

Notice of Meeting



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Dear Elected Member

The next Ordinary meeting of the Shire of Ravensthorpe will be held on Tuesday 14 September 2021 at the Munglinup Community Centre commencing at 6.00pm.

Schedule

6.00pm Ordinary Council Meeting

A handwritten signature in blue ink, appearing to be "Brian Jones".

Brian Jones
Acting Chief Executive Officer

9 September 2021

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 September 2021

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 Acting 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 Acting 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).

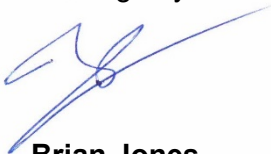
The Information Bulletin produced as part of the Agenda includes items of interest and information, which does not require a decision of Council.

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.



Brian Jones
Acting 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 Acting Chief Executive Officer in an appropriate Register.

DECLARATION BY:

Signature

Date

RECEIVED BY:

Acting Chief Executive Officer

Date

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

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 *Local Government (Administration) Regulations 1996* Reg 12 (2) it, is hereby notified that as from January 2021 to December 2021, Ordinary Council meetings of the Shire of Ravensthorpe will be held as follows:

DATE		LOCATION	TIME
January 2021	No meetings Scheduled		
16 February 2021	Council Meeting	Ravensthorpe Recreation Centre	6.00pm
16 March 2021	Council Meeting	Munglinup Community Centre	6.00pm
20 April 2021	Council Meeting	Hopetoun Council Chambers	6.00pm
18 May 2021	Council Meeting	Ravensthorpe Recreation Centre	6.00pm
15 June 2021	Council Meeting	Hopetoun Council Chambers	6.00pm
20 July 2021	Council Meeting	Ravensthorpe Recreation Centre	6.00pm
17 August 2021	Council Meeting	Hopetoun Council Chambers	6.00pm
14 September 2021	Council Meeting	Munglinup Community Centre	6.00pm
19 October 2021	Council Meeting	Hopetoun Council Chambers	6.00pm
16 November 2021	Council Meeting	Ravensthorpe Recreation Centre	6.00pm
14 December 2021	Council Meeting	Hopetoun Council Chambers	6.00pm

SHIRE OF RAVENSTHORPE

Agenda for the Ordinary Meeting of Council to be held at the Munglinup Community Centre on Tuesday 14 September 2021 – 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: Brian Jones (Acting Chief Executive Officer)
 Les Mainwaring (Director Corporate and Community Services)
 Graham Steel (Director Technical Services)
 Natalie Bell (Project Manager)
 Kim Bransby (Executive Assistant) – By Electronic Connection

APOLOGIES:

ON LEAVE OF ABSENCE: Nil.

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

Nil.

7. Applications for Leave of Absence

8. Disclosures of Interest

9. Confirmation of Minutes of Previous Meetings Held

9.1 Ordinary Council Meeting Minutes 17 August 2021 (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 Council Chambers, Hopetoun Community Centre on Tuesday, 17 August 2021 be confirmed as true and correct.

Moved: _____ Seconded: _____

9.2 Special Council Meeting Minutes 31 August 2021 (Attachment Black)

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 Special Meeting of Council held in Council Chambers, Ravensthorpe Recreation Centre on Tuesday, 31 August 2021 be confirmed as true and correct.

Moved: _____ Seconded: _____

9.3 Special Council Meeting Minutes 7 September 2021 (Attachment Peach)

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 Special Meeting of Council held in Council Chambers, Ravensthorpe Recreation Centre on Tuesday, 7 September 2021 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)

Cr Julianne Belli (Deputy President)

Cr Ian Goldfinch

Cr Sue Leighton

Cr Thomas Major

Cr Mark Mudie

Cr Graham Richardson

13 Office of the Acting Chief Executive Officer

13.1 Closed Circuit Television (CCTV) Policy

File Reference:	CM.PO.1
Location:	Shire of Ravensthorpe
Applicant:	Acting Chief Executive Officer
Author:	Acting Chief Executive Officer
Authorising Officer	Acting Chief Executive Officer
Date:	2 September 2021
Disclosure of Interest:	Nil
Attachments:	Draft – LO7 – Closed Circuit Television (CCTV) Operations (Attachment Green)
Previous Reference:	Nil

Summary:

To consider the adoption of a Council Policy dealing with the operation of the Shire's CCTV network.

Background:

The Shire currently has CCTV cameras located at the Ravensthorpe Shire Office; Hopetoun Shire Office; Hopetoun Foreshore; and the Ravensthorpe Airport. It is intended that CCTV cameras will also be installed at additional premises, including the Munglinup Waste Facility.

A Council Policy has been prepared for Council consideration to govern the use of the Shire's CCTV network.

Comment:

The draft Policy has been prepared based on similar Policies that have been adopted by other local governments in Western Australia.

The draft Policy includes reference to a Memorandum of Understanding (MOU) between the Shire and WA Police. This MOU is currently being prepared by the Shire in consultation with the WA Police.

Consultation:

Shire Staff.

Statutory Environment:

Section 2.7(2)(b) of the *Local Government Act 1995*.

Council is to have due regard to its policies to be able to govern its affairs and performance. Other Acts and associated legislation is applicable to the implementation and management of CCTV systems. These are referenced in the draft policy attached.

Policy Implications:

Adoption of new Policy.

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 (4)
Risk Likelihood (based on history and with existing controls)	Low (2)
Risk Impact / Consequence	Minor (2)
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 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 4 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 adopts the Closed Circuit Television (CCTV) Policy, as presented.

Moved: _____

Seconded: _____

13.2 Policy for the Temporary Employment or Appointment of CEO

File Reference:	CM.PO.1
Location:	Shire of Ravensthorpe
Applicant:	Acting Chief Executive Officer
Author:	Acting Chief Executive Officer
Authorising Officer	Acting Chief Executive Officer
Date:	6 September 2021
Disclosure of Interest:	Nil
Attachments:	Draft – G22 Temporary Employment or Appointment of Chief Executive Officer (Attachment Blue)
Previous Reference:	Nil

Summary:

To consider the adoption of a Policy to govern the Temporary Employment or Appointment of a CEO, as required by section 5.39C of the *Local Government Act 1995*.

Background:

Recent amendments to the *Local Government Act 1995* require each Council to prepare and adopt a Policy regarding the temporary employment or appointment of a CEO.

WALGA have prepared a Template Policy for Council's guidance and the attached draft Policy has been based on this Template, modified to suit the Shire's purpose.

Comment:

The draft Policy provides for the CEO to appoint a Director as Acting CEO for periods not exceeding five weeks. If the CEO is unable or unavailable then the Director Corporate and Community Services (DCCS) will act as CEO or the Director Technical Services (DTs) will act as CEO if the DCCS is unavailable, until the Council can make a decision to appoint a suitably qualified person to the position.

Consultation:

Directors.

Statutory Environment:

Local Government Act

5.39C. Policy for temporary employment or appointment of CEO

- (1) A local government must prepare and adopt* a policy that sets out the process to be followed by the local government in relation to the following —
 - (a) the employment of a person in the position of CEO for a term not exceeding 1 year;
 - (b) the appointment of an employee to act in the position of CEO for a term not exceeding 1 year. * Absolute majority required.
- (2) A local government may amend* the policy. * Absolute majority required.
- (3) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.
- (4) The CEO must publish an up-to-date version of the policy on the local government's official website.

Policy Implications:

Adoption of new Policy.

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

Recommendation:

That Council adopt the draft Policy “Temporary Employment or Appointment of CEO” as presented.

Moved: _____

Seconded: _____

13.3 CEO Standards – Recruitment, Performance and Termination

File Reference:	CM.PO.1
Location:	Shire of Ravensthorpe
Applicant:	Acting Chief Executive Officer
Author:	Acting Chief Executive Officer
Authorising Officer	Acting Chief Executive Officer
Date:	9 September 2021
Disclosure of Interest:	Nil
Attachments:	Draft – CEO Standards – Recruitment, Performance and Termination (Attachment Jade)
Previous Reference:	Nil

Summary:

To consider and adopt the Model Standards for Chief Executive Officer Recruitment, Performance and Termination pursuant to section 5.39B (2) of the *Local Government Act 1995*.

Background:

New legislation was enacted on 3 February 2021 requiring local governments to prepare and adopt standards that cover the recruitment, selection, performance review and early termination of local government Chief Executive Officers.

Key features of the regulations relating to recruitment, selection, performance review and early termination of local government Chief Executive Officers include the requirements to:

- Establish a selection panel comprised of council members and at least one independent person to conduct the recruitment and selection process for the position of Chief Executive Officer (CEO).
- Establish a performance review process by agreement between the local government and the CEO.
- Conduct a recruitment and selection process where an incumbent CEO has held the position for a period of ten or more consecutive years on expiry of the CEO's contract.

In addition, requirements for advertising vacant CEO positions have been updated to align with amendments to state-wide public notice provisions.

Local governments are required to prepare and adopt the Model Standards within three months of these regulations coming into effect (by 3 May 2021). Until such time as a local government adopts the Model Standards (with or without minor permitted variations), the regulations apply.

Comment:

No changes are proposed to the model standards and it is recommended that they be adopted without modification.

Consultation:

Information has been provided from the Department which is available from their website.

CEO Standards and Guidelines –

<https://www.dlgsc.wa.gov.au/docs/default-source/local-government/local-government-act-review/ceostandards-and-guidelines.pdf>

Explanatory Notes –

<https://www.dlgsc.wa.gov.au/docs/default-source/local-government/local-government-act-review/ceomodel-standards-explanatory-notes.pdf>.

Statutory Environment:

Sections of the Acts and Regulations that apply to this item include:

- *Local Government Act 1995*, Section 5.39B.
- Local Government (Administration) Amendment Regulations 2021.
- Local Government (Administration) Regulations 1996.

In accordance with section 5.39B (2) of the *Local Government Act 1995*, within three months of the prescribed regulations coming into operation, a local government must prepare and adopt standards to be observed by the local government that incorporate the model standards.

A local government may include in the adopted standards provisions that are in addition to the model standards, but any additional provisions are of no effect to the extent that they are inconsistent with the model standards.

The CEO must publish an up-to-date version of the adopted standards on the local government’s official website.

Policy Implications:

Nil.

Financial Implications:

The requirements of the new Model Standard will result in an increase in costs for recruitment of CEO.

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

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.

Recommendation:

That Council adopt the new Model Standards for Chief Executive Officer Recruitment, Performance and Termination as attached.

Moved: _____

Seconded: _____

14. Directorate of Corporate and Community Services

14.1 Monthly Financial Report – 31 August 2021

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Senior Finance Officer
Authorising Officer	Director Corporate and Community Services
Date:	9 September 2021
Disclosure of Interest:	Nil
Attachments:	Monthly Financial Reports for August 2021 (Attachment Yellow)
Previous Reference:	Nil

Summary:

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

Background:

Council is requested to review the August 2021 Monthly Financial Reports.

Comment:

The August 2021 Monthly Financial Reports are presented for review.

Consultation:

Acting 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 2021/22 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 August flow from it. An effect August be positive, negative or a deviation from the expected and August 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 31 August 2021 Monthly Financial Reports as presented.

Moved: _____

Seconded: _____

14.2 Schedule of Account Payments – August 2021

File Reference: GR.ME.8
Location: Shire of Ravensthorpe
Applicant: Shire of Ravensthorpe
Author: Finance Officer
Authorising Officer Director Corporate and Community Services
Date: 7 September 2021
Disclosure of Interest: Nil
Attachments: Schedule of Payments to 31 August 2021
 Credit Card Transactions to 02 August 2021
 Creditors List of Accounts Paid August 2021
 (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 01/08/2021 to 31/08/2021

2021/2022

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	9,263	891,041	66,300	17,747	0	984,351	334,350
Aug	10,872	1,244,379	154,795	9,740	0	1,419,785	311,991
Sep							
Oct							
Nov							
Dec							
Jan							
Feb							
Mar							
Apr							
May							
Jun							
Total	20,134	2,135,420	221,095	27,487	0	2,404,136	646,341
20/21	219,357	8,442,181	965,406	135,103	0	9,762,047	3,790,863
19/20	197,977	8,450,678	997,212	102,791	6,319	9,754,977	3,174,082
18/19	147,967	21,298,438	1,329,904	70,241	13,590	22,860,140	2,219,053
17/18	327,905	18,507,404	209,587	65,010	317,445	19,427,351	2,601,283

Comment:

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

Consultation:

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 August 2021 be noted.

Moved: _____

Seconded: _____

15. Directorate of Technical Services

Nil.

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

17.2 Officers

18. Matters Behind Closed Doors

Nil.

19. Closure of Meeting

The Presiding Member to declare the meeting closed.

ATTACHMENT



MINUTES

Ordinary Council Meeting

Tuesday, 17 August 2021

Commencing at 6.00pm

**Council Chambers
Hopetoun Community Centre**

SHIRE OF RAVENSTHORPE

Minutes for the Ordinary Meeting of Council to be held at Council Chambers, Hopetoun Community Centre on Tuesday, 17 August 2021 – commencing at 6.00pm.

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1. Declaration of Opening / Announcements of Visitors

The Presiding Member declared the meeting open at 6.03pm.

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

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

APOLOGIES: Nil.

ON LEAVE OF ABSENCE: Cr Graham Richardson

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 Application for leave of absence from Cr Dunlop from 25 August 2021 to 27 August 2021.

Moved: Cr Mudie

Seconded: Cr Leighton

Res: 81/21

That the Council approve Cr Dunlop's application for leave of absence from the Ravensthorpe Shire Council from 25 August 2021 to 27 August 2021.

Voting Requirements: Simple Majority

Carried: 6/0

8. Disclosures of Interest

Nil.

9. Confirmation of Minutes of Previous Meetings Held 20 July 2021

9.1 Ordinary Council Meeting Minutes held on 20 July 2021 (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.

Moved: Cr Major

Seconded: Cr Mudie

Res: 82 /21

Decision:

That the Minutes of the Ordinary Meeting of Council held in Council Chambers, Ravensthorpe Recreation Centre on Tuesday, 20 July 2021 be confirmed as true and correct.

Voting Requirements: Simple Majority

Carried: 6/0

6.05pm Graham Steel, Director Technical Services joined the meeting.

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)

- Cr Dunlop advised he had attended the LEMC exercise on Saturday, 14 August 2021 with all local emergency services departments which went well.
- Cr Dunlop advised the Hopetoun Progress will be holding their Annual General Meeting on 1 September 2021.

Cr Julianne Belli (Deputy President)

Nil.

Cr Ian Goldfinch

Nil.

Cr Sue Leighton

Nil.

Cr Thomas Major

- Cr Major attended a RAIN Meeting on 27 July 2021. Cr Major was asked to pass on their compliments to the Shire roads team for the works they had been carrying out during this unusually wet season.

Cr Mark Mudie

Nil.

Cr Graham Richardson

Nil.

13 Office of the Chief Executive Officer

13.1 F2 Purchasing Policy - Purchasing Authority and Thresholds Update

File Reference: CM.PO.1
Location: Shire of Ravensthorpe
Applicant: Chief Executive Officer
Author: Chief Executive Officer
Authorising Officer: Chief Executive Officer
Date: 3 August 2021
Disclosure of Interest: Nil
Attachments: F2 - Purchasing Policy (Revised Version)
 (Attachment Green)
Previous References: Nil

Summary:

Council to consider updating the Authorised Officer's List, Authorised Officer's Purchasing Threshold and Purchasing Practices and Quoting Requirements within the current policy F2 Purchasing Policy. By updating policy F2 - Purchasing Policy this will address the current operational issues and restraints around obtaining quotes and purchasing authority threshold.

Background:

Current policy - F2 Purchasing Policy is creating a number of operational issues around trying to meet the requirements for quotes and authorised purchasing thresholds. Staff are finding it very difficult and resource hungry in trying to obtain quotes from suppliers and service providers due to the large amount of work available and the shortage of labour, product and services in the current market.

Comment:

The following officers are authorised to sign purchase orders and purchasing on behalf of the Shire of Ravensthorpe within the position limits stated, provided such proposed purchases are contained within the budget and are within the officer's area of activity.

Purchasing Authority changers are as follows;

<i>Officer Position</i>	<i>Purchasing Limit (\$ excluding GST)</i>
<i>Chief Executive Officer</i>	<i>Unlimited</i>
<i>Director Corporate and Community Services</i>	<i>\$75,000</i>
<i>Director Technical Services</i>	<i>\$75,000</i>
<i>Works Supervisor</i>	<i>\$30,000</i>
<i>Engineering Technical Officer</i>	<i>\$30,000</i>
<i>Asset Technical Officer</i>	<i>\$30,000</i>
<i>Manager Childcare Services</i>	<i>\$10,000</i>
<i>Project Manager</i>	<i>\$10,000</i>
<i>Executive Assistant</i>	<i>\$3,000</i>
<i>Senior Finance Officer</i>	<i>\$10,000</i>
<i>Tourism Officer</i>	<i>\$3,000</i>
<i>Senior Ranger</i>	<i>\$3,000</i>
<i>Coordinator Development Services</i>	<i>\$3,000</i>
<i>Community Emergency Services Manager</i>	<i>\$3,000</i>

Following Changes to Purchasing Practices and Quoting Requirements are as follows;

Purchase Value Threshold (ex GST)	Purchasing Practice
Up to \$10,000 (ex GST)	Obtain at least one (1) oral or written quotation from a suitable supplier in accordance with the Supplier Order of Priority detailed in clause 1.3.2(1). The purchasing decision is to be evidenced and retained in accordance with the Shire’s Record Keeping Plan.
From \$10,001 and up to \$30,000 (ex GST)	Seek at least two (2) oral or written quotations from suitable suppliers in accordance with the Supplier Order of Priority detailed in clause 1.3.2(1). If purchasing from a WALGA PSA, CUA or other tender exempt arrangement, a minimum of one (1) written quotation is to be obtained. The purchasing decision is to be based upon assessment of the suppliers response to: <ul style="list-style-type: none"> • a brief outline of the specified requirement for the goods; services or works required; and • Value for Money criteria, not necessarily the lowest price. The purchasing decision is to be evidenced and retained in accordance with the Shire’s Record Keeping Plan.
From \$30,001 and up to \$75,000 (ex GST)	Seek at least two (2) written quotations from suitable suppliers in accordance with the Supplier Order of Priority detailed in clause 1.3.2(1) except if purchasing from a WALGA PSA, CUA or other tender exempt arrangement, where a minimum of one (1) written quotation is to be obtained. The purchasing decision is to be based upon assessment of the suppliers’ responses to: <ul style="list-style-type: none"> • a brief outline of the specified requirement for the goods; services or works required; and • Value for Money criteria, not necessarily the lowest quote. The purchasing decision is to be evidenced and retained in accordance with the Shire’s Record Keeping Plan.

Please note some minor numbering has been updated along with heading definitions changed in the attached revised F2 Purchasing Policy.

Consultation:
Executive Staff.
Authorised Officers.

Statutory Environment:
To provide compliance with the *Local Government Act 1995* and the *Local Government (Functions and General) Regulations 1996*.

Policy Implications:
The existing Policy F2 Purchasing Policy will be updated as per the attached revised version.

Financial Implications:
Nil.

Strategic Implications:
To deliver a more effective and best practice approach with practical procedures for purchasing that will ensure consistency and integrity for all purchasing activities.

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.

Moved: Cr Goldfinch

Seconded: Cr Mudie

Res: 83/21

Decision:

That Council;

Endorse the officer’s report and implementation of Policy - F2 Purchasing Policy as attached.

Voting Requirements: Absolute Majority

Carried: 6/0

13.2 CSRFF Application – Shire of Ravensthorpe Sport and Recreation Master Plan

File Reference: RC.PR.4
Location: Shire of Ravensthorpe
Applicant: Chief Executive Officer
Author: Project Manager
Authorising Officer: Chief Executive Officer
Date: 10 August 2021
Disclosure of Interest: Nil
Attachments: Nil
Previous References: Nil

Summary:

Council to consider endorsing the Chief Executive Officer to submit one funding application to the Department of Local Government, Sport & Cultural Industries (DLGSCI) under the Community Sporting & Recreation Facilities Fund (CSRFF) – Small Grants for one third funding towards the development of a Shire of Ravensthorpe Sport & Recreation Master Plan.

Background:

The Shire does not have a dedicated forward plan for sport and recreation infrastructure. During development of the Shire's Strategic Community Plan 2020-2030, community consultation revealed that improving public/recreation facilities was considered a high priority for the Shire to focus on into the future (p.7). Further, 'partnering with sporting clubs to progress facility upgrades' was identified as a priority activity to occur within four years (p.12). Between 2011 and 2016, the Shire's population rose by almost 23% (ABS), increasing the demand on existing facilities and equipment. The costs of recreation and leisure facilities are a significant part of the Shire's capital and operational budget. Proper planning and a proactive approach is required to ensure these provide the greatest value for money for the community and that their needs are being met.

DLGSCI administers the CSRFF program, with the purpose of providing State Government financial assistance to Local Government Authorities and local community groups (up to one third of the total capital cost), to develop well-planned facilities for sport and recreation.

In order to assist with the evaluation of submissions and to ensure projects are viable and appropriate, DLGSCI has developed "Key Principles of Facility Provision". Accordingly, each submission is to be assessed against those criteria.

Under the provision, Local Government Authorities are required to rate and prioritise submissions using the following guide:

RATE	DESCRIPTION
A	Well planned and needed by the municipality
B	Well planned and needed by the applicant
C	Needed by the municipality, more planning required
D	Needed by the applicant, more planning required
E	Idea has merit, more preliminary work needed
F	Not recommended

Each Local Government Authority is required to assess and prioritise the applications before forwarding all documentation to the Goldfields Office of the DLGSCI no later than Tuesday 31 August 2021.

Applications will be evaluated and ranked by relevant State Sporting Associations and the CSRFF Assessment Panel, prior to the outcome being announced by the Minister for Sport and Recreation. Funds for successful applications will become available in the 2021/22 financial year.

One (1) application has been received for the current Small Grants round as follows:

1. *Shire of Ravensthorpe – Sport & Recreation Master Plan.*

Comment:

If the funding submission to DLGSCI is successful, DLGSCI will only allocate funding towards eligible project items that meet the DLGSCI priorities and objectives. The funding from DLGSCI is one third of the cost for these identified items and the Shire is required to commit the matching two thirds to DLGSCI's one third.

Applicants have the opportunity to seek a Development Bonus based on criteria including Geographical Location, Sustainability, Co-location and Increased Participation. If successful with the Development Bonus request, there is the potential to receive up to 50% of eligible item costs, however it is necessary for the applicant to confirm two thirds of total project costs, in the event the Development Bonus is not awarded.

Consultation:

Darren Monument, ABV Leisure Consultancy Services.
Tammy King, Grants Empire.
Kelly Waterhouse, DLGSCI.
Executive Team.

Statutory Environment:

Local Government Act 1995.

Policy Implications:

In accordance with Policy G-16 Community Consultation.

Financial Implications:

Council is required to allocate a contribution towards this Project in the 2021/22 financial year. Although a Development Bonus is being sought, the funding program is typically oversubscribed and therefore funds are limited. Therefore, the sum of \$26,667 (ex gst) is to be allocated in the 2021/2022 financial year, being two thirds of project costs as per the CSRFF guidelines.

In the event that the Development Bonus is successful, the Shire's contribution will be reduced accordingly.

Strategic Implications:

This Project and grant application aligns with the Shire's Strategic Community Plan 2020-2030 as follows:

Outcome 2: Community - This is a safe and family-friendly community where people of all ages have access to services and facilities, and there is plenty to blow your socks off.

2.4 People have access to attractive community facilities, activities and events which support activity and health, community involvement and enjoyment of life.

Outcome 5: Governance and Leadership - The Shire of Ravensthorpe partners the community, and is an effective advocate and responsible steward.

5.1.1 The community is provided with opportunities to engage on strategic, corporate, asset and financial plans, and other major plans and issues.

Sustainability Implications:

- **Environmental:**
There are no known significant economic 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.

Moved: Cr Major

Seconded: Cr Belli

Res: 84/21

Decision

That Council:

1. **Endorse a small grant application seeking \$13,333 (ex gst) under the Community Sporting & Recreation Facilities Fund for the Shire of Ravensthorpe Sport & Recreation Master Plan Project;**
2. **Rank the Shire of Ravensthorpe Sport & Recreation Master Plan Project as “A – Well planned and needed by municipality”;** and
3. **Commit expenditure of \$26,667 (ex gst) towards the Shire of Ravensthorpe Sport & Recreation Master Plan Project in the 2021/22 budget.**

Voting Requirements: Simple Majority

Carried: 6/0

14. Directorate of Corporate and Community Services

14.1 Monthly Financial Report – 31 July 2021

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Shire of Ravensthorpe
Author:	Senior Finance Officer
Authorising Officer	Director Corporate and Community Services
Date:	11 August 2021
Disclosure of Interest:	Nil
Attachments:	Monthly Financial Reports for July 2021 (Attachment Yellow)
Previous Reference:	Nil

Summary:

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

Background:

Council is requested to review the July 2021 Monthly Financial Reports.

