,000.00	0.00	393,500.00	0.00	(177,500)	0.00

**Summary**

Profit on Asset Disposals	49,500	0.00
Loss on Asset Disposals	(227,000)	0.00
	<u>(177,500)</u>	<u>0.00</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 30 NOVEMBER 2020

## 3. INFORMATION ON BORROWINGS

## (a) Debenture Repayments

Particulars	Principal 1-Jul-20	Principal Repayments		Principal Outstanding		Interest Repayments	
		2020/21 Adopted Budget \$	2020/21 YTD Actual \$	2020/21 Adopted Budget \$	2020/21 YTD Actual \$	2020/21 Adopted Budget \$	2020/21 YTD Actual \$
<b>Housing</b>							
Loan 145 Staff Housing	190,080	35,888	17,817	154,192	172,263	6,186	1,214
Loan 147 Other Housing	222,334	17,016	8,437	205,318	213,897	7,886	2,638
<b>Recreation and Culture</b>							
Loan 146 Hopetoun Community Centre	298,392	14,091	6,983	284,301	291,409	11,080	2,165
<b>Transport</b>							
Loan 138D Town Street	262,694	30,559	15,029	232,135	247,665	18,961	3,064
Loan 144 Town Street	107,876	52,611	25,982	55,265	81,894	7,251	1,825
Loan 143B Refinance	170,227	32,140	15,956	138,087	154,271	5,540	1,087
Loan 138E Refinance	232,966	35,977	17,854	196,989	215,112	7,828	1,561
	1,484,569	218,282	108,058	1,266,287	1,376,511	64,732	13,554

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

## (b) Lease Repayments

Particulars	Principal 1-Jul-20	Principal Repayments		Principal Outstanding		Interest Repayments	
		2020/21 Adopted Budget \$	2020/21 YTD Actual \$	2020/21 Adopted Budget \$	2020/21 YTD Actual \$	2020/21 Adopted Budget \$	2020/21 YTD Actual \$
<b>Law, Order &amp; Public Safety</b>							
Lease Contract 939384 CESO Vehicle	32,852	16,314	0	16,538		345	0
<b>Community Amenities</b>							
Lease Contract 908707	664,874	71,247	0	593,627		17,550	0
Lease Contract 915953	283,024	33,439	0	249,585		8,341	0
	980,750	121,000	0	859,750	0	26,236	0

Particulars/Purpose	Amount Borrowed	Term (Years)	Total Interest & Charges \$	Interest Rate %	Amount Used		Balance Unspent \$
	Budget \$				Actual \$		
Loan 143B Refinance	0	10	71,576	3.85	0	0	NIL

## SHIRE OF RAVENSTHORPE

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

## FOR THE PERIOD ENDED 30 NOVEMBER 2020

	2020/21 Adopted Budget \$	2020/21 YTD Actual \$
<b>4. RESERVES</b>		
<b>Cash Backed Reserves</b>		
<b>(a) Plant Reserve</b>		
Opening Balance	900,487	900,487
Amount Set Aside / Transfer to Reserve	957,835	0
Amount Used / Transfer from Reserve	(1,569,500)	0
	<u>288,822</u>	<u>900,487</u>
<b>(b) Emergency Farm Water Reserve</b>		
Opening Balance	12,201	12,201
Amount Set Aside / Transfer to Reserve	106	0
Amount Used / Transfer from Reserve	0	0
	<u>12,307</u>	<u>12,201</u>
<b>(c) Building Reserve</b>		
Opening Balance	1,386,509	1,386,509
Amount Set Aside / Transfer to Reserve	462,065	0
Amount Used / Transfer from Reserve	(1,630,000)	0
	<u>218,574</u>	<u>1,386,509</u>
<b>(d) Road &amp; Footpath Reserve</b>		
Opening Balance	395,961	395,961
Amount Set Aside / Transfer to Reserve	103,445	0
Amount Used / Transfer from Reserve	0	0
	<u>499,406</u>	<u>395,961</u>
<b>(e) Swimming Pool Upgrade Reserve</b>		
Opening Balance	44,909	44,909
Amount Set Aside / Transfer to Reserve	391	0
Amount Used / Transfer from Reserve	0	0
	<u>45,300</u>	<u>44,909</u>
<b>(f) UHF Repeater Reserve</b>		
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>
<b>(g) Airport Reserve</b>		
Opening Balance	379,993	379,993
Amount Set Aside / Transfer to Reserve	3,306	0
Amount Used / Transfer from Reserve	(18,050)	0
	<u>365,249</u>	<u>379,993</u>
<b>(h) Waste &amp; Sewerage Reserve</b>		
Opening Balance	285,162	285,162
Amount Set Aside / Transfer to Reserve	2,481	0
Amount Used / Transfer from Reserve	(31,860)	0
	<u>255,783</u>	<u>285,162</u>

## SHIRE OF RAVENSTHORPE

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

## FOR THE PERIOD ENDED 30 NOVEMBER 2020

	2020/21 Adopted Budget \$	2020/21 YTD Actual \$
<b>4. RESERVES (Continued)</b>		
<b>Cash Backed Reserves (Continued)</b>		
<b>(i) State Barrier Fence Reserve</b>		
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>
<b>(j) Leave Reserve</b>		
Opening Balance	42,686	42,686
Amount Set Aside / Transfer to Reserve	371	0
Amount Used / Transfer from Reserve	0	0
	<u>43,057</u>	<u>42,686</u>
<b>Total Cash Backed Reserves</b>	<u><u>1,728,498</u></u>	<u><u>3,447,908</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	957,835	0
Emergency Farm Water Reserve	106	0
Building Reserve	462,065	0
Road & Footpath Reserve	103,445	0
Swimming Pool Upgrade Reserve	391	0
UHF Repeater Reserve	0	0
Airport Reserve	3,306	0
Waste & Sewerage Reserve	2,481	0
State Barrier Fence Reserve	0	0
Leave Reserve	371	0
	<u>1,530,000</u>	<u>0</u>

**Transfers from Reserves**

Plant Reserve	(1,569,500)	0
Emergency Farm Water Reserve	0	0
Building Reserve	(1,630,000)	0
Road & Footpath Reserve	0	0
Swimming Pool Upgrade Reserve	0	0
UHF Repeater Reserve	0	0
Airport Reserve	(18,050)	0
Waste & Sewerage Reserve	(31,860)	0
State Barrier Fence Reserve	0	0
Leave Reserve	0	0
	<u>(3,249,410)</u>	<u>0</u>
<b>Total Transfer to/(from) Reserves</b>	<u><u>(1,719,410)</u></u>	<u><u>0</u></u>



SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2020

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 30 NOVEMBER 2020**

	<b>2019/20 B/Fwd Per 2020/21 Budget \$</b>	<b>2019/20 B/Fwd Per Financial Report \$</b>	<b>NOVEMBER 2020 Actual \$</b>
<b>5. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	(588,322)	931,537	2,560,401
Cash - Restricted Unspent Grants	177,845	77,100	1,331,116
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	3,413,771	3,447,908	3,447,908
Receivables (Budget Purposes Only)	0	0	0
Rates Outstanding	210,163	307,463	1,297,424
Sundry Debtors	246,994	205,584	169,466
Provision for Doubtful Debts	0	0	0
Gst Receivable	182,324	183,358	25,905
Accrued Income/Payments In Advance	3,711,625	1,432,345	9,416
Payments in Advance	0	0	0
Inventories	2,704	2,358	49,737
	<u>7,357,104</u>	<u>6,587,653</u>	<u>8,891,373</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(701,563)	(740,128)	(113,085)
Accrued Interest On Loans	(23,701)	(20,889)	0
Accrued Salaries & Wages	(54,808)	(8,618)	0
Income In Advance	0	(345,384)	(31,000)
Gst Payable	(31,316)	(21,813)	(3,808)
Payroll Creditors	(59,697)	(101,279)	(71,789)
Accrued Expenses	(872,533)	(21,668)	(20,574)
PAYG Liability	0	0	0
Right of Use Assets - Current	(98,617)	(121,001)	(121,001)
Trust	0	0	0
Other Payables	(24,489)	(126,343)	(108,908)
Current Employee Benefits Provision	(377,707)	(437,159)	(437,159)
Current Loan Liability	0	(218,282)	(110,225)
	<u>(2,244,431)</u>	<u>(2,162,564)</u>	<u>(1,017,549)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>5,112,673</b>	<b>4,425,089</b>	<b>7,873,824</b>
Less: Cash - Reserves - Restricted	(3,413,771)	(3,447,908)	(3,447,908)
Less: Cash - Unspent Grants - Restricted	0	0	
Less: Movements Associated with Change in Accounting Standards	(177,845)		
Add Back : Component of Leave Liability not Required to be Funded	377,707	437,159	437,159
Add Back : Current Loan Liability	0	218,282	110,225
ADD: Current Portion of Lease Liability	98,617	121,001	121,001
Adjustment for Trust Transactions Within Muni	60	0	0
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<b><u>1,997,441</u></b>	<b><u>1,753,623</u></b>	<b><u>5,094,301</u></b>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2020

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2020/21 Rate Revenue \$	2020/21 Interim Rates \$	2020/21 Back Rates \$	2020/21 Total Revenue \$	2020/21 Budget \$
<b>General Rate</b>								
GRV Residential	0.117165	781	10,959,706	1,284,094			1,284,094	1,284,094
GRV Commercial	0.131567	33	1,382,612	181,906	6,773	2,794	191,473	181,906
GRV industrial	0.154430	35	512,772	79,187			79,187	79,187
GRV - Transient & Short Stay Accom	0.314867	2	852,800	268,519			268,519	268,519
UV - Mining	0.083600	63	2,400,257	200,661			200,661	200,662
UV - Other	0.008139	329	244,266,000	1,988,081	(922)		1,987,159	1,988,081
Non-Rateable							0	0
<b>Sub-Totals</b>		1,243	260,374,147	4,002,448	5,851	2,794	4,011,093	4,002,449
<b>Minimum Rates</b>	<b>Minimum \$</b>							
GRV Residential	870.00	374	1,079,820	325,380		0	325,380	325,380
GRV Commercial	870.00	9	44,740	7,830		0	7,830	7,830
GRV Industrial	870.00	12	45,268	10,440		0	10,440	10,440
GRV - Transient & Short Stay Accom	850.00	0	0	0		0	0	0
UV - Mining	320.00	55	80,050	17,600		0	17,600	17,600
UV - Other	850.00	100	5,605,530	85,000		0	85,000	85,000
<b>Sub-Totals</b>		550	6,855,408	446,250	0	0	446,250	446,250
				4,448,698			<b>4,457,343</b>	<b>4,448,699</b>
Back Rates								1,000
Interim Rates								5,000
<b>Total Amount Raised From Rates</b>							<b>4,457,343</b>	<b>4,454,699</b>
Ex Gratia Rates		check after rates raised					49,234	49,234
<b>Total Rates</b>							<b>4,506,577</b>	<b>4,503,933</b>

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 2019/20 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

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

**SHIRE OF RAVENSTHORPE**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**7. TRUST FUNDS**

Monies previously held in Trust are now recognised as a current liability, although they are treated differently to other current liabilities in that they are required to be cash backed.

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2020

8. OPERATING STATEMENT BY PROGRAM

	NOVEMBER 2020 Actual \$	2020/21 Adopted Budget \$	2019/20 Actual \$
<b>OPERATING REVENUES</b>			
Governance	0	20,000	26,350
General Purpose Funding	5,086,555	5,504,055	6,580,771
Law, Order, Public Safety	325,306	377,790	478,161
Health	0	15,500	16,559
Education and Welfare	278,586	1,264,965	471,343
Housing	2,000	5,200	5,400
Community Amenities	500,149	954,474	674,353
Recreation and Culture	287,218	7,268,967	129,075
Transport	288,160	2,299,852	2,443,487
Economic Services	149,198	341,468	247,208
Other Property and Services	147,117	470,345	140,247
<b>TOTAL OPERATING REVENUE</b>	<b>7,064,289</b>	<b>18,522,616</b>	<b>11,212,952</b>
<b>OPERATING EXPENSES</b>			
Governance	(305,970)	(965,894)	(776,593)
General Purpose Funding	(87,375)	(297,378)	(259,153)
Law, Order, Public Safety	(493,899)	(859,619)	(1,060,659)
Health	(107,475)	(325,386)	(307,973)
Education and Welfare	(366,644)	(1,082,697)	(818,705)
Housing	(89,636)	(251,223)	(247,111)
Community Amenities	(558,473)	(1,644,078)	(1,329,532)
Recreation & Culture	(723,622)	(1,962,721)	(1,617,964)
Transport	(1,816,112)	(5,209,942)	(5,214,045)
Economic Services	(148,171)	(709,314)	(710,441)
Other Property and Services	(481,853)	(494,993)	(903,844)
<b>TOTAL OPERATING EXPENSE</b>	<b>(5,179,230)</b>	<b>(13,803,245)</b>	<b>(13,246,019)</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<b><u>1,885,059</u></b>	<b><u>4,719,371</u></b>	<b><u>(2,033,066)</u></b>

**SHIRE OF RAVENSTHORPE**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**8. OPERATING STATEMENT BY NATURE & TYPE**

	<b>NOVEMBER</b>	<b>2020/21</b>	<b>2019/20</b>
	<b>2020</b>	<b>Adopted</b>	<b>Actual</b>
	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>OPERATING REVENUES</b>			
Rates	4,506,578	4,503,933	4,481,702
Operating Grants, Subsidies and Contributions	1,112,883	2,011,246	4,154,628
Non-Operating Grants, Subsidies and Contributions	345,964	9,166,318	884,405
Fees and Charges	826,017	2,137,072	1,151,610
Service Charges	0	0	0
Interest Earnings	19,225	78,300	103,065
Profit on Asset Disposals	0	49,500	23,036
Proceeds on Disposal of Assets	0	393,500	279,800
Realisation on Disposal of Assets	0	(393,500)	(279,800)
Other Revenue	253,622	576,247	414,508
<b>TOTAL OPERATING REVENUE</b>	<b>7,064,289</b>	<b>18,522,616</b>	<b>11,212,954</b>
<b>OPERATING EXPENSES</b>			
Employee Costs	(1,636,445)	(4,261,814)	(3,867,559)
Materials and Contracts	(1,031,951)	(3,519,666)	(3,780,377)
Utility Charges	(89,327)	(219,758)	(236,160)
Depreciation on Non-Current Assets	(1,974,725)	(4,902,716)	(4,588,500)
Interest Expenses	(13,553)	(90,968)	(102,827)
Insurance Expenses	(322,740)	(225,393)	(223,390)
Loss on Asset Disposals	0	(227,000)	(95,046)
FV Adjustment of Non-Current assets	0	0	0
Other Expenditure	(110,490)	(355,930)	(352,160)
<b>TOTAL OPERATING EXPENSE</b>	<b>(5,179,231)</b>	<b>(13,803,245)</b>	<b>(13,246,019)</b>
<b>CHANGE IN NET ASSETS</b>			
<b>RESULTING FROM OPERATIONS</b>	<b><u>1,885,058</u></b>	<b><u>4,719,371</u></b>	<b><u>(2,033,065)</u></b>

**SHIRE OF RAVENSTHORPE**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**9. STATEMENT OF FINANCIAL POSITION**

	<b>NOVEMBER 2020 Actual \$</b>	<b>2019/20 Actual \$</b>
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	7,339,425	4,456,545
Trade and Other Receivables	1,502,211	2,128,749
Inventories	49,737	2,358
<b>TOTAL CURRENT ASSETS</b>	<u>8,891,373</u>	<u>6,587,652</u>
<b>NON-CURRENT ASSETS</b>		
Other Receivables	11,931	11,931
Inventories	0	0
Property, Plant and Equipment	32,775,660	33,277,373
Infrastructure	122,235,791	123,297,754
<b>TOTAL NON-CURRENT ASSETS</b>	<u>155,023,382</u>	<u>156,587,058</u>
<b>TOTAL ASSETS</b>	<u>163,914,755</u>	<u>163,174,710</u>
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables	349,164	1,386,120
Right of Use Asset	121,001	121,001
Long Term Borrowings	110,225	218,282
Provisions	437,159	437,159
<b>TOTAL CURRENT LIABILITIES</b>	<u>1,017,549</u>	<u>2,162,562</u>
<b>NON-CURRENT LIABILITIES</b>		
Trade and Other Payables	0	0
Long Term Borrowings	1,266,287	1,266,287
Right of Use Assets	825,493	825,493
Provisions	81,660	81,660
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>2,173,440</u>	<u>2,173,440</u>
<b>TOTAL LIABILITIES</b>	<u>3,190,989</u>	<u>4,336,002</u>
<b>NET ASSETS</b>	<u>160,723,766</u>	<u>158,838,708</u>
Retained Surplus	39,367,247	37,588,126
Reserves - Cash Backed	3,447,908	3,447,908
Revaluation Surplus	117,908,609	117,908,609
<b>TOTAL EQUITY</b>	<u>160,723,765</u>	<u>158,944,643</u>