Comment:

The July 2021 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 July flow from it. An effect July be positive, negative or a deviation from the expected and July 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.

Moved: Cr Leighton

Seconded: Cr Major

Res: 85/21

Decision:

That Council receive the 31 July 2021 Monthly Financial Reports as presented.

Voting Requirements: Simple Majority

Carried: 6/0

14.2 Schedule of Account Payments – July 2021

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 August 2021
Disclosure of Interest: Nil
Attachments: Schedule of Payments to 31 July 2021
 Credit Card Transactions to 01 July 2021
 Creditors List of Accounts Paid July 2021
 (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 01/07/2021 to 31/07/2021

2021/2022

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	9,263	891,041	66,300	17,747	0	984,351	334,350
Aug							
Sep							
Oct							
Nov							
Dec							
Jan							
Feb							
Mar							
Apr							
May							
Jun							
Total	9,263	891,041	66,300	17,747	0	984,351	334,350
20/21	219,357	8,442,181	965,406	135,103	0	9,762,047	3,790,863
19/20	197,977	8,450,678	997,212	102,791	6,319	9,754,977	3,174,082
18/19	147,967	21,298,438	1,329,904	70,241	13,590	22,860,140	2,219,053
17/18	327,905	18,507,404	209,587	65,010	317,445	19,427,351	2,601,283

Comment:

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

Consultation:

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.

Moved: Cr Mudie

Seconded: Cr Major

Res: 86/21

Decision:

That Council endorse;

Pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the month of July 2021 be noted.

Voting Requirements: Simple Majority

Carried: 6/0

Unconfirmed

15. Directorate of Technical Services

Nil.

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

Nil.

19. Closure of Meeting

The Presiding Member declared the meeting closed at 6.24pm

ATTACHMENT



MINUTES

**Special Council Meeting
Tuesday, 31 August 2021**

**Commencing at 3.00pm
Ravensthorpe Recreation Centre**

Unconfirmed

SHIRE OF RAVENSTHORPE

Minutes for the Special Meeting of Council to be held at the Council Chambers, Ravensthorpe Recreation Centre on Tuesday 31 August 2021 – commencing at 3.00pm.

Contents

1.	Declaration of Opening / Announcements of Visitors	4
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EXTRACT FROM LOCAL GOVERNMENT ACT 1995

5.5. CONVENING COUNCIL MEETINGS

- (1) The CEO is to convene an ordinary meeting by giving each council member at least 72 hours' notice of the date, time and place of the meeting and an agenda for the meeting.
- (2) **The CEO is to convene a special meeting by giving each council member notice, before the meeting, of the date, time, place and purpose of the meeting.**

1. Declaration of Opening / Announcements of Visitors

The Presiding Member declared the meeting open at 3.00pm.

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 Graham Richardson

STAFF: Brian Jones (Acting Chief Executive Officer)
Les Mainwaring (Director Corporate and Community Services)
Graham Steel (Director Technical Services)
Kim Bransby (Executive Assistant)

APOLOGIES: Cr Mark Mudie
Gavin Pollock (Chief Executive Officer)

ON LEAVE OF ABSENCE: Nil.

ABSENT: Nil.

MEMBER OF THE PUBLIC: Nil.

3. Announcements by the Presiding Member

Nil.

4. Disclosure of Interest

4.1 Brian Jones – Acting Chief Executive Officer undertook a declaration of interest to item 5.2.1.

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

Nature of Interest – Chief Executive Officer Annual Leave and Appointment of Acting Chief Executive Officer

5. Business of an Urgent Nature Introduced by Decision of 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).

5.1 Elected Members

Nil.

5.2 Officers

The CEO requested a late item be heard by Council regarding Chief Executive Officer Leave and Appointment of an Acting Chief Executive Officer. Agenda Item tabled at the meeting.

Moved: Cr Leighton

Seconded: Cr Goldfinch

Res: 87/21

That Council accept Item 5.2.1 be heard by Council regarding Chief Executive Officer Leave and Appointment of an Acting Chief Executive Officer and dealt with.

Voting Requirements: Absolute Majority

Carried: 6/0

Unconfirmed

5.2.1 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:	30 August 2021
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

Summary:

To consider the appointment of Mr Brian Jones as Acting Chief Executive Officer during the Chief Executive Officer's absence for leave from Monday, 30 August 2021 to Tuesday, 14 September 2021.

Background:

The Chief Executive Officer has taken two weeks leave, commencing Monday, 30 August 2021 to Tuesday, 14 September 2021. In consultation with the Shire President. Mr Brian Jones has been engaged to act as Chief Executive Officer (CEO) for the two week leave period. This appointment requires Council approval.

Comment:

Mr Brian Jones is an experienced local government executive who has been sourced through recruitment agency LOGO Appointments.

Consultation:

Shire President.
Chief Executive Officer.
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 2021/22 budget as a provision 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.

3.03pm Brian Jones left the meeting.

Moved: Cr Goldfinch

Seconded: Cr Major

Res: 88/21

Decision:

That Council;

- 1. Endorse the Chief Executive Officer's leave for the two-week period commencing Monday, 30 August 2021 to Tuesday, 14 September 2021.**
- 2. Confirm the appointment of Mr Brian Jones as Acting Chief Executive Officer for the two-week period commencing Monday 30 August 2021.**
- 3. Authorise the Shire President and Deputy President to extend the period of the Chief Executive Officer's leave and the appointment of Mr Brian Jones as Acting Chief Executive Officer for a further two-week period if required.**

Voting Requirements: Absolute Majority

Carried: 6/0

3.05pm Brian Jones returned to the meeting.

5.2.2 Adoption of 2021-22 Budget and Schedules

File Reference:	FM.BU.1
Location:	Shire of Ravensthorpe
Applicant:	N/A
Author:	Director Corporate & Community Services
Authorising Officer	Chief Executive Officer
Date:	26 August 2021
Disclosure of Interest:	Nil
Attachments:	Draft Statutory Budget 2021-22 and Schedules – Attachment Grey Revised Fees and Charges 2021- 22 – Attachment Yellow
Previous Reference:	Nil

Summary:

To adopt the Annual Budget for the 2021/2022 financial year in accordance with the requirements of the *Local Government Act 1995* and other relevant legislation together with supporting schedules, including imposition of rates and minimum payments, adoption of fees and charges, setting of elected members fees for the year and other consequential matters arising from the budget papers.

Background:

The Local Government Act requires Council's by 31 August each financial year to prepare and adopt, in the form and manner prescribed, a financial budget for its municipal fund for the financial year ending the next following June.

The draft 2021/22 Annual Budget has been compiled based on the principles contained within the Strategic Community Plan and prepared in accordance with the presentations made to councillors through Budget Workshops on 10 August, 17 August and 24 August 2021.

The differential general rates strategy was adopted by council 18 May 2021 in reference to the Long Term Financial Plan 2020-2030 as adopted with the suite of Strategic Community Plan documents adopted by Council 18 May 2021.

At the Ordinary Council Meeting 18 May 2021, Council resolved to:

1. *Endorse the following differential rates across all categories to form the basis of the proposed rate setting for the 2021/2022 budget.*

	<i>Cost in \$</i>	<i>Minimum</i>
<i>GRV Residential</i>	<i>0.121852</i>	<i>\$905.00</i>
<i>GRV Commercial</i>	<i>0.136830</i>	<i>\$905.00</i>
<i>GRV Industrial</i>	<i>0.160607</i>	<i>\$905.00</i>
<i>GRV – Transient Workforce Camps / Short Stay Accommodation</i>	<i>0.327462</i>	<i>\$884.00</i>
<i>UV - Rural</i>	<i>0.008465</i>	<i>\$884.00</i>
<i>UV – Mining</i>	<i>0.086944</i>	<i>\$333.00</i>

2. *Adopt the Objectives and Reasons for the Proposed Differential rates for 2021/2022.*

3. Authorise the Chief Executive Officer to advertise the differential rates and call for public submissions in accordance with Section 6.36 of the Local Government Act 1995 for a minimum of 21 days.
4. Authorise the Chief Executive Officer to make application to seek Ministerial approval under Section 6.33 of the Local Government Act 1995 to impose differential rates that are more than twice the lowest differential rate being imposed.

At the Special Council Meeting 29 June 2021, after considering submissions and the effect of UV revaluations, Council resolved to:

5. Receives the submission for the proposed UV differential rates for 2021/2022 from McMahan Mining Titles Services Pty Ltd.
6. Endorse the change to UV differential rates as a result of revaluation to form the basis of the proposed rate setting for the 2021/2022 budget.

	Cost in \$	Minimum
UV - Rural	0.007008	\$884.00
UV – Mining	0.085928	\$333.00

7. Authorise the Chief Executive Officer to make application to seek Ministerial approval under Section 6.33 of the Local Government Act 1995 to impose differential rates that are more than twice the lowest differential rate being imposed.

Comment:

The overall yield in rates raised for the year 2021/22 delivers a 4% increase in rates revenues, although the average rate yield increase over two years has been 2%, which comes after the freeze in rates during 2020/2021 which did not allow the Shire to offset general increases in expenditure. This budget has been delivered in the aftermath of COVID related income reductions and cost cutting measures required in the previous year and whilst recovering that position Shire is now delivering major projects during an overstimulated economy which has created shortages of supply and further cost pressures. In this environment Shire has remained prudent in keeping the rate increase to a reasonable level.

The budget has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and the Australian Accounting Standards.

The main features of the draft budget include:

- Operating revenue of ~\$15.29m including ~\$4.7m in rates, ~\$1.0m relating to Transport and ~\$5.7m for Other Property and Services which includes the funding for Floater Road.
- Rates have been set with an overall yield increase of 4% across all categories
- Staff resource demands have grown in Ranger Services, Airport, Childcare and Works Maintenance.
- Capital Works Program of \$13.6m including:
- Capital Grant Stimulus Projects
 - \$8.2m Ravensthorpe Cultural Precinct,
 - \$319K Munglinup Bowling Green
 - \$249K Hopetoun Sports Pavilion Building Improvements,
 - \$ 25K Hopetoun Oval Dual Irrigation,
 - \$101K Ravensthorpe Entertainment Centre Balcony,
 - \$ 21K Marketing and Promotion Project,
 - \$ 28K Two Mile Hopetoun Ablution upgrade,
 - \$ 50K Hopetoun Entry and Roundabout Landscape,
 - \$ 40K Hopetoun, McCulloch Park Upgrade

- \$ 25K Hopetoun, Maitland St Park upgrade
- \$ 31K Starvation bay Campsite Upgrade,
- \$ 30K Ravensthorpe, Footpath Upgrade Hoskin St
- \$ 24K Ravensthorpe, Silo Artwork Illumination
- \$ 35K Munglinup Enclose Verandah for Gym
- \$ 31K Munglinup Rest Bay Upgrade
- \$ 25K Weedy Wattle eradication
- \$ 64K Plus seven other community Projects.
- Other Significant Capital Works Projects
 - \$701K Hopetoun Rural Bushfire Shed
 - \$180K Little Barrens Playground Upgrade,
 - \$120K The Cub House Playground Upgrade,
 - \$284K Ravensthorpe Regional landfill Weighbridge,
 - \$ 57K Munglinup Waste Site Design Improvements
 - \$475K Melaleuca Road Construction
 - \$250K Jerdacuttup Road
 - \$246K Bedford Harbour Road
 - \$415K Tamarine Road Reseal
 - \$ 70K Hopetoun - School Bus Shelter
 - \$100K Airport Upgrades – Various Works
 - \$362K Additional Maintenance Grader
 - \$ 70K Depot Block earthworks
 - \$625K Plant Replacement Programme purchases.
- Building maintenance allocation of \$832K.
- Debt Servicing costs of \$484K (Principle and Interest) for existing loan debt, with no new borrowings, and includes the payout of Roadworks Loan 38D with a principle balloon payment outstanding of \$232K. The final repayment is covered by a transfer from Road Reserve funds.
- Plant Replacement Reserve transfer from \$987K for ongoing asset management with all purchases fully covered by Reserve including the purchase of an extra maintenance grader \$362k to increase road maintenance services to unsealed rural roads.
- Building Reserve transfer from \$1.45m to the Ravensthorpe Cultural Precinct development which was carried over from last year.
- Community Development fund \$28K and other donations of \$5.4K provided.
- Community Groups and event funding recurring allocations:
 - \$ 2,500 Australia Day Breakfast
 - \$ 7,000 Seniors Christmas Party
 - \$ 8,000 Recognition of Volunteers
 - \$ 5,000 Ravensthorpe Historical Society
 - \$ 8,000 Fitzgerald Biosphere Promotion
 - \$ 20,000 RAIN Project assistance
 - \$ 16,000 Hopetoun Progress Association
 - \$ 50,000 Hopetoun CRC – Library
 - \$ 50,000 Ravensthorpe CRC – Library
 - \$ 5,000 Munglinup Library exchange
 - \$ 5,000 Hopetoun CRC – Visitor Services
 - \$176,500
- \$258K for Bushfire mitigation.
- \$35K for Pest Animal and Declared Weed control.
- \$252K Medical services and facilities net operating investment.
- \$374K Childcare Services net operating cost.
- \$501K Total Waste Refuse management net operating cost
- \$359K Aerodromes net operating revenue.
- An estimated surplus of \$1.585m is anticipated to be brought forward from 30 June 2021, however this is unaudited and may change. Any change will be addressed as part of the half yearly budget review.

The draft 2021/22 budget continues to deliver on strategies derived through community consultation and adopted in May 2021 by council as the Strategic Community Plan maintaining a high level of service across all programs.

The main economic stimulus for this year's budget continues to be the presence of a range of federal grants to counter the recent effects of drought communities together with the effects of the State of Emergency in response to the COVID 19 pandemic.

The finalisation of the Shires Integrated Planning framework and long term strategies has played an integral role in developing the Shire's vision for the future and has allowed for the development of priorities to achieve the consensus of community aims.

Consultation:

Executive Staff.
Councillors.

Statutory Environment:

Local Government Act 1995 Section 6.2 requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of Part 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft 2021/22 budget as presented is considered to meet statutory requirements.

Section 67 of the *Waste Avoidance and Resource Recovery Act 2007* (*Receptacle Charges for Waste Collections*).

Section 41 of the *Health Act 1911* for the management and maintenance of community effluent systems.

Policy Implications:

Nil.

Financial Implications:

A balanced budget for the 2021/22 financial year. Specific financial implications are as outlined in the Detail section of this report and as itemised in the draft 2021/22 budget attached for adoption.

Strategic Implications:

The budget documents Council's financial objectives for the next twelve (12) months.

The draft 2021/22 budget has been developed based on the Community Strategic Plan and Integrated Planning documents adopted by the Shire of Ravensthorpe in May 2021.

Sustainability Implications:

Environmental:

The draft 2021/22 budget supports key environmental strategies and initiatives adopted by the council.

Economic:

The draft 2021/22 budget has been developed based on sound financial management and accountability principles and is considered to deliver a sustainable economic outcome for council and the community.

Social:

The draft 2021/22 budget delivers social outcomes identified in various planning and community supporting strategies that have previously been adopted by the council.

Risk Implications:

Risk	Medium/Low(6)
Risk Likelihood (based on history and with existing controls)	Possible(3)
Risk Impact / Consequence	Minor(2)
Risk Rating (Prior to Treatment or Control)	Low(4)
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 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.

Recommendation;

Part A – Municipal Fund Budget for 2021/22

Pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996 the council adopt the Municipal Fund Budget as contained in the attachment to this agenda and the minutes for the Shire of Ravensthorpe for the 2021/22 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type on page 2 showing a net result for that year of -\$4,664,644.
- Statement of Comprehensive Income by Program on page 4 showing a net result for that year of -\$4,664,644.
- Statement of Cash Flows on Page 6.
- Rate Setting Statement on page 7 showing an amount required to be raised from rates, including interim, back and ex-gratia rates, of \$4,702,128 based on a 4% rate increase.
- Notes to and Forming Part of the Budget on pages 10 to 36.

1

Moved: Cr Major

Seconded: Cr Leighton

Res: 89/21

Decision:

That Council;

Part A – Municipal Fund Budget for 2021/22

Pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996 the council adopt the Municipal Fund Budget as contained in the attachment to this agenda and the minutes for the Shire of Ravensthorpe for the 2021/22 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type on page 2.
- Statement of Comprehensive Income by Program on page 4.
- Statement of Cash Flows on Page 6.
- Rate Setting Statement on page 7 showing an amount required to be raised from rates, including interim, back and ex-gratia rates, of \$4,702,128 based on a 4% rate increase.
- Notes to and Forming Part of the Budget on pages 10 to 36.
- With the addition of the creation of an additional Reserve Fund named “Floater Road Reserve” in Note 8 Page 26, in accordance with Section 6.11 of the *Local Government Act 1995*, specifically for the purpose of holding pre-paid funds for the exclusive purpose of “To be used for the sealed construction section of Floater Road” with the anticipated date of use and completion 2021-2022.

Voting Requirements: Absolute Majority

Carried: 6/0

¹ Additional point regarding Floater Road Reserve Fund added to Decision.

Recommendation:

Part B – General and Minimum Rates, Instalment Payment Arrangements

1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995 impose the following general rates and minimum rates on Gross Rental and Unimproved Values.

1.1 General Rates

Residential (GRV)	12.1852 cents in the dollar
Commercial (GRV)	13.6830 cents in the dollar
Industrial (GRV)	16.0607 cents in the dollar
Transient Workforce Accom (GRV)	32.7462 cents in the dollar
Short Stay Accommodation (GRV)	32.7462 cents in the dollar
Rural (UV)	0.7008 cents in the dollar
Mining (UV)	8.5928 cents in the dollar

1.2 Minimum Payments

Residential (GRV)	\$905
Commercial (GRV)	\$905
Industrial (GRV)	\$905
Transient Workforce Accom (GRV)	\$884
Short Stay Accommodation (GRV)	\$884
Rural (UV)	\$884
Mining (UV)	\$333

2. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, council nominates the following due dates for the payment in full by instalments:

- Full payment and 1st instalment due date 13 October 2021
- 2nd quarterly instalment due date 13 December 2021
- 2nd half instalment due date 14 February 2022
- 3rd quarterly instalment due date 14 February 2022
- 4th quarterly instalment due date 14² April 2022

3. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) regulations 1996, council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$10 for each instalment after the initial instalment is paid.

4. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.

² Incorrect date amended in Decision.

5. Pursuant to section 6.51 (1) and subject to section 6.51 (4) of the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996, council adopts an interest rate of 7% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

Moved: Cr Richardson

Seconded: Cr Goldfinch

Res: 90/21

Decision:

Part B – General and Minimum Rates, Instalment Payment Arrangements

6. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995 impose the following general rates and minimum rates on Gross Rental and Unimproved Values.

6.1 General Rates

Residential (GRV)	12.1852 cents in the dollar
Commercial (GRV)	13.6830 cents in the dollar
Industrial (GRV)	16.0607 cents in the dollar
Transient Workforce Accom (GRV)	32.7462 cents in the dollar
Short Stay Accommodation (GRV)	32.7462 cents in the dollar
Rural (UV)	0.7008 cents in the dollar
Mining (UV)	8.5928 cents in the dollar

6.2 Minimum Payments

Residential (GRV)	\$905
Commercial (GRV)	\$905
Industrial (GRV)	\$905
Transient Workforce Accom (GRV)	\$884
Short Stay Accommodation (GRV)	\$884
Rural (UV)	\$884
Mining (UV)	\$333

7. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, council nominates the following due dates for the payment in full by instalments:

- | | |
|--|------------------|
| • Full payment and 1st instalment due date | 13 October 2021 |
| • 2nd quarterly instalment due date | 13 December 2021 |
| • 2nd half instalment due date | 14 February 2022 |
| • 3rd quarterly instalment due date | 14 February 2022 |
| • 4th quarterly instalment due date | 15 April 2022 |

8. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) regulations 1996, council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$10 for each instalment after the initial instalment is paid.
9. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.
10. Pursuant to section 6.51 (1) and subject to section 6.51 (4) of the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996, council adopts an interest rate of 7% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

Voting Requirements: Absolute Majority

Carried: 6/0

Moved: Cr Major

Seconded: Cr Leighton

Res: 91/21

Part C – General Fees and Charges for 2021/22

Pursuant to section 6.16 of the Local Government Act 1995, council adopts the Fees and charges included with the draft 2021/22 budget.

Voting Requirements: Absolute Majority

Carried: 6/0

Moved: Cr Belli

Seconded: Cr Richardson

Res: 92/21

Part D – Other Statutory Fees for 2021/22

1. Pursuant to section 53 of the Cemeteries Act 1986 council adopts the fees and charges for cemeteries within Shire included in the draft 2021/22 budget.
2. Pursuant to section 245A (8) of the Local Government (Miscellaneous Provisions) Act 1960 the council adopts a swimming pool inspection fee of \$58.45.
3. Pursuant to section 67 of the Waste Avoidance and Resources Recovery act 2007, council adopt the following charges for the removal of domestic and commercial waste:

3.1 Residential Commercial and Industrial Premises 240L Refuse Bin Collected Weekly \$338.72 pa

3.2 Residential Commercial and Industrial Premises 240L Recycling Bin Collected Fortnightly \$120.19 pa

4. Pursuant to Section 41 of the *Health Act 1911* council adopt the following effluent charges for the management and maintenance of community effluent systems within the town sites of Munglinup and Ravensthorpe:

- General Rates

- Ravensthorpe (GRV) 2.4066 cents in the dollar
- Munglinup (GRV) 2.7493 cents in the dollar

- 4.2 Minimum Payments

- Ravensthorpe (GRV) \$207
- Munglinup (GRV) \$207

- 4.3 Non Rateable Properties

- First Fixture \$207
- Per Additional Fixture \$129
- Commercial Volume Sewerage (CBH sites) \$1560

Voting Requirements: Absolute Majority

Carried: 6/0

Part E – Elected Members Fees and Charges

1. Pursuant to section 5.99 of the Local Government Act 1995 and regulation 34 of the Local Government (Administration) Regulations 1996, council adopts the following annual fees for payment of elected members in lieu of individual meeting fees:

President	\$21,000
Councillors	\$14,000

2. Pursuant to section 5.99A of the Local Government Act 1995 and regulations 34A and 34AA of the Local Government (Administration) Regulations 1996, Council adopts the following annual allowances for elected members:

Phone, fax, IT & Telecommunications	\$1,200
-------------------------------------	---------

3. Pursuant to section 5.98(5) of the Local Government Act 1995 and regulation 33 of the Local Government (Administration) Regulations 1996, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

President	\$13,800
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4. Pursuant to section 5.98A of the Local Government Act 1995 and regulations 33A of the Local Government (Administration) Regulations 1996, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

Deputy President	\$3,450
------------------	---------

Voting Requirements: Absolute Majority Carried: 6/0

Part F – Material Variance Reporting for 2021/22

In accordance with regulation 34 (5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2021/22 for reporting material variances shall be 10% or \$100,000, whichever is the greater.

Voting Requirements: Absolute Majority Carried: 6/0

Part G – Rates Exemption

That pursuant to section 6.47 of the *Local Government Act*, and in keeping with past years, the 2021/22 rates on the following properties be waived to encourage these community organisations:

- Assessment A14326 – 62 Esplanade – CWA of Hopetoun
- Assessment A11670 – 75 Spence Street – Baptist Union of WA Inc.
- Assessment A11569 – 23 Dunn Street – Diocesan Trustees of Bunbury Inc.
- Assessment A11697 – 25 Dunn Street – Diocesan Trustees of Bunbury Inc.
- Assessment A430 – 21 Dunn Street – Diocesan Trustees of Bunbury Inc.
- Assessment A321 – 23 Morrell Street – St Johns Ambulance Australia Munglinup Sub Centre
- Assessment A611 – 21 Morgans Street – St Johns Ambulance Australia Ravensthorpe Sub Centre
- Assessment A776 – 49 Esplanade – The Roman Catholic Bishop of Bunbury
- Assessment A589 – 38 Kingsmill Street – The Uniting Church in Australia Property Trust WA
- Assessment A636 – 51 Morgans Street – Ravensthorpe Community Centre
- Assessment A13375 – 16 Chambers Street – Hopetoun Progress Association

Subject to eligibility of exemption being reviewed.

Voting Requirements: Absolute Majority

Carried: 6/0

6. Matters Behind Closed Doors

Nil.

7. Closure of Meeting

The Presiding Member declared the meeting closed at 3.31pm.

ATTACHMENT



MINUTES

Special Council Meeting

Tuesday, 7 September 2021

Commencing at 5.00pm

Ravensthorpe Recreation Centre

SHIRE OF RAVENSTHORPE

Minutes for the Special Meeting of Council to be held at the Council Chambers, Ravensthorpe Recreation Centre on Tuesday 7 September 2021 – commencing at 5.00pm.

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EXTRACT FROM LOCAL GOVERNMENT ACT 1995

5.5. CONVENING COUNCIL MEETINGS

- (1) The CEO is to convene an ordinary meeting by giving each council member at least 72 hours' notice of the date, time and place of the meeting and an agenda for the meeting.
- (2) **The CEO is to convene a special meeting by giving each council member notice, before the meeting, of the date, time, place and purpose of the meeting.**

1. Declaration of Opening / Announcements of Visitors

The Presiding Member declared the meeting open at 5.00pm.

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: Brian Jones (Acting Chief Executive Officer)

APOLOGIES: Nil.

ON LEAVE OF ABSENCE: Nil.

ABSENT: Nil.

MEMBER OF THE PUBLIC:

Neil Douglas – McLeods Lawyers

3. Announcements by the Presiding Member

Nil.

4. Disclosure of Interest

Nil.

ATTACHMENT

LO7 Closed Circuit Television (CCTV) Operations

Policy Objective

This policy provides the requirements in relation to the operation of CCTV leased, owned or controlled by the Shire of Ravensthorpe. This policy does not apply to CCTV systems on private property. The CCTV policy will be operated with due regard to the privacy and civil liberties of individual members of the public.

Policy

Definitions

Authorised Officer:	Chief Executive Officer (CEO) of the Shire of Ravensthorpe
Authorised Staff:	Any staff member of the Shire of Ravensthorpe who has been given approval by the Shire of Ravensthorpe's Authorised Officer to undertake activities relating to the operation or management of the CCTV network.
CCTV:	Closed Circuit Television- video transmission camera looped to a monitor- rewrites after limited data is used. Recordings only available for a limited time.
Monitored Installation:	CCTV which provides real time observation of events so that real time responses can be initiated.
Unmonitored Installation:	CCTV which captures evidence of events which can be acted upon subsequently.
Internal CCTV:	Closed CCTV which may record staff and public internally and/or externally of the Shire of Ravensthorpe buildings.
Public CCTV:	Closed CCTV which may record public open spaces and streets including linked mobile systems.
MOU:	Memorandum of Understanding regarding the supply and use of public CCTV between the Shire of Ravensthorpe and WA Police.

Purpose

The purpose of the CCTV system is to:

- Assist in deterring antisocial and criminal behaviour
- Assist in deterring offences against persons and/or property
- Facilitate rapid response by WA Police and other emergency services as determined by WA Police when detecting instances of crime and anti-social behaviour
- Record evidence to support investigations and prosecutions by WA Police in relation to offences
- Increase the safety and security of employees, residents and visitors
- Monitor access, deter and detect unauthorised access at the Ravensthorpe Airport into the Airside area as well as being used to detect suspicious behaviours, armed persons and also unattended/ suspicious vehicles or things.

Ownership and Control

The CCTV system is owned by the Shire of Ravensthorpe who ensure that the CCTV system is maintained in efficient working order. The Shire of Ravensthorpe have exclusive access to and control of all recorded footage. The system is under the control of the Shire CEO and may be delegated to authorised staff and/or to a third party who Council may engage under contract to manage and maintain the system- authorised staff must adhere to the guidelines outlined in this policy.

The network includes stand- alone camera systems connected to a recording device in the control rooms on site. All images are recorded and maintained for a limited time dependent on amount of data used before it records over itself. Images are not kept unless they are required in relation to the investigation of a crime or other circumstances provided by law.

The details of all material, if recorded and kept for the purposes of investigation or crime or in any other circumstances provided by law, from the CCTV network will be registered in accordance with the *State Records Act 2000*.

Viewing and Requesting CCTV Images/ Recordings

Only authorised officers and staff are permitted to have access to the CCTV system. Other persons viewing the CCTV must be authorised by the CEO.

Live Viewing of CCTV Footage

Shire staff and contractors are able to view live CCTV footage if required as part of their role.

Use of Historical Recorded Material

The Shire will ensure that CCTV systems are used ethically at all times and in accordance with all relevant legislation and guidelines. The use of CCTV is regulated by the *Surveillance Devices Act 1998 WA* and this legislation prohibits the recording “private activity” as defined by Section 3 of the Act.

Recorded material will not be sold or used for commercial purposes or the provision of entertainment.

The showing of recorded material to the public will be allowed only in connection with the investigation of a crime or in any other circumstances provided by law.

Appropriate security measures will be taken against unauthorised access to, alteration, disclosure, accidental loss or destruction of recorded material.

Shire of Ravensthorpe staff may complete an internal CCTV Data request form, which must be filled in and signed by the Authorised Staff member and Authorised Officer (CEO) as per this policy. This information will be assessed and provided based on priority, ensuring that the request does not contravene governing standards.

WA Police have access as stated within their MOU. They may request historical recorded material in order to supplement or assist with criminal investigations. These requests will need to be made in writing to the CEO who will assess and provide the requested footage as required.

Members of the Public may request footage from the Shire of Ravensthorpe internal CCTV through a Freedom of Information Request. Requests will be governed by the requirements under the *Freedom of Information Act 1992*.

Any requests relating to access to CCTV data records from Ravensthorpe Airport will be vetted and approved by the Security Contact Officer (SCO) before they can be released by the CEO due to potential aviation safety and security concerns.

Roles and Responsibilities

The CEO will appoint authorised officers and/or contractors, as required, to undertake the following:

- Addressing any technical aspects for the CCTV, including equipment upgrades, CCTV communications network maintenance, storage management, access to record keeping records and training of employees.
- Addressing ongoing equipment maintenance and repairs on CCTV networks.
- Reviewing and monitoring operations of the policy and administering the day to day operations of the CCTV network in accordance with the MOU with WA Police and this Policy.

Due to National Aviation security and safety requirements the Security Contact Officer (SCO) is responsible for maintenance and repairs of the CCTV network at Ravensthorpe Airport in liaison with above personnel when appropriate.

References to Related Documents

- Local Government Act 1995
- WA Criminal Code Act Compilation Act 1913
- Criminal Procedures Act 2004
- State Records Act 2000
- Surveillance Devices Act 1998 (WA)
- Freedom of Information Act 1992
- Memorandum of Understanding- Western Australia Police Force and Shire of Ravensthorpe

Document Control Box							
Custodian:	Chief Executive Officer						
Decision Maker:	Council						
Compliance Requirements:							
Legislation:	Surveillance Devices Act 1998 (WA) State Records Act 2000						
Industry:							
Organisational:							
Document Management:							
Risk Rating:	Low	Review Frequency:	Annual	Next Due:	2022	Ref:	
Version #	Decision Reference:		Description				
1.							
2.							

ATTACHMENT

G22 Temporary Employment or Appointment of Chief Executive Officer

Policy Objective

To establish in accordance with the requirements of section 5.39C of the *Local Government Act 1995 (Act)* the process for appointing an Acting or Temporary Chief Executive Officer (CEO) for periods of less than 12 months of planned or unplanned leave or vacancy.

Policy

1. DEFINITIONS

Acting CEO

Means a person appointed to fulfil the statutory position of CEO during a period where the substantive CEO remains employed but is on leave for any reason.

Temporary CEO

Means a person appointed to fulfil the statutory position of CEO for the period of time between when the substantive CEO's employment has ended and a new substantive CEO, appointed by Council, commences employment.

2. CEO LEAVE ENTITLEMENTS

- 2.1 The CEO is contractually entitled to leave condition as specified in their employment contract and subject to relevant industrial and employment law.
- 2.2 Approval for the CEO to take leave entitlements is at the written discretion of the Shire President, or where the Shire President is on an approved leave of absence, the Deputy Shire President. The Shire President / Deputy Shire President, as applicable cannot unreasonably withhold approval.

3. ACTING AND TEMPORARY CEO

- 3.1 When the CEO is on leave or the CEO's employment with the Local Government has ended, an Acting or Temporary CEO is to be appointed in accordance with this Policy to fulfil the duties and functions of the CEO as detailed in section 5.41 of the Act.
- 3.2 Through this policy and in accordance with section 5.36(2)(a) of the Act, Council determines that persons appointed as the incumbent to a position of Director are considered suitably qualified to perform the role of Acting or Temporary CEO. A person appointed as Acting Director is not included in this determination.

4. APPOINTMENT OF AN ACTING CHIEF EXECUTIVE OFFICER – PLANNED AND UNPLANNED LEAVE OR WORK-RELATED ABSENCES FOR PERIODS UP TO 5 WEEKS

- 4.1 The CEO is authorised to appoint a Director in writing as Acting CEO, where the CEO is on planned or unplanned leave or is at work but interstate or overseas, for periods not exceeding five (5) weeks, subject to the CEO's consideration of the Director's performance, availability, operational requirements and where appropriate, the equitable access to the professional development opportunity.

4.2 The CEO is to immediately advise all Council Members when and for what period of time a Director is appointed as Acting CEO.

4.3 If the CEO is unable or unavailable to make the decision to appoint a Director, then the following line of succession shall apply until the Council can, at the earliest opportunity, make a decision to appoint an Acting CEO.

a) The Director Corporate and Community Services will act as CEO; or

b) If the Director Corporate and Community Services is unable or unwilling, the Director Technical Services will act as CEO.

5. APPOINTMENT OF AN ACTING CHIEF EXECUTIVE OFFICER – EXTENDED PLANNED LEAVE PERIODS GREATER THAN 5 WEEKS BUT LESS THAN 12 MONTHS AND SUSPENSION

5.1 Extended Planned Leave may include; accumulated annual leave, long service leave or personal leave. The following practice also applies where the incumbent CEO has been suspended or stood down.

5.2 The Council will, by resolution, appoint an Acting CEO during periods of extended planned leave greater than five (5) weeks but less than 12 months or suspension,, as follows:

a) Appoint one or multiple Directors as Acting CEO for defined periods to ensure the CEO position is filled continuously for the period of extended leave or suspension; and/or

b) Conduct an external recruitment process in accordance with clause 18A of the Local Government (Administration) Regulations 1996.

5.3 The Shire President/Deputy Shire President, as applicable, will liaise with the CEO, to coordinate Council resolutions necessary to facilitate the appointment of an Acting CEO.

5.4 Subject to Council's resolution, the Shire President/Deputy Shire President, as applicable, will execute in writing appointment as Acting CEO.

6. APPOINTMENT OF A TEMPORARY CHIEF EXECUTIVE OFFICER – VACANCY

6.1 In the event that the incumbent CEO's employment with the Shire has ended or is ending, the following applies:

a) If Council has already appointed by resolution an Acting CEO, that person shall act as the Temporary CEO for the period of time for which the Council resolution specifies.

b) If Council has not appointed an Acting CEO and the incumbent CEO's employment has already ended, then until a Special Council Meeting can be convened to formally determine an appointment the following interim measures shall apply:

i. The Director Corporate and Community Services will be the interim Temporary CEO;

ii. If the Director Corporate and Community Services is unable or unwilling, the Director Technical Services will be the interim Temporary CEO.

- c) When determining to appoint a Temporary CEO the Council may either:
- i. By resolution, appoint a Director as the Temporary CEO for the period of time until the substantive CEO has been recruited and commences their employment with the Local Government; or
 - ii. By resolution, appoint a Director as an interim Temporary CEO for the period of time until an external recruitment process for a Temporary CEO can be completed; and/or if the incumbent CEO's employment has not yet ended;
 - iii. Undertake an external recruitment process in accordance with the principles of merit and equity prescribed in section 5.40 of the Act, to appoint a temporary CEO for the period of time until a substantive CEO has been recruited and commences employment with the Local Government.

7. REMUNERATION AND CONDITIONS OF ACTING CEO

- 7.1 Unless Council otherwise resolves, a person acting as CEO shall be remunerated at 100% of the cash component only of the substantive CEO's total reward package.
- 7.2 In accordance with section 5.39(1a)(a) of the Act, a Director, as an existing employee of the Local Government, can act in the position of the CEO for a term not exceeding one year without a written contract for the position.
- 7.3 In accordance with section 5.39(2)(a) of the Act, appointment of a person as Acting or Temporary CEO, who is not an existing employee of the Local Government will require a contract for a term not exceeding one year, subject to compliance with all other contract requirements of the Act.
- 7.4 Subject to employment and industrial relations law advice, Council retains the right to terminate or change, by resolution, any Acting or Temporary CEO appointment.

Document Control Box							
Custodian:	Chief Executive Officer						
Decision Maker:	Council						
Compliance Requirements:							
Legislation:	S5.39 Contracts for CEO and Senior Employees <i>Local Government Act 1995</i> S5.39C Policy for Temporary Employment or Appointment of CEO						
Industry:							
Organisational:							
Document Management:							
Risk Rating:	Low	Review Frequency:	Annual	Next Due:	2022	Ref:	
Version #	Decision Reference:		Description				
1.							
2.							

ATTACHMENT



SHIRE OF RAVENSTHORPE

STANDARDS FOR CEO RECRUITMENT PERFORMANCE AND TERMINATION

Adopted Date:

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Division 1 – Preliminary Provisions

1. Citation

These are the Shire of Ravensthorpe Standards for CEO Recruitment, Performance and Termination.

2. Terms used

(1) In these standards —

Act means the Local Government Act 1995;

additional performance criteria means performance criteria agreed by the local government and the CEO under clause 16(1)(b);

applicant means a person who submits an application to the local government for the position of CEO;

contract of employment means the written contract, as referred to in section 5.39 of the Act, that governs the employment of the CEO;

contractual performance criteria means the performance criteria specified in the CEO's contract of employment as referred to in section 5.39(3)(b) of the Act;

job description form means the job description form for the position of CEO approved by the local government under clause 5(2);

local government means the Shire of Ravensthorpe;

selection criteria means the selection criteria for the position of CEO determined by the local government under clause 5(1) and set out in the job description form;

selection panel means the selection panel established by the local government under clause 8 for the employment of a person in the position of CEO.

(2) Other terms used in these standards that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — Standards for recruitment of CEOs

1. Overview of Division

This Division sets out standards to be observed by the local government in relation to the recruitment of CEOs.

2. Application of Division

(1) Except as provided in subclause (2), this Division applies to any recruitment and selection process carried out by the local government for the employment of a person in the position of CEO.

(2) This Division does not apply —

(a) If it is proposed that the position of CEO be filled by a person in a class prescribed for the purposes of section 5.36(5A) of the Act; or

(b) In relation to a renewal of the CEO's contract of employment, except in the circumstances referred to in clause 13(2).

3. Determination of selection criteria and approval of job description form

- (1) The local government must determine the selection criteria for the position of CEO, based on the local government's consideration of the knowledge, experience, qualifications and skills necessary to effectively perform the duties and responsibilities of the position of CEO of the local government.
- (2) The local government must, by resolution of an absolute majority of the council, approve a job description form for the position of CEO which sets out —
 - (a) The duties and responsibilities of the position; and
 - (b) The selection criteria for the position determined in accordance with subclause (1).

4. Advertising requirements

- (1) If the position of CEO is vacant, the local government must ensure it complies with section 5.36(4) of the Act and the Local Government (Administration) Regulations 1996 regulation 18A.
- (2) If clause 13 applies, the local government must advertise the position of CEO in the manner referred to in the Local Government (Administration) Regulations 1996 regulation 18A as if the position was vacant.

5. Job description form to be made available by local government

If a person requests the local government to provide to the person a copy of the job description form, the local government must —

- (1) Inform the person of the website address referred to in the Local Government (Administration) Regulations 1996 regulation 18A(2)(da); or
- (2) If the person advises the local government that the person is unable to access that website address —
 - (a) Email a copy of the job description form to an email address provided by the person;
or
 - (b) Mail a copy of the job description form to a postal address provided by the person.

(3) Establishment of selection panel for employment of CEO

- (1) In this clause —

independent person means a person other than any of the following —

- (a) A council member;
 - (b) An employee of the local government;
 - (c) A human resources consultant engaged by the local government.
- (2) The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.

- (3) The selection panel must comprise —
 - (a) Council members (the number of which must be determined by the local government); and
 - (b) At least 1 independent person.

(4) Recommendation by selection panel

- (1) Each applicant's knowledge, experience, qualifications and skills must be assessed against the selection criteria by or on behalf of the selection panel.
- (2) Following the assessment referred to in subclause (1), the selection panel must provide to the local government —
 - (a) A summary of the selection panel's assessment of each applicant; and
 - (b) Unless subclause (3) applies, the selection panel's recommendation as to which applicant or applicants are suitable to be employed in the position of CEO.
- (3) If the selection panel considers that none of the applicants are suitable to be employed in the position of CEO, the selection panel must recommend to the local government —
 - (a) That a new recruitment and selection process for the position be carried out in accordance with these standards; and
 - (b) The changes (if any) that the selection panel considers should be made to the duties and responsibilities of the position or the selection criteria.
- (4) The selection panel must act under subclauses (1), (2) and (3) —
 - (a) In an impartial and transparent manner; and
 - (b) In accordance with the principles set out in section 5.40 of the Act.
- (5) The selection panel must not recommend an applicant to the local government under subclause (2)(b) unless the selection panel has —
 - (a) Assessed the applicant as having demonstrated that the applicant's knowledge, experience, qualifications and skills meet the selection criteria; and
 - (b) Verified any academic, or other tertiary level, qualifications the applicant claims to hold; and
 - (c) Whether by contacting referees provided by the applicant or making any other inquiries the selection panel considers appropriate, verified the applicant's character, work history, skills, performance and any other claims made by the applicant.
- (6) The local government must have regard to, but is not bound to accept, a recommendation made by the selection panel under this clause.

(5) Application of cl. 5 where new process carried out

- (1) This clause applies if the local government accepts a recommendation by the selection panel under clause 9(3)(a) that a new recruitment and selection process for the position of CEO be carried out in accordance with these standards.

- (2) Unless the local government considers that changes should be made to the duties and responsibilities of the position or the selection criteria —
 - (a) Clause 5 does not apply to the new recruitment and selection process; and
 - (b) The job description form previously approved by the local government under clause 5(2) is the job description form for the purposes of the new recruitment and selection process.

(6) Offer of employment in position of CEO

Before making an applicant an offer of employment in the position of CEO, the local government must, by resolution of an absolute majority of the council, approve —

- (1) The making of the offer of employment to the applicant; and
- (2) The proposed terms of the contract of employment to be entered into by the local government and the applicant.

(7) Variations to proposed terms of contract of employment

- (1) This clause applies if an applicant who is made an offer of employment in the position of CEO under clause 11 negotiates with the local government a contract of employment (the negotiated contract) containing terms different to the proposed terms approved by the local government under clause 11(b).
- (2) Before entering into the negotiated contract with the applicant, the local government must, by resolution of an absolute majority of the council, approve the terms of the negotiated contract.

(8) Recruitment to be undertaken on expiry of certain CEO contracts

- (1) In this clause —

Commencement day means the day on which the Local Government (Administration) Amendment Regulations 2021 regulation 6 comes into operation.

- (2) This clause applies if —
 - (a) Upon the expiry of the contract of employment of the person (the incumbent CEO) who holds the position of CEO —
 - (i) The incumbent CEO will have held the position for a period of 10 or more consecutive years, whether that period commenced before, on or after commencement day; and
 - (ii) A period of 10 or more consecutive years has elapsed since a recruitment and selection process for the position was carried out, whether that process was carried out before, on or after commencement day;
- (3) Before the expiry of the incumbent CEO's contract of employment, the local government must carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of the incumbent CEO's contract of employment.

- (4) This clause does not prevent the incumbent CEO's contract of employment from being renewed upon its expiry if the incumbent CEO is selected in the recruitment and selection process referred to in subclause (3) to be employed in the position of CEO.

(9) Confidentiality of information

The local government must ensure that information provided to, or obtained by, the local government in the course of a recruitment and selection process for the position of CEO is not disclosed, or made use of, except for the purpose of, or in connection with, that recruitment and selection process.

Division 3 — Standards for review of performance of CEOs

1. Overview of Division

This Division sets out standards to be observed by the local government in relation to the review of the performance of CEOs.

2. Performance review process to be agreed between local government and CEO

- (1) The local government and the CEO must agree on —
 - (a) The process by which the CEO's performance will be reviewed; and
 - (b) Any performance criteria to be met by the CEO that are in addition to the contractual performance criteria.
- (2) Without limiting subclause (1), the process agreed under subclause (1)(a) must be consistent with clauses 17, 18 and 19.
- (3) The matters referred to in subclause (1) must be set out in a written document.

3. Carrying out a performance review

- (1) A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner.
- (2) The local government must —
 - (a) Collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner; and
 - (b) Review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on that evidence.

4. Endorsement of performance review by local government

Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.

5. CEO to be notified of results of performance review

After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of —

- (a) The results of the review; and
- (b) If the review identifies any issues about the performance of the CEO — how the local government proposes to address and manage those issues.

Division 4 — Standards for termination of employment of CEOs

1. Overview of Division

This Division sets out standards to be observed by the local government in relation to the termination of the employment of CEOs.

2. General principles applying to any termination

- (1) The local government must make decisions relating to the termination of the employment of a CEO in an impartial and transparent manner.
- (2) The local government must accord a CEO procedural fairness in relation to the process for the termination of the CEO's employment, including —
 - (a) Informing the CEO of the CEO's rights, entitlements and responsibilities in relation to the termination process; and
 - (b) Notifying the CEO of any allegations against the CEO; and
 - (c) Giving the CEO a reasonable opportunity to respond to the allegations; and
 - (d) Genuinely considering any response given by the CEO in response to the allegations.

3. Additional principles applying to termination for performance related reasons

- (1) This clause applies if the local government proposes to terminate the employment of a CEO for reasons related to the CEO's performance.
- (2) The local government must not terminate the CEO's employment unless the local government has —
 - (a) In the course of carrying out the review of the CEO's performance referred to in subclause (3) or any other review of the CEO's performance, identified any issues (the performance issues) related to the performance of the CEO; and
 - (b) Informed the CEO of the performance issues; and
 - (c) Given the CEO a reasonable opportunity to address, and implement a plan to remedy, the performance issues; and
 - (d) Determined that the CEO has not remedied the performance issues to the satisfaction of the local government.

- (3) The local government must not terminate the CEO's employment unless the local government has, within the preceding 12 month period, reviewed the performance of the CEO under section 5.38(1) of the Act.

4. Decision to terminate

Any decision by the local government to terminate the employment of a CEO must be made by resolution of an absolute majority of the council.

5. Notice of termination of employment

- (1) If the local government terminates the employment of a CEO, the local government must give the CEO notice in writing of the termination.
- (2) The notice must set out the local government's reasons for terminating the employment of the CEO.