**SHIRE OF RAVENSTHORPE**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**10. FINANCIAL RATIOS**

	<b>2021 YTD</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Current Ratio	7.09	1.78	3.01	1.64
Operating Surplus Ratio	2.19	3.98	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	$\frac{\text{operating revenue minus operating expense}}{\text{own source operating revenue}}$



**ATTACHMENT**



**2020/2021**

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	32,246	1,089,988	72,966	5,765	0	1,200,963	256,870
Aug	24,821	361,337	159,976	7,275	0	553,410	247,790
Sep	9,832	467,211	92,158	6,744	0	575,945	275,691
Oct	16,876	501,519	57,600	9,242	0	585,238	320,530
Nov	16,962	392,384	52,143	14,580	0	476,069	282,980
Dec						0	
Jan						0	
Feb						0	
Mar						0	
Apr						0	
May						0	
Jun						0	
<b>Total</b>	<b>100,737</b>	<b>2,812,440</b>	<b>434,842</b>	<b>43,606</b>	<b>0</b>	<b>3,391,626</b>	<b>1,383,861</b>
<b>19/20</b>	<b>197,977</b>	<b>8,450,678</b>	<b>997,212</b>	<b>102,791</b>	<b>6,319</b>	<b>9,754,977</b>	<b>3,174,082</b>
<b>18/19</b>	<b>147,967</b>	<b>21,298,438</b>	<b>1,329,904</b>	<b>70,241</b>	<b>13,590</b>	<b>22,860,140</b>	<b>2,219,053</b>
<b>17/18</b>	<b>327,905</b>	<b>18,507,404</b>	<b>209,587</b>	<b>65,010</b>	<b>317,445</b>	<b>19,427,351</b>	<b>2,601,283</b>

**Payroll** = payroll + payroll deductions + super

**Direct Debits** = dd's + bank fees (exclude credit card)

**02 Oct 2020 - 01 Nov 2020**  
**Business Credit Card - Gavin Pollock**

Date	Payment to	Description	Amount	GST
6/10/2020	WA Reticulations, Armadale	Various parts and fittings - Jubilee Park	\$ 2,114.75	192.25
7/10/2020	Addwater Reticulation, Maddington	Various parts and fittings - 30 Kingsmill Street	\$ 669.91	60.90
8/10/2020	Bunnings, Maddington	2 X Shower heads & liquid fertiliser - 18 Carlisle Street	\$ 198.86	18.08
16/10/2020	Local Government Professionals	Annual State Conference, 5th & 6th October - CEO	\$ 1,005.00	91.36
16/10/2020	FE Daw & Sons, Ravensthorpe	Chocolate & Nougat	\$ 62.86	3.35
19/10/2020	WA Planning Commission	Amalgamation of freehold subdivisions	\$ 2,406.00	0.00
23/10/2020	Kmart, Maddington	Christmas crackers, decorations & gift card- Seniors Christmas party	\$ 354.45	23.13
23/10/2020	Bunnings, Maddington	Hose reel, hose & batteries - 41 Kingsmill Street	\$ 538.38	48.94
28/10/2020	FE Daw & Sons, Ravensthorpe	Morning & afternoon tea for LGIS operational leadership	\$ 32.06	2.91
29/10/2020	Icky Finks, Albany	Christmas napkins - Seniors Christmas party	\$ 30.45	2.77
29/10/2020	Target, Albany	Chocolate and lollies - Seniors Christmas party	\$ 209.30	19.03
29/10/2020	Officeworks, Albany	Various stationary items	\$ 213.62	19.42
29/10/2020	Jerramungup Roadhouse	Fuel ORA	\$ 139.11	12.65
30/10/2020	BP Ravensthorpe Roadhouse	Catering for Heidi Bridger's farewell morning tea	\$ 16.50	1.50
30/10/2020	FE Daw & Sons, Ravensthorpe	Catering for Heidi Bridger's farewell morning tea	\$ 109.42	3.84
30/10/2020	FE Daw & Sons, Ravensthorpe	Catering for Heidi Bridger's farewell morning tea	\$ 47.62	0.74
31/10/2020	Ravensthorpe Building Supplies	Sink plunger, broom, earplugs & elbow - Admin building	\$ 53.19	4.84

\*some GST F items

\*GST N

\*some GST F items

\*some GST F items

\*some GST F items

<b>Total Purchases for G. Pollock</b>	<b>\$ 8,201.48</b>	<b>505.71</b>
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**Business Credit Card - Leslie Mainwaring**

Date	Payment to	Description	Amount	GST
2/10/2020	Melville Toyota	40,000km service - 101RA	\$ 773.36	\$ 70.31

<b>Total Purchases for L. Mainwaring</b>	<b>\$ 773.36</b>	<b>70.31</b>
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**Business Credit Card - Graham Steel**

Date	Payment to	Description	Amount	GST
25/10/2020	Main Roads WA	Oversize permits - RA3579 & RA3582	\$ 100.00	0.00
20/10/2020	Port Hotel, Hopetoun	Council dinner & refreshments	\$ 382.00	34.73
20/10/2020	Port Hotel, Hopetoun	Council refreshments	\$ 63.00	5.73
26/10/2020	Ravensthorpe Building Supplies	Earmuffs & Hivis vests	\$ 142.82	12.98
28/10/2020	Outdoor Cameras Australia	Time lapse camera pack	\$ 3,555.35	323.21
30/10/2020	LG Whittingstall, Spencer Park	2 X Remembrance Day Wreaths	\$ 160.00	0.00

\*GST F

\*GST F

<b>Total Purchases for G. Steel</b>	<b>\$ 4,403.17</b>	<b>\$ 376.65</b>
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**Business Credit Card - Ashley Peczka**

Date	Payment to	Description	Amount	GST
3/10/2020	Shipwrecked Bakery, Hopetoun	Catering for Introduction to Bushfire training course - Hopetoun	\$ 103.00	\$ 9.36
4/10/2020	Shipwrecked Bakery, Hopetoun	Catering for Introduction to Bushfire training course - Hopetoun	\$ 116.00	\$ 10.55
5/10/2020	Munglinup Roadhouse	Catering for Introduction to Bushfire training course - Munglinup	\$ 265.44	\$ 24.13
9/10/2020	Jerramungup Caravan Park	CESO Accomodation 10/10/2020	\$ 135.00	\$ 12.27
30/10/2020	Hopetoun Fuel Station	Fuel for Hopetoun rural standby appliance	\$ 40.21	\$ 3.66

<b>Total Purchases for A. Peczka</b>	<b>\$ 659.65</b>	<b>\$ 59.97</b>
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**Business Credit Card - Evelyn Houghton**

Date	Payment to	Description	Amount	GST
5/10/2020	Hopetoun IGA	Milk & catering for staff meeting - Little Barrens	\$ 45.07	1.89
23/10/2020	Hopetoun IGA	Milk & anti-bacterial tablets - Little Barrens	\$ 42.10	1.49
28/10/2020	Department of Communities WA	Temporary service waiver - The Cub House	\$ 112.00	0.00

<b>Total Purchases for E. Houghton</b>	<b>\$ 199.17</b>	<b>\$ 1.49</b>
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\*some GST F items  
\*some GST F items  
\*GST F

**Business Credit Card - Russell Dyer**

Date	Payment to	Description	Amount	GST
6/10/2020	Ravensthorpe Building Supplies	Acetone - McCulloch Park	\$ 11.75	1.07
7/10/2020	FE Daw & Sons, Ravensthorpe	UHT milk & coffee - Ravensthorpe depot	\$ 49.81	0.00
14/10/2020	FE Daw & Sons, Ravensthorpe	UHT milk - Hopetoun depot	\$ 12.06	1.10
20/10/2020	FE Daw & Sons, Ravensthorpe	Supplies for depot toolbox meeting	\$ 78.01	0.73
20/10/2020	Ravensthorpe Building Supplies	Rose fertiliser	\$ 32.00	2.91
27/10/2020	Ravensthorpe Building Supplies	Rose fertiliser, trigger gun & earplugs	\$ 132.80	12.07
28/10/2020	Ravensthorpe Building Supplies	Rose insect spray & while oil	\$ 26.85	2.44

<b>Total Purchases for R. Dyer</b>	<b>\$ 343.28</b>	<b>\$ 19.25</b>
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\*GST F  
\*GST F  
\*some GST F items

**Business Credit Card - Miscellaneous Fees and Charges Bankwest**

Date	Payment to	Description	Amount	GST

<b>Total fees and charges</b>	<b>\$ -</b>	<b>\$ -</b>
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<b>Total Bankwest Corporate Mastercard Statement</b>	<b>\$ 14,580.11</b>	<b>\$ 1,033.37</b>
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**Business Debit Card - Les Mainwaring**

<b>Date</b>	<b>Payment to</b>	<b>Description</b>	<b>Amount</b>	<b>Amount</b>
29/10/2020	Deposit - Petty cash	Deposit - Hopetoun petty cash	\$ 83.05	

<b>Closing Balance for Debit Card - Les Mainwaring</b>	<b>\$ 83.05</b>	<b>\$ -</b>
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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
435	06/11/2020	Arthur Leonard Hill	REFUND OF OVERPAYMENT OF DOG REGISTRATION	1		60.00
INV T1719	06/11/2020	Arthur Leonard Hill	REFUND OF OVERPAYMENT OF DOG REGISTRATION	1	60.00	
436	06/11/2020	Telstra	TELSTRA ACCOUNT TO 10 OCTOBER 2020	1		11,535.10
INV T311 - 2322/10/2020		Telstra	SATELLITE PHONES TO 21 NOVEMBER 2020		135.00	
INV K135757124/10/2020		Telstra	LITTLE BARRENS TELSTRA ACCOUNT TO 16 OCTOBER 2020		194.70	
INV K662477428/10/2020		Telstra	TELSTRA ACCOUNT TO 10 OCTOBER 2020		11,205.40	
437	12/11/2020	Albany World of Cars	FOR REPLACEMENT OF CAR ANTENNA - RA 225	1		230.22
INV 2021529	12/10/2020	Albany World of Cars	FOR REPLACEMENT OF CAR ANTENNA - RA 225		230.22	
438	12/11/2020	Horizon Power	HOPETOUN LAMPS 01/10/2020 - 31/10/2020	1		4,082.06
INV 136499	02/11/2020	Horizon Power	HOPETOUN LAMPS 01/10/2020 - 31/10/2020		4,082.06	
439	12/11/2020	Telstra	LAPTOP DATA PLANS X 8 TO 24 NOVEMBER 2020	1		410.85
INV T311 - 2325/10/2020		Telstra	LAPTOP DATA PLANS X 8 TO 24 NOVEMBER 2020		405.00	
INV T311 - 1325/10/2020		Telstra	TIM / SMS SERVICE 25/09/2020 - 21/10/2020		5.85	
440	26/11/2020	Horizon Power	2 TUBADA STREET, MUNGLINUP 08/09/2020 - 06/11/2020	1		174.68
INV 142028	09/11/2020	Horizon Power	2 TUBADA STREET, MUNGLINUP 08/09/2020 - 06/11/2020		174.68	
441	26/11/2020	Synergy	ABOLISH SUPPLY TO 63 MORGANS STREET	1		469.15
INV 2069074126/10/2020		Synergy	ABOLISH SUPPLY TO 63 MORGANS STREET		469.15	
1041	02/11/2020	1 - BANK FEES	OBB RECORD FEE	1		45.75
1041	02/11/2020	1 - BANK FEES	MAINTENANCE FEES	1		60.00
1041	02/11/2020	1 - BANK FEES	ELECTRONIC TRANSACTION FEES	1		6.20

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1041	02/11/2020	1 - BANK FEES	BPAY CREDIT CARD MERCHANT FEE	1		381.40
1041	02/11/2020	1 - BANK FEES	BPAY TRANSACTION FEE	1		677.25
1041	03/11/2020	1 - BANK FEES	MERCHANT FEES	1		513.03
1041	03/11/2020	1 - BANK FEES	MERCHANT FEES	1		262.66
EFT12364	06/11/2020	Absolute Detailing	EXTERNAL WINDOW TINT ON WINDOWS ABOVE CUSTOMER SERVICES DESK AT HOPETOUN OFFICE	1		480.00
INV 5696	26/10/2020	Absolute Detailing	EXTERNAL WINDOW TINT ON WINDOWS ABOVE CUSTOMER SERVICES DESK AT HOPETOUN OFFICE		480.00	
EFT12365	06/11/2020	BE Stearne & Co Pty Ltd	6 X HUNTER HI-ICD 1 STATION DECODER	1		1,226.40
INV 86391	21/10/2020	BE Stearne & Co Pty Ltd	6 X HUNTER HI-ICD 1 STATION DECODER		1,226.40	
EFT12366	06/11/2020	Barrett's Tree Services	PRUNING TREES	1		10,824.00
INV 3253	28/10/2020	Barrett's Tree Services	PRUNING TREES		10,824.00	
EFT12367	06/11/2020	Bay Of Isles Furniture	BEDROOM SUITE, SOFA BED, QUILT AND PILLOW SET, QUILTCOVER SET FOR 30 KINGSMILL ST	1		4,524.00
INV 52579	23/10/2020	Bay Of Isles Furniture	BEDROOM SUITE, SOFA BED, QUILT AND PILLOW SET, QUILTCOVER SET FOR 30 KINGSMILL ST		4,524.00	
EFT12368	06/11/2020	Best Office Systems	PRINTER READINGS - RAVENSTHORPE OFFICE - 20/09/2020 - 20/10/2020	1		1,741.80
INV 579157	26/10/2020	Best Office Systems	PRINTER READINGS - HOPETOUN OFFICE - 20/09/2020 - 20/10/2020		83.84	
INV 579156	26/10/2020	Best Office Systems	PRINTER READINGS - RAVENSTHORPE OFFICE - 20/09/2020 - 20/10/2020		1,657.96	
EFT12369	06/11/2020	Briony Reynolds	BOND REFUND	1		20.00
INV T1715	06/11/2020	Briony Reynolds	BOND REFUND	1	20.00	
EFT12370	06/11/2020	Community Spirit Newspaper Inc	ADVERTISING - EXPRESSIONS OF INTEREST (EOI) - ROAD CONSTRUCTION SERVICES - EOI 01-2020-21	1		180.00



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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
INV 23922	22/10/2020	Community Spirit Newspaper Inc	ADVERTISING - EXPRESSIONS OF INTEREST (EOI) - ROAD CONSTRUCTION SERVICES - EOI 01-2020-21		180.00	
EFT12371	06/11/2020	Corsign WA	VARIOUS SIGNAGE	1		2,643.30
INV 50835	22/10/2020	Corsign WA	VARIOUS SIGNAGE		2,643.30	
EFT12372	06/11/2020	Cutting Edges Equipment Parts Pty Ltd	20 X 2D5572 TOOTH SCARIFIER CAT 2D5572	1		175.78
INV 3290080	27/10/2020	Cutting Edges Equipment Parts Pty Ltd	20 X 2D5572 TOOTH SCARIFIER CAT 2D5572		175.78	
EFT12373	06/11/2020	Deltone Solutions Pty Ltd	PRINTER CARTRIDGES - RICHO PRINTER	1		307.00
INV DTS-416421/10/2020		Deltone Solutions Pty Ltd	PRINTER CARTRIDGES - RICHO PRINTER		307.00	
EFT12374	06/11/2020	Diane Kelly	BOND REFUND	1		20.00
INV T1697	06/11/2020	Diane Kelly	BOND REFUND	1	20.00	
EFT12375	06/11/2020	Fitness Solutions WA	JIM BRADLEY SPEEDBALL 25CM, VKR ARM PAD & EX HIRE E520 ROWER	1		775.00
INV 424	27/10/2020	Fitness Solutions WA	JIM BRADLEY SPEEDBALL 25CM, VKR ARM PAD & EX HIRE E520 ROWER		775.00	
EFT12376	06/11/2020	Fulcher Contractors	3 X HRS PUSHING OF RUBBISH AT MUNGLINUP TIP SITE	1		495.00
INV 664	29/10/2020	Fulcher Contractors	3 X HRS PUSHING OF RUBBISH AT MUNGLINUP TIP SITE		495.00	
EFT12377	06/11/2020	GD & GA Walker	INSTALL FIREBREAK - LOT 903 JAMIESON STREET, RAVENSTHORPE	1		330.00
INV 91	27/10/2020	GD & GA Walker	INSTALL FIREBREAK - LOT 903 JAMIESON STREET, RAVENSTHORPE		330.00	
EFT12378	06/11/2020	Grand Slam Sports Equipment	AC100Z COVER PLATE TO FIT INSIDE THE AC100 - COVER PLATE ONLY & FREIGHT	1		557.70
INV 35683	23/10/2020	Grand Slam Sports Equipment	AC100Z COVER PLATE TO FIT INSIDE THE AC100 - COVER PLATE ONLY & FREIGHT		557.70	
EFT12379	06/11/2020	Hopetoun Tyres & Batteries	2 X TYRES - 1TQB638	1		907.50
INV 0237	27/10/2020	Hopetoun Tyres & Batteries	SERVICE STRIP REPAIR 11R22.5 TYRE		38.50	