ATTACHMENT

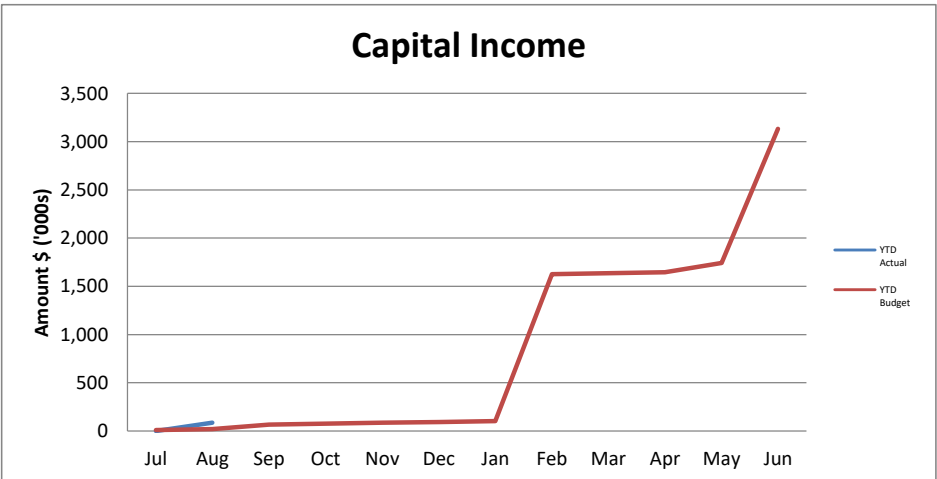
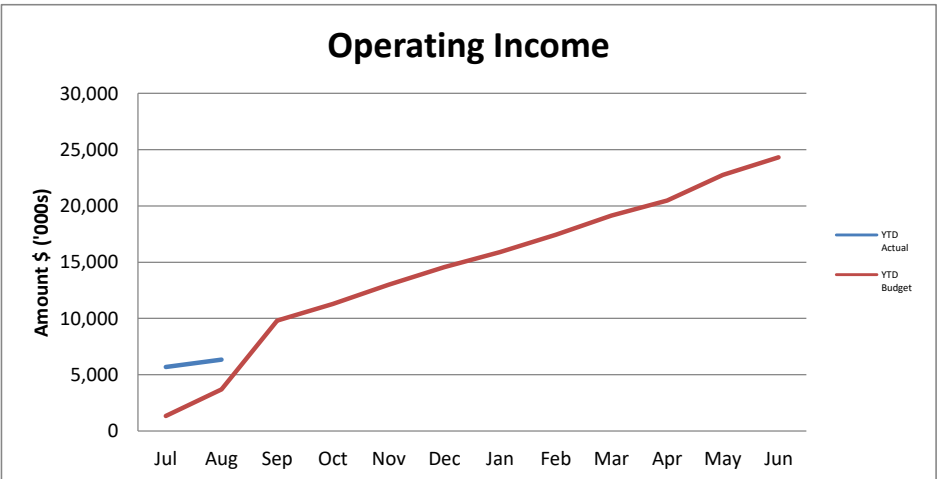
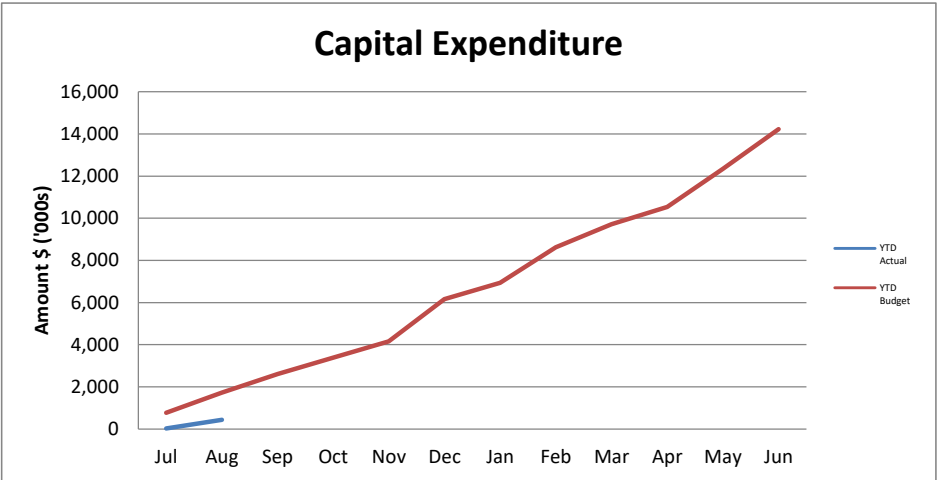
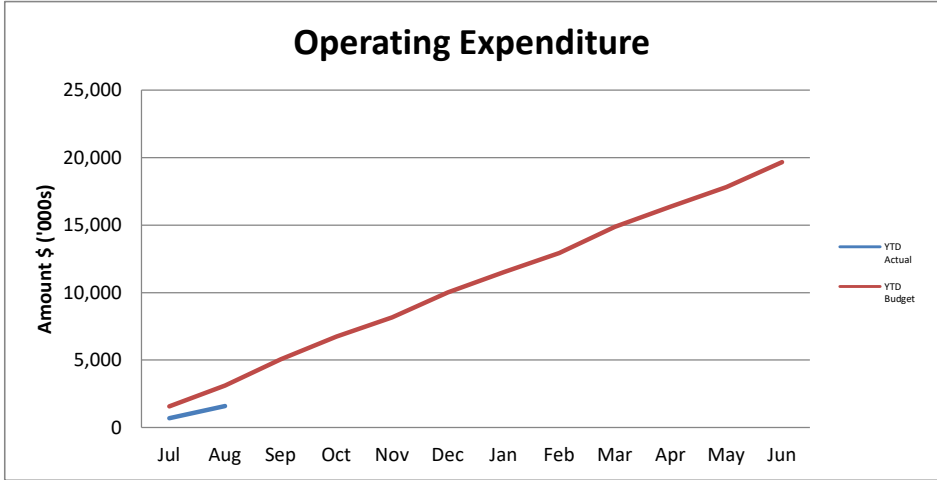


SHIRE OF RAVENSTHORPE
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021

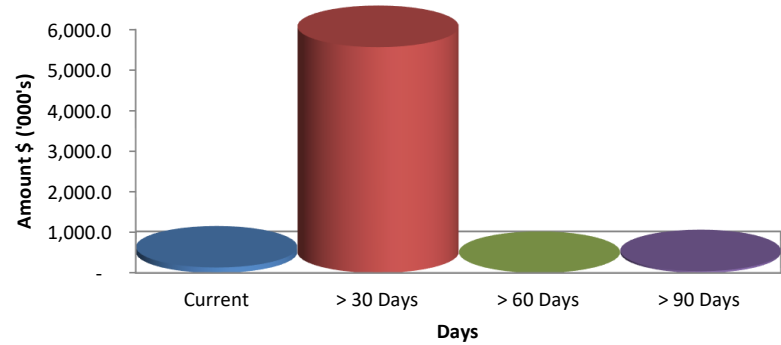
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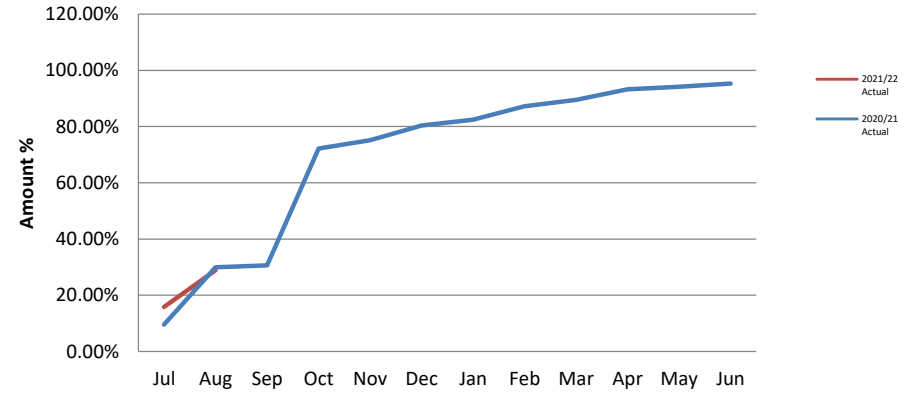
Income and Expenditure Graphs to 31 August 2021



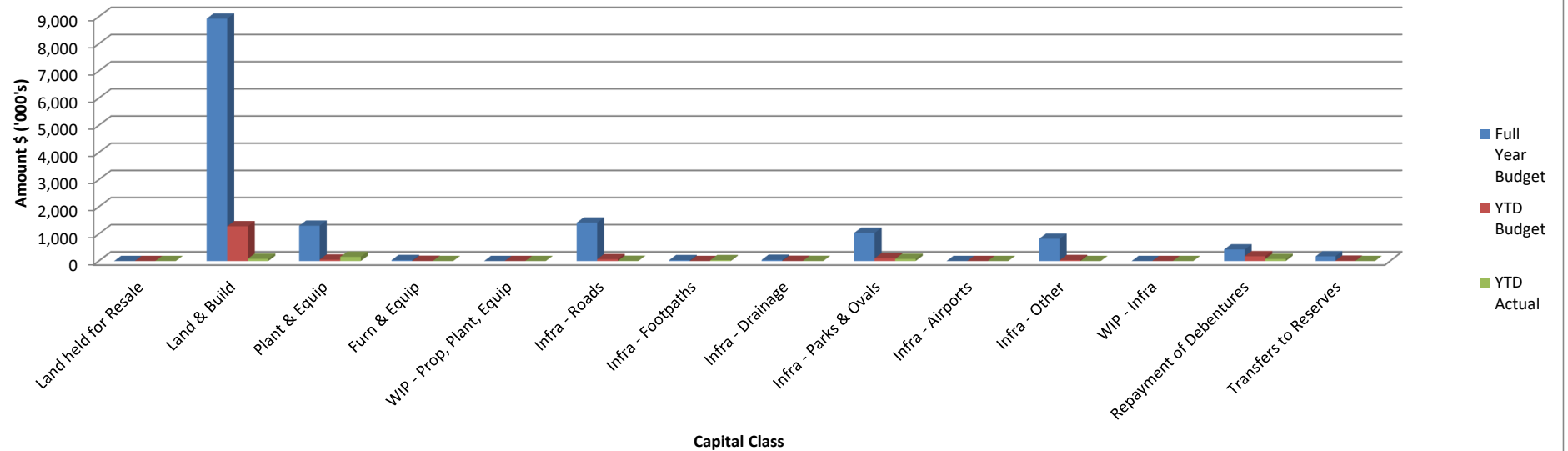
Sundry Debtors Amount O/S



Rates % Collected



Capital Expenditure



**SHIRE OF RAVENSTHORPE
STATEMENT OF FINANCIAL ACTIVITY**

FOR THE PERIOD ENDED 31 AUGUST 2021

	NOTE	2021/22 Adopted Budget \$	AUGUST 2021 Y-T-D Budget \$	AUGUST 2021 Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
Operating							
Revenues/Sources							
Governance		44,000	7,332	0	(7,332)	0.00%	
General Purpose Funding		1,192,900	268,711	320,018	51,307	119.09%	
Law, Order, Public Safety		1,252,653	73,357	56,164	(17,193)	76.56%	
Health		9,291	680	(250)	(930)	(36.75%)	
Education and Welfare		1,077,380	181,622	127,713	(53,909)	70.32%	
Housing		11,800	1,592	2,993	1,401	188.00%	
Community Amenities		1,049,300	671,940	72,123	(599,817)	10.73%	▲
Recreation and Culture		7,100,766	1,173,030	83,358	(1,089,672)	7.11%	
Transport		1,793,225	345,031	387,532	42,501	112.32%	
Economic Services		386,614	18,192	95,464	77,272	524.76%	
Other Property and Services		5,760,949	940,308	5,115,849	4,175,541	544.06%	▲
		<u>19,678,878</u>	<u>3,681,795</u>	<u>6,260,964</u>	<u>2,579,169</u>	<u>170.05%</u>	
(Expenses)/(Applications)							
Governance		(887,656)	(107,277)	(45,536)	61,741	(42.45%)	
General Purpose Funding		(300,523)	(50,142)	(3,014)	47,128	(6.01%)	
Law, Order, Public Safety		(1,141,282)	(138,545)	(109,318)	29,227	(78.90%)	
Health		(386,177)	(60,515)	(36,454)	24,061	(60.24%)	
Education and Welfare		(1,244,462)	(184,942)	(183,384)	1,558	(99.16%)	
Housing		(206,101)	(40,767)	(26,676)	14,091	(65.44%)	
Community Amenities		(1,586,199)	(229,593)	(110,525)	119,068	(48.14%)	▲
Recreation & Culture		(2,058,964)	(297,721)	(107,436)	190,285	(36.09%)	▲
Transport		(5,384,635)	(846,315)	(299,569)	546,746	(35.40%)	▲
Economic Services		(669,916)	(139,150)	(44,089)	95,061	(31.68%)	
Other Property and Services		(5,796,776)	(1,016,349)	(617,643)	398,706	(60.77%)	▲
		<u>(19,662,691)</u>	<u>(3,111,316)</u>	<u>(1,583,644)</u>	<u>1,527,672</u>	<u>(50.90%)</u>	
Net Operating Result Excluding Rates		16,187	570,479	4,677,320	4,106,841	819.89%	
Adjustments for Non-Cash (Revenue) and Expenditure							
(Profit)/Loss on Asset Disposals	2	(30,549)	(2,574)	86,364	88,938	3355.24%	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0.00%	
Movement in Employee Benefit Provisions		0	0	0	0	0.00%	
Rounding		0	0	0	0	0.00%	
Depreciation on Assets		5,004,073	847,636	0	(847,636)	0.00%	
Capital Revenue and (Expenditure)							
Purchase of Land and Buildings	1	(8,925,058)	(1,279,922)	(82,571)	1,197,351	(6.45%)	
Purchase of Furniture & Equipment	1	(102,600)	(14,998)	(84)	14,914	(0.56%)	
Purchase of Plant & Equipment	1	(1,302,551)	(52,868)	(154,171)	(101,303)	(291.61%)	▲
Purchase of WIP - PP & E	1	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Roads	1	(1,413,561)	(69,164)	(4,565)	64,599	(6.60%)	
Purchase of Infrastructure Assets - Footpaths	1	(30,900)	0	(30,869)	(30,869)	0.00%	
Purchase of Infrastructure Assets - Drainage	1	(41,240)	(3,370)	(637)	2,733	(18.90%)	
Purchase of Infrastructure Assets - Parks & Ovals	1	(1,036,385)	(99,508)	(81,246)	18,262	(81.65%)	
Purchase of Infrastructure Assets - Airports	1	(32,193)	0	(15,488)	(15,488)	0.00%	
Purchase of Infrastructure Assets - Other	1	(749,360)	(21,074)	(14)	21,060	(0.07%)	
Proceeds from Disposal of Assets	2	275,549	18,182	0	(18,182)	0.00%	
Repayment of Leases	2	(124,398)	0	0	0	0.00%	
Repayment of Debentures	3	(426,653)	(176,897)	(76,426)	100,471	(43.20%)	▲
Transfers to Restricted Assets (Reserves)	4	(172,479)	(10,034)	0	10,034	0.00%	
Transfers from Restricted Asset (Reserves)	4	2,857,852	0	0	0	0.00%	
Net Current Assets July 1 B/Fwd	5	1,612,016	1,612,016	1,612,016	0	(100.00%)	
Net Current Assets Year End/To date	5	<u>26,207</u>	<u>1,318,750</u>	<u>5,929,538</u>	<u>4,610,788</u>	<u>(449.63%)</u>	
Amount Raised from Rates		<u>(4,648,457)</u>	<u>(846)</u>	<u>91</u>	<u>937</u>	<u>(10.80%)</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 Funding

Additional Financial Assistance Grant Received for Special Project Funding that was not budgeted

05 - Law, Order and Public Safety

The Bushfire Mitigation Grant has not yet been received

07 - Health

As Budget has only just been adopted, the Health Licence fees are yet to be raised

08 - Education

Due to a spike in sickness in the area, there has been a decrease in numbers at the childcare centres

09 - Housing

An additional unit is currently being rented for a short term

10 - Community Amenities

Grant proceeds from Shire of Jerramungup have not been received for the Regional Landfill as the project has not yet commenced

11 - Recreation & Culture

Project Grants not yet received

12 - Transport

Revenue from the Airport is currently higher than projected with a high number of flights coming in

13 - Economic Services

Quarterly Lease Invoices have been raised, however budget is split evenly through the year

14 - Other Property & Services

The invoice for the Floater Road private works has been raised, however the budget is split through the year

REPORTABLE OPERATING EXPENSE VARIATIONS

All Schedules

With the 2021/2022 Budget only recently adopted, only essential operations expenditure and approved grant projects have commenced leaving all schedules under the current YTD budget

REPORTABLE NON-CASH VARIATIONS

Depreciation will not be run until the Audit for 2020/2021 has been finalised and figures are deemed correct

REPORTABLE CAPITAL EXPENSE VARIATIONS

With the 2021/2022 Budget only recently adopted, only essential operations expenditure and approved grant projects have commenced leaving all schedules under the current YTD budget

REPORTABLE CAPITAL INCOME VARIATIONS

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 AUGUST 2021

	2021/22 Adopted Budget \$	2021/22 YTD Budget \$	AUGUST 2021 Actual \$
1. ACQUISITION OF ASSETS			
The following assets have been acquired during the period under review:			
<u>By Program</u>			
Law, Order & Public Safety			
<i><u>Fire Prevention & Control</u></i>			
Water Bomber Tank Resupply	2,000	0	0
Land Sub-Division Fire Station - East	8,000	0	0
Hopetoun Rural Bushfire Shed	701,356	0	0
Emergency Water Tank Relocation -	8,200	1,364	0
Emergency Services Flamethrower	15,000	2,500	0
<i><u>Law & Order</u></i>			
Ravensthorpe Ses Building Upgrades 21/22	23,500	3,916	0
Health			
<i><u>Doctors & Other Health</u></i>			
20/21 Purchase Toyota Hilux - Doctor	56,781	0	56,361
Education & Welfare			
<i><u>Child Care Centres</u></i>			
Little Barrens - Cot And Kindy Room Furniture	1,000	0	0
Little Barrens - Playground Upgrade	180,000	0	0
Cub House - Playground Upgrade	120,000	0	0
Housing			
<i><u>Staff Housing</u></i>			
Lot 79 Esplanade Hopetoun Housing Upgrade	10,000	0	0
<i><u>Other Housing</u></i>			
Community Amenities			
<i><u>Sanitation - Household Refuse</u></i>			
Munglinup Waste Site Improvements (Design)	57,660	9,610	0
Munglinup Transfer Station	20,000	3,332	0
Ravensthorpe Regional Landfill Weighbridge	284,000	0	0
<i><u>Sewerage</u></i>			
2019/20 Purchase Plant - Sewerage Fencing	23,790	0	0
Ravensthorpe Effluent Ponds - Restore Banks	20,240	3,370	0
<i><u>Other Community Amenities</u></i>			
Two Mile Ablution Block - Hopetoun (Dcp)	28,260	0	28,267
Recreation and Culture			
<i><u>Public Halls & Civic Centres</u></i>			
Ravensthorpe Town Hall - Security Lighting	12,000	2,000	0
<i><u>Other Recreation & Sport</u></i>			
Hopetoun Sports Pavilion - Timber Sealing	19,700	0	0
Hopetoun Sports Pavilion, Repair Doors,	226,900	0	17,593
Ravensthorpe Rec Centre -	101,870	0	3,424
Ravensthorpe Rec Centre - Hot Water System	0	0	107
Munglinup Enclose Verandah For Gym (Lrci	11,990	0	0
Playground Renewal - Hopetoun Rec Grounds	20,000	0	0
Basketball Hoops Near Skatepark Hopetoun	6,770	0	400
Dual Irrigation - Hopetoun Oval (Dcp And Dsr	25,580	0	25,638
Maitland Street Park Playground Upgrade	25,355	0	10,257
Mcculloch Park Playground Upgrade -	40,000	0	18,876
Munglinup Bowling Green -4 Rinks (Lrci R2)	319,400	0	25,351
Skate Park Shade And Seating (Dcp Funded)	2,200	0	724
20/21 Purchase Toyota Hilux P&G - Hopetoun	53,099	0	0

20/21 Purchase Case Tractor P&G	105,885	0	0
Single Cab Tip Truck	85,829	0	0
<u>Libraries</u>			
Libraries Lending System Upgrade	11,500	1,916	0

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 AUGUST 2021

1. ACQUISITION OF ASSETS (Continued)	2021/22 Adopted Budget \$	2021/22 YTD Budget \$	AUGUST 2021 Actual \$
The following assets have been acquired during the period under review:			
By Program (Continued)			
Recreation and Culture (Continued)			
<i>Other Culture</i>			
Rcp Architect Services	143,250	23,874	18,000
Rcp Consultants Services	155,360	25,892	0
Rcp Project Management	40,000	6,666	8,677
Rcp Building Construction (& Builders	5,228,254	871,374	4,004
Rcp Project Fees And Charges (Non-Grant)	41,422	6,902	0
Rcp Demolition	0	0	0
Rcp Contingency	0	0	0
Rcp Utility Services (External Services)	205,764	34,294	453
Rcp Landscaping And Playground	414,250	69,040	0
Rcp Public Art	0	0	0
Rcp Carpark	0	0	0
Rcp (Shire) Admin Building Construction	1,777,370	296,228	0
Rcp (Shire) Dunnart Building Construction	0	0	0
Rcp (Shire) Earthworks Building Construction	16,040	2,670	0
Rcp (Shire) Project Management	0	0	0
Rcp (Shire) Building Construction	0	0	2,047
Rcp (Shire) Demolition	0	0	0
Pcp (Shire) Contingency	0	0	0
Rcp (Shire) Landscaping	100,000	16,666	0
Rcp (Shire) Public Art	0	0	0
Rcp (Shire) Carpark	82,830	13,802	0
Transport			
<i>Construction - Roads, Bridges, Depots</i>			
Roads Construction Council			
Desmond Track (Green Bridge)	26,600	0	0
Mallee Road Construction	0	0	112
Cowel Road Floodway Sealing (Lrci Funded)	0	0	0
Fitzgerald Road Floodway Sealing (Lrci	0	0	3
Gravel Pit Reinstatement	0	0	0
Gravel Pit Development	0	0	0
Roads Mrwa V Of G Constr			
Hamersley Drive Slk 6.0 To End Of Shire	0	0	1,589
Jerdacuttup Road Slk 5.2 To 10	0	0	2,861
Jerdacuttup Road - Stabilise Pavement &	250,000	0	0
Roads To Recovery Construction			
Bedford Harbour Road #47 Slk 0.0 To 9.85	246,664	0	0
2019/20 Melaleuca Road Construction	475,297	0	0
Blackspot Funding Construction			
Tamarine Road Reseal Slk 0.0 To 7.4	415,000	69,164	0
Drainage Construction			
Coxall Road 2X Culvert Replace (Lrci Funded)	14,000	0	637
Bridger Road Culvert	7,000	0	0
Footpath Construction			
Hosking Street - Concrete Footpath	30,900	0	30,869
Purchase Land - Roadworks And Depots			
Purchase Depot Block - 1 Moir Road	0	0	0
Land Lot 36,318 & 177 Floater Road	0	0	0
Purchase Land & Buildings - Roadworks			

Ravensthorpe Depot Office Refit	65,000	0	0
Ravensthorpe Depot Grounds Upgrades	70,360	0	0
Purchase Furniture & Equipment - Roads			
Street Furniture - Hopetoun (Dcp Funded)	2,000	0	84
Purchase Other Infrastructure - Roads & Depots			
School Bus Shelter - Buckie St, Hopetoun	70,000	11,666	0
<u>Road Plant Purchases</u>			
	0	0	0
	0	0	0
20/21 Purchase Side Tipper	114,730	0	0
2021/22 Grader	362,000	0	0
Mulching Head Attachment - Skid Steer	31,920	0	0
14.6M Tri Axle Low Loader	151,283	0	0
<u>Aerodromes</u>			
Ravensthorpe Airport - Outdoor Seating	6,000	1,000	0
Ravensthorpe Airport - It Upgrades	2,500	416	0
Ravenshtorpe Airport Baggage Trolleys	16,000	2,666	0
Terminal Improvements	28,462	4,742	0
Airport Lighting Upgrade	32,193	0	15,488

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 AUGUST 2021

1. ACQUISITION OF ASSETS (Continued)	2021/22 Adopted Budget \$	2021/22 YTD Budget \$	AUGUST 2021 Actual \$
The following assets have been acquired during the period under review:			
<u>By Program (Continued)</u>			
Economic Services			
<i>Rural Services</i>			
Munglinup Water Catchment Dam (Lrci R2)	14,000	0	0
<i>Tourism</i>			
Illuminating Silo Art Work (Dcp Funded)	24,900	0	14
Hopetoun Visitor Information Boards	17,000	2,832	0
Munglinup Rest Bay Upgrade (Lrci R2)	31,800	5,300	0
<i>Other Economic Services</i>			
2 Mile Campsite Infrastructure - East Of	0	0	0
Other Property & Services			
<i>Works</i>			
20/21 Purchase Flat Bed Truck - Bmo	85,000	14,166	0
20/21 Purchase Toyota Hilux Sign Ute	51,096	8,516	0
20/21 Purchase Toyota Hilux Maint Grader 1	50,046	8,340	48,903
20/21 Purchase Toyota Hilux Maint Grader 2	50,046	8,340	48,907
20/21 Purchase Toyota Hilux Dozer Operator	50,046	8,340	0
<i>Administration</i>			
Computer Upgrades	9,600	0	0
	<u>13,633,848</u>	<u>1,540,904</u>	<u>369,645</u>
<u>By Class</u>			
Land	0	0	0
Buildings	8,925,058	1,279,922	82,571
Furniture & Equipment	102,600	14,998	84
Plant & Equipment	1,302,551	52,868	154,171
Infrastructure - Roads	1,413,561	69,164	4,565
Infrastructure - Footpaths	30,900	0	30,869
Infrastructure - Drainage	41,240	3,370	637
Infrastructure - Parks & Ovals	1,036,385	99,508	81,246
Infrastructure - Airports	32,193	0	15,488
Infrastructure - Other	749,360	21,074	14
	<u>13,633,848</u>	<u>1,540,904</u>	<u>369,645</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 AUGUST 2021

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)	
			2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$
Health								
Toyota Hilux SRS	P711B	P711B	35,000		39,091		4,091	(39,091)
Other Sport & Recreation								
Toyota Hilux - Ravy	P678A	P678A	0		0		0	0
Toyota Hilux - Hopetoun	P705A	P705A	32,000.00		36,364		4,364	
Tractor - Parks & Gardens	P642	P642	35,000		42,000		7,000	0
Zero Turn Mower - Hopetoun	NA	NA	0		0		0	0
Water Tank/Trailer - Hopetoun	NA	P173A	0		0		0	0
Transport								
Komatsu GD565 Grader	P706	P706	0		0		0	0
DAF Prime Mover	P630	P580	0		0		0	0
Haulpro Side Tipper	P611	P577	30,000		14,000		(16,000)	0
Bomag Smooth Drum Roller	P569A	P569A	0		0		0	0
14.6m Tri Axle Low Loader S/T	P556	P556	0		35,000		35,000	0
Multi Tyre Roller	P609	P570	0		0		0	0
Sewell Road Broom	NA	P572	0		0		0	0
Toro GM360 2wd with Canopy	P670	P670	0		0		0	0
Administration								
Toyota Fortuna (DCCS)	P701B	P701B	0		0		0	0
Public Works Overheads								
Mitsubishi Ute (BMO)	P632A	P632A	0		0		0	0
Toyota Hilux (Sign Ute)	AP715	P654	27,000		33,637		6,637	0
Toyota Hilux (Maint Grader 1)	P699A	P699A	28,000		21,820		(6,180)	(21,818)
Toyota Hilux (Maint Grader 2)	P700B	P700B	29,000		25,455		(3,545)	(25,455)
Toyota Hilux (Dozer Operator)	P691A	P691A	29,000		28,182		(818)	0
							0	0
			245,000.00	0.00	275,549.00	0.00	30,549.00	(86,363.64)

By Class of Asset	Asset #	Plant #	Written Down Value		Sale Proceeds		Profit(Loss)	
			2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$
Plant & Equipment								
Toyota Hilux SRS	P711B	P711B	35,000	0	39,091	0	4,091	(39,091)
Toyota Hilux - Ravy	P678A	P678A	0	0	0	0	0	0
Toyota Hilux - Hopetoun	P705A	P705A	32,000	0	36,364	0	4,364	0
Tractor - Parks & Gardens	P642	P642	35,000	0	42,000	0	7,000	0
Zero Turn Mower - Hopetoun	NA	NA	0	0	0	0	0	0
Water Tank/Trailer - Hopetoun	NA	P173A	0	0	0	0	0	0
Komatsu GD565 Grader	P706	P706	0	0	0	0	0	0
DAF Prime Mover	P630	P580	0	0	0	0	0	0
Haulpro Side Tipper	P611	P577	30,000	0	14,000	0	(16,000)	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	35,000	0	35,000	0
Multi Tyre Roller	P609	P570	0	0	0	0	0	0
Sewell Road Broom	NA	P572	0	0	0	0	0	0
Toro GM360 2wd with Canopy	P670	P670	0	0	0	0	0	0
Toyota Fortuna (DCCS)	P701B	P701B	0	0	0	0	0	0
Mitsubishi Ute (BMO)	P632A	P632A	0	0	0	0	0	0
Toyota Hilux (Sign Ute)	AP715	P654	27,000	0	33,637	0	6,637	0
Toyota Hilux (Maint Grader 1)	P699A	P699A	28,000	0	21,820	0	(6,180)	(21,818)
Toyota Hilux (Maint Grader 2)	P700B	P700B	29,000	0	25,455	0	(3,545)	(25,455)
Toyota Hilux (Dozer Operator)	P691A	P691A	29,000	0	28,182	0	(818)	0
			0	0	0	0	0	0
			245,000.00	0.00	275,549.00	0.00	30,549.00	(86,363.64)

Summary

Profit on Asset Disposals	57,092	0.00
Loss on Asset Disposals	(26,543)	(86,363.64)
	30,549	(86,363.64)

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

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 AUGUST 2021

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-21	Principal Repayments		Principal Outstanding		Interest Repayments	
		2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$
Housing							
Loan 145 Staff Housing	154,192	36,922	18,330	117,270	135,862	5,453	2,771
Loan 147 Other Housing	205,318	17,592	0	187,726	205,318	8,312	727
Recreation and Culture							
Loan 146 Hopetoun Community Centre	284,301	14,602	7,236	269,699	277,065	12,157	6,095
Transport							
Loan 138D Town Street	232,135	232,135	16,048	0	216,087	16,766	8,445
Loan 144 Town Street	55,265	55,265	0	0	55,265	2,978	331
Loan 143B Refinance	138,087	33,065	16,415	105,022	121,672	4,884	2,482
Loan 138E Refinance	196,989	37,072	18,397	159,917	178,592	7,271	3,672
	1,266,287	426,653	76,426	839,634	1,189,861	57,821	24,523

(*) 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-21	Principal Repayments		Principal Outstanding		Interest Repayments	
		2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$
Law, Order & Public Safety							
Lease Contract 939384 CESO Vehicle	16,538	16,538	0	0		122	0
Community Amenities							
Lease Contract 908707	548,192	73,407	0	474,785		15,390	0
Lease Contract 915953	260,763	34,453	0	226,310		7,327	0
	825,493	124,398	0	701,095	0	22,839	0

Particulars/Purpose	Amount Borrowed	Term (Years)	Total Interest & Charges	Interest Rate %	Amount Used		Balance Unspent \$
	Budget \$				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 31 AUGUST 2021

	2021/22 Adopted Budget \$	2021/22 YTD Actual \$
4. RESERVES		
Cash Backed Reserves		
(a) Plant Reserve		
Opening Balance	1,038,065	1,038,065
Amount Set Aside / Transfer to Reserve	5,172	0
Amount Used / Transfer from Reserve	(987,212)	0
	<u>56,025</u>	<u>1,038,065</u>
(b) Emergency Farm Water Reserve		
Opening Balance	12,264	12,264
Amount Set Aside / Transfer to Reserve	61	0
Amount Used / Transfer from Reserve	0	0
	<u>12,325</u>	<u>12,264</u>
(c) Building Reserve		
Opening Balance	1,721,169	1,721,169
Amount Set Aside / Transfer to Reserve	68,784	0
Amount Used / Transfer from Reserve	(1,515,000)	0
	<u>274,953</u>	<u>1,721,169</u>
(d) Road & Footpath Reserve		
Opening Balance	498,003	498,003
Amount Set Aside / Transfer to Reserve	34,751	0
Amount Used / Transfer from Reserve	(267,135)	0
	<u>265,619</u>	<u>498,003</u>
(e) Swimming Pool Upgrade Reserve		
Opening Balance	45,141	45,141
Amount Set Aside / Transfer to Reserve	225	0
Amount Used / Transfer from Reserve	0	0
	<u>45,366</u>	<u>45,141</u>
(f) Recreation Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	20,000	0
Amount Used / Transfer from Reserve	0	0
	<u>20,000</u>	<u>0</u>
(g) Airport Reserve		
Opening Balance	381,953	381,953
Amount Set Aside / Transfer to Reserve	1,903	0
Amount Used / Transfer from Reserve	(88,505)	0
	<u>295,351</u>	<u>381,953</u>
(h) Waste & Sewerage Reserve		
Opening Balance	274,798	274,798
Amount Set Aside / Transfer to Reserve	21,369	0
Amount Used / Transfer from Reserve	0	0
	<u>296,167</u>	<u>274,798</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 AUGUST 2021

	2021/22 Adopted Budget \$	2021/22 YTD Actual \$
4. RESERVES (Continued)		
Cash Backed Reserves (Continued)		
(i) IT & Equipment Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	20,000	0
Amount Used / Transfer from Reserve	0	0
	<u>20,000</u>	<u>0</u>
(j) Leave Reserve		
Opening Balance	42,906	42,906
Amount Set Aside / Transfer to Reserve	214	0
Amount Used / Transfer from Reserve	0	0
	<u>43,120</u>	<u>42,906</u>
Total Cash Backed Reserves	<u><u>1,328,926</u></u>	<u><u>4,014,299</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	5,172	0
Emergency Farm Water Reserve	61	0
Building Reserve	68,784	0
Road & Footpath Reserve	34,751	0
Swimming Pool Upgrade Reserve	225	0
Recreation Reserve	20,000	0
Airport Reserve	1,903	0
Waste & Sewerage Reserve	21,369	0
IT & Equipment Reserve	20,000	0
Leave Reserve	214	0
	<u>172,479</u>	<u>0</u>

Transfers from Reserves

Plant Reserve	(987,212)	0
Emergency Farm Water Reserve	0	0
Building Reserve	(1,515,000)	0
Road & Footpath Reserve	(267,135)	0
Swimming Pool Upgrade Reserve	0	0
UHF Repeater Reserve	0	0
Airport Reserve	(88,505)	0
Waste & Sewerage Reserve	0	0
State Barrier Fence Reserve	0	0
Leave Reserve	0	0

	<u>(2,857,852)</u>	<u>0</u>
Total Transfer to/(from) Reserves	<u>(2,685,373)</u>	<u>0</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 AUGUST 2021

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.

Recreation Reserve

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.

IT & Equipment Reserve

Leave Reserve

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

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 AUGUST 2021

	2020/21 B/Fwd Per 2021/22 Budget \$	2020/21 B/Fwd Per Financial Report \$	AUGUST 2021 Actual \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	1,760,370	1,760,370	65,821
Cash - Restricted Unspent Grants		0	
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	4,014,299	4,014,299	4,014,299
Receivables (Budget Purposes Only)	0	0	0
Rates Outstanding	236,264	236,264	164,589
Sundry Debtors	313,349	313,349	5,744,074
Provision for Doubtful Debts	0	0	0
Gst Receivable	155,173	155,173	83,693
Accrued Income/Payments In Advance	844,124	844,124	844,124
Payments in Advance	0	0	0
Inventories	25,554	25,554	43,425
	<u>7,349,133</u>	<u>7,349,133</u>	<u>10,960,025</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(643,768)	(643,768)	(6,736)
Accrued Interest On Loans	(17,895)	(17,895)	(17,895)
Accrued Salaries & Wages	(44,293)	(44,293)	(44,293)
Income In Advance	(701,771)	(701,771)	(701,771)
Gst Payable	(55,276)	(55,276)	(28,007)
Payroll Creditors	(115,517)	(115,517)	(73,670)
Accrued Expenses	(20,574)	(20,574)	(20,574)
PAYG Liability	0	0	0
Right of Use Assets - Current	(123,724)	(124,397)	(124,397)
Trust		0	0
Other Payables	(124,397)	(123,724)	(123,242)
Current Employee Benefits Provision	(593,454)	(593,454)	(593,454)
Current Loan Liability	(426,653)	(426,653)	(350,227)
	<u>(2,867,322)</u>	<u>(2,867,322)</u>	<u>(2,084,266)</u>
NET CURRENT ASSET POSITION	4,481,811	4,481,811	8,875,759
Less: Cash - Reserves - Restricted	(4,014,299)	(4,014,299)	(4,014,299)
Less: Cash - Unspent Grants - Restricted	0	0	
Less: Movements Associated with Change in Accounting Standards	0		
Add Back : Component of Leave Liability not Required to be Funded	593,454	593,454	593,454
Add Back : Current Loan Liability	426,653	426,653	350,227
ADD: Current Portion of Lease Liability	124,397	124,397	124,397
Adjustment for Trust Transactions Within Muni	20	0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>1,612,036</u>	<u>1,612,016</u>	<u>5,929,538</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 AUGUST 2021

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2021/22 Rate Revenue \$	2021/22 Interim Rates \$	2021/22 Back Rates \$	2021/22 Total Revenue \$	2021/22 Budget \$
General Rate								
GRV Residential		784	10,990,650	0			0	1,345,232
GRV Commercial		33	1,434,092	0			0	196,227
GRV industrial		35	512,772	0			0	82,355
GRV - Transient & Short Stay Accommodation		2	852,800	0			0	279,260
UV - Mining		63	2,403,222	0			0	206,504
UV - Other		324	295,511,433	0			0	2,070,944
Non-Rateable							0	0
Sub-Totals		1,241	311,704,969	0	0	0	0	4,180,522
Minimum Rates	Minimum \$							
GRV Residential		373	1,079,886	0		0	0	337,565
GRV Commercial		9	44,740	0		0	0	8,145
GRV Industrial		12	45,268	0		0	0	10,860
GRV - Transient & Short Stay Accommodation		0	0	0		0	0	0
UV - Mining		61	125,311	0		0	0	20,313
UV - Other		103	6,633,252	0		0	0	91,052
Sub-Totals		558	7,928,457	0	0	0	0	467,935
Back Rates							0	4,648,457
Interim Rates								
Total Amount Raised From Rates							0	4,648,457
Ex Gratia Rates		check after rates raised					0	
Total Rates							0	4,648,457

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 31 AUGUST 2021

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 31 AUGUST 2021

8. OPERATING STATEMENT BY PROGRAM

	AUGUST 2021 Actual \$	2021/22 Adopted Budget \$	2020/21 Actual \$
OPERATING REVENUES			
Governance	0	44,000	38,941
General Purpose Funding	320,018	5,841,357	6,633,793
Law, Order, Public Safety	56,164	1,252,653	660,882
Health	38,841	9,291	5,200
Education and Welfare	127,713	1,077,380	683,816
Housing	2,993	11,800	5,700
Community Amenities	72,123	1,049,300	777,116
Recreation and Culture	83,358	7,100,766	1,906,097
Transport	387,532	1,793,225	1,764,898
Economic Services	95,464	386,614	380,595
Other Property and Services	<u>5,163,122</u>	<u>5,760,949</u>	<u>327,387</u>
TOTAL OPERATING REVENUE	<u>6,347,328</u>	<u>24,327,335</u>	<u>13,184,425</u>
OPERATING EXPENSES			
Governance	(45,536)	(887,656)	(936,216)
General Purpose Funding	(3,014)	(300,523)	(259,785)
Law, Order, Public Safety	(109,318)	(1,141,282)	(1,067,742)
Health	(36,454)	(386,177)	(282,426)
Education and Welfare	(183,384)	(1,244,462)	(1,068,233)
Housing	(26,676)	(206,101)	(224,937)
Community Amenities	(110,525)	(1,586,199)	(1,420,291)
Recreation & Culture	(107,436)	(2,058,964)	(1,868,969)
Transport	(299,569)	(5,384,635)	(5,035,276)
Economic Services	(44,089)	(669,916)	(519,920)
Other Property and Services	<u>(617,643)</u>	<u>(5,796,776)</u>	<u>(766,668)</u>
TOTAL OPERATING EXPENSE	<u>(1,583,644)</u>	<u>(19,662,691)</u>	<u>(13,450,464)</u>
CHANGE IN NET ASSETS			
RESULTING FROM OPERATIONS	<u><u>4,763,684</u></u>	<u><u>4,664,644</u></u>	<u><u>(266,039)</u></u>

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021

8. OPERATING STATEMENT BY NATURE & TYPE

	AUGUST 2021 Actual \$	2021/22 Adopted Budget \$	2020/21 Actual \$
OPERATING REVENUES			
Rates	0	4,702,128	4,512,825
Operating Grants, Subsidies and Contributions	615,786	1,937,785	3,354,082
Non-Operating Grants, Subsidies and Contributions	63,500	8,979,138	2,436,074
Fees and Charges	392,824	2,710,880	2,166,936
Service Charges	0	0	0
Interest Earnings	5,251	59,000	61,238
Profit on Asset Disposals	0	57,092	5,378
Proceeds on Disposal of Assets	86,364	275,549	237,743
Realisation on Disposal of Assets	0	(275,549)	(237,743)
Other Revenue	5,183,602	5,881,312	647,892
TOTAL OPERATING REVENUE	6,347,327	24,327,335	13,184,425
OPERATING EXPENSES			
Employee Costs	(827,763)	(4,657,494)	(4,519,663)
Materials and Contracts	(475,887)	(9,079,213)	(3,133,878)
Utility Charges	(29,819)	(241,187)	(250,566)
Depreciation on Non-Current Assets	0	(5,004,073)	(4,712,546)
Interest Expenses	(24,524)	(80,660)	(89,675)
Insurance Expenses	(224,487)	(236,818)	(322,740)
Loss on Asset Disposals	0	(26,543)	(66,112)
FV Adjustment of Non-Current assets	0	0	0
Other Expenditure	(1,165)	(336,703)	(355,285)
TOTAL OPERATING EXPENSE	(1,583,645)	(19,662,691)	(13,450,465)
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>4,763,682</u>	<u>4,664,644</u>	<u>(266,040)</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 AUGUST 2021

9. STATEMENT OF FINANCIAL POSITION

	AUGUST 2021 Actual \$	2020/21 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	4,080,120	5,774,669
Trade and Other Receivables	6,836,480	1,548,910
Inventories	43,425	25,554
TOTAL CURRENT ASSETS	10,960,025	7,349,133
NON-CURRENT ASSETS		
Other Receivables	11,317	11,317
Inventories	0	0
Property, Plant and Equipment	34,015,130	33,778,222
Infrastructure	122,053,264	121,920,438
TOTAL NON-CURRENT ASSETS	156,079,711	155,709,977
TOTAL ASSETS	167,039,736	163,059,110
CURRENT LIABILITIES		
Trade and Other Payables	1,016,188	1,722,819
Right of Use Asset	124,397	124,397
Long Term Borrowings	350,227	426,653
Provisions	593,454	593,454
TOTAL CURRENT LIABILITIES	2,084,266	2,867,323
NON-CURRENT LIABILITIES		
Trade and Other Payables	0	0
Long Term Borrowings	839,634	839,634
Right of Use Assets	701,095	701,095
Provisions	78,409	78,409
TOTAL NON-CURRENT LIABILITIES	1,619,138	1,619,138
TOTAL LIABILITIES	3,703,404	4,486,461
NET ASSETS	163,336,332	158,572,649
Retained Surplus	41,413,442	36,543,824
Reserves - Cash Backed	4,014,299	4,014,299
Revaluation Surplus	117,908,609	117,908,609
TOTAL EQUITY	163,336,331	158,466,712

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 AUGUST 2021

10. FINANCIAL RATIOS

	2021 YTD	2020	2019	2018
Current Ratio	4.66	1.47	3.01	1.64
Operating Surplus Ratio	0.86	(0.39)	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

2021/2022

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	9,263	891,041	66,300	17,747	0	984,351	334,350
Aug	10,872	1,244,379	154,795	9,740	0	1,419,785	311,991
Sep							
Oct							
Nov							
Dec							
Jan							
Feb							
Mar							
Apr							
May							
Jun							
Total	20,134	2,135,420	221,095	27,487	0	2,404,136	646,341
20/21	219,357	8,442,181	965,406	135,103	0	9,762,047	3,790,863
19/20	197,977	8,450,678	997,212	102,791	6,319	9,754,977	3,174,082
18/19	147,967	21,298,438	1,329,904	70,241	13,590	22,860,140	2,219,053
17/18	327,905	18,507,404	209,587	65,010	317,445	19,427,351	2,601,283

Payroll = payroll + payroll deductions + super

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

02 July 2021 - 02 Aug 2021

Business Credit Card - Gavin Pollock

Date	Payment to	Description	Amount	GST
30/06/2021	Ravensthorpe Hotel	Meals and refreshments	\$ 496.00	\$ 45.09
1/07/2021	Dawry's Bottlo	Refreshments	\$ 100.00	\$ 9.09
7/07/2021	St Anne's Florist & Hampers	Get Well Soon hamper for Cr Goldfinch	\$ 165.00	\$ 15.00
8/07/2021	LG Professionals WA	2021 - 2022 Full membership dues - Gavin Pollock	\$ 531.00	\$ 48.27
18/07/2021	Corrigin Roadhouse	Fuel ORA	\$ 134.07	\$ 12.19
20/07/2021	Otterbox	Defender Ipad cover	\$ 169.95	\$ 15.45
21/07/2021	Shipwrecked Gourmet Bakery	3 x continental rolls	\$ 36.00	\$ 3.27
23/07/2021	Colourfarm	8 x greeting cards	\$ 27.42	\$ 2.49
23/07/2021	Crown Perth	Cr Mudie accomodation 17/09/2021 - 22/09/2021 - WALGA conference	\$ 1,948.10	\$ 177.10
23/07/2021	Crown Promenade Perth	Cr Leighton accomodation 19/09/2021 - 22/09/2021 - WALGA conference	\$ 968.48	\$ 88.04
26/07/2021	FE Daw & Sons	Lunch for CEMS interviews	\$ 36.00	\$ 3.27
28/07/2021	Dawry's Bottlo	Refreshments	\$ 170.97	\$ 15.54
Total Purchases for G. Pollock			\$ 4,782.99	\$ 434.82

Business Credit Card - Leslie Mainwaring

Date	Payment to	Description	Amount	GST
13/07/2021	Nisbeths Australia	Backorder - Bowls for council meetings	\$ 65.89	\$ 5.99
14/07/2021	Hopetoun IGA	Council meeting snack supplies	\$ 77.00	\$ 7.00
15/07/2021	Humantix	2 X tickets for Understanding the new OHS ACT 16/07/2021 - N Bell & M Pritchard	\$ 42.00	\$ 0.18
20/07/2021	Ravensthorpe Hotel	Council meals and refreshments	\$ 342.90	\$ 31.17
27/07/2021	Ravensthorpe LPO	4 X document trays	\$ 26.00	\$ 2.36
30/07/2021	Information Brokers	Company credit check for "WA Fuel Supplies Pty Ltd"	\$ 159.00	\$ 14.45
30/07/2021	FE & Daw & Sons	Snacks for M Symonds farewell morning tea	\$ 73.36	\$ 6.67
Total Purchases for L. Mainwaring			\$ 786.15	\$ 67.83

*some GST F charges

*some GST F charges

Business Credit Card - Graham Steel

Date	Payment to	Description	Amount	GST
1/07/2021	Ravensthorpe Agencies	Grease super red 450g (Box of 20)	\$ 126.50	\$ 11.50
1/07/2021	Nutrien Ag Solutions	2 X Blund safety boots - Peter Fawkes & Simon Russell	\$ 235.30	\$ 21.39
1/07/2021	Ravensthorpe Building Supplies	Nozzles, spray paint & blue tap - Queen Street	\$ 36.00	\$ 3.27
5/07/2021	Water filter for fridge	2 X Billi water filters - Hopetoun Community Centre	\$ 254.00	\$ 23.09
9/07/2021	Landmark Worldwide	Training course for G Steel	\$ 397.50	\$ 36.14
9/07/2021	Nevilles Hardware	15 X Chem anchor stud galv 12 X 10 and 18 X Washer 316 stainless 10mm	\$ 33.55	\$ 3.05
14/07/2021	Blue Pod Coffee	Paper cups for airport coffee vending machine	\$ 181.50	\$ 16.50
14/07/2021	Humantix	1 X ticket for Understanding the new OHS ACT 16/07/2021	\$ 21.00	\$ 0.09
19/07/2021	Flight Store	David Clarke Ramp Headset & extension cord	\$ 650.00	\$ 59.09
21/07/2021	Vibe Subiaco	N Bell accomodation 26/07/2021 - 29/07/2021	\$ 745.45	\$ 67.77
26/07/2021	Plastics Plus	8 X 50L storage containers for staff uniform	\$ 250.52	\$ 22.77
29/07/2021	PACVAC	Extension lead, turbo head, filters & dust bags - Hopetoun Community Centre vacuum parts	\$ 204.30	\$ 18.57
Total Purchases for G. Steel			\$ 3,135.62	\$ 283.24

*some GST F charges

Business Credit Card - Evelyn Houghton

Date	Payment to	Description	Amount	GST
8/07/2021	Hopetoun IGA	Milk - Little Barrens	\$ 8.70	\$ -
17/07/2021	Woolworths Online	Baby wipes & milk - Little Barrens	\$ 92.12	\$ 6.64
19/07/2021	Hopetoun IGA	Pizza making supplies - The Cub House	\$ 35.18	\$ -
27/07/2021	Hopetoun IGA	Pizza making supplies - Little Barrens	\$ 55.51	\$ -
28/07/2021	FE Daw & Sons	Cornflour & milk	\$ 4.55	\$ -
Total Purchases for E. Houghton			\$ 196.06	\$ 6.64

*GST F
*some GST F charges
*GST F
*GST F
*GST F

Business Credit Card - Russell Dyer

Date	Payment to	Description	Amount	GST
13/07/2021	FE Daw & Sons	Sugar & UHT milk - Ravensthorpe depot	\$ 30.48	\$ -
14/07/2021	FE Daw & Sons	UHT milk - Ravensthorpe depot	\$ 7.98	\$ -
20/07/2021	Powerplant Motorcycles	Various parts & materials	\$ 380.05	\$ 34.55
20/07/2021	Nutrien Ag Solutions	Kleen Kwik 8.5KG cylinder and gas - Ravensthorpe Depot	\$ 97.67	\$ 8.88
20/07/2021	FE Daw & Sons	Flora, bacon, eggs & bread - Works Toolbox meeting	\$ 55.88	\$ -
27/07/2021	FE Daw & Sons	Coffee & milk - Hopetoun depot	\$ 70.04	\$ -
27/07/2021	Coates Hire	Hire of demolition saw, diamond blade & quick cut trolley 28/07/2021 - 29/07/2021	\$ 192.03	\$ 17.46
Total Purchases for R. Dyer			\$ 834.13	\$ 60.89