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INV 0238	27/10/2020	Hopetoun Tyres & Batteries	2 X TYRES - 1TQB638		638.00	
INV 0239	27/10/2020	Hopetoun Tyres & Batteries	MAXXIS BRAVO 235/75R15 LT - RA41		231.00	
EFT12380	06/11/2020	Jayden Mcleish	BOND REFUND	1		20.00
INV T1716	06/11/2020	Jayden Mcleish	BOND REFUND	1	20.00	
EFT12381	06/11/2020	Jerrabungup Electrical	RECOMMISSION AIRCONDITIONER AT 30 KINGSMILL AFTER HOUSE WORKS WERE COMPLETED	1		1,105.50
INV 1832	22/10/2020	Jerrabungup Electrical	VARIOUS JOBS AT HOPETOUN COMMUNITY CENTRE		324.50	
INV 1784	28/10/2020	Jerrabungup Electrical	RECOMMISSION AIRCONDITIONER AT 30 KINGSMILL AFTER HOUSE WORKS WERE COMPLETED		781.00	
EFT12382	06/11/2020	John Papas Trailers (Aust) Pty Ltd	1 X 8 X 4 TANDEM GALVANISED TRAILER	1		2,470.00
INV 71534	22/10/2020	John Papas Trailers (Aust) Pty Ltd	1 X 8 X 4 TANDEM GALVANISED TRAILER		2,470.00	
EFT12383	06/11/2020	Kleenwest Distributors	2 X FACIAL TISSUES200'S 2PLY ROSCH & 2 X NEUTRA KLEEN 5LTR	1		166.32
INV 51884	28/10/2020	Kleenwest Distributors	2 X FACIAL TISSUES200'S 2PLY ROSCH & 2 X NEUTRA KLEEN 5LTR		166.32	
EFT12384	06/11/2020	Lloydey's Power Services	REPLACEMENT OF UPSTAIRS LIGHTING AND SECURITY LIGHTS AT THE REC	1		1,724.09
INV INV-051	128/10/2020	Lloydey's Power Services	REPLACEMENT OF UPSTAIRS LIGHTING AND SECURITY LIGHTS AT THE REC		1,724.09	
EFT12385	06/11/2020	McLeods Barristers & Solicitors	STANDARDISED TEMPLATE DEEDS OF LEASE, LICENCE AND VARIATION	1		6,753.45
INV 115586	30/09/2020	McLeods Barristers & Solicitors	STANDARDISED TEMPLATE DEEDS OF LEASE, LICENCE AND VARIATION		6,753.45	
EFT12386	06/11/2020	Munglinup Road House	CLEANING OF MUNGLINUP ABLUTIONS & GENERAL LABOUR - JULY, AUG, SEPT 2020	1		2,062.50
INV 230171	22/10/2020	Munglinup Road House	CLEANING OF MUNGLINUP ABLUTIONS & GENERAL LABOUR - JULY, AUG, SEPT 2020		2,062.50	
EFT12387	06/11/2020	P Miller Concrete Pty Ltd	CONCRETE WORKS AT VARIOUS LOCATIONS	1		9,348.91
INV 331	27/10/2020	P Miller Concrete Pty Ltd	CONCRETE WORKS AT VARIOUS LOCATIONS		9,348.91	

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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT12388	06/11/2020	Perfect Computer Solutions Pty Ltd	2 X PC, MONITORS AND UPS'S - CUB HOUSE & LITTLE BARRENS	1		5,742.50
INV 25966	22/10/2020	Perfect Computer Solutions Pty Ltd			170.00	
INV 25965	22/10/2020	Perfect Computer Solutions Pty Ltd	IT SUPPORT COSTS FOR LITTLE BARRENS - 09/10/2020		170.00	
INV 25967	22/10/2020	Perfect Computer Solutions Pty Ltd			255.00	
INV 25964	22/10/2020	Perfect Computer Solutions Pty Ltd	2 X PC, MONITORS AND UPS'S - CUB HOUSE & LITTLE BARRENS		4,000.00	
INV 25998	29/10/2020	Perfect Computer Solutions Pty Ltd	IT SUPPORT COSTS FOR ADMINISTRATION OFFICES 22/10/2020 - 28/10/2020 & MONTHLY FEE -OCTOBER		1,147.50	
EFT12389	06/11/2020	R And R Heavy Diesel Services	REPAIRS TO WATER CART SEMI TRAILER - 1TQB638	1		16,226.78
INV 4403	21/10/2020	R And R Heavy Diesel Services	FIT ROCKET COVER GASKET - TORO MOWER		161.98	
INV 4420	26/10/2020	R And R Heavy Diesel Services	CARRY OUT INSPECTION AND REPAIRS TO TRAILER DOLLY - 1TPS676		2,868.49	
INV 4419	26/10/2020	R And R Heavy Diesel Services	REPLACE POGO STICK & REPLACE AIR LINE BULK HEAD FITTINGS - RA3751		294.25	
INV 4412	26/10/2020	R And R Heavy Diesel Services	CARRY OUT 70,000KM - RA3860		366.86	
INV 4413	26/10/2020	R And R Heavy Diesel Services	SUPPLY POGO STICK - RA3871		76.45	
INV 4411	26/10/2020	R And R Heavy Diesel Services	ULTRAMAX 68 HYDRAULIC OIL 205L DRUM		770.00	
INV 4421	27/10/2020	R And R Heavy Diesel Services	REPAIRS TO WATER CART SEMI TRAILER - 1TQB638		11,688.75	
EFT12390	06/11/2020	Ravensthorpe Building Supplies	VARIOUS SUPPLIES FOR VARIOUS SHIRE BUILDINGS & VEHICLES	1		431.50
INV 1121	27/10/2020	Ravensthorpe Building Supplies	VARIOUS SUPPLIES FOR VARIOUS SHIRE BUILDINGS & VEHICLES		291.36	
INV 2489	28/10/2020	Ravensthorpe Building Supplies	VARIOUS PARTS FOR STARVATION BAY MAIN TOILETS		140.14	
EFT12391	06/11/2020	Ravensthorpe Mechanical Services	80,000KM SERVICE - RA205	1		907.54
INV 37629	22/10/2020	Ravensthorpe Mechanical Services	RECOVERY OF ABANDONED CAR ON STH CST HWY AND TRANSPORT TO RAVENSTHORPE TIP		310.68	
INV 37650	27/10/2020	Ravensthorpe Mechanical Services	80,000KM SERVICE - RA205		564.36	
INV 37662	28/10/2020	Ravensthorpe Mechanical Services	TYRE REPAIR 14-17" - RA292		32.50	

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EFT12392	06/11/2020	Ravensthorpe Palace Motor Hotel	REFRESHMENTS FOR COUNCIL CHAMBERS AND MEETINGS	1		1,073.32
INV 0521	23/10/2020	Ravensthorpe Palace Motor Hotel	REFRESHMENTS FOR COUNCIL CHAMBERS AND MEETINGS		776.32	
INV 0520	23/10/2020	Ravensthorpe Palace Motor Hotel			297.00	
EFT12393	06/11/2020	Roselea Trading	Hopetoun Gym Rent	1		638.45
INV RENT	06/11/2020	Roselea Trading	Hopetoun Gym Rent		488.34	
INV RATES	06/11/2020	Roselea Trading	Hopetoun Gym Rates		150.11	
EFT12394	06/11/2020	Seek Limited	JOB ADVERTISEMENTS X 3	1		909.70
INV 9707252228/10/2020		Seek Limited	JOB ADVERTISEMENTS X 3		909.70	
EFT12395	06/11/2020	Seton Australia	10 X SDS 3 RING BINDER WITH USER GUIDE A4 YELLOW	1		315.15
INV 9344798026/10/2020		Seton Australia	10 X SDS 3 RING BINDER WITH USER GUIDE A4 YELLOW		315.15	
EFT12396	06/11/2020	South Regional TAFE - Esperance	5 DAY OHS COURSE - TED KILBY, STEVE POWER, MICHAELA PRITCHARD, WENDY SPAANS	1		5,205.00
INV I0013077 22/10/2020		South Regional TAFE - Esperance	5 DAY OHS COURSE - TED KILBY, STEVE POWER, MICHAELA PRITCHARD, WENDY SPAANS		4,164.00	
INV I0013085 26/10/2020		South Regional TAFE - Esperance	5 DAY OHS REPRESENTATIVE COURSE - JACKIE EDWARDS		1,041.00	
EFT12397	06/11/2020	State Library of Western Australia	BETTER BEGINNINGS PROGRAM BASED ON 20 BIRTHS PA.	1		110.00
INV RI02658127/08/2020		State Library of Western Australia	BETTER BEGINNINGS PROGRAM BASED ON 20 BIRTHS PA.		110.00	
EFT12398	06/11/2020	T-Quip	21 X ITEM NO TOP110-0621-03 DESCRIPTION BLADE MED (72 INCH SD DECK)	1		685.23
INV 96231#1229/10/2020		T-Quip	21 X ITEM NO TOP110-0621-03 DESCRIPTION BLADE MED (72 INCH SD DECK)		685.23	
EFT12399	06/11/2020	Tessa Mignon Pym Leake	BOND REFUND	1		20.00
INV T1630	06/11/2020	Tessa Mignon Pym Leake	BOND REFUND	1	20.00	

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EFT12400	06/11/2020	Toll Transport Pty Ltd	FREIGHT CHARGES - POWERPLANT, KOMATSU, PCS, CORSIGN, INDUSTRIAL	1		531.94
INV 0464 - S3	18/10/2020	Toll Transport Pty Ltd	FREIGHT CHARGES - POWERPLANT, KOMATSU, PCS, CORSIGN, INDUSTRIAL		531.94	
EFT12401	06/11/2020	Tradelink Pty Ltd	BASIN SET, BATH SET & SHOWER SET - 93 SPENCE STREET	1		121.83
INV 8937841623	10/2020	Tradelink Pty Ltd	BASIN SET, BATH SET & SHOWER SET - 93 SPENCE STREET		121.83	
EFT12402	12/11/2020	4 Rivers Plumbing Gas & Civil Contracting	REPLACE TEMP VALVE @ HOPETOUN DOCTORS SURGERY	1		535.70
INV 5696	04/11/2020	4 Rivers Plumbing Gas & Civil Contracting	REPLACE TEMP VALVE @ HOPETOUN DOCTORS SURGERY		535.70	
EFT12403	12/11/2020	ABCO Products PTY LTD	VARIOUS CLEANING PRODUCTS	1		915.65
INV 618337	26/10/2020	ABCO Products PTY LTD	VARIOUS CLEANING PRODUCTS		805.06	
INV 619004	27/10/2020	ABCO Products PTY LTD	OATES WIZARD DUSTER		28.52	
INV 622455	05/11/2020	ABCO Products PTY LTD	500ML MR BEAN SPRAY BOTTLE & CAUTION OUT OF SERVICE TAGS TEAR PROOF		82.07	
EFT12404	12/11/2020	AMPAC Debt Recovery (WA) Pty Ltd	DEBTORS COLLECTION EXPENSES - EXTENSIVE SKIP TRACE	1		434.50
INV 68696	31/08/2020	AMPAC Debt Recovery (WA) Pty Ltd	DEBTORS COLLECTION EXPENSES - EXTENSIVE SKIP TRACE		434.50	
EFT12405	12/11/2020	Aerodrome Management Services Pty Ltd	ANNUAL TECHNICAL / SAFETY INSPECTION OF AERODROME	1		11,938.03
INV AMSINV30	10/2020	Aerodrome Management Services Pty Ltd	ANNUAL TECHNICAL / SAFETY INSPECTION OF AERODROME		11,938.03	
EFT12406	12/11/2020	Brian Robert Cox	SHED BOND REFUND	1		10,000.00
INV T618	11/11/2020	Brian Robert Cox	SHED BOND REFUND	1	10,000.00	
EFT12407	12/11/2020	Caldwell Land Surveys	PREPARE AN APPLICATION FOR AMALGAMATION FOR RAVENSTHORPE CULTURAL PRECINCT	1		440.00
INV 2029	31/10/2020	Caldwell Land Surveys	PREPARE AN APPLICATION FOR AMALGAMATION FOR RAVENSTHORPE CULTURAL PRECINCT		440.00	

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EFT12408	12/11/2020	Choices Flooring Esperance	CARPET TILES FOR MUNGLINUP COMMUNITY CENTRE COSMOS 18	1		12,993.35
INV 302966	31/10/2020	Choices Flooring Esperance	INSTALLATION OF CARPET IN MEETING ROOM 1 AT RAVENSTHORPE RECREATION CENTRE		3,468.71	
INV 302965	31/10/2020	Choices Flooring Esperance	VINYL RECTIFICATION WORKS FOR 41 KINGSMILL ST		3,162.24	
INV 302974	04/11/2020	Choices Flooring Esperance	CARPET TILES FOR MUNGLINUP COMMUNITY CENTRE COSMOS 18		6,362.40	
EFT12409	12/11/2020	City of Albany	BUILDING SERVICES - 2 X CERTIFICATE OF DESIGN COMPLIANCE	1		374.00
INV 90766	05/11/2020	City of Albany	BUILDING SERVICES - 2 X CERTIFICATE OF DESIGN COMPLIANCE		374.00	
EFT12410	12/11/2020	Cleanaway Pty Ltd	COLLECTIONS FOR OCTOBER 2020	1		20,012.23
INV 2160224631/10/2020		Cleanaway Pty Ltd	COLLECTIONS FOR OCTOBER 2020		20,012.23	
EFT12411	12/11/2020	Community Spirit Newspaper Inc	3 x JOB ADVERTISEMENTS	1		900.00
INV 23944	05/11/2020	Community Spirit Newspaper Inc	3 x JOB ADVERTISEMENTS		540.00	
INV 23950	05/11/2020	Community Spirit Newspaper Inc	JOB ADVERTISEMENT - AIRPORT REPORTING OFFICER - CASUAL		180.00	
INV 23942	05/11/2020	Community Spirit Newspaper Inc	ADVERTISING - EOI CATERING - SENIOR CHRISTMAS PARTY 2020		180.00	
EFT12412	12/11/2020	Grace Worldwide (aust) Pty Ltd	GRACE REMOVAL NO: 1631737 MS N BELL - SWANBOURNE TO RAVENSTHORPE	1		2,679.71
INV AL0117028/10/2020		Grace Worldwide (aust) Pty Ltd	GRACE REMOVAL NO: 1631737 MS N BELL - SWANBOURNE TO RAVENSTHORPE		2,679.71	
EFT12413	12/11/2020	Hopetoun Men In Sheds Incorporated	WEEKEND TRANSFER STATION ATTENDANTS - OCTOBER 2020	1		900.00
INV 296	31/10/2020	Hopetoun Men In Sheds Incorporated	WEEKEND TRANSFER STATION ATTENDANTS - OCTOBER 2020		900.00	
EFT12414	12/11/2020	Jason Sign Makers	30 X 700MM ORANGE PVC TRAFFIC CONE W/ 250MM WHT SLEEVE-BLANK (JSM20-CON-003)	1		596.64
INV 213541	30/10/2020	Jason Sign Makers	30 X 700MM ORANGE PVC TRAFFIC CONE W/ 250MM WHT SLEEVE-BLANK (JSM20-CON-003)		596.64	