*GST F
*GST F

*GST F
*GST F

Business Credit Card - Miscellaneous Fees and Charges Bankwest

Date	Payment to	Description	Amount	GST
20/07/2021	Bankwest	Foreign transaction fee	\$ 5.01	\$ -
Total fees and charges			\$ 5.01	\$ -
Total Bankwest Corporate Mastercard Statement			\$ 9,739.96	853.41

Business Debit Card - Les Mainwaring

Date	Payment to	Description	Amount	Amount
8/07/2021	Deposit - petty cash	Hopetoun Office - petty cash	\$ 73.15	
13/07/2021	Withdrawal - petty cash	Withdraw petty cash for Hopetoun office		-\$ 73.15
30/07/2021	Deposit - petty cash	Ravensthorpe Office - petty cash	\$ 789.15	
2/08/2021	Withdrawal - petty cash	Withdraw petty cash for Ravensthorpe office		-\$ 789.15
Closing Balance for Debit Card - Les Mainwaring			\$ -	\$ -

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477	05/08/2021	Horizon Power	LOT 3000 BUCKIE STREET HOPETOUN 25/05/2021 - 21/07/2021	1		2,451.09
INV 513789	23/07/2021	Horizon Power	LOT 3000 BUCKIE STREET HOPETOUN 25/05/2021 - 21/07/2021		1,025.73	
INV 414511	23/07/2021	Horizon Power	U6/LOT 705 TAMAR STREET HOPETOUN 25/05/2021 - 21/07/2021		391.33	
INV 267634	23/07/2021	Horizon Power	LOT 548 TAMAR STREET 25/05/2021 - 21/07/2021		260.75	
INV 442429	26/07/2021	Horizon Power	79 ESPLANADE HOPETOUN 26/05/2021 - 22/07/2021		286.89	
INV 137406	27/07/2021	Horizon Power	LOT 245 VEAL STREET HOPETOUN 27/05/2021 - 26/07/2021		318.98	
INV 185210	27/07/2021	Horizon Power	LOT 461 CANNING BVD HOPETOUN 27/05/2021 - 26/07/2021		167.41	
478	13/08/2021	Horizon Power	HOPETOUN LAMPS 01/07/2021 - 31/07/2021	1		5,714.51
INV 397872	28/07/2021	Horizon Power	LOT 314 MAITLAND STREET 28/05/2021 - 27/07/2021		136.79	
INV 450414	28/07/2021	Horizon Power	LOT 501 VEAL STREET 28/05/2021 - 27/07/2021		321.36	
INV 224027	03/08/2021	Horizon Power	LOT 694 BEACON DRIVE 02/06/2021 - 02/08/2021		773.68	
INV 136499	03/08/2021	Horizon Power	HOPETOUN LAMPS 01/07/2021 - 31/07/2021		4,482.68	
479	13/08/2021	Water Corporation	TRADE WASTE PERMIT 41753 - HOPETOUN COMMUNITY CENTRE	1		659.04
INV 9020626720/07/2021		Water Corporation	TRADE WASTE PERMIT 41753 - HOPETOUN COMMUNITY CENTRE		329.52	
INV 9023228228/07/2021		Water Corporation	TRADE WASTE PERMIT 61042 - HOPETOUN SENIORS CITIZENS CENTRE		329.52	
480	19/08/2021	Horizon Power	LOC 80 JERDACCUTTUP ROAD 05/06/2021 - 05/08/2021	1		1,089.53
INV 308541	06/08/2021	Horizon Power	LOC 80 JERDACCUTTUP ROAD 05/06/2021 - 05/08/2021		1,089.53	
481	27/08/2021	Horizon Power	46 ALAN ROSE DRIVE 22/06/2021 - 19/08/2021	1		957.50
INV 125308	20/08/2021	Horizon Power	46 ALAN ROSE DRIVE 22/06/2021 - 19/08/2021		957.50	
EFT13655	05/08/2021	35 Degrees South	VOLUME SURVEY OF RAVENSTHORPE LAND FILL TIP SITE AND ASBESTOS PITS PLUS VOLUME CALCS	1		1,210.00

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INV 4431	19/07/2021	35 Degrees South	VOLUME SURVEY OF RAVENSTHORPE LAND FILL TIP SITE AND ASBESTOS PITS PLUS VOLUME CALCS		1,210.00	
EFT13656	05/08/2021	4 Rivers Plumbing Gas & Civil Contracting WA	LOCATE THE LEAK IN THE REUSE RETIC LINE AT GOLF COURSE AND FIX INCLUDING PARTS AND LABOUR	1		3,290.00
INV 248	19/07/2021	4 Rivers Plumbing Gas & Civil Contracting WA	PUMP OUT AND DISPOSE OF WASTE FROM 2 MILE BEACH TOILETS		1,475.00	
INV 250	19/07/2021	4 Rivers Plumbing Gas & Civil Contracting WA	REPLACE SEAL ON MALE TOILET AT RANGEVIEW PARK		288.20	
INV 261	20/07/2021	4 Rivers Plumbing Gas & Civil Contracting WA	LOCATE THE LEAK IN THE REUSE RETIC LINE AT GOLF COURSE AND FIX INCLUDING PARTS AND LABOUR		1,526.80	
EFT13657	05/08/2021	ABCO Products PTY LTD	VARIOUS CLEANING PRODUCTS	1		1,987.09
INV INV7289	20/08/2021	ABCO Products PTY LTD	VARIOUS CLEANING PRODUCTS		1,987.09	
EFT13658	05/08/2021	Albany Lock and Security	2 X SALTO PADLOCK & SALTO NEO PADLOCK REMOVAL TOOL	1		1,867.85
INV 22525	22/07/2021	Albany Lock and Security	2 X SALTO PADLOCK & SALTO NEO PADLOCK REMOVAL TOOL		1,867.85	
EFT13659	05/08/2021	Bunnings	36 x FENCE EXTENSION KIT MATRIX 2410X600MM PRIVACY SMOOTH CRM	1		4,283.75
INV 2022/009	20/07/2021	Bunnings	BUILDING MATERIALS FOR MAITLAND STREET PARK & MCCULLOCH PARK		179.75	
INV 2022/998	10/07/2021	Bunnings	36 x FENCE EXTENSION KIT MATRIX 2410X600MM PRIVACY SMOOTH CRM		4,104.00	
EFT13660	05/08/2021	Dynasty Embroidery	SR-BK6975 - TAPED 5 IN 1 RAIN JACKET - NATALIE BELL & SHIRE LOGO EMBROIDERY	1		97.35
INV 19335	08/07/2021	Dynasty Embroidery	SR-BK6975 - TAPED 5 IN 1 RAIN JACKET - NATALIE BELL & SHIRE LOGO EMBROIDERY		97.35	
EFT13661	05/08/2021	Esperance Motor Group trading as Esperance Toyota	PURCHASE NEW FORTUNA CRUSADEAS	1		18,997.05
INV 1002933230	20/07/2021	Esperance Motor Group trading as Esperance Toyota	PURCHASE NEW FORTUNA CRUSADEAS		18,997.05	
EFT13662	05/08/2021	Grants Empire	CSRFF SMALL GRANT APPLICATION - PAYMENT 1 OF 2	1		528.00
INV 2001	22/07/2021	Grants Empire	CSRFF SMALL GRANT APPLICATION - PAYMENT 1 OF 2		528.00	

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EFT13663	05/08/2021	It Vision User Group Inc	IT VISION USER SUBSCRIPTION 2021/2022	1		748.00
INV 647	19/07/2021	It Vision User Group Inc	IT VISION USER SUBSCRIPTION 2021/2022		748.00	
EFT13664	05/08/2021	Kindyhub Pty Ltd	KINDYHUB APP SUBSCRIPTION GOLD PLAN - JULY 2021- LITTLE BARRENS	1		338.80
INV KH1895013/07/2021	05/08/2021	Kindyhub Pty Ltd	KINDYHUB APP SUBSCRIPTION GOLD PLAN - JULY 2021- LITTLE BARRENS		195.80	
INV KH1894913/07/2021	05/08/2021	Kindyhub Pty Ltd	KINDYHUB APP SUBSCRIPTION & GOLD PLAN - JULY 2021- THE CUB HOUSE		143.00	
EFT13665	05/08/2021	LGIS Broking WA	LGIS SALARY CONTINUANCE 2021/2022	1		5,786.40
INV 062-211401/07/2021	05/08/2021	LGIS Broking WA	LGIS MARINE CARGO 2021/2022		693.00	
INV 062-2111401/07/2021	05/08/2021	LGIS Broking WA	LGIS SALARY CONTINUANCE 2021/2022		5,093.40	
EFT13666	05/08/2021	LGIS Property	LGIS PROPERTY RENEWAL 2021/2022 - INSTALMENT 1	1		56,192.24
INV 100-1435.06/07/2021	05/08/2021	LGIS Property	LGIS PROPERTY RENEWAL 2021/2022 - INSTALMENT 1		56,192.24	
EFT13667	05/08/2021	LGIS Workcare	LGIS WORKCARE 2021/2022 - INSTALMENT 1	1		58,517.80
INV 100-1435.06/07/2021	05/08/2021	LGIS Workcare	LGIS WORKCARE 2021/2022 - INSTALMENT 1		58,517.80	
EFT13668	05/08/2021	Lloydey's Power Services	REPAIR FAULTY HANGING POWER POINTS IN THE DUNN ART POTTERY SHED	1		275.00
INV 07409	20/07/2021	Lloydey's Power Services	REPAIR FAULTY HANGING POWER POINTS IN THE DUNN ART POTTERY SHED		275.00	
EFT13669	05/08/2021	Lo-Go Appointments	TEMPORARY FO COVER FOR BUDGET PROCESS - HELEN DOUGLAS - W/E 17/06/2021	1		5,565.26
INV 424044	13/07/2021	Lo-Go Appointments	CONTRACT ADMINISTRATION SERVICES - ANNE ALLISON - PROJECT ADMIN OFFICER - W/E 10/07/2021		1,729.27	
INV 0042409320/07/2021	13/07/2021	Lo-Go Appointments	CONTRACT ADMINISTRATION SERVICES - ANNE ALLISON - PROJECT ADMIN OFFICER - W/E 17/07/2021		1,729.27	
INV 424094	20/07/2021	Lo-Go Appointments	TEMPORARY FO COVER FOR BUDGET PROCESS - HELEN DOUGLAS - W/E 17/06/2021		2,106.72	
EFT13670	05/08/2021	Michael Knox	BOND REFUND	1		20.00

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INV T1627	02/08/2021	Michael Knox	BOND REFUND	1	20.00	
EFT13671	05/08/2021	Ravensthorpe Building Supplies	BUILDING MATERIALS FOT FIXING DOWN PIPE AT HOPETOUN SENIOR CITIZENS	1		154.20
INV 11237	19/07/2021	Ravensthorpe Building Supplies	BUILDING MATERIALS FOT FIXING DOWN PIPE AT HOPETOUN SENIOR CITIZENS		65.85	
INV 11238	19/07/2021	Ravensthorpe Building Supplies	TAPE DUCT PVC, DUCT TAPE CLOTH, DUCT TAPE BLACK		27.00	
INV 11345	22/07/2021	Ravensthorpe Building Supplies	GALMET COLD GAL 400G X 3 & FLAP DISC 127MM		61.35	
EFT13672	05/08/2021	Roselea Trading	Hopetoun Gym Rent	1		638.45
INV RENT	02/08/2021	Roselea Trading	Hopetoun Gym Rent		488.34	
INV RATES	02/08/2021	Roselea Trading	Hopetoun Gym Rates		150.11	
EFT13673	05/08/2021	Seek Limited	ADVERTISEMENT - CUSTOMER SERVICE OFFICER - HOPTOUN - PART TIME	1		291.50
INV 9769087115/07/2021		Seek Limited	ADVERTISEMENT - CUSTOMER SERVICE OFFICER - HOPTOUN - PART TIME		291.50	
EFT13674	05/08/2021	South Coast Foodservice	10 X P3J7200 LIVI I/L TOWEL 23 X24CM BASIC 7200	1		406.45
INV 4312394	16/07/2021	South Coast Foodservice	10 X P3J7200 LIVI I/L TOWEL 23 X24CM BASIC 7200		406.45	
EFT13675	05/08/2021	Stantec Australia Pty Ltd	HOPETOUN SPORTS PAVILION - PROGRESSIVE CHARGES	1		12,870.00
INV 1869115	20/07/2021	Stantec Australia Pty Ltd	HOPETOUN SPORTS PAVILION - PROGRESSIVE CHARGES		12,870.00	
EFT13676	05/08/2021	Telstra	TELSTRA ACCOUNT TO 10 JULY 2021	1		9,322.99
INV K812713518/07/2021		Telstra	TELSTRA ACCOUNT TO 10 JULY 2021		9,322.99	
EFT13677	05/08/2021	Toll Transport Pty Ltd	FREIGHT CHARGES - GUARDIAN PRINT	1		132.00
INV 0493-S30:18/07/2021		Toll Transport Pty Ltd	FREIGHT CHARGES - GUARDIAN PRINT		132.00	
EFT13678	05/08/2021	WINC Australia Pty Ltd	NET50515066 - VARIOUS CONSUMABLES - THE CUB HOUSE	1		27.81
INV 9036564519/07/2021		WINC Australia Pty Ltd	NET50515066 - VARIOUS CONSUMABLES - THE CUB HOUSE		27.81	

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EFT13679	13/08/2021	35 Degrees South	UNDERTAKE DESIGN OF FINAL SURFACE MODEL FOR RAVENSTHORPE LANDFILL CELLS	1		528.00
INV 4439	27/07/2021	35 Degrees South	UNDERTAKE DESIGN OF FINAL SURFACE MODEL FOR RAVENSTHORPE LANDFILL CELLS		528.00	
EFT13680	13/08/2021	AMPAC Debt Recovery (WA) Pty Ltd	RATES LEGAL CHARGES - JULY 2021	1		2,050.81
INV 77377	29/07/2021	AMPAC Debt Recovery (WA) Pty Ltd	RATES LEGAL CHARGES - JULY 2021		2,050.81	
EFT13681	13/08/2021	Airport Lighting Specialists Pty Ltd	AIRPORT RUNWAY HOUSING AND LAMPS & FREIGHT	1		15,283.40
INV IN23076	22/06/2021	Airport Lighting Specialists Pty Ltd	AIRPORT RUNWAY HOUSING AND LAMPS & FREIGHT		15,283.40	
EFT13682	13/08/2021	Australian Government Child Support Agency	Payroll deductions	1		554.63
INV DEDUCT09/08/2021		Australian Government Child Support Agency	Payroll deductions		554.63	
EFT13683	13/08/2021	Best Office Systems	PRINTER READINGS 20/06/2021 - 20/07/2021- RAVENSTHORPE OFFICE	1		1,347.44
INV 590555	27/07/2021	Best Office Systems	PRINTER READINGS 20/06/2021 - 20/07/2021- RAVENSTHORPE OFFICE		1,062.15	
INV 590556	27/07/2021	Best Office Systems	PRINTER READINGS 20/06/2021 - 20/07/2021 - HOPETOUN OFFICE		136.79	
INV 590774	29/07/2021	Best Office Systems	CPI MINIMIUM CHARGE AS PER AGREEMENT		49.50	
INV 590786	29/07/2021	Best Office Systems	TRAVEL FOR PRINTER REPAIRS		99.00	
EFT13684	13/08/2021	Bunnings	6 X BRADFORD SEWER VENT 150MM DIA 61374	1		965.17
INV 2022/99824/07/2021		Bunnings	6 X BRADFORD SEWER VENT 150MM DIA 61374		687.72	
INV 2022/00924/07/2021		Bunnings	VARIOUS BUILDING MAINTENANCE SUPPLIES		190.80	
INV 2022/00924/07/2021		Bunnings	CEILING TILE TMTX PINHOLE		86.65	
EFT13685	13/08/2021	Cast-tech Group T/a Rebus Restrooms	TWO MILE BEACH TOILET - PROGRESS CLAIM PRIOR TO DELIVERY TO SITE	1		22,000.00
INV 1435	29/07/2021	Cast-tech Group T/a Rebus Restrooms	TWO MILE BEACH TOILET - PROGRESS CLAIM PRIOR TO DELIVERY TO SITE		22,000.00	
EFT13686	13/08/2021	Clearyfield Landscape Contractors	PRUNE AND REMOVE TREE AT THE RAVENSTHORPE REC CENTRE	1		750.00

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INV 115	21/07/2021	Clearyfield Landscape Contractors	PRUNE AND REMOVE TREE AT THE RAVENSTHORPE REC CENTRE		750.00	
EFT13687	13/08/2021	Coastal Climate Choice	AIR CONDITIONER INSTALLATION AT RAVENSTHORPE MEDICAL CENTRE	1		3,146.00
INV 2586	30/07/2021	Coastal Climate Choice	AIR CONDITIONER INSTALLATION AT RAVENSTHORPE MEDICAL CENTRE		1,626.00	
INV 2587	30/07/2021	Coastal Climate Choice	AIR CONDITIONER - REPLACE EXISTING 'TWO ZONE' SET UP TO A '4 ZONE, ZONE SWITCH' SYSTEM		1,520.00	
EFT13688	13/08/2021	Commonwealth Bank	ATM CASH SERVICING AND MAINTENANCE - 12/07/2021	1		1,896.40
INV BWR07/221/07/2021		Commonwealth Bank	ATM CASH SERVICING AND MAINTENANCE - 12/07/2021		1,896.40	
EFT13689	13/08/2021	Community Spirit Newspaper Inc	ADVERTISEMENT - EXPRESSION OF INTEREST - COMMUNITY MEMBERS FOCUS GROUP	1		180.00
INV 24391	15/07/2021	Community Spirit Newspaper Inc	ADVERTISEMENT - EXPRESSION OF INTEREST - COMMUNITY MEMBERS FOCUS GROUP		180.00	
EFT13690	13/08/2021	Crystal Printing Solutions Pty Ltd	1,308 X POSTCARDS - BUSHFIRE WARNINGS INFO	1		390.00
INV 1,084,07723/07/2021		Crystal Printing Solutions Pty Ltd	1,308 X POSTCARDS - BUSHFIRE WARNINGS INFO		390.00	
EFT13691	13/08/2021	Grants Empire	CSRFF APPLICATION - HOPETOUN CHANGEROOMS REFURB - PAYMENT 1 OF 2	1		660.00
INV 2002	22/07/2021	Grants Empire	CSRFF APPLICATION - HOPETOUN CHANGEROOMS REFURB - PAYMENT 1 OF 2		660.00	
EFT13692	13/08/2021	Hinchys Auto Electric	REMOVE BROKEN SPOTLIGHTS, SUPPLY AND FIT NEW SPOTLIGHTS REMOVE FIRE RADIO - RA3860	1		1,182.50
INV 28	30/07/2021	Hinchys Auto Electric	REMOVE BROKEN SPOTLIGHTS, SUPPLY AND FIT NEW SPOTLIGHTS REMOVE FIRE RADIO - RA3860		1,182.50	
EFT13693	13/08/2021	Hopetoun Earthworks	BRICKIE SAND & BOBCAT HIRE X 16 HOURS	1		9,669.00
INV 2585	04/06/2021	Hopetoun Earthworks	BOBCAT HIRE X 9 HRS, SIX WHEELER HIRE X 1 HOUR, TIP FEE & TRAVEL		1,584.00	
INV 2583	04/06/2021	Hopetoun Earthworks	BOBCAT HIRE X 9 HRS, BACKHOE HIRE X 4 HRS, SIX WHEELER HIRE X 1 HR & TIP FEE		1,859.00	
INV 2584	28/06/2021	Hopetoun Earthworks	BRICKIE SAND & BOBCAT HIRE X 16 HOURS		6,226.00	

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EFT13694	13/08/2021	Hopetoun Tyres & Batteries	STRIP AND REPAIR TYRE - RA3761 & RA3867	1		66.00
INV 0505	15/07/2021	Hopetoun Tyres & Batteries	STRIP AND REPAIR TYRE - RA3761 & RA3867		66.00	
EFT13695	13/08/2021	Kleen West Distributors	VARIOUS CLEANING PRODUCTS	1		2,290.57
INV 59290	28/07/2021	Kleen West Distributors	VARIOUS CLEANING PRODUCTS		2,290.57	
EFT13696	13/08/2021	Lawry's Electrical Solutions	SPIDER LIFT HIRE WITH HIGH RISK LICENCE OPERATOR - MCCULLOCH PARK SHADE SAILS	1		445.50
INV 1871	15/07/2021	Lawry's Electrical Solutions	SPIDER LIFT HIRE WITH HIGH RISK LICENCE OPERATOR - MCCULLOCH PARK SHADE SAILS		445.50	
EFT13697	13/08/2021	Livingston Medical Pty Ltd	FULL PRE-EMPLOYMENT MEDICAL - WITH DRUG-ALCOHOL SCREEN AND AUDIOMETRY - LOUISE KOTZE	1		445.50
INV 51864	14/07/2021	Livingston Medical Pty Ltd	FULL PRE-EMPLOYMENT MEDICAL - WITH DRUG-ALCOHOL SCREEN AND AUDIOMETRY - LOUISE KOTZE		445.50	
EFT13698	13/08/2021	Lloydey's Power Services	INSPECTION AND REPAIR WORK AT HOPETOUN SENIOR CITIZEN CENTRE	1		6,353.70
INV 692	19/06/2021	Lloydey's Power Services	INSPECTION AND REPAIR WORK AT HOPETOUN SENIOR CITIZEN CENTRE		2,265.29	
INV 0714	27/07/2021	Lloydey's Power Services	REPLACE FLURO LIGHTS WITH LED AND ADD EXTRA POWER POINTS FOR COMPUTERS		2,013.07	
INV 0718	29/07/2021	Lloydey's Power Services	INSPECTION / ORDER, UPPER TOILET LIGHTS, EMERGENCY LIGHTING TESTING, REPAIRS TO FIXTURES		1,744.66	
INV 725	31/07/2021	Lloydey's Power Services	INSTALL EXIT LIGHT ABOVE PA DOOR AT THE REAR OF HOPETOUN WORKS DEPOT		330.68	
EFT13699	13/08/2021	Lo-Go Appointments	WORKSITE OHS TESTING - 63 D&A TESTS & 5 RE-TESTS	1		7,304.07
INV 424102	26/07/2021	Lo-Go Appointments	WORKSITE OHS TESTING - 63 D&A TESTS & 5 RE-TESTS		5,574.80	
INV 424143	27/07/2021	Lo-Go Appointments	CONTRACT SERVICES - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 24/07/2021		1,729.27	
EFT13700	13/08/2021	Loyd Desmond Glenn & Sandra Collins	Rates refund for assessment A13418 70 PLATYPUS ROAD HOPETOUN WA 6348	1		1,558.19

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INV A13418	20/07/2021	Loyd Desmond Glenn & Sandra Collins	Rates refund for assessment A13418 70 PLATYPUS ROAD HOPETOUN WA 6348		1,558.19	
EFT13701	13/08/2021	Melissa Pollock	REIMBURSEMENT FOR FUEL (RAVENSTHORPE ROADHOUSE)	1		43.65
INV REIMBU03/08/2021		Melissa Pollock	REIMBURSEMENT FOR FUEL (RAVENSTHORPE ROADHOUSE)		43.65	
EFT13702	13/08/2021	Mills Corporation Pty Ltd	BUILDING ASSISTANT - ANTHONY MARAS - 12/07/2021 - 25/07/2021	1		9,552.71
INV 17156	27/07/2021	Mills Corporation Pty Ltd			9,552.71	
EFT13703	13/08/2021	Natalie Bell	REIMBURSEMENT FOR MEALS & PARKING FOR RCP MEETINGS IN PERTH	1		181.13
INV REIMBU03/08/2021		Natalie Bell	REIMBURSEMENT FOR MEALS & PARKING FOR RCP MEETINGS IN PERTH		181.13	
EFT13704	13/08/2021	OCLC (UK) Ltd	AMLIB ANNUAL MAINTENANCE 28/09/2020 - 27/09/2021	1		1,398.86
INV 7000000930/10/2020		OCLC (UK) Ltd	AMLIB ANNUAL MAINTENANCE 28/09/2020 - 27/09/2021		1,398.86	
EFT13705	13/08/2021	One Music Australia	MUSIC FOR COUNCILS - RURAL 01/07/2021 - 30/09/2021	1		88.22
INV 146691	01/07/2021	One Music Australia	MUSIC FOR COUNCILS - RURAL 01/07/2021 - 30/09/2021		88.22	
EFT13706	13/08/2021	Perfect Computer Solutions Pty Ltd	IT SUPPORT COSTS FOR THE ADMIN OFFICES 16/07/2021 - 19/07/2021	1		212.50
INV 26627	22/07/2021	Perfect Computer Solutions Pty Ltd	IT SUPPORT COSTS FOR THE ADMIN OFFICES 16/07/2021 - 19/07/2021		212.50	
EFT13707	13/08/2021	Peter Hobbs Architects	RCP - PROGRESSIVE CHARGE FOR CONTRACT DOCUMENTATION PHASE	1		19,800.00
INV 370	28/02/2021	Peter Hobbs Architects	RCP - PROGRESSIVE CHARGE FOR CONTRACT DOCUMENTATION PHASE		19,800.00	
EFT13708	13/08/2021	R And R Heavy Diesel Services	250HR SERVICE AND OIL SAMPLES - RA3929	1		1,136.53
INV 4965	20/07/2021	R And R Heavy Diesel Services	CARRY OUT BRAKE INSPECTION,FULLY GREASE TRAILER AND TURN TABLE ON TRUCK - 1TQX844		157.30	
INV 4964	20/07/2021	R And R Heavy Diesel Services	FIT NEW MALE AND FEMALE COUPLING TO TREE GRABBER - RA3710		219.12	

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INV 4963	20/07/2021	R And R Heavy Diesel Services	250HR SERVICE AND OIL SAMPLES - RA3929		423.06	
INV 4989	29/07/2021	R And R Heavy Diesel Services	130,000 KM LOGBOOK SERVICE AND INSPECTION, REPLACE BLOCKED CABIN FILTER - RA137		337.05	
EFT13709	13/08/2021	Ravensthorpe Agencies	OLIVER BOOTS BLACK FOR ADAM BIRD & STEEL BLUE BOOTS FOR BLACK WARREN JONES	1		579.00
INV 05344	27/07/2021	Ravensthorpe Agencies	1 X STIHL OIL HP 2 STROKE 5L & 1 X OIL 20L PROSYLVA (CHAINSAW) 20L		202.00	
INV 05345	27/07/2021	Ravensthorpe Agencies	OLIVER BOOTS BLACK FOR ADAM BIRD & STEEL BLUE BOOTS FOR BLACK WARREN JONES		377.00	
EFT13710	13/08/2021	Ravensthorpe Mechanical Services	REPAIRS TO SIDE TIPPER TRAILER 1TJX049 2 AS PER QUOTATION # 1967	1		36,961.15
INV 39399	01/07/2021	Ravensthorpe Mechanical Services	REPAIRS TO SIDE TIPPER TRAILER 1TJX049 2 AS PER QUOTATION # 1967		34,846.86	
INV 39743	15/07/2021	Ravensthorpe Mechanical Services	100,000KM SERVICE & 4 X NEW TYRES- RA025		2,114.29	
EFT13711	13/08/2021	Rodney Clarence Daw	CBFCO TELSTRA REIMBURSEMENT TO 10 JULY 2021	1		82.11
INV REIMBU22	02/07/2021	Rodney Clarence Daw	CBFCO TELSTRA REIMBURSEMENT TO 10 JULY 2021		82.11	
EFT13712	13/08/2021	Shire of Jerramungup	BUSHFIRE RISK PLANNING COORDINATOR FUNDING - 4TH QUARTER 2020/2021	1		6,321.99
INV 16196	30/06/2021	Shire of Jerramungup	BUSHFIRE RISK PLANNING COORDINATOR FUNDING - 4TH QUARTER 2020/2021		6,321.99	
EFT13713	13/08/2021	Shire of Ravensthorpe Social Club	Payroll deductions	1		105.00
INV DEDUCT09	09/08/2021	Shire of Ravensthorpe Social Club	Payroll deductions		105.00	
EFT13714	13/08/2021	Telstra	TIM / SMS SERVICE 25/06/2021 - 23/07/2021	1		962.70
INV T311-23522	02/07/2021	Telstra	SATELLITE PHONE TO 21 AUGUST 2021		135.00	
INV T311-13725	05/07/2021	Telstra	TIM / SMS SERVICE 25/06/2021 - 23/07/2021		827.70	
EFT13715	13/08/2021	WINC Australia Pty Ltd	NET50534508 VARIOUS CONSUMABLES - LITTLE BARRENS	1		31.33
INV 9036605422	02/07/2021	WINC Australia Pty Ltd	NET50534508 VARIOUS CONSUMABLES - LITTLE BARRENS		31.33	

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EFT13716	18/08/2021	Livingston Medical Pty Ltd	STAFF WAGES INTERIM CONTRIBUTION FOR 2021/2022 - QUARTER 1	1		26,215.75
INV 0028	04/07/2021	Livingston Medical Pty Ltd	STAFF WAGES INTERIM CONTRIBUTION FOR 2021/2022 - QUARTER 1		26,215.75	
EFT13717	19/08/2021	ABCO Products PTY LTD	P/GIENE CITRUS URINAL SCREEN (CTN 12) & 12 X 2.5KG E-ZYME CRYSTALS LONG DROP TREATMENT	1		1,149.44
INV 734160	02/08/2021	ABCO Products PTY LTD	P/GIENE CITRUS URINAL SCREEN (CTN 12) & 12 X 2.5KG E-ZYME CRYSTALS LONG DROP TREATMENT		1,149.44	
EFT13718	19/08/2021	Aerodrome Management Services Pty Ltd	AERODROME MANAGEMENT SERVICES FEE - JULY 2021	1		2,772.00
INV AMSINV27/07/2021		Aerodrome Management Services Pty Ltd	AERODROME MANAGEMENT SERVICES FEE - JULY 2021		2,772.00	
EFT13719	19/08/2021	Australian Taxation Office (ATO)	BAS RETURN JULY 2021	1		584,957.00
INV BAS JUL19/08/2021		Australian Taxation Office (ATO)	BAS RETURN JULY 2021		584,957.00	
EFT13720	19/08/2021	Clearyfield Landscape Contractors	CUT DOWN LARGE DEAD TREE NEAR THE CUB HOUSEW RAVENSTHORPE RECREATION GROUNDS	1		750.00
INV 118	28/07/2021	Clearyfield Landscape Contractors	CUT DOWN LARGE DEAD TREE NEAR THE CUB HOUSEW RAVENSTHORPE RECREATION GROUNDS		750.00	
EFT13721	19/08/2021	Dial Before You Dig	DIAL BEFORE YOU DIG REFERRAL FEE - 2021 - 2022	1		440.00
INV 162444	31/07/2021	Dial Before You Dig	DIAL BEFORE YOU DIG REFERRAL FEE - 2021 - 2022		440.00	
EFT13722	19/08/2021	Digga West	2 X 450MM TUNGSTEN AUGER & 500MM EXTENSION BAR 65MM ROUND HUB	1		2,128.50
INV 56595	29/07/2021	Digga West	2 X 450MM TUNGSTEN AUGER & 500MM EXTENSION BAR 65MM ROUND HUB		2,128.50	
EFT13723	19/08/2021	Ella Groves	REFUND OF GYM MEMBERSHIP FEES	1		76.00
INV T1756	18/08/2021	Ella Groves	REFUND OF GYM MEMBERSHIP FEES	1	76.00	
EFT13724	19/08/2021	Esperance Branch AMPOL Australia Petroleum PTY LTD	14,204L DIESEL	1		19,658.62
INV SI429225 04/08/2021		Esperance Branch AMPOL Australia Petroleum PTY LTD	14,204L DIESEL		19,658.62	

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EFT13725	19/08/2021	FE Daw and Sons	CATERING X 22 PEOPLE - 2 AUGUST 2021 - DEPOT TEAM WORKSHOP	1		787.60
INV 51	27/07/2021	FE Daw and Sons	CATERING X 22 PEOPLE - 2 AUGUST 2021 - DEPOT TEAM WORKSHOP		435.60	
INV 1-82-0006	29/07/2021	FE Daw and Sons	LUNCH x 16 PEOPLE - REGIONAL COORDINATION GROUP - THURSDAY 29 JULY 2021		352.00	
EFT13726	19/08/2021	Grants Empire	CONNECTING TO COUNTRY GRANT APPLICATION - PAYMENT 1 OF 2	1		462.00
INV 2005	02/08/2021	Grants Empire	CONNECTING TO COUNTRY GRANT APPLICATION - PAYMENT 1 OF 2		462.00	
EFT13727	19/08/2021	Hamish Fell Consulting	PROJECT MANAGE MULTI-MEDIA SCREEN FOR HOPETOUN VISITOR INFORMATION AREA	1		5,720.86
INV 0064	05/08/2021	Hamish Fell Consulting	PROJECT MANAGE MULTI-MEDIA SCREEN FOR HOPETOUN VISITOR INFORMATION AREA		5,720.86	
EFT13728	19/08/2021	Haslams	3 X NAVY PANTS - JILL HARDIE	1		204.90
INV 26017	02/08/2021	Haslams	3 X NAVY PANTS - JILL HARDIE		204.90	
EFT13729	19/08/2021	Hopetoun Men In Sheds Incorporated	PROVISION OF WEEKEND TRANSFER STATION ATTENDANTS - JULY 2021	1		900.00
INV 308	31/07/2021	Hopetoun Men In Sheds Incorporated	PROVISION OF WEEKEND TRANSFER STATION ATTENDANTS - JULY 2021		900.00	
EFT13730	19/08/2021	Indiji Flora	MACHINE HIRE FOR FINAL PREPARATION WORKS ON EDGES OF PRESCRIBED BURN AREAS	1		5,500.00
INV 0296	23/07/2021	Indiji Flora	MACHINE HIRE FOR FINAL PREPARATION WORKS - TREATMENT # 7445		2,090.00	
INV 0300	09/08/2021	Indiji Flora	MACHINE HIRE FOR FINAL PREPARATION WORKS ON EDGES OF PRESCRIBED BURN AREAS		3,410.00	
EFT13731	19/08/2021	Institute of Indigenous Wellbeing and Sports WA	BOND REFUND	1		100.00
INV T1616	18/08/2021	Institute of Indigenous Wellbeing and Sports WA	BOND REFUND	1	100.00	
EFT13732	19/08/2021	Jason Sign Makers	50 X TRAFFIC CONE 450MM ORANGE W/WHT SLV BLK BASE	1		817.30
INV 221257	30/07/2021	Jason Sign Makers	50 X TRAFFIC CONE 450MM ORANGE W/WHT SLV BLK BASE		817.30	

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EFT13733	19/08/2021	Ken Hoveler	REIMBURSEMENT FOR FUEL FOR DAF 8 WHEEL TIPPER RA3579 (CALTEX ALBANY)	1		99.38
INV REIMBU112/08/2021		Ken Hoveler	REIMBURSEMENT FOR FUEL FOR DAF 8 WHEEL TIPPER RA3579 (CALTEX ALBANY)		99.38	
EFT13734	19/08/2021	Les Mainwaring	REIMBURSEMENT FOR FITZGERALDCOAST.COM.AU DOMAIN NAME - 2 YEARS	1		163.69
INV REIMBU110/08/2021		Les Mainwaring	REIMBURSEMENT FOR FITZGERALDCOAST.COM.AU DOMAIN NAME - 2 YEARS		163.69	
EFT13735	19/08/2021	Livingston Medical Pty Ltd	FULL EMPLOYMENT MEDICAL - HAYLEE SHAW - INCLUDING DRUG, ALCOHOL & HEARING SCREEN	1		445.50
INV 52747	30/07/2021	Livingston Medical Pty Ltd	FULL EMPLOYMENT MEDICAL - HAYLEE SHAW - INCLUDING DRUG, ALCOHOL & HEARING SCREEN		445.50	
EFT13736	19/08/2021	Lo-Go Appointments	CONTRACT SERVICES - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 31/07/2021	1		1,729.27
INV 0042418903/08/2021		Lo-Go Appointments	CONTRACT SERVICES - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 31/07/2021		1,729.27	
EFT13737	19/08/2021	Malcom James Grant	REIMBURSEMENT FOR LUNCHEES AND EVENING MEALS FOR VOLUNTEERS PRESCRIBED BURNING	1		946.50
INV REIMBU127/07/2021		Malcom James Grant	REIMBURSEMENT FOR ITEMS FOR PRESCRIBED BURNING (REPCO AND BUNNINGS)		206.13	
INV REIMBU109/08/2021		Malcom James Grant	REIMBURSEMENT FOR LUNCHEES, EVENING MEALS AND PETROL FOR PRESCRIBED BURNING		318.37	
INV REIMBU118/08/2021		Malcom James Grant	REIMBURSEMENT FOR LUNCHEES AND EVENING MEALS FOR VOLUNTEERS PRESCRIBED BURNING		422.00	
EFT13738	19/08/2021	Marie Towersey	BOND REFUND	1		20.00
INV T1557	18/08/2021	Marie Towersey	BOND REFUND	1	20.00	
EFT13739	19/08/2021	McLeods Barristers & Solicitors	LEGAL ADVICE 22/07/2021 - 30/07/2021	1		2,061.32
INV 120116	30/07/2021	McLeods Barristers & Solicitors	LEGAL ADVICE 22/07/2021 - 30/07/2021		2,061.32	
EFT13740	19/08/2021	Melissa Pollock	REIMBURSEMENT FOR BISCUIT CONTAINERS FOR ADMIN OFFICE (KMART)	1		22.00

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INV REIMBU11	11/08/2021	Melissa Pollock	REIMBURSEMENT FOR BISCUIT CONTAINERS FOR ADMIN OFFICE (KMART)		22.00	
EFT13741	19/08/2021	Ravensthorpe Building Supplies	1 X PALLET OF RAPIDSET 20KG CEMENT BAGS (60 BAGS)	1		1,240.85
INV 11549	29/07/2021	Ravensthorpe Building Supplies	20 X SWAN RAPIDSET 20KG BAGS		198.00	
INV 11572	30/07/2021	Ravensthorpe Building Supplies	GORILLA WOOD GLUE 532ML		22.20	
INV 11736	06/08/2021	Ravensthorpe Building Supplies	10 X PFERD CUT OFF WHEEL STONE & 5 X REDUCING BUSH TO SUIT CUT OFF WHEEL		367.25	
INV 11743	06/08/2021	Ravensthorpe Building Supplies	1 X PALLET OF RAPIDSET 20KG CEMENT BAGS (60 BAGS)		653.40	
EFT13742	19/08/2021	Ravensthorpe Community Centre	HIRE OF THE RED ROOM FOR MEETING 14 JUNE 2021	1		77.00
INV 2124	24/06/2021	Ravensthorpe Community Centre	HIRE OF THE RED ROOM FOR MEETING 14 JUNE 2021		77.00	
EFT13743	19/08/2021	Seek Limited	ADVERTISEMENT - MANAGER GOVERNANCE AND COMPLIANCE - 03 AUGUST 2021	1		324.50
INV 9773758003	08/2021	Seek Limited	ADVERTISEMENT - MANAGER GOVERNANCE AND COMPLIANCE - 03 AUGUST 2021		324.50	
EFT13744	19/08/2021	Selena Olliver T/A Ravy Country Kitchen	LUNCH - CORPORATE DISCUSSION - 6 JULY 2021	1		264.00
INV 39	04/08/2021	Selena Olliver T/A Ravy Country Kitchen	LUNCH - CORPORATE DISCUSSION - 6 JULY 2021		264.00	
EFT13745	19/08/2021	Shipwrecked Gourmet Bakery	CATERING - SHELLEY HAYES FAREWELL - FRIDAY 30 JULY 2021	1		190.00
INV 22591	10/08/2021	Shipwrecked Gourmet Bakery	CATERING - SHELLEY HAYES FAREWELL - FRIDAY 30 JULY 2021		190.00	
EFT13746	19/08/2021	Toll Transport Pty Ltd	FREIGHT CHARGES - DYNASTY EMBROIDERY & ALBANY LOCK	1		49.54
INV 0494-S3025	07/2021	Toll Transport Pty Ltd	FREIGHT CHARGES - JOHNS BUILDING SUPPLIES		11.15	
INV 0495-S3001	08/2021	Toll Transport Pty Ltd	FREIGHT CHARGES - DYNASTY EMBROIDERY & ALBANY LOCK		38.39	
EFT13747	19/08/2021	Turps Steel Fabrication	STITCH AND REPAIR 6 X DAMAGED SHADE SAILS FROM RAVENSTHORPE SWIMMING POOL	1		1,210.00

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INV 1926	06/08/2021	Turps Steel Fabrication	STITCH AND REPAIR 6 X DAMAGED SHADE SAILS FROM RAVENSTHORPE SWIMMING POOL		1,210.00	
EFT13748	19/08/2021	WALGA	TRAINING - LOCAL GOVERNMENT ACT 1995 - ADVANCED - LES MAINWARING	1		1,156.00
INV I3088301	03/08/2021	WALGA	TRAINING - LOCAL GOVERNMENT ACT 1995 - ADVANCED - LES MAINWARING		578.00	
INV I3088300	03/08/2021	WALGA	TRAINING - LOCAL GOVERNMENT ACT 1995 - ADVANCED - GAVIN POLLOCK		578.00	
EFT13749	19/08/2021	WCP Civil	COLEMAN STREET INTERSECTION - PROFILE AND LAY 50MM ASPHALT LAYER	1		112,959.44
INV 25367	25/07/2021	WCP Civil	HOSKING ST FOOTPATH UPGRADE		33,940.69	
INV 25404	31/07/2021	WCP Civil	COLEMAN STREET INTERSECTION - PROFILE AND LAY 50MM ASPHALT LAYER		79,018.75	
EFT13750	20/08/2021	Department of Transport (Shire Licensing)	1GUV793 LICENCE FEE TO 31/07/2021	1		551.70
INV 1199557428	07/2021	Department of Transport (Shire Licensing)	1DQD604 LICENCE FEE TO 31/07/2021	1	81.40	
INV 1199557428	07/2021	Department of Transport (Shire Licensing)	1GUV793 LICENCE FEE TO 31/07/2021	1	397.40	
INV 1200041430	07/2021	Department of Transport (Shire Licensing)	PLATE REMAKE - RA025	1	42.40	
INV 1200041430	07/2021	Department of Transport (Shire Licensing)	CHANGE OF PLATE - RA025 TO 1HDY764	1	30.50	
EFT13751	27/08/2021	Australia Post	POSTAGE CHARGES - JULY 2021	1		2,873.34
INV 1010793203	08/2021	Australia Post	POSTAGE CHARGES - JULY 2021		2,873.34	
EFT13752	27/08/2021	Australian Government Child Support Agency	Payroll deductions	1		554.63
INV DEDUCT23	08/2021	Australian Government Child Support Agency	Payroll deductions		554.63	
EFT13753	27/08/2021	BP Australia Pty Ltd	BP FUEL CARD - JULY 2021	1		4,037.44
INV 1168705331	07/2021	BP Australia Pty Ltd	BP FUEL CARD - JULY 2021		4,037.44	
EFT13754	27/08/2021	Bob Waddell	TECHNICAL SUPPORT FOR PREPARATION OF 2021/2022 BUDGET - W/E 15/08/2021	1		1,089.00
INV 2408	16/08/2021	Bob Waddell	TECHNICAL SUPPORT FOR PREPARATION OF 2021/2022 BUDGET - W/E 15/08/2021		1,089.00	

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EFT13755	27/08/2021	Bunnings	GENERAL MAINTENANCE MATERIALS FOR THE RAVENSTHORPE TENNIS PAVILION	1		604.18
INV 2016/01103	08/2021	Bunnings	SCREEN PANEL ACC MATRIX 2425X1220X28MM X 2		98.80	
INV 2130/017803	08/2021	Bunnings	DOOR LOCKS FOR CUBHOUSE CHILDCARE CENTRE		183.28	
INV 2022/009306	08/2021	Bunnings	GENERAL MAINTENANCE MATERIALS FOR THE RAVENSTHORPE TENNIS PAVILION		322.10	
EFT13756	27/08/2021	Cast-tech Group T/a Rebus Restrooms	TWO MILE TOILET DESIGN - BALANCE DUE ON COMPLETION	1		9,086.00
INV 1454	12/08/2021	Cast-tech Group T/a Rebus Restrooms	TWO MILE TOILET DESIGN - BALANCE DUE ON COMPLETION		9,086.00	
EFT13757	27/08/2021	City of Albany	1 X CERTIFICATE OF DESIGN COMPLIANCE	1		374.00
INV 93825	10/08/2021	City of Albany	1 X CERTIFICATE OF DESIGN COMPLIANCE		187.00	
INV 93824	10/08/2021	City of Albany	1 X CERTIFICATE OF DESIGN COMPLIANCE		187.00	
EFT13758	27/08/2021	Cleanaway Pty Ltd	RUBBISH COLLECTION - JULY 2021	1		20,205.76
INV 2164003131	07/2021	Cleanaway Pty Ltd	RUBBISH COLLECTION - JULY 2021		20,205.76	
EFT13759	27/08/2021	Department of Transport (Shire Licensing)	PLATE REMAKE - RA3603	1		121.70
INV 1204570018	08/2021	Department of Transport (Shire Licensing)	CHANGE OF PLATE - RA292 TO 1HDY765		30.50	
INV 1204853519	08/2021	Department of Transport (Shire Licensing)	CHANGE OF PLATE - 1HDY872 TO RA292		18.30	
INV 1206201625	08/2021	Department of Transport (Shire Licensing)	PLATE CHANGE RA3603 TO 1HDY768		30.50	
INV 1206201625	08/2021	Department of Transport (Shire Licensing)	PLATE REMAKE - RA3603		42.40	
EFT13760	27/08/2021	Esperance Fire Services	ROUTINE TESTING JACKING PUMP MORGANS STREET 10/08/2021	1		324.50
INV S0126	12/08/2021	Esperance Fire Services	ROUTINE TESTING JACKING PUMP MORGANS STREET 10/08/2021		324.50	
EFT13761	27/08/2021	Esperance Motor Group trading as Esperance Toyota	PURCHASE OF NEW HILUX SR XTRA CAB TRAY BACK AS PER QUOTATION 19773 (1)	1		25,797.57
INV 9978318	19/08/2021	Esperance Motor Group trading as Esperance Toyota	PURCHASE OF NEW HILUX SR XTRA CAB TRAY BACK AS PER QUOTATION 19773 (1)		25,797.57	

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EFT13762	27/08/2021	Freight Lines Group	FREIGHT CHARGES - DIGGA WEST	1		123.02
INV 0010887813/08/2021		Freight Lines Group	FREIGHT CHARGES - DIGGA WEST		123.02	
EFT13763	27/08/2021	Gregory Alan Stover	REIMBURSEMENT FOR AVERY MESH FOR CAMP SITE (RAVENSTHORPE AGENCIES)	1		31.90
INV REIMBU117/08/2021		Gregory Alan Stover	REIMBURSEMENT FOR AVERY MESH FOR CAMP SITE (RAVENSTHORPE AGENCIES)		31.90	
EFT13764	27/08/2021	Guardian Print & Graphics	1,800 X FIRE BREAK NOTICE BROCHURES	1		1,070.00
INV 9672	07/07/2021	Guardian Print & Graphics	1,800 X VERGE WASTE COLLECTION BROCHURES		385.00	
INV 9757	14/07/2021	Guardian Print & Graphics	1,800 X FIRE BREAK NOTICE BROCHURES		685.00	
EFT13765	27/08/2021	Hopetoun Painting Service	PREPARE & PAINT ALL PREVIOUSLY PAINTED INTERIOR SURFACES OF 27B CARLISLE STREET	1		5,500.00
INV 1246	11/08/2021	Hopetoun Painting Service	PREPARE & PAINT ALL PREVIOUSLY PAINTED INTERIOR SURFACES OF 27B CARLISLE STREET		5,500.00	
EFT13766	27/08/2021	Kindyhub Pty Ltd	KINDYHUB APP SUBSCRIPTION GOLD PLAN - AUGUST 2021 - LITTLE BARRENS	1		336.60
INV N006100C12/08/2021		Kindyhub Pty Ltd	KINDYHUB APP SUBSCRIPTION GOLD PLAN - AUGUST 2021 - LITTLE BARRENS		193.60	
INV N006100C12/08/2021		Kindyhub Pty Ltd	KINDYHUB APP SUBSCRIPTION GOLD PLAN - AUGUST 2021 - THE CUB HOUSE		143.00	
EFT13767	27/08/2021	LG Assist ANZ	POSITION ADVERTISEMENT - MANAGER GOVERNANCE AND COMPLIANCE	1		330.00
INV 40059	03/08/2021	LG Assist ANZ	POSITION ADVERTISEMENT - MANAGER GOVERNANCE AND COMPLIANCE		330.00	
EFT13768	27/08/2021	Landgate	LAND ENQUIRY SEARCH FEES - JULY 2021	1		96.15
INV 1115239	02/08/2021	Landgate	LAND ENQUIRY SEARCH FEES - JULY 2021		54.40	
INV 367502	11/08/2021	Landgate	MINING TENEMENTS CHARGEABLE 11/06/2021 - 06/08/2021		41.75	
EFT13769	27/08/2021	Lloydey's Power Services	INSTALL MULTIPLE SECURITY LIGHTS WITH PE CELL ON MAIN SHED @ RAVENSTHORPE DEPOT	1		1,963.26