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EFT12415	12/11/2020	Landgate	LAND ENQUIRY SEARCH FEES - OCTOBER 2020	1		385.95
INV 360307	28/10/2020	Landgate	GRVS CHARGEABLE 08/08/2020 - 02/10/2020		118.95	
INV 1053277	02/11/2020	Landgate	LAND ENQUIRY SEARCH FEES - OCTOBER 2020		267.00	
EFT12416	12/11/2020	Lani Diederiks	REIMBURSEMENT FOR UNIFORM (TARGET)	1		91.75
INV REIMBU11	11/11/2020	Lani Diederiks	REIMBURSEMENT FOR UNIFORM (TARGET)		91.75	
EFT12417	12/11/2020	Livingston Medical Pty Ltd	EDAN VITAL SIGNS MONITOR & TROLLEY FOR EDAN VITAL SIGNS MONITOR	1		1,749.00
INV VS0043	03/11/2020	Livingston Medical Pty Ltd	EDAN VITAL SIGNS MONITOR & TROLLEY FOR EDAN VITAL SIGNS MONITOR		1,749.00	
EFT12418	12/11/2020	Lo-Go Appointments	CONTRACT SERVICES - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 31/10/2020	1		1,383.42
INV 422647	03/11/2020	Lo-Go Appointments	CONTRACT SERVICES - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 31/10/2020		1,383.42	
EFT12419	12/11/2020	Local Government Supervisors Association of Western Australia Inc.	REGISTRATION TO 2020 LGSA CONFERENCE AND EXPO FOR RUSSELL DYER	1		1,204.50
INV 1437	03/11/2020	Local Government Supervisors Association of Western Australia Inc.	REGISTRATION TO 2020 LGSA CONFERENCE AND EXPO FOR RUSSELL DYER		1,204.50	
EFT12420	12/11/2020	Market Force	ADVERTISING - EOI - ROAD CONSTRUCTION SERVICES - FLOATER ROAD -10/10/2020 & 17/10/2020	1		2,015.49
INV 35557	01/10/2020	Market Force	EARLY SETTLEMENT DISCOUNT FOR INVOICES 35224 & 35225		-139.19	
INV 35745	26/10/2020	Market Force	ADVERTISING - EOI - ROAD CONSTRUCTION SERVICES - FLOATER ROAD -10/10/2020 & 17/10/2020		2,154.68	
EFT12421	12/11/2020	Meridian Agencies (Weistermann Family Trust)	VARIOUS OFFICE STATIONARY ITEMS	1		419.97
INV 976	02/11/2020	Meridian Agencies (Weistermann Family Trust)	VARIOUS OFFICE STATIONARY ITEMS		419.97	
EFT12422	12/11/2020	Munglinup Bush Fire Brigade	REIMBURSEMENT FOR FIRE MITIGATION ON UCL / UMR LAND - 17 HRS	1		1,360.00
INV REIMBU09	09/11/2020	Munglinup Bush Fire Brigade	REIMBURSEMENT FOR FIRE MITIGATION ON UCL / UMR LAND - 17 HRS		1,360.00	

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EFT12423	12/11/2020	Munglinup Road House	CLEANING OF MUNGLINUP ABLUTIONS & GENERAL LABOUR 24/10/2020	1		137.49
INV 230533	24/10/2020	Munglinup Road House	CLEANING OF MUNGLINUP ABLUTIONS & GENERAL LABOUR 24/10/2020		61.87	
INV 230716	25/10/2020	Munglinup Road House	CLEANING OF MUNGLINUP ABLUTIONS 25/10/2020		6.87	
INV 230672	25/10/2020	Munglinup Road House	GENERAL LABOUR 25/10/2020		27.50	
INV 231152	27/10/2020	Munglinup Road House	CLEANING OF MUNGLINUP ABLUTIONS 27/10/2020		13.75	
INV 231326	28/10/2020	Munglinup Road House	CLEANING OF MUNGLINUP ABLUTIONS 28/10/2020		13.75	
INV 231561	29/10/2020	Munglinup Road House	CLEANING OF MUNGLINUP ABLUTIONS 29/10/2020		13.75	
EFT12424	12/11/2020	Nia Maxene Clarke	BOND REFUND	1		20.00
INV T1147	11/11/2020	Nia Maxene Clarke	BOND REFUND	1	20.00	
EFT12425	12/11/2020	Peter Hobbs Architects	PROGRESSIVE CHARGE FOR DEVELOPMENT OF DESIGN	1		16,500.00
INV 354	30/10/2020	Peter Hobbs Architects	PROGRESSIVE CHARGE FOR DEVELOPMENT OF DESIGN		16,500.00	
EFT12426	12/11/2020	R And R Heavy Diesel Services	ANNUAL SERVICE - JERDACCUTTUP 2.4 'B' MAJOR	1		3,005.21
INV 4370	24/09/2020	R And R Heavy Diesel Services			3,005.21	
EFT12427	12/11/2020	Ravensthorpe Mechanical Services	SHACKLE BOW 1T 10MM X 2 & SHACKLE D 8MM 0.75T	1		30.00
INV 37665	29/10/2020	Ravensthorpe Mechanical Services	SHACKLE BOW 1T 10MM X 2 & SHACKLE D 8MM 0.75T		30.00	
EFT12428	12/11/2020	Ravensthorpe State Emergency Service	ESL PAYMENT QUARTER 1 2020/2021	1		6,000.00
INV 48	31/10/2020	Ravensthorpe State Emergency Service	ESL PAYMENT QUARTER 1 2020/2021		6,000.00	
EFT12429	12/11/2020	Robin Benson	BOND REFUND	1		20.00
INV T1623	11/11/2020	Robin Benson	BOND REFUND	1	20.00	
EFT12430	12/11/2020	Rodney Clarence Daw	CBFCO TELSTRA REIMBURSEMENT TO 10 OCTOBER 2020	1		134.94
INV REIMBU26	10/2020	Rodney Clarence Daw	CBFCO TELSTRA REIMBURSEMENT TO 10 OCTOBER 2020		134.94	



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EFT12431	12/11/2020	Seek Limited	JOB ADVERTISEMENT - AIRPORT REPORTING OFFICER - CASUAL - SEEK	1		313.50
INV 9707694630/10/2020		Seek Limited	JOB ADVERTISEMENT - AIRPORT REPORTING OFFICER - CASUAL - SEEK		313.50	
EFT12432	12/11/2020	Selena Olliver T/A Ravy Country Kitchen	CATERING 03/11/2020 - CORPORATE DISCUSSION LUNCH & MELBOURNE CUP LUNCH	1		1,298.00
INV 17	11/11/2020	Selena Olliver T/A Ravy Country Kitchen	CATERING 03/11/2020 - CORPORATE DISCUSSION LUNCH & MELBOURNE CUP LUNCH		726.00	
INV 18	11/11/2020	Selena Olliver T/A Ravy Country Kitchen	CATERING - GEDC BOARD MEETING - 05/11/2020 - MORNING TEA & LUNCH		572.00	
EFT12433	12/11/2020	Sharon Atkins	BOND REFUND	1		20.00
INV T1329	11/11/2020	Sharon Atkins	BOND REFUND	1	20.00	
EFT12434	12/11/2020	Shire of Ravensthorpe Social Club	Payroll deductions	1		100.00
INV DEDUCT02/11/2020		Shire of Ravensthorpe Social Club	Payroll deductions		100.00	
EFT12435	12/11/2020	Sigma Chemicals	LIQUID CHLORINE 200L 1791	1		1,573.22
INV CN 4860526/10/2020		Sigma Chemicals	CREDIT - 4 X DRUM POLY & 1 X PALLET		-198.00	
INV 143198/028/10/2020		Sigma Chemicals			1,771.22	
EFT12436	12/11/2020	Signs Plus	10 X NAME BADGES FOR CHILDCARE STAFF	1		136.00
INV 158713	29/10/2020	Signs Plus	10 X NAME BADGES FOR CHILDCARE STAFF		136.00	
EFT12437	12/11/2020	Stacey Howard	REIMBURSEMENT FOR UNIFORM (AUTOGRAPH)	1		236.49
INV REIMBU30/10/2020		Stacey Howard	REIMBURSEMENT FOR UNIFORM (TARGET) AND GREETING CARD (COLOUR FARM)		101.50	
INV REIMBU09/11/2020		Stacey Howard	REIMBURSEMENT FOR UNIFORM (AUTOGRAPH)		134.99	
EFT12438	12/11/2020	Stewart & Heaton Clothing Co Pty Ltd	JACKETS AND TROUSERS FOR BUSH FIRE OFFICERS	1		10,584.83
INV SIN3270626/10/2020		Stewart & Heaton Clothing Co Pty Ltd	JACKETS AND TROUSERS FOR BUSH FIRE OFFICERS		7,756.32	
INV SIN-327127/10/2020		Stewart & Heaton Clothing Co Pty Ltd	JACKETS & TROUSERS FOR MUNGLINUP BUSH FIRE OFFICERS		2,828.51	

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EFT12439	12/11/2020	Toll Transport Pty Ltd	FREIGHT CHARGES - T-QUIP	1		19.26
INV 0465 - S3026/10/2020		Toll Transport Pty Ltd	FREIGHT CHARGES - T-QUIP		19.26	
EFT12440	12/11/2020	WINC Australia Pty Ltd	NET49366973 VARIOUS SUPPLIES - LITTLE BARRENS	1		1,314.12
INV 9034160427/10/2020		WINC Australia Pty Ltd	NET49304598 VARIOUS CONSUMABLES - LITTLE BARRENS		199.98	
INV 9034161027/10/2020		WINC Australia Pty Ltd	NET49280481 VARIOUS CONSUMABLES - THE CUB HOUSE		167.51	
INV 9034159927/10/2020		WINC Australia Pty Ltd	NET49280481 VARIOUS CONSUMABLES - THE CUB HOUSE		45.60	
INV 9034180429/10/2020		WINC Australia Pty Ltd	NET49304598 VARIOUS CONSUMABLES - LITTLE BARRENS		149.00	
INV 9034187929/10/2020		WINC Australia Pty Ltd	NET49280481 VARIOUS CONSUMABLES - THE CUB HOUSE		57.36	
INV 9034254905/11/2020		WINC Australia Pty Ltd	NET49366973 VARIOUS SUPPLIES - LITTLE BARRENS		694.67	
EFT12441	12/11/2020	Waterman Irrigation	SUPPLY AND INSTALLATION OF NEW STANDPIPE CONTROLLER FOR THE HOPETOUN STANDPIPE	1		16,405.40
INV SINV-14102/10/2020		Waterman Irrigation	SUPPLY AND INSTALLATION OF NEW STANDPIPE CONTROLLER FOR THE HOPETOUN STANDPIPE		16,405.40	
EFT12442	12/11/2020	Western Australian Electoral Commission	EXTRAORDINARY ELECTION 31 JULY 2020	1		9,433.41
INV 3261	28/10/2020	Western Australian Electoral Commission	EXTRAORDINARY ELECTION 31 JULY 2020		9,433.41	
EFT12443	12/11/2020	Zahra Shirazee	REIMBURSEMENT FOR OVERNIGHT ACCOMODATION (HOSPITALITY ESPERANCE)	1		64.64
INV REIMBU09/11/2020		Zahra Shirazee	REIMBURSEMENT FOR OVERNIGHT ACCOMODATION (HOSPITALITY ESPERANCE)		64.64	
EFT12444	16/11/2020	Dawry's Bottlo PTY LTD	REFRESHMENTS FOR COUNCIL CHAMBERS AND MEETINGS	1		958.50
INV 184222	24/10/2020	Dawry's Bottlo PTY LTD	REFRESHMENTS FOR COUNCIL CHAMBERS AND MEETINGS		958.50	
EFT12445	16/11/2020	Port Hotel	ACCOMODATION AND MEALS FOR CONCRETE CONTRACTORS	1		1,031.00
INV 202166	23/10/2020	Port Hotel	ACCOMODATION AND MEALS FOR CONCRETE CONTRACTORS		1,031.00	

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EFT12446	16/11/2020	Shire of Ravensthorpe- Petty Cash	RAVENSTHORPE OFFICE PETTY CASH REIMBURSEMENT OCTOBER 2020	1		691.35
INV RAVY 012/11/2020		Shire of Ravensthorpe- Petty Cash	RAVENSTHORPE OFFICE PETTY CASH REIMBURSEMENT OCTOBER 2020		691.35	
EFT12447	20/11/2020	Australian Taxation Office (ATO)	BAS Return October 2020	1		90,070.00
INV BAS OCT30/10/2020		Australian Taxation Office (ATO)	BAS Return October 2020		90,070.00	
EFT12448	20/11/2020	Shire of Ravensthorpe Social Club	Payroll deductions	1		100.00
INV DEDUCT16/11/2020		Shire of Ravensthorpe Social Club	Payroll deductions		100.00	
EFT12449	26/11/2020	4 Rivers Plumbing Gas & Civil Contracting	REMOVE OLD WATER TANK AND PLUMB IN NEW WATER TANK AND ADD WATER	1		2,162.60
INV 5698	11/11/2020	4 Rivers Plumbing Gas & Civil Contracting	REMOVE OBSOLETE SOLENOID AND REPLACE COPPER WITH BRASS IRON COUPLINGS		609.40	
INV 5701	12/11/2020	4 Rivers Plumbing Gas & Civil Contracting	REMOVE OLD WATER TANK AND PLUMB IN NEW WATER TANK AND ADD WATER		1,553.20	
EFT12450	26/11/2020	Anthony Maras	REIMBURSEMENT FOR PRE-EMPLOYMENT MEDICAL (POWER MEDICAL CENTRE, BUSSELTON)	1		180.50
INV REIMBU13/11/2020		Anthony Maras	REIMBURSEMENT FOR PRE-EMPLOYMENT MEDICAL (POWER MEDICAL CENTRE, BUSSELTON)		180.50	
EFT12451	26/11/2020	Australia Post	POSTAGE CHARGES - OCTOBER 2020	1		539.60
INV 1010058203/11/2020		Australia Post	POSTAGE CHARGES - OCTOBER 2020		539.60	
EFT12452	26/11/2020	BE Stearne & Co Pty Ltd	SHURFLO 12V 20LPM/60PSI 5059-1310 & FREIGHT	1		542.25
INV 87166	10/11/2020	BE Stearne & Co Pty Ltd	SHURFLO 12V 20LPM/60PSI 5059-1310 & FREIGHT		542.25	
EFT12453	26/11/2020	BMB Walter Haulage	HIRE OF SIDETIPPER SET WITH TRI DOLLY FOR GRAVEL SHEETING19/10/2020 - 13/11/2020	1		9,900.00
INV 276	16/11/2020	BMB Walter Haulage	HIRE OF SIDETIPPER SET WITH TRI DOLLY FOR GRAVEL SHEETING19/10/2020 - 13/11/2020		9,900.00	
EFT12454	26/11/2020	BP Australia Pty Ltd	BP FUEL CARDS - OCTOBER 2020	1		4,381.59
INV 1131881131/10/2020		BP Australia Pty Ltd	BP FUEL CARDS - OCTOBER 2020		4,381.59	

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EFT12455	26/11/2020	Chefmaster Australia	1X BIOBAG DOG FLAT PACK 200X290+30MM 50 BAGS PER INNER 50 INNERS PER CARTON (2500 BAGS)	1		791.70
INV 44143	30/09/2020	Chefmaster Australia			791.70	
EFT12456	26/11/2020	Commonwealth Bank	ATM CASH SERVICING AND MAINTENANCE - 02/11/2020	1		1,875.75
INV BWR11/211/11/2020		Commonwealth Bank	ATM CASH SERVICING AND MAINTENANCE - 02/11/2020		1,875.75	
EFT12457	26/11/2020	Echelon Promotions	CONTRACT ADMINISTRATION - STAFF POSITION DESCRIPTIONS, STAFF TASK & TRAINING MATRIXS	1		6,700.00
INV 1125-20	25/11/2020	Echelon Promotions	CONTRACT ADMINISTRATION - STAFF POSITION DESCRIPTIONS, STAFF TASK & TRAINING MATRIXS		6,700.00	
EFT12458	26/11/2020	Eimear Guidera	TRAVEL COSTS TO WORKSHOP IN PERTH - NO SHIRE VEHICLE AVAILABLE	1		1,444.96
INV REIMBU24/11/2020		Eimear Guidera	REIMBURSEMENT FOR ACCOMODATION AND MEALS IN PERTH (MOORE AUSTRALIA WORKSHOP)		719.20	
INV TRAVEL24/11/2020		Eimear Guidera	TRAVEL COSTS TO WORKSHOP IN PERTH - NO SHIRE VEHICLE AVAILABLE		725.76	
EFT12459	26/11/2020	Esperance Branch AMPOL Australia Petroleum PTY LTD	DIESEL -16,404L	1		16,844.44
INV SI41732505/11/2020		Esperance Branch AMPOL Australia Petroleum PTY LTD	DIESEL -16,404L		16,844.44	
EFT12460	26/11/2020	Esperance Fire Services	JACKING PUMP ROUTING INSPECTION AND TESTING MORGANS STREET - 08/11/2020	1		324.50
INV 08520	10/11/2020	Esperance Fire Services	JACKING PUMP ROUTING INSPECTION AND TESTING MORGANS STREET - 08/11/2020		324.50	
EFT12461	26/11/2020	FE Daw and Sons	CATERING COST FOR IFF/BFF TRAINING HELD ON 3-4 OCTOBER	1		51.09
INV M225 - O06/11/2020		FE Daw and Sons	CATERING COST FOR IFF/BFF TRAINING HELD ON 3-4 OCTOBER		51.09	
EFT12462	26/11/2020	Farmers Centre (WA) Pty	1 X P/MTR 1/4"O.D NYLON TUBEWALL	1		22.70
INV 720281	13/11/2020	Farmers Centre (WA) Pty	1 X P/MTR 1/4"O.D NYLON TUBEWALL		22.70	
EFT12463	26/11/2020	Fitzgerald Biosphere Group Inc.	BOND REFUND	1		100.00