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INV 0729	05/08/2021	Lloydey's Power Services	RAVENSTHORPE DOCTORS SURGERY AIRCONDITIONER POWER INSTALLATION		265.16	
INV 0730	05/08/2021	Lloydey's Power Services	INSTALL EMERGENCY EXIT LIGHTS - RAVENSTHORPE TENNIS PAVILION		359.70	
INV 0735	11/08/2021	Lloydey's Power Services	INSTALL MULTIPLE SECURITY LIGHTS WITH PE CELL ON MAIN SHED @ RAVENSTHORPE DEPOT		1,338.40	
EFT13770	27/08/2021	Lo-Go Appointments	CONTRACT SERVICES - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 07/08/2021	1		1,729.27
INV 424234	10/08/2021	Lo-Go Appointments	CONTRACT SERVICES - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 07/08/2021		1,729.27	
EFT13771	27/08/2021	Local Government Professionals Australia WA	POSITION ADVERTISEMENT - MANAGER GOVERNANCE AND COMPLIANCE	1		150.00
INV 31277	12/08/2021	Local Government Professionals Australia WA	POSITION ADVERTISEMENT - MANAGER GOVERNANCE AND COMPLIANCE		150.00	
EFT13772	27/08/2021	Madden Rural	SM 159923 - COLD FORMED ANGLE, 25-25-1.2-6000MM	1		275.10
INV 13477	07/07/2021	Madden Rural	MESH BAR CHAIRS, 50-65MM, PACKET OF 100		28.44	
INV 13606	21/07/2021	Madden Rural	SM 159923 - COLD FORMED ANGLE, 25-25-1.2-6000MM		137.87	
INV 13656	28/07/2021	Madden Rural	CUSTOM MADE FLASHING - 1 @ 3500MM SURFMIST		108.79	
EFT13773	27/08/2021	Market Creations Agency Pty Ltd	ADVANCED FEATURE TO SHIRE WEB FORMS - OCCUPATIONAL HEALTH AND SAFETY	1		2,200.00
INV II30-1	30/07/2021	Market Creations Agency Pty Ltd	ADVANCED FEATURE TO SHIRE WEB FORMS - OCCUPATIONAL HEALTH AND SAFETY		2,200.00	
EFT13774	27/08/2021	Matthews Smash Repairs	REPLACE LHS WING MIRROR - RA3421	1		1,190.00
INV 12248	11/08/2021	Matthews Smash Repairs	REPLACE LHS WING MIRROR - RA3421		690.00	
INV 12250/2	12/08/2021	Matthews Smash Repairs	INSURANCE EXCESS FOR RA3421 REPAIRS - LGIS ref: MO0049777		500.00	
EFT13775	27/08/2021	Meridian Agencies (Weistermann Family Trust)	VARIOUS STATIONARY AND LATERAL FILING LETTERS/NUMBERS	1		3,482.53
INV 1509	03/08/2021	Meridian Agencies (Weistermann Family Trust)	VARIOUS STATIONARY AND LATERAL FILING LETTERS/NUMBERS		3,482.53	

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EFT13776	27/08/2021	Mills Corporation Pty Ltd	BUILDING ASSISTANT - ANTHONY MARAS - 26/07/2021 - 08/08/2021	1		18,292.13
INV 17164	28/07/2021	Mills Corporation Pty Ltd	BUILDING ASSISTANT - JAMES TURNER - 12/07/2021 - 25/07/2021		8,926.73	
INV 17207	10/08/2021	Mills Corporation Pty Ltd	BUILDING ASSISTANT - ANTHONY MARAS - 26/07/2021 - 08/08/2021		9,365.40	
EFT13777	27/08/2021	Nutrien Ag Solutions Ravensthorpe	KENS KEN-MET, KENS FLUROKEN, LLAN LIBERATE, GENF TRICLOPYR & 6 X ROUNDUP ULTRA MAX 20L	1		3,002.18
INV 9050692007/07/2021		Nutrien Ag Solutions Ravensthorpe	3 X KLEE LP GAS 45KG		465.30	
INV 9052046930/07/2021		Nutrien Ag Solutions Ravensthorpe	KENS KEN-MET, KENS FLUROKEN, LLAN LIBERATE, GENF TRICLOPYR & 6 X ROUNDUP ULTRA MAX 20L		2,536.88	
EFT13778	27/08/2021	Perfect Computer Solutions Pty Ltd	DUAL MONTIOR, 2 X BENQ MONITORS, 2 X HP HARD DRIVE INC WIRELESS KEYBOARD & MOUSE & 2 X UPS	1		6,047.50
INV 26654	09/08/2021	Perfect Computer Solutions Pty Ltd	DUAL MONTIOR, 2 X BENQ MONITORS, 2 X HP HARD DRIVE INC WIRELESS KEYBOARD & MOUSE & 2 X UPS		4,050.00	
INV 26664	12/08/2021	Perfect Computer Solutions Pty Ltd	IT SUPPORT COSTS FOR THE ADMIN OFFICES 30/07/2021 - 10/08/2021		1,827.50	
INV 26663	12/08/2021	Perfect Computer Solutions Pty Ltd	IT SUPPORT COSTS FOR THE MEDICAL CENTRES 27/07/2021 - 04/08/2021		170.00	
EFT13779	27/08/2021	Peter Hobbs Architects	HOPETOUN SPORTS PAVILION - PROGRESSIVE CHARGE - DOCUMENTATION STAGE	1		10,120.00
INV 412	31/07/2021	Peter Hobbs Architects	CONTRACT DOCUMENTATION COMPLETED - RAVENSTHORPE SPORTS BALCONY		3,740.00	
INV 411	31/07/2021	Peter Hobbs Architects	HOPETOUN SPORTS PAVILION - PROGRESSIVE CHARGE - DOCUMENTATION STAGE		6,380.00	
EFT13780	27/08/2021	R And R Heavy Diesel Services	130,000KM SERVICE - RA3359	1		726.29
INV 4997	10/08/2021	R And R Heavy Diesel Services	130,000KM SERVICE - RA3359		411.24	
INV 5001	13/08/2021	R And R Heavy Diesel Services	70,000KM SERVICE - RA106		315.05	
EFT13781	27/08/2021	Ravensthorpe Building Supplies	REPAIR TO OPEN FILLED TANK PUMP AND FIT LARGER VENT. REPLACE TANK	1		1,023.64
INV 0444	10/08/2021	Ravensthorpe Building Supplies	REPAIR TO OPEN FILLED TANK PUMP AND FIT LARGER VENT. REPLACE TANK		1,023.64	

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EFT13782	27/08/2021	Rodney Clarence Daw	CBFCO TELSTRA REIMBURSEMENT TO 10 AUGUST 2021	1		267.89
INV REIMBU23/08/2021		Rodney Clarence Daw	CBFCO TELSTRA REIMBURSEMENT TO 10 AUGUST 2021		267.89	
EFT13783	27/08/2021	Russell Palmer	REIMBURSEMENT FOR PRE-EMPLOYMENT MEDICAL & AUDIOLOGY (GENPAR MEDICAL SERVICE)	1		297.00
INV REIMBU24/08/2021		Russell Palmer	REIMBURSEMENT FOR PRE-EMPLOYMENT MEDICAL & AUDIOLOGY (GENPAR MEDICAL SERVICE)		297.00	
EFT13784	27/08/2021	Seek Limited	JOB ADVERTISEMENT - PLANT OPERATOR / LABOURER	1		390.50
INV 9775544911/08/2021		Seek Limited	ADDITION OF STANDOUT AD FEATURE FOR MANANGER GOVERNANCE AND COMPLIANCE POSITION		77.00	
INV 9776066813/08/2021		Seek Limited	JOB ADVERTISEMENT - PLANT OPERATOR / LABOURER		313.50	
EFT13785	27/08/2021	Shire of Ravensthorpe Social Club	Payroll deductions	1		105.00
INV DEDUCT23/08/2021		Shire of Ravensthorpe Social Club	Payroll deductions		105.00	
EFT13786	27/08/2021	Sleepfit Solutions Pty Ltd	SLEEPFIT PLATINUM FOR EMPLOYEES	1		274.45
INV 0065	30/06/2021	Sleepfit Solutions Pty Ltd	SLEEPFIT PLATINUM FOR EMPLOYEES		274.45	
EFT13787	27/08/2021	South Regional TAFE - Esperance	FIRE WARDEN AND SUPPRESION TRAINING X 4 STAFF MEMBERS	1		352.40
INV I0015964 11/08/2021		South Regional TAFE - Esperance	FIRE WARDEN AND SUPPRESION TRAINING X 4 STAFF MEMBERS		352.40	
EFT13788	27/08/2021	Stacey Howard	REIMBURSEMENT FOR STAFF UNIFORM (SHEIN)	1		54.85
INV REIMBU29/07/2021		Stacey Howard	REIMBURSEMENT FOR STAFF UNIFORM (SHEIN)		54.85	
EFT13789	27/08/2021	T-Quip	21 X TOP110-0621-03 BLADE MED (72INCH SD DECK) & 1 X TOP11010-7028 ASSY AIR FILTER	1		938.35
INV 103311#711/08/2021		T-Quip	21 X TOP110-0621-03 BLADE MED (72INCH SD DECK) & 1 X TOP11010-7028 ASSY AIR FILTER		938.35	
EFT13790	27/08/2021	Toll Transport Pty Ltd	FREIGHT CHARGES - JASON SIGNS	1		145.29
INV 0496-S30:12/08/2021		Toll Transport Pty Ltd	FREIGHT CHARGES - JASON SIGNS		145.29	

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EFT13791	27/08/2021	WINC Australia Pty Ltd	NET50534508 VARIOUS CONSUMABLES - LITTLE BARRENS	1		780.38
INV 9036522313/07/2021		WINC Australia Pty Ltd	NET50534508 VARIOUS CONSUMABLES - LITTLE BARRENS		592.13	
INV 9036522513/07/2021		WINC Australia Pty Ltd	NET50534508 VARIOUS CONSUMABLES - LITTLE BARRENS		18.39	
INV 9036743809/08/2021		WINC Australia Pty Ltd	NET50673216 - VARIOUS CONSUMABLES - THE CUB HOUSE		166.21	
INV 9036752610/08/2021		WINC Australia Pty Ltd	NET50673216 - VARIOUS CONSUMABLES - THE CUB HOUSE		3.65	
EFT13792	27/08/2021	Wren Oil	COLLECTION OF 66 X EMPTY TWENTY LITRE DRUMS & 29 X FIVE LITRE DRUMS & ADMIN FEE	1		1,793.00
INV 116250	10/08/2021	Wren Oil	COLLECTION OF 66 X EMPTY TWENTY LITRE DRUMS & 29 X FIVE LITRE DRUMS & ADMIN FEE		896.50	
INV 116246	10/08/2021	Wren Oil	COLLECTION OF 84 X EMPTY TWENTY LITRE OIL CONTAINERS & ADMIN FEE		896.50	
DD5884.1	09/08/2021	Aware Super	Superannuation contributions	1		9,831.79
INV SUPER	09/08/2021	Aware Super	Superannuation contributions	1	9,831.79	
DD5884.2	09/08/2021	ANZ Smart Choice Super	Superannuation contributions	1		146.70
INV SUPER	09/08/2021	ANZ Smart Choice Super	Superannuation contributions	1	146.70	
DD5884.3	09/08/2021	The Trustee for The Dyer Super Fund (R Dyer)	Payroll deductions	1		706.88
INV SUPER	09/08/2021	The Trustee for The Dyer Super Fund (R Dyer)	Superannuation contributions	1	574.34	
INV DEDUCT09/08/2021		The Trustee for The Dyer Super Fund (R Dyer)	Payroll deductions	1	132.54	
DD5884.4	09/08/2021	GuildSuper	Superannuation contributions	1		83.18
INV SUPER	09/08/2021	GuildSuper	Superannuation contributions	1	83.18	
DD5884.5	09/08/2021	Colonial First State	Payroll deductions	1		1,055.84
INV SUPER	09/08/2021	Colonial First State	Superannuation contributions	1	699.84	
INV DEDUCT09/08/2021		Colonial First State	Payroll deductions	1	356.00	

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DD5884.6	09/08/2021	IIOF Employer Super	Superannuation contributions	1		202.10
INV SUPER	09/08/2021	IIOF Employer Super	Superannuation contributions	1	202.10	
DD5884.7	09/08/2021	Hesta Superannuation	Payroll deductions	1		776.18
INV SUPER	09/08/2021	Hesta Superannuation	Superannuation contributions	1	576.18	
INV DEDUCT	09/08/2021	Hesta Superannuation	Payroll deductions	1	200.00	
DD5884.8	09/08/2021	Australian Super Pty Ltd	Superannuation contributions	1		403.26
INV SUPER	09/08/2021	Australian Super Pty Ltd	Superannuation contributions	1	403.26	
DD5884.9	09/08/2021	Hostplus Superannuation	Superannuation contributions	1		633.87
INV SUPER	09/08/2021	Hostplus Superannuation	Superannuation contributions	1	633.87	
DD5906.1	23/08/2021	Aware Super	Superannuation contributions	1		9,549.28
INV SUPER	23/08/2021	Aware Super	Superannuation contributions	1	9,549.28	
DD5906.2	23/08/2021	ANZ Smart Choice Super	Superannuation contributions	1		143.58
INV SUPER	23/08/2021	ANZ Smart Choice Super	Superannuation contributions	1	143.58	
DD5906.3	23/08/2021	The Trustee for The Dyer Super Fund (R Dyer)	Payroll deductions	1		706.88
INV SUPER	23/08/2021	The Trustee for The Dyer Super Fund (R Dyer)	Superannuation contributions	1	574.34	
INV DEDUCT	23/08/2021	The Trustee for The Dyer Super Fund (R Dyer)	Payroll deductions	1	132.54	
DD5906.4	23/08/2021	Colonial First State	Payroll deductions	1		1,055.84
INV SUPER	23/08/2021	Colonial First State	Superannuation contributions	1	699.84	
INV DEDUCT	23/08/2021	Colonial First State	Payroll deductions	1	356.00	
DD5906.5	23/08/2021	IIOF Employer Super	Superannuation contributions	1		258.54
INV SUPER	23/08/2021	IIOF Employer Super	Superannuation contributions	1	258.54	
DD5906.6	23/08/2021	Hesta Superannuation	Payroll deductions	1		770.33

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INV SUPER	23/08/2021	Hesta Superannuation	Superannuation contributions	1	570.33	
INV DEDUCT	23/08/2021	Hesta Superannuation	Payroll deductions	1	200.00	
DD5906.7	23/08/2021	Australian Super Pty Ltd	Superannuation contributions	1		403.26
INV SUPER	23/08/2021	Australian Super Pty Ltd	Superannuation contributions	1	403.26	
DD5906.8	23/08/2021	Hostplus Superannuation	Superannuation contributions	1		690.24
INV SUPER	23/08/2021	Hostplus Superannuation	Superannuation contributions	1	690.24	
DD5906.9	23/08/2021	Intrust Superannuation	Superannuation contributions	1		189.43
INV SUPER	23/08/2021	Intrust Superannuation	Superannuation contributions	1	189.43	
DD5919.1	23/08/2021	BANKWEST Corporate Mastercard	JULY 2021 STATEMENT	1		9,739.96
INV JULY 2023	23/08/2021	BANKWEST Corporate Mastercard	JULY 2021 STATEMENT	1	9,739.96	
DD5920.1	31/08/2021	Department of Transport (Shire Licensing)	DoT PAYMENT BY AUTHORITY - AUGUST 2021	1		26,763.30
INV AUGUST	31/08/2021	Department of Transport (Shire Licensing)	DoT PAYMENT BY AUTHORITY - AUGUST 2021	1	26,763.30	
DD5920.2	31/08/2021	Synergy	PAYMENT BY AUTHORITY - AUGUST 2021	1		10,091.62
INV AUGUST	31/08/2021	Synergy	PAYMENT BY AUTHORITY - AUGUST 2021	1	10,091.62	
DD5920.3	31/08/2021	Water Corporation	PAYMENT BY AUTHORITY - AUGUST 2021	1		7,910.37
INV AUGUST	31/08/2021	Water Corporation	PAYMENT BY AUTHORITY - AUGUST 2021	1	7,910.37	
DD5920.4	31/08/2021	SG Fleet	LEASE RENTALS AUGUST 2021	1		13,496.72
INV AUSG003	31/08/2021	SG Fleet	LEASE RENTALS AUGUST 2021	1	13,496.72	
DD5920.5	02/08/2021	Westnet Pty Ltd	PAYMENT BY AUTHORITY - AUGUST 2021	1		205.09
INV AUG 2020	02/08/2021	Westnet Pty Ltd	PAYMENT BY AUTHORITY - AUGUST 2021	1	205.09	
DD5920.6	25/08/2021	Westnet Pty Ltd	PAYMENT BY AUTHORITY - AUGUST 2021 - FCTA	1		18.50

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INV 1278612311/08/2021		Westnet Pty Ltd	PAYMENT BY AUTHORITY - AUGUST 2021 - FCTA	1	18.50	
DD5920.7	06/08/2021	WA Treasury Corporation (WATC)	WATC LOAN REPAYMENTS AUGUST 2021	1		38,924.84
INV AUGUST06/08/2021		WA Treasury Corporation (WATC)	WATC LOAN REPAYMENTS AUGUST 2021	1	38,924.84	
DD5920.8	09/08/2021	WA Treasury Corporation (WATC)	WATC LOAN REPAYMENTS AUGUST 2021	1		33,710.68
INV AUGUST09/08/2021		WA Treasury Corporation (WATC)	WATC LOAN REPAYMENTS AUGUST 2021	1	33,710.68	
DD5920.9	16/08/2021	WA Treasury Corporation (WATC)	WATC LOAN REPAYMENTS AUGUST 2021	1		23,673.51
INV AUGUST16/08/2021		WA Treasury Corporation (WATC)	WATC LOAN REPAYMENTS AUGUST 2021	1	23,673.51	
DD5884.10	09/08/2021	Intrust Superannuation	Superannuation contributions	1		195.36
INV SUPER	09/08/2021	Intrust Superannuation	Superannuation contributions	1	195.36	
DD5884.11	09/08/2021	MOBI Superannuation	Superannuation contributions	1		237.21
INV SUPER	09/08/2021	MOBI Superannuation	Superannuation contributions	1	237.21	
DD5884.12	09/08/2021	Australian Superannuation (Formally Westscheme)	Payroll deductions	1		2,970.91
INV SUPER	09/08/2021	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	2,060.64	
INV DEDUCT09/08/2021		Australian Superannuation (Formally Westscheme)	Payroll deductions	1	550.00	
INV DEDUCT09/08/2021		Australian Superannuation (Formally Westscheme)	Payroll deductions	1	360.27	
DD5884.13	09/08/2021	Sun Super	Superannuation contributions	1		209.38
INV SUPER	09/08/2021	Sun Super	Superannuation contributions	1	209.38	
DD5884.14	09/08/2021	C-Bus Super	Superannuation contributions	1		474.42
INV SUPER	09/08/2021	C-Bus Super	Superannuation contributions	1	474.42	
DD5884.15	09/08/2021	AMG Universal Superannuation Fund	Superannuation contributions	1		69.50
INV SUPER	09/08/2021	AMG Universal Superannuation Fund	Superannuation contributions	1	69.50	

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DD5884.16	09/08/2021	WA Local Government Super Plan	Payroll deductions	1		2,959.92
INV DEDUCT09/08/2021	09/08/2021	WA Local Government Super Plan	Payroll deductions	1	578.61	
INV DEDUCT09/08/2021	09/08/2021	WA Local Government Super Plan	Payroll deductions	1	202.96	
INV DEDUCT09/08/2021	09/08/2021	WA Local Government Super Plan	Payroll deductions	1	1,510.30	
INV DEDUCT09/08/2021	09/08/2021	WA Local Government Super Plan	Payroll deductions	1	284.87	
INV DEDUCT09/08/2021	09/08/2021	WA Local Government Super Plan	Payroll deductions	1	74.54	
INV DEDUCT09/08/2021	09/08/2021	WA Local Government Super Plan	Payroll deductions	1	298.15	
INV DEDUCT09/08/2021	09/08/2021	WA Local Government Super Plan	Payroll deductions	1	10.49	
DD5884.17	09/08/2021	MLC Superannuation	Superannuation contributions	1		173.77
INV SUPER	09/08/2021	MLC Superannuation	Superannuation contributions	1	173.77	
DD5884.18	09/08/2021	BUSSQ	Superannuation contributions	1		474.43
INV DEDUCT09/08/2021	09/08/2021	BUSSQ	Payroll deductions	1	118.61	
INV SUPER	09/08/2021	BUSSQ	Superannuation contributions	1	355.82	
DD5884.19	09/08/2021	BT Super for Life	Superannuation contributions	1		249.41
INV SUPER	09/08/2021	BT Super for Life	Superannuation contributions	1	249.41	
DD5884.20	09/08/2021	Care Super Pty Ltd	Superannuation contributions	1		199.13
INV SUPER	09/08/2021	Care Super Pty Ltd	Superannuation contributions	1	199.13	
DD5884.21	09/08/2021	MLC MasterKey Business Super	Superannuation contributions	1		587.66
INV SUPER	09/08/2021	MLC MasterKey Business Super	Superannuation contributions	1	587.66	
DD5884.22	09/08/2021	BT Super	Superannuation contributions	1		959.62
INV SUPER	09/08/2021	BT Super	Superannuation contributions	1	959.62	
DD5884.23	09/08/2021	Rest Superannuation	Superannuation contributions	1		475.57

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INV SUPER	09/08/2021	Rest Superannuation	Superannuation contributions	1	475.57	
DD5906.10	23/08/2021	MOBI Superannuation	Superannuation contributions	1		237.21
INV SUPER	23/08/2021	MOBI Superannuation	Superannuation contributions	1	237.21	
DD5906.11	23/08/2021	Sun Super	Superannuation contributions	1		243.97
INV SUPER	23/08/2021	Sun Super	Superannuation contributions	1	243.97	
DD5906.12	23/08/2021	Australian Superannuation (Formally Westscheme)	Payroll deductions	1		3,122.30
INV SUPER	23/08/2021	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	2,197.20	
INV DEDUCT	23/08/2021	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	550.00	
INV DEDUCT	23/08/2021	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	375.10	
DD5906.13	23/08/2021	C-Bus Super	Superannuation contributions	1		474.42
INV SUPER	23/08/2021	C-Bus Super	Superannuation contributions	1	474.42	
DD5906.14	23/08/2021	AMG Universal Superannuation Fund	Superannuation contributions	1		117.37
INV SUPER	23/08/2021	AMG Universal Superannuation Fund	Superannuation contributions	1	117.37	
DD5906.15	23/08/2021	WA Local Government Super Plan	Payroll deductions	1		2,937.25
INV DEDUCT	23/08/2021	WA Local Government Super Plan	Payroll deductions	1	578.61	
INV DEDUCT	23/08/2021	WA Local Government Super Plan	Payroll deductions	1	199.53	
INV DEDUCT	23/08/2021	WA Local Government Super Plan	Payroll deductions	1	1,501.55	
INV DEDUCT	23/08/2021	WA Local Government Super Plan	Payroll deductions	1	284.87	
INV DEDUCT	23/08/2021	WA Local Government Super Plan	Payroll deductions	1	74.54	
INV DEDUCT	23/08/2021	WA Local Government Super Plan	Payroll deductions	1	298.15	
DD5906.16	23/08/2021	BUSSQ	Superannuation contributions	1		474.43
INV DEDUCT	23/08/2021	BUSSQ	Payroll deductions	1	118.61	

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INV SUPER	23/08/2021	BUSSQ	Superannuation contributions	1	355.82	
DD5906.17	23/08/2021	MLC Superannuation	Superannuation contributions	1		290.45
INV SUPER	23/08/2021	MLC Superannuation	Superannuation contributions	1	290.45	
DD5906.18	23/08/2021	BT Super for Life	Superannuation contributions	1		249.41
INV SUPER	23/08/2021	BT Super for Life	Superannuation contributions	1	249.41	
DD5906.19	23/08/2021	Care Super Pty Ltd	Superannuation contributions	1		199.13
INV SUPER	23/08/2021	Care Super Pty Ltd	Superannuation contributions	1	199.13	
DD5906.20	23/08/2021	MLC MasterKey Business Super	Superannuation contributions	1		586.49
INV SUPER	23/08/2021	MLC MasterKey Business Super	Superannuation contributions	1	586.49	
DD5906.21	23/08/2021	BT Super	Superannuation contributions	1		943.33
INV SUPER	23/08/2021	BT Super	Superannuation contributions	1	943.33	
DD5906.22	23/08/2021	Rest Superannuation	Superannuation contributions	1		479.07
INV SUPER	23/08/2021	Rest Superannuation	Superannuation contributions	1	479.07	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	Municipal Bank Account	1,467,983.77
TOTAL		1,467,983.77