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INV T1607	25/11/2020	Fitzgerald Biosphere Group Inc.	BOND REFUND	1	100.00	
EFT12464	26/11/2020	Freight Lines Group	FREIGHT CHARGES - TRADELINK & CORSIGN	1		202.37
INV 89145	29/10/2020	Freight Lines Group	FREIGHT CHARGES - TRADELINK & CORSIGN		202.37	
EFT12465	26/11/2020	Jason Sign Makers	40 X BEACH EMERGENCY NUMBER SIGNS AS PER INFORMATION PROVIDED BY DPIRD	1		16,918.88
INV 213906	11/11/2020	Jason Sign Makers	40 X BEACH EMERGENCY NUMBER SIGNS AS PER INFORMATION PROVIDED BY DPIRD		16,918.88	
EFT12466	26/11/2020	Lo-Go Appointments	CONTRACT SERVICES - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 07/11/2020	1		3,458.54
INV 422679	10/11/2020	Lo-Go Appointments	CONTRACT SERVICES - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 07/11/2020		1,729.27	
INV 422716	17/11/2020	Lo-Go Appointments			1,729.27	
EFT12467	26/11/2020	Medtech Healthcare Pty Ltd	MONTHLY SITE SUPPORT FOR MEDICAL CENTRES - NOVEMBER 2020	1		110.00
INV 052615	01/11/2020	Medtech Healthcare Pty Ltd	MONTHLY SITE SUPPORT FOR MEDICAL CENTRES - NOVEMBER 2020		110.00	
EFT12468	26/11/2020	Perfect Computer Solutions Pty Ltd	IT SUPPORT COSTS FOR ADMINISTRATION OFFICES 29/10/2020 - 10/11/2020	1		680.00
INV 26025	12/11/2020	Perfect Computer Solutions Pty Ltd	IT SUPPORT COSTS FOR ADMINISTRATION OFFICES 29/10/2020 - 10/11/2020		680.00	
EFT12469	26/11/2020	Peter Hobbs Architects	SITE VISIT - PETER HOBBS AND PATRICK BEALE - 20/10/2020 - 22/10/2020	1		7,040.00
INV 355	30/10/2020	Peter Hobbs Architects	SITE VISIT - PETER HOBBS AND PATRICK BEALE - 20/10/2020 - 22/10/2020		7,040.00	
EFT12470	26/11/2020	R And R Heavy Diesel Services	SERVICING OF RA41	1		2,201.50
INV 4447	11/11/2020	R And R Heavy Diesel Services	SERVICING OF RA41		507.60	
INV 4453	17/11/2020	R And R Heavy Diesel Services	110,000KM SERVICE, REPLACE CABIN FILTER, WIPER BLADES AND AIR FILTER - RA137		473.28	
INV 4456	17/11/2020	R And R Heavy Diesel Services	CARRY OUT 250HR SERVICE - RA3762		291.39	
INV 4454	17/11/2020	R And R Heavy Diesel Services	250HR SERVICE - RA3828		456.23	

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INV 4455	17/11/2020	R And R Heavy Diesel Services	REPLACE TWO BATTERIES - RA290		473.00	
EFT12471	26/11/2020	Ravensthorpe Building Supplies	2 X SCREEN DOOR CLOSER BLACK	1		39.60
INV 3998	13/11/2020	Ravensthorpe Building Supplies	2 X SCREEN DOOR CLOSER BLACK		39.60	
EFT12472	26/11/2020	Ravensthorpe Quarry Services	12 TON OF CRACKER DUST	1		237.60
INV 2000012231/10/2020		Ravensthorpe Quarry Services	12 TON OF CRACKER DUST		237.60	
EFT12473	26/11/2020	Seek Limited	JOB ADVERTISEMENT - EARLY CHILDHOOD EDUCATORS CASUAL - 13 NOVEMBER 2020	1		297.00
INV 9711004113/11/2020		Seek Limited	JOB ADVERTISEMENT - EARLY CHILDHOOD EDUCATORS CASUAL - 13 NOVEMBER 2020		297.00	
EFT12474	26/11/2020	Shipwreck Gourmet Delicatessen & Bakery	MELBOURNE CUP CATERING - HOPETOUN OFFICE & DAYCARE X 14 STAFF	1		212.00
INV 1077	15/11/2020	Shipwreck Gourmet Delicatessen & Bakery	MELBOURNE CUP CATERING - HOPETOUN OFFICE & DAYCARE X 14 STAFF		212.00	
EFT12475	26/11/2020	Toll Transport Pty Ltd	FREIGHT CHARGES - T-QUIP & BE STEARNE	1		90.48
INV 0466-S30:15/11/2020		Toll Transport Pty Ltd	FREIGHT CHARGES - T-QUIP & BE STEARNE		90.48	
EFT12476	26/11/2020	Truck Centre WA Pty Ltd	FILTER KIT AND OIL FOR FIRST WARRANTY SERVICE - RA3871	1		755.84
INV 2216223-(10/11/2020		Truck Centre WA Pty Ltd	FILTER KIT AND OIL FOR FIRST WARRANTY SERVICE - RA3871		755.84	
EFT12477	26/11/2020	Vanguard Distribution	BROCHURE DISTRIBUTION AND WAREHOUSING - SEPTEMBER 2020	1		700.24
INV 26858	31/07/2020	Vanguard Distribution	BROCHURE DISTRIBUTION AND WAREHOUSING - JULY 2020		107.13	
INV 27163	08/09/2020	Vanguard Distribution	BROCHURE DISTRIBUTION AND WAREHOUSING - AUGUST 2020		52.00	
INV 27426	05/10/2020	Vanguard Distribution	BROCHURE DISTRIBUTION AND WAREHOUSING - SEPTEMBER 2020		299.86	
INV 27863	06/11/2020	Vanguard Distribution	BROCHURE DISTRIBUTION AND WAREHOUSING - OCTOBER 2020		241.25	

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EFT12478	26/11/2020	Vicki Clark	REIMBURSEMENT FOR PRE-EMPLOYMENT MEDICAL (LOXLEY HOUSE FAMILY PRACTICE, BATHURST)	1		274.00
INV REIMBU118/11/2020		Vicki Clark	REIMBURSEMENT FOR PRE-EMPLOYMENT MEDICAL (LOXLEY HOUSE FAMILY PRACTICE, BATHURST)		274.00	
DD5525.3	09/11/2020	Water Corporation	PAYMENT BY AUTHORITY - OCTOBER 2020	1		1,024.60
INV OCT 202031/10/2020		Water Corporation	PAYMENT BY AUTHORITY - OCTOBER 2020	1	1,024.60	
DD5528.1	02/11/2020	WA Local Government Super Plan	Payroll deductions	1		11,616.40
INV SUPER 02/11/2020		WA Local Government Super Plan	Superannuation contributions	1	8,987.37	
INV DEDUCT02/11/2020		WA Local Government Super Plan	Payroll deductions	1	210.00	
INV DEDUCT02/11/2020		WA Local Government Super Plan	Payroll deductions	1	192.25	
INV DEDUCT02/11/2020		WA Local Government Super Plan	Payroll deductions	1	1,152.92	
INV DEDUCT02/11/2020		WA Local Government Super Plan	Payroll deductions	1	387.28	
INV DEDUCT02/11/2020		WA Local Government Super Plan	Payroll deductions	1	68.85	
INV DEDUCT02/11/2020		WA Local Government Super Plan	Payroll deductions	1	218.07	
INV DEDUCT02/11/2020		WA Local Government Super Plan	Payroll deductions	1	73.08	
INV DEDUCT02/11/2020		WA Local Government Super Plan	Payroll deductions	1	292.31	
INV DEDUCT02/11/2020		WA Local Government Super Plan	Payroll deductions	1	34.27	
DD5528.2	02/11/2020	BUSSQ	Payroll deductions	1		453.49
INV SUPER 02/11/2020		BUSSQ	Superannuation contributions	1	337.21	
INV DEDUCT02/11/2020		BUSSQ	Payroll deductions	1	116.28	
DD5528.3	02/11/2020	ANZ Smart Choice Super	Superannuation contributions	1		250.39
INV SUPER 02/11/2020		ANZ Smart Choice Super	Superannuation contributions	1	250.39	
DD5528.4	02/11/2020	The Trustee for The Dyer Super Fund (R Dyer)	Payroll deductions	1		655.76
INV SUPER 02/11/2020		The Trustee for The Dyer Super Fund (R Dyer)	Superannuation contributions	1	528.84	

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INV DEDUCT02/11/2020		The Trustee for The Dyer Super Fund (R Dyer)	Payroll deductions	1	126.92	
DD5528.5	02/11/2020	GuildSuper	Superannuation contributions	1		193.71
INV SUPER	02/11/2020	GuildSuper	Superannuation contributions	1	193.71	
DD5528.6	02/11/2020	Australian Super Pty Ltd	Superannuation contributions	1		441.07
INV SUPER	02/11/2020	Australian Super Pty Ltd	Superannuation contributions	1	441.07	
DD5528.7	02/11/2020	Colonial First State	Payroll deductions	1		1,147.52
INV SUPER	02/11/2020	Colonial First State	Superannuation contributions	1	676.52	
INV DEDUCT02/11/2020		Colonial First State	Payroll deductions	1	471.00	
DD5528.8	02/11/2020	IOOF Employer Super	Superannuation contributions	1		276.17
INV SUPER	02/11/2020	IOOF Employer Super	Superannuation contributions	1	276.17	
DD5528.9	02/11/2020	Australian Superannuation (Formally Westscheme)	Payroll deductions	1		3,518.75
INV SUPER	02/11/2020	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	2,113.74	
INV DEDUCT02/11/2020		Australian Superannuation (Formally Westscheme)	Payroll deductions	1	1,050.00	
INV DEDUCT02/11/2020		Australian Superannuation (Formally Westscheme)	Payroll deductions	1	355.01	
DD5540.1	16/11/2020	WA Local Government Super Plan	Payroll deductions	1		11,542.18
INV SUPER	16/11/2020	WA Local Government Super Plan	Superannuation contributions	1	8,934.55	
INV DEDUCT16/11/2020		WA Local Government Super Plan	Payroll deductions	1	210.00	
INV DEDUCT16/11/2020		WA Local Government Super Plan	Payroll deductions	1	192.25	
INV DEDUCT16/11/2020		WA Local Government Super Plan	Payroll deductions	1	1,093.36	
INV DEDUCT16/11/2020		WA Local Government Super Plan	Payroll deductions	1	334.62	
INV DEDUCT16/11/2020		WA Local Government Super Plan	Payroll deductions	1	68.79	
INV DEDUCT16/11/2020		WA Local Government Super Plan	Payroll deductions	1	308.95	
INV DEDUCT16/11/2020		WA Local Government Super Plan	Payroll deductions	1	73.08	



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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
INV DEDUCT	16/11/2020	WA Local Government Super Plan	Payroll deductions	1	292.31	
INV DEDUCT	16/11/2020	WA Local Government Super Plan	Payroll deductions	1	34.27	
DD5540.2	16/11/2020	ANZ Smart Choice Super	Superannuation contributions	1		250.39
INV SUPER	16/11/2020	ANZ Smart Choice Super	Superannuation contributions	1	250.39	
DD5540.3	16/11/2020	The Trustee for The Dyer Super Fund (R Dyer)	Payroll deductions	1		655.76
INV SUPER	16/11/2020	The Trustee for The Dyer Super Fund (R Dyer)	Superannuation contributions	1	528.84	
INV DEDUCT	16/11/2020	The Trustee for The Dyer Super Fund (R Dyer)	Payroll deductions	1	126.92	
DD5540.4	16/11/2020	GuildSuper	Superannuation contributions	1		193.71
INV SUPER	16/11/2020	GuildSuper	Superannuation contributions	1	193.71	
DD5540.5	16/11/2020	Colonial First State	Payroll deductions	1		1,147.52
INV SUPER	16/11/2020	Colonial First State	Superannuation contributions	1	676.52	
INV DEDUCT	16/11/2020	Colonial First State	Payroll deductions	1	471.00	
DD5540.6	16/11/2020	IOOF Employer Super	Superannuation contributions	1		232.56
INV SUPER	16/11/2020	IOOF Employer Super	Superannuation contributions	1	232.56	
DD5540.7	16/11/2020	Australian Super Pty Ltd	Superannuation contributions	1		182.22
INV SUPER	16/11/2020	Australian Super Pty Ltd	Superannuation contributions	1	182.22	
DD5540.8	16/11/2020	Australian Superannuation (Formally Westscheme)	Payroll deductions	1		3,481.20
INV SUPER	16/11/2020	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	2,080.99	
INV DEDUCT	16/11/2020	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	1,050.00	
INV DEDUCT	16/11/2020	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	350.21	
DD5540.9	16/11/2020	MLC MasterKey Business Super	Superannuation contributions	1		632.90
INV DEDUCT	16/11/2020	MLC MasterKey Business Super	Payroll deductions	1	65.89	

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INV SUPER	16/11/2020	MLC MasterKey Business Super	Superannuation contributions	1	567.01	
DD5558.1	30/11/2020	Department of Transport (Shire Licensing)	DoT PAYMENT BY AUTHORITY - NOVEMBER 2020	1		23,754.50
INV NOV 20230/11/2020		Department of Transport (Shire Licensing)	DoT PAYMENT BY AUTHORITY - NOVEMBER 2020	1	23,754.50	
DD5558.2	30/11/2020	Synergy	PAYMENT BY AUTHORITY - NOVEMBER 2020	1		2,827.37
INV NOV 20230/11/2020		Synergy	PAYMENT BY AUTHORITY - NOVEMBER 2020	1	2,827.37	
DD5558.3	30/11/2020	Water Corporation	PAYMENT BY AUTHORITY - NOVEMBER 2020	1		8,869.25
INV NOV 20230/11/2020		Water Corporation	PAYMENT BY AUTHORITY - NOVEMBER 2020	1	8,869.25	
DD5558.4	16/11/2020	SG Fleet	LEASE RENTALS NOVEMBER 2020	1		13,496.72
INV AUSG00205/11/2020		SG Fleet	LEASE RENTALS NOVEMBER 2020	1	13,496.72	
DD5558.5	02/11/2020	Westnet Pty Ltd	PAYMENT BY AUTHORITY - NOVEMBER 2020	1		224.06
INV NOV 20201/11/2020		Westnet Pty Ltd	PAYMENT BY AUTHORITY - NOVEMBER 2020	1	224.06	
DD5560.1	23/11/2020	BANKWEST Corporate Mastercard	OCTOBER 2020 STATEMENT	1		14,580.10
INV OCT 20223/11/2020		BANKWEST Corporate Mastercard	OCTOBER 2020 STATEMENT	1	14,580.10	
DD5528.10	02/11/2020	MLC MasterKey Business Super	Superannuation contributions	1		604.81
INV DEDUCT02/11/2020		MLC MasterKey Business Super	Payroll deductions	1	60.42	
INV SUPER	02/11/2020	MLC MasterKey Business Super	Superannuation contributions	1	544.39	
DD5528.11	02/11/2020	MLC Superannuation	Superannuation contributions	1		55.24
INV SUPER	02/11/2020	MLC Superannuation	Superannuation contributions	1	55.24	
DD5528.12	02/11/2020	BT Super for Life	Superannuation contributions	1		803.46
INV SUPER	02/11/2020	BT Super for Life	Superannuation contributions	1	803.46	
DD5528.13	02/11/2020	Care Super Pty Ltd	Superannuation contributions	1		174.94

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INV SUPER	02/11/2020	Care Super Pty Ltd	Superannuation contributions	1	174.94	
DD5528.14	02/11/2020	Hesta Superannuation	Superannuation contributions	1		130.58
INV SUPER	02/11/2020	Hesta Superannuation	Superannuation contributions	1	130.58	
DD5528.15	02/11/2020	BT Super	Superannuation contributions	1		628.25
INV SUPER	02/11/2020	BT Super	Superannuation contributions	1	628.25	
DD5528.16	02/11/2020	Rest Superannuation	Superannuation contributions	1		509.33
INV SUPER	02/11/2020	Rest Superannuation	Superannuation contributions	1	509.33	
DD5540.10	16/11/2020	BUSSQ	Superannuation contributions	1		453.49
INV DEDUCT	16/11/2020	BUSSQ	Payroll deductions	1	116.28	
INV SUPER	16/11/2020	BUSSQ	Superannuation contributions	1	337.21	
DD5540.11	16/11/2020	MLC Superannuation	Superannuation contributions	1		55.24
INV SUPER	16/11/2020	MLC Superannuation	Superannuation contributions	1	55.24	
DD5540.12	16/11/2020	BT Super for Life	Superannuation contributions	1		801.96
INV SUPER	16/11/2020	BT Super for Life	Superannuation contributions	1	801.96	
DD5540.13	16/11/2020	Care Super Pty Ltd	Superannuation contributions	1		174.95
INV SUPER	16/11/2020	Care Super Pty Ltd	Superannuation contributions	1	174.95	
DD5540.14	16/11/2020	BT Super	Superannuation contributions	1		645.88
INV SUPER	16/11/2020	BT Super	Superannuation contributions	1	645.88	
DD5540.15	16/11/2020	Rest Superannuation	Superannuation contributions	1		518.31
INV SUPER	16/11/2020	Rest Superannuation	Superannuation contributions	1	518.31	

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**REPORT TOTALS**

<b>Bank Code</b>	<b>Bank Name</b>	<b>TOTAL</b>
1	Municipal Bank Account	<b>518,497.26</b>
<b>TOTAL</b>		<b>518,497.26</b>

# ATTACHMENT

## SCHEDULE OF SUBMISSIONS – LOCAL PLANNING SCHEME NO. 6

### AMENDMENT No. 3

No	Submitter's Details	Description of Affected Property	Submission Comments	Planning Services Comments
1	Tourism Western Australia GPO Box X2261 PERTH WA 6847	N/A	No comments	Note
2	Water Corporation PO Box 100 LEEDERVILLE WA 6902	N/A	No concerns	Note
3	Main Roads Western Australia PO Box 503 ALBANY WA 6331	N/A	<ul style="list-style-type: none"> <li>• Linear development along state roads is to be avoided.</li> <li>• Consolidation of access points from state roads is to be planned for.</li> <li>• Heavy vehicle access must be considered when zoning/developing areas which require it.</li> <li>• Traffic impact on intersections with state roads is to be considered and planned for.</li> </ul>	Note
4	Department of Water and Environmental Regulation PO Box 525 ALBANY WA 6330	N/A	<ol style="list-style-type: none"> <li>1. Supports amendment to clause 2.2.3 to permit the creation of local reserves for the protection and management of waterways and drains.</li> <li>2. Supports clause 4.15.8 to be modified to include the provision to protect Proteaceae dominated Kwongkan Shrubland threatened ecological community vegetation on rural residential and rural smallholding land</li> <li>3. DWER is very supportive of this proposal to</li> </ol>	<ol style="list-style-type: none"> <li>1. Note</li> <li>2. Note</li> <li>3. Note</li> </ol>

			<p>introduce additional measures to protect the public drinking water supply for Ravensthorpe and Hopetoun and provide consistency between the LPS and DWER drinking water source protection policy and guidelines</p> <p>4. Proposal to reclassify Reserve 49159 - Given the proximity to the Jerdacuttup River it may be better to classify this reserve as environmental conservation, the same classification as the river.</p> <p>5. Proposal to reclassify Reserve 49159 - Given the proximity to the Jerdacuttup River it may be better to classify this reserve as environmental conservation or waterway and drainage</p> <p>6. DWER advises the Shire of Ravensthorpe that the Ravensthorpe Water Reserve boundary was amended during a review of the Ravensthorpe Water Reserve drinking water source protection plan in 2018. The bitumen catchment area is now included in the water reserve and given a Priority 1 status. This catchment area is contained within a crown reserve managed by the Water Corporation, so it has a high level of protection. DWER recommends that the Shire update the mapping for SCA1 to include the bitumen catchment area.</p>	<p>4. Uphold Reclassifying Reserve 49159 from 'Rural Residential' to 'Environmental Conservation'.</p> <p>5. Uphold Reclassify Reserve 19492 from 'Rural Residential' to 'Environmental Conservation'.</p> <p>6. Uphold Amend a portion of Reserve 30340 to the north of Desmond Road as shown in the Ravensthorpe Water Reserve Drinking Water Source Protection Plan (2018) and insert as Priority 1 in SCA1 on the Scheme Map.</p>
5	Department of Education 151 Royal Street EAST PERTH WA 6004	Reserve 35585	<p>1. No Objection</p> <p>2. The Department notes that the Hopetoun Primary School site (Reserve 35585) is incorrectly reserved for 'Public Purposes' and 'Public Open Space'. The Department</p>	<p>1. Note</p> <p>2. Uphold Reclassify Reserve 35585 from 'Public Purposes' and 'Public Open Space' to 'Education'.</p>

			requests, The Department request that the entirety of Reserve 35585 be shown as 'Education' on the Scheme Maps.	
6	Department of Primary Industries and Regional Development PO Box 432 MERREDIN WA 6415	N/A	No objection	Note
7	Department of Mines, Industry Regulation and Safety Mineral House 100 Plain Street EAST PERTH WA 6004	N/A	No objection	Note
8	Department of Biodiversity, Conservation and Attractions - Parks and Wildlife Service 120 Albany Highway ALBANY WA 6330	N/A	No comments	Note





Department of Biodiversity,  
Conservation and Attractions



*We're working for  
Western Australia.*

Your ref: LPS AMD3  
Our ref: PRS46029 2016/004775 27.2.7  
Enquiries: Deon Utber  
Phone: (08) 9842 4500  
Email: Deon.Utber@dbca.wa.gov.au

Richard Hindley  
Manager Planning and Land Projects  
Shire of Ravensthorpe  
PO Box 43  
RAVENSTHORPE WA 6346  
Via email to: Richard.Hindley@esperance.wa.gov.au

Dear Richard

### **LOCAL PLANNING SCHEME NO. 6 AMENDMENT 3**

The Department of Biodiversity, Conservation and Attractions South Coast Region has no comments on this proposal.

It is considered that the proposal and any potential environmental impacts will be appropriately addressed through the existing planning framework.

Yours sincerely

Deon Utber  
On behalf of Greg Mair  
REGIONAL MANAGER

6 November 2020



Chief Executive Officer  
Shire of Ravensthorpe  
Email sent: [planner@ravensthorpe.wa.gov.au](mailto:planner@ravensthorpe.wa.gov.au)  
Ravensthorpe, WA, 6346

**Attention:** Richard Hindley

Dear Chief Executive Officer

**SHIRE OF RAVENSTHORPE - LOCAL PLANNING SCHEME 6 AMENDMENT NO. 3  
– AVAILABLE FOR INSPECTION**

Thank you for your letter dated 28 August 2020, inviting comment on the above Amendment No. 3 to Local Planning Scheme 6.

The Department of Mines, Industry Regulation and Safety (DMIRS) has determined this proposal raises no significant access concerns with respect to mineral and petroleum resources, geothermal energy, and basic raw materials.

DMIRS lodges no objections to Amendment No. 3 to Local Planning Scheme 6.

Yours sincerely

*Samantha Carter*

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Samantha Carter  
Acting General Manager Land Use Planning  
Minerals and Petroleum Resources Directorate  
29 October 2020

## Richard Hindley

---

**From:** Greg Doncon <greg.doncon@dpird.wa.gov.au>  
**Sent:** Monday, 16 November 2020 4:06 PM  
**To:** Richard Hindley  
**Cc:** shire@ravensthorpe.wa.gov.au  
**Subject:** DPIRDs submission to proposed amendments to Local Planning Scheme No 6



**Department of  
Primary Industries and  
Regional Development**

Your reference:  
Our reference: LUP 926  
Enquiries: Greg Doncon

Mr Richard Hindley  
Manager Planning and Land Projects  
PO Box 43  
Ravensthorpe WA 6346

[richard.hindley@esperance.wa.gov.au](mailto:richard.hindley@esperance.wa.gov.au)

16 November 2020

Dear Richard

### **LOCAL PLANNING SCHEME NO. 6 AMENDMENT 3 AVAILABLE FOR INSPECTION**

Thank you for inviting the Department of Primary Industries and Regional Development (DPIRD) to comment on the above proposed amendments to the Shire of Ravensthorpe Local Planning Scheme No 6.

DPIRD has reviewed the proposed changes and does not object to the amendments.

For more information, please contact me on (08) 9081 3117 or [Greg.Doncon@dpird.wa.gov.au](mailto:Greg.Doncon@dpird.wa.gov.au).

Yours sincerely

**Greg Doncon** | Research Officer  
Land & Water Assessment  
Fisheries & Agriculture Resource Management  
Department of Primary Industries and Regional Development  
Great Eastern Highway | Merredin WA 6415  
PO Box 432 Merredin WA 6415  
t +61 (0)8 9081 3117 | m 0427 983 055 | w [dpird.wa.gov.au](http://dpird.wa.gov.au)





DPIRD acknowledges the Traditional Owners of Country, the Aboriginal people of the many lands that we work on and their language groups throughout Western Australia and recognise their continuing connection to the land and waters.

We respect their continuing culture and the contribution they make to the life of our regions and we pay our respects to their Elders past, present and emerging.

*Artwork: "Kangaroos going to the Waterhole" by Willarra Barker.*

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## Richard Hindley

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**From:** Karen McKeough <karen.mckeough@dwer.wa.gov.au>  
**Sent:** Friday, 6 November 2020 1:04 PM  
**To:** Richard Hindley  
**Subject:** Shire of Ravensthorpe Local planning scheme No.6 Amendment 3

Our ref: PA 36822 / DWERDT332502 / RF9857

Dear Richard,

Thank you for referring the above application to the Department of Water and Environmental Regulation (DWER). DWER provides the following comments.

Proposed amendment	DWER comment
Amendment to clause 2.2.3 to permit the creation of local reserves for the protection and management of waterways and drains.	Support
Clause 4.15.8 to be modified to include the provision to protect Proteaceae dominated kwongan shrubland threatened ecological community vegetation on rural residential and rural smallholding land	Support
Amendment to SCA1	DWER is very supportive of this proposal to introduce additional measures to protect the public drinking water supply for Ravensthorpe and Hopetoun and provide consistency between the LPS and DWER drinking water source protection policy and guidelines
Reclassifying Reserve 49159 from 'Rural Residential' to 'Public Open Space' as depicted on the Scheme Amendment Map.	Given the proximity to the Jerdacuttup River it may be better to classify this reserve as environmental conservation, the same classification as the river?
Reclassifying Reserve 19492 from 'Rural' to 'Public Open Space' as depicted on the Scheme Amendment Map.	Given the proximity to the Jerdacuttup River it may be better to classify this reserve as environmental conservation or waterway and drainage?

DWER advises the Shire of Ravensthorpe that the Ravensthorpe Water Reserve boundary was amended during a review of the Ravensthorpe Water Reserve drinking water source protection plan in 2018. Please see link to the plan here [https://www.water.wa.gov.au/\\_data/assets/pdf\\_file/0006/9627/114680.pdf](https://www.water.wa.gov.au/_data/assets/pdf_file/0006/9627/114680.pdf)

The bitumen catchment area is now included in the water reserve and given a Priority 1 status. This catchment area is contained within a crown reserve managed by the Water Corporation, so it has a high level of protection. DWER recommends that the Shire update the mapping for SCA1 to include the bitumen catchment area. DWER can provide the shapefiles upon request.

Please contact me if you require any further information.

Karen McKeough  
Program Manager – Planning Advice  
South Coast Region  
Department of Water and Environmental Regulation  
5 Bevan Street, ALBANY WA 6330  
PO Box 525, ALBANY WA 6330  
T: (08) 9841 0128 | VOIP - 1528  
E: [karen.mckeough@dwer.wa.gov.au](mailto:karen.mckeough@dwer.wa.gov.au) | [www.dwer.wa.gov.au](http://www.dwer.wa.gov.au)



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Your ref : Amendment No. 3  
Our ref : D20/0569040  
Enquiries : Matthew Cosson  
(08) 9264 4008

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

Attention: Richard Hindley  
Manager Planning and Land Projects

Dear Sir / Madam

**Shire of Ravensthorpe Local Planning Scheme No. 6 Amendment No. 3**

Thank you for your letter dated 28 August 2020 providing the Department of Education (Department) with the opportunity to comment on Amendment No. 3 to the Shire of Ravensthorpe (Shire) Local Planning Scheme No. 6 (LPS6). The Department has reviewed the relevant information in support of the proposed modifications to LPS and has no objections.

Notwithstanding this, the Department notes that the Hopeton Primary School site (Reserve 35585) is incorrectly reserved for 'Public Purposes' and 'Public Open Space'. The Department requests that this omnibus amendment rectifies the inconsistency and includes a modification so that all of Reserve 35585 is shown as 'Education' on the scheme maps.

Should you have any questions in relation to the above, please do not hesitate to contact Mr Matthew Cosson, Senior Consultant – Land Planning on (08) 9264 4008 or by email at [matthew.cosson@education.wa.edu.au](mailto:matthew.cosson@education.wa.edu.au).

Yours sincerely

Matt Turnbull  
**Manager Land and Property**  
**Asset Planning and Services**

11 November 2020

## Richard Hindley

---

**From:** WEB Great Southern Region <gsreg@mainroads.wa.gov.au>  
**Sent:** Wednesday, 30 September 2020 11:16 AM  
**To:** Richard Hindley  
**Subject:** Shire of Ravensthorpe - Local Planning Scheme No 6 Amendment 3

Hi Richard

Main Roads has no specific requirements in relation to the above scheme amendment we do make the following comments:

- Linear development along state roads is to be avoided.
- Consolidation of access points from state roads is to be planned for.
- Heavy vehicle access must be considered when zoning / developing areas which require it.
- Traffic impact on intersections with state roads is to be considered and planned for.

Regards

**Chris Grant**

Network Operations Manager  
Great Southern Region  
Metropolitan and Southern Regions  
p: 08 9892 0555  
w: [www.mainroads.wa.gov.au](http://www.mainroads.wa.gov.au)



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**From:** [Ross MacCulloch](#)  
**To:** [Richard Hindley](#)  
**Subject:** Local Planning Scheme No.6 Amendment 3  
**Date:** Thursday, 3 September 2020 3:34:49 PM

---

Hi Richard, Tourism Western Australia (Tourism WA) would like to thank you for letting us know of the above amendment. Tourism WA has no comments or questions regarding this amendment. Thank you and very best regards Ross

**Ross MacCulloch**  
Planning Manager



Level 10, 1 William Street PERTH WA 6000

GPO Box X2261 PERTH WA 6847

Tel: +61 8 9262 1833 Mob: 0438 916 951

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Your Ref: LPS No.6 Amendment No.3  
Our Ref: 103875737 - TPS371290  
Enquiries: Ross Crockett  
Direct Tel: 9420 2013

5<sup>th</sup> November 2020

**Shire of Ravensthorpe  
P.O. BOX 43  
RAVENSTHORPE W.A. 6346**

Attention of: **Richard Hindley**

**Re: Land Planning Scheme No.6 Amendment No.3**

Thank you for your letter dated 28<sup>th</sup> August 2020. The Water Corporation offers the following comments regarding this Amendment.

The Water Corporation has inspected this Amendment and notes the following;

**Amendment 2.67:** Has a Water Corporation Wastewater Pump Station located within Reserve 44732 protected by an Easement.

**Amendment 2.73:** Has a Water Corporation DN100mm Water Main located within the Reserve 35584 protected by an Easement.

However, the proposed changes to the scheme proposed by this Amendment do not appear to affect the protection of these Water Corporation assets.

Should you have any queries or require further clarification on any of the above issues, please do not hesitate to contact the Enquiries Officer.

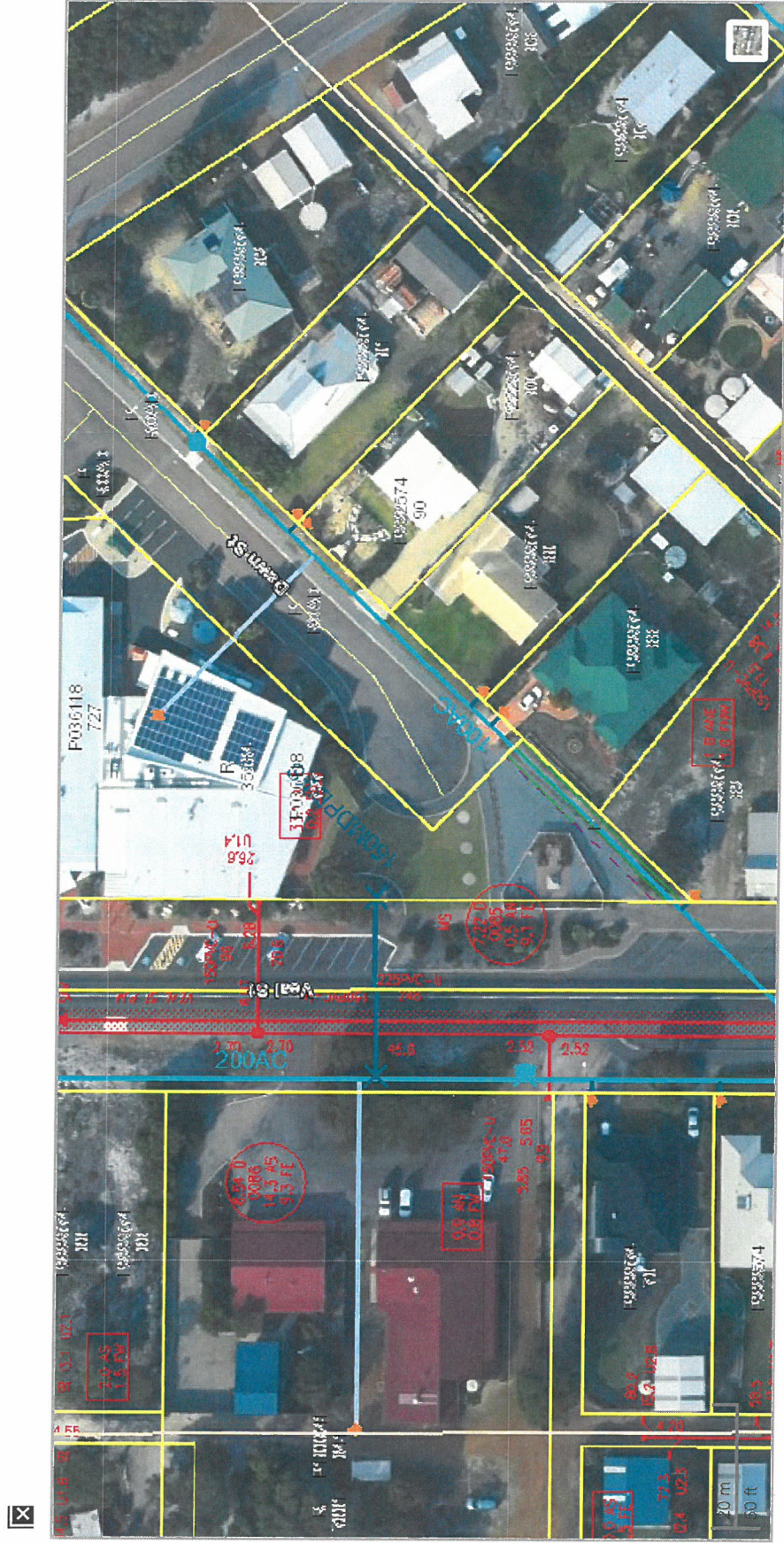
Ross Crockett  
Development Planner  
Development Services

SHIRE OF RAVENSTHORPE RECEIVED	
File No.	LPL PL 22
Doc ID	103875737
11 NOV 2020	
CEO / EA	
DCCS	
SFO / Rates	
Records	
FO / Creditors	
Payroll / Debtors	
MCS	
DTS	✓
CEO / AFO	
WS / CESO	
Senior Ranger	
Airport	✓
CDS	
Plan / Build / Health	
Community / Tourism	
CSO-R / CSO-H	
Other	



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# ATTACHMENT

**SHIRE OF RAVENSTHORPE**  
**POLICY MANUAL 2020 / 2021**



**2020**

**LOCAL PLANNING  
POLICIES**



# SHIRE OF RAVENSTHORPE

## POLICY MANUAL 2020 / 2021



### Document Control

Control Version	Date	Officer	Comment
A	14/04/14	CTP	First Draft for Comment.
B	04/06/14	CTP	Modified version for Council consideration.
C	27/06/14	CTP	Adopted by Council for final approval 26/6/14.
D	14/07/15	CTP	Advertising Signs policy revised and adopted for final approval by Council June 2015.
E	24/11/16	CTP	Sea container policy revised and gained final approval at Council Nov 2016.
F	24 /11/16	CTP	Draft “Developing in Bushfire Prone Areas” adopted for advertising.
G	3/5/17	CTP	Final adoption of LPP15 “Developing in Bushfire Prone Areas”.
H	21/9/17	RMH	Final adoption of: <ul style="list-style-type: none"> <li>• Sportsfields Advertising Signs</li> <li>• Second-hand Dwellings</li> <li>• Extractive Industry</li> <li>• Public Open Space – 3-5 Lot Subdivision</li> <li>• Alfresco Dining &amp; Trading in Public Places</li> <li>• Farm Forestry</li> <li>• Holiday Homes</li> </ul>
I	16/1/17	RMH	Final Adoption of: <ul style="list-style-type: none"> <li>• Advertising Signs</li> <li>• Outbuildings</li> <li>• Housing</li> <li>• Shipping Containers</li> <li>• Industrial Design Guidelines</li> </ul>
J	20/12/18	RMH	Refer to item 10.2.1
K	15/09/20	MR	Shire of Ravensthorpe Policy Manual Review – Refer to item 15.1 – 15/09/20 Ordinary Council Meeting.
L	14/12/20	MR	Adoption after Local Public Notice – <ul style="list-style-type: none"> <li>• LPP3 Outbuildings;</li> <li>• LPP10 Holiday Houses; and</li> </ul>



# SHIRE OF RAVENSTHORPE

## POLICY MANUAL 2020 / 2021



			<ul style="list-style-type: none"><li>• LPP11 Development in Bushfire Prone Areas.</li></ul>
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### Introduction

Clause 4 of the Deemed Provisions (set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2) gives the local government the ability to “prepare a Local Planning Policy in respect of any matter related to the planning and development of the Scheme area so as to apply –

- Generally or for a particular class or classes of matters; and
- Throughout the Scheme Area or in one or more parts of the Scheme area.”

A Local Planning Policy does not bind Council or the Shire of Ravensthorpe in its decision making. However, the Shire of Ravensthorpe shall have due regard to the provisions of an applicable policy and the objectives which the policy is designed to achieve before making its determination on a planning matter.

The policies included in this Local Planning Policy Manual shall be read in conjunction with the requirements of the Shire of Ravensthorpe Local Planning Scheme No.6 and the Shire of Ravensthorpe Local Planning Strategy.

### Objective

This Local Planning Policy Manual has been prepared to guide applicants and staff in preparing and assessing subdivision and development proposals. It aims to consistently apply the objectives of the Shire of Ravensthorpe Local Planning Scheme No.6 in the assessment of all development proposals.

### Approval Requirements

Unless stated otherwise within this Policy Manual, all matters are subject to the exercise of discretion by Council in granting Development Approval. In considering an Application for Development Approval for each of the policy areas, Council shall have due regard to the specific Scheme clauses, clause 67 of the Deemed Provisions (set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2) and the objectives and requirements of the relevant policy.

### Variations

Any variations to a policy will require the applicant to demonstrate exceptional circumstances as to why the policy should be relaxed with the proposal being presented to an Ordinary Meeting of Council for determination. Assessment of the application will require consultation with adjoining and affected landowners.

Council will have regards to any matters set out in Clause 67 of the Deemed Provisions (set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule

# SHIRE OF RAVENSTHORPE

## POLICY MANUAL 2020 / 2021



2) and the objective of the specific policy when a proposal seeks to vary the provisions of the Local Planning Policy Manual.

# SHIRE OF RAVENSTHORPE

## POLICY MANUAL 2020 / 2021



### Definitions and Interpretations

The below list outlines the definitions and interpretations used within this Policy Manual. Where a definition or interpretation is not listed, refer to the Shire of Ravensthorpe Local Planning Scheme No.6, Residential Design Codes of WA or the *Planning and Development Act 2005*.

#### “Outbuilding” –

- Mean an enclosed non habitable structure that is detached from any dwelling (as defined under the Residential Design Codes); or
- Any Class 10A building under the Building Code of Australia (1996) Volume 2, which is not substantially connected to a dwelling.
- An open sided carport is not considered to be an outbuilding.

#### “Height” –

is to be measured vertically from the natural ground level, as per the measuring criteria stipulated in the Residential Design Codes.

#### “Main building line” –

means the distance from the front boundary of the property to existing buildings on the property, measured at a 90 degree angle from the closest point of the front boundary.

#### “Reflective materials” –

means any material with the potential to cause glare , reflection or mirroring and shall include factory applied finishes such as zincalume & light colourbond colours such as white/off-white.

#### ‘Rural Uses’ –

means those land uses listed in the last section of the Local Planning Scheme No.6 Zoning Table & Use Classes and includes (but is not limited to) the use classes Agriculture Intensive, Animal Establishment, Rural Pursuit, Wayside Stall and Winery.

#### “Second Hand dwelling” –

means a building which has been used as a residential dwelling at any place other than on the lot upon which it is to be erected.

#### “Transportable Building” –

means a prefabricated building that has been designed to be moved between sites, either being of a permanent or temporary nature.

#### “Visually Permeable”

in reference to a wall, gate, door or fence that the vertical surface has:

- Continuous vertical or horizontal gaps of 50mm or greater width occupying not less than one third of the total surface area;
- continuous vertical or horizontal gaps less than 50mm in width, occupying at least one half of the total surface area in aggregate; or
- A surface offering equal or lesser obstruction to view;  
**As viewed directly from the street.**

### Advertising and Sign Interpretations

Definitions for Advertising and Signs are listed separately at Local Planning Policy 2.

### Farm Forestry Interpretations

Definitions for Farm Forestry policy are listed separately at Local Planning Policy 9.

# SHIRE OF RAVENSTHORPE

## POLICY MANUAL 2020 / 2021



## LOCAL PLANNING SCHEME NO.6 LOCAL PLANNING POLICY MANUAL

### LPP3 Outbuildings

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#### Policy Objective

The objectives of the policy are as follows:

- a) To provide clear guidelines for the development of outbuildings in the Residential, Rural Townsite, Mixed Use, Rural Residential, Rural Smallholdings and Rural zones; and
- b) To achieve a balance between providing for the various legitimate needs for outbuildings, and minimizing any adverse impacts outbuildings have on the neighbours, the streetscape, the amenity of the neighbourhood or locality and of the Shire as a whole.

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#### Policy

##### Background

Outbuildings are Class 10a buildings under the Building Code of Australia (1996) which are not substantially connected to a dwelling. Residents of the Shire of Ravensthorpe have different needs to those in metropolitan Perth, therefore this Policy recognises the need to vary the usual Residential Design Code recommendations by increasing outbuilding space (areas and heights) for garaging of vehicles, storage of boats, caravans and other items, domestic workshops, games rooms, studios, stables, etc. As a general rule people expect to be able to have larger outbuildings on larger lots. It is important to note that outbuildings are 'ancillary' buildings and therefore must be constructed in conjunction with another permitted land use such as a house or a rural use such as a 'rural pursuit', animal establishment or intensive agriculture.

The Shire is also aware that in some instances outbuildings may result in problems including:

- Use of outbuildings for unapproved commercial or industrial purposes, which may result in adverse noise, traffic, and visual impacts for neighbours and the locality. With the exception of those used for commercial farming purposes on rural lots, or approved home businesses, outbuildings may only be used for domestic purposes.
- Illegal use of outbuildings as residences, which often incorporate inadequate health and building standards for human habitation.
- Unlike most dwellings, outbuildings are usually very bland metal clad structures devoid of architectural features such as windows, verandas, etc. Construction of large and/or high sheds may have adverse impacts on visual character of streets and neighbourhoods, neighbours and scenic rural or coastal landscapes.
- When outbuildings incorporate reflective materials such as zincalume and are sited in visually prominent locations there is greater potential for adverse impacts on the landscape, and in some instances reflection can cause a serious nuisance for surrounding/nearby residents. The Town Planning Scheme specifically has regard to all

# SHIRE OF RAVENSTHORPE

## POLICY MANUAL 2020 / 2021



development “using ‘materials and colours on the exterior surfaces of all buildings with the objective of buildings blending with the surrounding landscape and environment.”

As in many rural local governments there is often a desire to occupy a shed whilst building a house, particularly in the rural residential zones. This is not permitted by the Building Codes of Australia as an outbuilding is ‘non-habitable’ by definition. However, the Caravan and Camping Regulations 1997 allow for someone to camp on their property with the approval of the local government for up to 3 months and up to 12 months with approval from the Minister for Local Government.

Camping in this fashion should be in a caravan and is only likely to be supported in the Rural zone.

### **Local Planning Policy No.3 - Requirements**

#### **Exemptions from Development Approval**

In addition to the works and development specified in Schedule 2, cl. 61 of Planning and Development (Local Planning Schemes) Regulations 2015 development approval of the local government is not required for the following works:

- a. Where a proposed outbuilding complies with the requirements specified in sections 2, and Table 1 of this policy, Development Approval is not required.
- b. Pre-fabricated garden sheds and animal enclosures (such as kennels and aviaries) less than 9m<sup>2</sup> in aggregate area and less than 2.4 metres in height are exempt from the requirements of this policy.

#### **General Requirements**

- a. Outbuildings are required to comply with the requirements of the Residential Design Codes of WA or as varied by the criteria set out in Table 1 below.
- b. Outbuildings proposed for vacant Residential, Rural Townsite, Rural Small Holdings, Rural Residential and Rural zoned land require Council approval and will generally not be supported unless:
  - i) A Building Permit has been issued for a Single House;
  - ii) The outbuilding is associated with an approved ‘Rural Use’;
- c. Council will not permit residential habitation of a building approved as an outbuilding or shed on any land in the Shire of Ravensthorpe.
- d. In the Residential, Mixed Use and Rural Residential zones, the use of non-reflective materials is required.
- e. Ablutions are only permitted in an outbuilding where a house exists or has been substantially commenced on the same site.
- f. Use of outbuildings for commercial or industrial purposes is not permitted. Use of an outbuilding for a home occupation or cottage industry is to be in accordance with Council’s Home Occupation, Home Business and Cottage Industry requirements.

# SHIRE OF RAVENSTHORPE

## POLICY MANUAL 2020 / 2021



**Table 1 – Outbuilding Requirements**

<b>Zoning</b>	<b>Maximum Wall Height</b>	<b>Maximum Ridge Height</b>	<b>Maximum floor area (aggregate)</b>	<b>Special Requirements</b>
<b>Residential</b>	3.0metres  2.4m (where wall is < 1.0m from boundary)	4.5metres  3.9m (where wall is < 1.0m from boundary)	10% of site area or 100sqm, whichever is less.	Setbacks are to be in accordance with the Residential Design Codes of WA.  Any setback variation will be assessed on its individual merit and Council will consult with adjacent landowners.  Floor area is not to reduce the amount of open space required by Table 1 of the R-Codes.  Council will not support the construction of outbuilding/s in front of the main building line.
<b>Rural Town site and Mixed Use</b>	3.0metres  2.4m (where wall is < 1.0m from boundary)	4.5metres  3.9m (where wall is < 1.0m from boundary)	10% of site area or 100sqm, whichever is less.	As per Residential requirements where the Rural Town site or Mixed Use zoned property is used for residential purposes and constructed with an approved Single Dwelling or Grouped Dwelling.
<b>Rural</b>	N/A	N/A	N/A	Outbuildings are required to be setback in accordance with the following: i) Front— 20metres ii) Side/Rear – 10metres  Development approval is not required for outbuildings on Rural zoned land unless:  i) The proposed outbuilding does not comply with the setback requirements listed above; and/or  ii) The lot does not have frontage to a constructed public road; and/or  iii) The lot, area or closely associated building/s are listed on the Municipal Inventory or State Register of Heritage Places.

# SHIRE OF RAVENSTHORPE

## POLICY MANUAL 2020 / 2021



<b>Rural Residential and Rural Smallholdings</b>				
<b>Zoning</b>	<b>Maximum Wall Height</b>	<b>Maximum Ridge Height</b>	<b>Maximum floor area (aggregate)</b>	<b>Special Requirements</b>
< 2ha	4.5 metres	5.5 metres	200 sqm	Outbuildings proposed in the Rural Residential zone is to be in accordance with the requirements set out in Clause 4.15 and Schedule 2 of the Scheme.
2ha – 5ha	4.5 metres	6 metres	250 sqm	
< 5ha	4.5 metres	6 metres	250 sqm	
				Outbuildings proposed in the Rural Smallholdings zone is to be in accordance with the requirements set out in Clause 4.16 and Schedule 2 of the Scheme.

### **Variations to the Policy**

Any variations to the policy will require the applicant to demonstrate exceptional circumstances as to why the policy should be relaxed with the proposal being presented to an Ordinary Meeting of Council for determination. Assessment of the application will require consultation with adjoining and affected landowners.

Council will have regard for matters such as;

1. The visibility of the proposed outbuilding(s) as viewed from a street, public space or neighbouring property;
2. The need for removal of any native vegetation or major trees;
3. Comments from affected neighbours/landowners;
4. Preservation of useable on site open space areas;
5. The ability for the outbuilding(s) to be screened by existing or proposed landscaping;
6. Whether support for the application will set an undesirable precedent for similar sized surrounding lots;
7. The impact of the development on streetscape and the character of the area;
9. The objectives of the zone;
10. All relevant general matters as set out in Clause 67 of the Deemed Provisions (set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2); and
11. Any other matter considered relevant by the Council.

# SHIRE OF RAVENSTHORPE

## POLICY MANUAL 2020 / 2021



<b>Document Control Box</b>							
<b>Custodian:</b>	Chief Executive Officer						
<b>Decision Maker:</b>	Council						
<b>Compliance Requirements:</b>							
<b>Legislation:</b>	Class 10a buildings under the Building Code of Australia (1996) Caravan and Camping Regulations 1997						
<b>Industry:</b>	Residential Design Codes of WA Building Code of Australia (1996)						
<b>Organisational:</b>	Shire of Ravensthorpe Local Planning Scheme No.6 Shire of Ravensthorpe Local Planning Strategy						
<b>Document Management:</b>							
<b>Risk Rating:</b>	Medium	<b>Review Frequency:</b>	Biennial	<b>Next Due:</b>	2022	<b>Ref:</b>	
<b>Version #</b>	<b>Decision Reference:</b>		<b>Description</b>				
1.	OCM 20/12/18 – Item 10.2.1		Major Revision to Planning Scheme Policies				
2.	OCM 15/09/20 – Item 15.1		Policy Amended – Removal of \$5,000 Bond for outbuildings and Minor Changes to Table 1.				



# SHIRE OF RAVENSTHORPE

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### LPP10 Holiday Houses

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#### Policy Objective

The objectives of this Policy are:

- To establish clear guidelines for the short stay use of holiday houses for tourism accommodation.
- To ensure that the predominant residential nature and character of neighbourhoods is retained.
- To minimise negative impacts of holiday homes on the amenity of adjoining residents.
- To encourage the provision of good quality, well managed holiday houses.

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#### Policy

##### Background

Holiday houses are private residential dwellings that are leased out for short term accommodation for a period not exceeding three (3) months. Holiday homes are a small but growing aspect of the tourism industry in the Shire of Ravensthorpe and have long been an important part of local and Western Australian lifestyle and culture.

The informal development of this section of the tourist accommodation market has meant that holiday homes have so far operated with minimal regulation, resulting in an uncertain legal & insurance environment, issues of inequity with other service providers and increased potential for land use conflict. Community concerns about holiday homes often relate to the behaviour of tenants, rather than being associated with the use per se. In addition there has been concern that some holiday homes are not maintained to a satisfactory standard, which in turn reflects negatively on the Shire's tourism industry.

The Western Australian Planning Commission (WAPC) has prepared Planning Bulletin 99 - 'Holiday Homes Guidelines' that sets out the WAPC's position in relation to the planning and regulation of holiday homes in Western Australia. The bulletin provides guidance to local governments when dealing with issues associated with holiday homes in the local government planning framework. This policy is consistent with the recommendations of this Bulletin.

The Shire of Ravensthorpe Local Planning Scheme No.6 (the Scheme) lists 'holiday home' as an 'A' use in the 'Residential', 'Rural Townsite', 'Mixed Use', 'Rural' and 'Rural Residential' zones.

##### Definitions

**'holiday house'** means a single dwelling on one lot used to provide short term accommodation but does not include a bed and breakfast;

**'short term accommodation'** means temporary accommodation provided either continuously or from time to time with no guest accommodated for periods totalling more than 3 months in any 12 month period.

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**'Holiday home'** means a single house, which might also be used for short stay accommodation for no more than twelve people (but does not include a bed and breakfast, guesthouse, chalet and short stay accommodation unit).

**'Short stay'** means that no person is to stay for more than three months in any 12 month period.

**'Property Manager'** means a person or company responsible for the day to day administration of the holiday home and may be the landowner.

### **Local Planning Policy No.1 - Requirements**

#### **Exemptions from Development Approval**

This policy does not apply to houses used by absentee landowners for their own holidays but only to houses rented out for commercial gain.

#### **General Requirements**

- a. Holiday homes are generally considered an acceptable land use where permitted in Clause 3.2 of the Scheme, subject to appropriate management measures being put in place.
- b. Where development is proposed to be located within a bushfire prone area a Bushfire Attack Level Assessment must be prepared and lodged with a development application unless the development is subject to the BAL Contour Plan over Ravensthorpe and Hopetoun Townsites and a template for lodging Bushfire Management Plans as referenced in LPP11-Development in Bushfire Prone Areas.
- c. Where a Bushfire Attack Level Assessment of BAL-40 and BAL-Flame Zone applies and the rating cannot be reduced it is considered inappropriate for a Holiday Home land use and an application for development approval will be refused.
- d. The holiday home may only be rented for a maximum period of three (3) months to any one person in any twelve (12) month period.
- e. Car parking bays are to be provided on-site at a rate of one bay per two adults accommodated.
- f. The applicant is to provide a copy of the approved Property Management Plan to adjoining landowners/occupiers as identified by the Shire.
- g. On-site holiday home signage is not permitted with the exception of a 0.2m<sup>2</sup> nameplate (i.e. identifies the name of holiday home if relevant).
- h. Business Directional Signs are not permitted for holiday homes.
- i. The use of grouped or multiple dwellings will generally not be supported for holiday home accommodation given the potential impacts on adjoining residents, unless all owners/strata owners or the body corporate are in agreement.

#### **Special Application Requirements**

- a. A Property Management Plan is required to be submitted and approved by the Shire. Matters that need to be addressed in the Property Management Plan include:

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- (i) Details of the appointed property manager;
- (ii) Details of the maximum number of adults to be accommodated at any one time.
- (iii) Details of how bookings are to be made;
- (iv) Duties of the property manager;
- (v) In relation to the appointment of a Property Manager, the following is applicable:
  - is a person/company that will have day-to-day management of the holiday home; and
  - will specifically respond to complaints pertaining to guest behaviour made before 1am within a two hour timeframe; and
  - in relation to any other complaints will respond, within a reasonable timeframe but in any event within 24 hours.
- (vi) Fire and emergency plan arrangements (i.e. location of smoke alarms, fire blankets, exit lighting, fire extinguishers, external taps/garden hoses, a fire evacuation route leading to the nearest main road and emergency information details); and
- (vii) A Code of Conduct for guests.

### **Renewal & Approval Period**

- a. All initial development approvals for holiday homes shall be granted for a one year period unless the local government determines otherwise.
- b. In determining an application for renewal, the Shire will consider the nature of any comments made regarding the operation of the activity and any other information available relating to the adverse impact of the activity on the amenity of neighbours and surrounding area.
- c. Where complaints have been made, issues relating to impact on amenity have been verified or other non-compliance with the planning development approval has occurred, approval of the renewal application is unlikely to be granted.
- d. Where the Shire is satisfied that the holiday home has been appropriately managed an approval of the renewal application ~~for a period of up to three years~~ may be granted.

### **Note:**

Property Managers are fully responsible for the holiday home and to ensure there is minimal impact on the amenity of neighbouring properties. This provides a degree of certainty to operators, while also enabling the Shire flexibility to terminate approval of non-compliant operators, particularly where valid complaints are received, conditions of approval are not being complied with and/or there are concerns relating to the holiday home operations.

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<b>Document Control Box</b>							
<b>Custodian:</b>	Chief Executive Officer						
<b>Decision Maker:</b>	Council						
<b>Compliance Requirements:</b>							
<b>Legislation:</b>							
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<b>Organisational:</b>	Shire of Ravensthorpe Local Planning Scheme No.6 Shire of Ravensthorpe Local Planning Strategy						
<b>Document Management:</b> Holiday Home Property Management Plan Holiday Home Date: Fire and Emergency Plan Holiday Home Code of Conduct							
<b>Risk Rating:</b>	Medium	<b>Review Frequency:</b>	Biennial	<b>Next Due:</b>	2022	<b>Ref:</b>	
<b>Version #</b>	<b>Decision Reference:</b>	<b>Description</b>					
1.	OCM 20/12/18 – Item 10.2.1	Major Revision to Planning Scheme Policies					
2.	OCM 15/09/20 – Item 15.1	Policy Amended – Added two additional new “General Requirements.”					

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### LPP11 Development in Bushfire Prone Areas

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#### Policy Objective

The purpose of this Policy is to:

- a) Adopt and apply BAL Contour Plans for the townsites Ravensthorpe and Hopetoun in order to assign a Bushfire Attack Level (BAL) rating to the residential areas within these townsites.
- b) Clarify and streamline the development process for residential development in bushfire prone areas zoned Rural, Rural Residential and Rural Small Holdings by providing a Bushfire Management Statement template.

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#### Policy

##### Background

Large areas of the Shire of Ravensthorpe are prone to bushfires due to topography, vegetation and climate. In 2015 the state government released a suite of reforms in response to the Keelty Report 2011 that apply across the state and elevate bush fire issues to the highest level of planning policy.

The Department of Fire and Emergency Services (DFES), Building Commission and Western Australian Planning Commission (WAPC) collectively released a Bushfire Policy Framework which includes:

- State Planning Policy 3.7 'Planning in Bushfire Prone Areas';
- Amendments to Planning Regulations;
- Amendments to Building Regulations;
- An order by the Fire & Emergency Services Commissioner designating bushfire prone areas;
- Published the Map of Bushfire Prone areas; and
- Published the Guidelines for Planning in Bushfire Prone Areas

The intention of this policy framework is to "implement effective, risk-based land use planning and development to preserve life and reduce the impact of bushfire on property and infrastructure."

The recent release of this policy framework has increased the level of complexity when lodging development applications. The majority of landowners and developers in the Shire of Ravensthorpe are 'owner builders' or reasonably unfamiliar with the development process and requirements.

Additionally, the townsites are remote to professional services, any service usually comes with considerable travel costs added. Large areas of the townsites are required to prepare a BAL Assessment being identified as 'bushfire prone' by the recently released State-wide Bushfire Prone mapping.

This policy seeks to aid applicants in preparing information for lodging development applications by providing a BAL Contour Plan over Ravensthorpe and Hopetoun Townsites and a template for lodging Bushfire Management Plans.

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### Scheme Requirements

Regulation 10A of the Planning Regulations 'Deemed Provisions' require planning development approval for all development within a designated bushfire prone area; except lots less than 1100m<sup>2</sup>.

The Scheme then requires that Council have 'due regard' for State Planning Policy 3.7 and the Guidelines for Planning in Bushfire Prone Area when determining development applications in bushfire prone areas.

Therefore, this policy is to be read in conjunction with:

- The Deemed Provisions contained in the Planning and Development (Local Planning Schemes) Amendment Regulations 2015, which form part of every local planning scheme;
- Where relevant, any supplementary provisions of a scheme;
- State Planning Policy 3.7 and the supporting Guidelines; and
- Australian Standard 3959: Construction of buildings in bushfire-prone areas.

Importantly, this policy compliments the above requirements only and does not supersede any other requirement of this policy framework. It seeks to streamline, add clarity and consistency to the requirements of the abovementioned documents when applied in the Shire of Ravensthorpe.

### Definitions

These definitions are largely from State Planning Policy 3.7 and apply in the context of SPP 3.7, the Guidelines and this policy.

**'AS 3959'**: Australian Standard 3959 Construction of Buildings in Bushfire-Prone Areas.

**'BAL'**: Bushfire Attack Level (BAL) as set out in the Australian Standard 3959 Construction of Buildings in Bushfire-Prone Areas (AS 3959), as referenced in the Building Code of Australia (as amended).

**'BAL Assessment'**: An assessment prepared in a manner and form set out in AS 3959 to determine a BAL. It is required that BAL assessments are prepared by accredited Level 1 BAL Assessors.

**'BAL Contour Map'**: A BAL Contour Map is a scale map of the subject lot/s illustrating the potential radiant heat impacts and associated indicative BAL ratings in reference to any classified vegetation remaining within 100 metres of the assessment area after the development is complete. The intent of the BAL Contour Map is to identify land suitable for development based on the indicative BAL rating.

**'Bushfire Policy Framework'**: The collective term for the package of requirements released in December 2015 that guide development in bushfire prone areas. These documents include:

- State Planning Policy 3.7 'Planning in Bushfire Prone Areas';
- Amendments to Planning Regulations;
- Amendments to Building Regulations;
- An order by the Fire & Emergency Services Commissioner designating bushfire prone areas;

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- Published the Map of Bushfire Prone areas; and
- Published the Guidelines for Planning in Bushfire Prone Areas

**'Bushfire Protection Criteria'**: means Appendix Four of the Planning for Bushfire Risk Management Guidelines (2015).

**'Bushfire Management Plan'**: means a plan which sets out the proposed fire mitigation measures for land. It is normally required to comply with the Bushfire Protection Criteria (Appendix 4 & 5 of the Bushfire Risk Management Guidelines). A bushfire management plan or bushfire management plan is to be prepared by a person with expertise in fire management planning who is preferably accredited under the national BPAD scheme.

**'Bushfire Management Statement'**: means a statement prepared by an experienced person or BAL Assessor that demonstrates how a development proposal complies with the 'acceptable solutions' listed in Appendix 4 of the Bushfire Risk Management Guidelines and this Policy.

### **General Requirements**

#### **Local Planning Policy No.11 - Requirements**

##### **Exemptions from Development Approval**

There are no exemptions; all development in bushfire prone areas require assessment against the Bushfire Policy Framework, including this policy.

##### **BAL Contour Plan**

1. The Shire of Ravensthorpe has prepared a BAL Contour Plan for the townships of Ravensthorpe and Hopetoun (2 Townships BAL Contour Plans). This Plan and report apply a BAL rating to all properties capable of residential development. It is to be applied in the context of the WAPC's 'Bushfire Policy Framework'.
2. The BAL Contour Plan applies BAL ratings to those areas designated bushfire prone.
3. An applicant can choose to prepare their own BAL Assessment should they choose to not accept the BAL Contour Plan recommended BAL rating. This must be prepared by a suitably accredited fire consultant.
4. The BAL Contour Plans will be reviewed in order to respond to any township mitigation actions completed.
5. The BAL Contour Plans are not applicable to strategic planning proposals and subdivisions.

##### **Bushfire Management Statement**

That development applications on land zoned 'Rural', 'Rural Residential', Residential' or 'Rural Small Holdings' in the Study Area are to be accompanied by:

- A. A BAL Assessment prepared by an accredited person.
- B. A Bushfire Management Statement prepared by an experienced bushfire practitioner that addresses the matters listed in the template provided at Appendix 1 of this policy.

These measures include:

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### ***“Essential”:***

- i) Define the proposed Building Envelope (where applicable)
- ii) Incorporate findings of BAL Assessment including:
  - House constructed to AS3959 - "Construction of Buildings in Bushfire Prone Areas";
  - Distance to classified vegetation; and
  - Attach a copy of BAL Assessment as an appendix.
- iii) Asset Protection Zone (APZ) -minimum of 20m wide managed to the standard described at Element 2, Appendix 1 of the Guidelines for Planning in Bushfire Probe Areas.
- iv) Council may consider a lesser width APZ where there are environmental, topographical, visual amenity or erosion issues. In all cases the minimum width of the APZ must allow the house to achieve a BAL-29 rating.
- v) Driveway maintained at a trafficable standard at all times. The driveway is to have a minimum trafficable surface of 4m, horizontal clearance of 6m, vertical clearance of 4.5m and maximum grade of 1 in 10.
- vi) An emergency services vehicle turnaround within 50m of the dwelling (three point or circular).
- vii) Dedicated water supply of 10,000L accessible from the driveway or turnaround and provided with a 50mm male camlock fitting.
- viii) Fire Breaks (as appropriate).
- ix) Sheds located at least 6m from the house or assessed as part of the house and a BAL rating applied as appropriate.
- x) Fences and sheds within the APZ are constructed of non-combustible materials; and
- xi) Avoid areas of Kwongkan Shrubland.

### ***“Desirable/Complimentary”:***

- Use a simple house design to reduce wind turbulence around house;
- Method for managing vegetation on balance of property;
- Secondary access points through neighbouring property, developed in conjunction with neighbouring landowner;
- Sprinkler Systems; and
- Fire Bunkers.

Note: Where any 'essential' element of the Bushfire Management Statement cannot be complied with a full Bushfire Management Plan shall be prepared by an appropriately accredited fire consultant.



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<b>Document Control Box</b>							
<b>Custodian:</b>	Chief Executive Officer						
<b>Decision Maker:</b>	Council						
<b>Compliance Requirements:</b>							
<b>Legislation:</b>	Regulation 10A of the Planning Regulations 'Deemed Provisions' Planning and Development (Local Planning Schemes) Amendment Regulations 2015.						
<b>Industry:</b>							
<b>Organisational:</b>	Shire of Ravensthorpe Local Planning Scheme No.6 Shire of Ravensthorpe Local Planning Strategy						
<b>Document Management:</b> Bushfire Management Statement Template							
<b>Risk Rating:</b>	Medium	<b>Review Frequency:</b>	Biennial	<b>Next Due:</b>	2022	<b>Ref:</b>	
<b>Version #</b>	<b>Decision Reference:</b>	<b>Description</b>					
1.	OCM 20/12/18 – Item 10.2.1	Major Revision to Planning Scheme Policies					
2.	OCM 15/09/20 – Item 15.1	Policy Amendment – Bushfire Attack Level (BAL) Contours will be reviewed annually to being reviewed as required.					