



# **MINUTES**

**Ordinary Council Meeting**

**Tuesday, 15 June 2021**

**Commencing at 6.00pm**

**Council Chambers  
Hopetoun Community Centre**

# SHIRE OF RAVENSTHORPE

Minutes for the Ordinary Meeting of Council to be held in Council Chambers, Hopetoun Community Centre on Tuesday 15 June 2021 – commencing at 6.00pm.

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

The Presiding Member declared the meeting open at 6.02pm.

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

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

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

APOLOGIES: Brian Jones (Acting Manager Governance and Compliance)  
Cr Ian Goldfinch

ON LEAVE OF ABSENCE: Nil.

ABSENT: Nil.

MEMBER OF THE PUBLIC:  
Kirk Whiting  
Kieran Barrett

### **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**

6.1 Deputation from Mr Kirk Whiting on behalf of the Munglinup Community Group.

Kirk Whiting addressed the Council in relation to the ongoing issues of Internet Service in Munglinup. Mr Whiting provided a presentation demonstrating the lack of Telstra Service around the Townsite and surrounding areas. Mr Whiting advised the Munglinup Community Group (MGC) have been in talks with Telstra to install a 4GX-Lite Satellite Small Cell Tower. The cost of this infrastructure being \$100,000. Mr Whiting advised Telstra have committed

\$50,000 towards these costs and the MGC are seeking a contribution of \$25,000 from the Shire of Ravensthorpe and the Shire of Esperance. The land of which the Cell Tower is to be placed is being donated.

The Shire President thanked Mr Whiting for his presentation and advised the Council would discuss this matter.

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

7.1 Application for leave of absence from Cr Major from 1 July 2021 to 12 July 2021.

**Moved: Cr Mudie**

**Seconded: Cr Belli**

**Res: 64/21**

**Decision:**

**That the Council approve Cr Majors application for leave of absence from the Ravensthorpe Shire Council from 1 July 2021 to 12 July 2021.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**

## **8. Disclosures of Interest**

Nil.

## **9. Confirmation of Minutes of Previous Meeting**

### **9.1 Ordinary Council Meeting Minutes 18 May 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 Leighton**

**Seconded: Cr Mudie**

**Res: 65/21**

#### **Decision:**

**That the Minutes of the Ordinary Meeting of Council held in the Council Chambers, Ravensthorpe Recreation Centre on 18 May 2021 be confirmed as true and correct.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**

## **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
- Munglilup 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)**

19 May 2021 – Munglinup commonwealth Telstra Community Meeting.  
19 May 2021 – Marine Park Meeting.  
20 May 2021 – Volunteer Breakfast Hopetoun Community Hall.  
20 May 2021 – Hopetoun School Council Meeting.  
20 May 2021 – Hopetoun Community Resource Centre Meeting.  
21 May 2021 – Sundowner for Jackie Edwards.  
2 June 201 – Ravensthorpe Hopetoun Future Fund Meeting.

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

Nil.

### **Cr Ian Goldfinch**

Nil.

### **Cr Sue Leighton**

Nil.

### **Cr Thomas Major**

19 May 2021 – Telstra Community Meeting Group Munglinup.

### **Cr Mark Mudie**

Nil.

### **Cr Graham Richardson**

Nil.

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

### **13.1 Prescription Safety Glasses – Reimbursement**

<b>File Reference:</b>	<b>CM.PO.1</b>
<b>Location:</b>	<b>Shire of Ravensthorpe</b>
<b>Applicant:</b>	<b>N/A</b>
<b>Author:</b>	<b>A/Manager Compliance and Governance</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>1 June 2021</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Amended Council Policy A9 – Corporate Uniform (Attachment Orange)</b>
<b>Previous Reference:</b>	<b>Ordinary Council Meeting 17 November 2020 – Item 13.1 – 2020 Delegated Authority Report and 2020 Policy Manual Reconfirmation</b>

#### **Summary:**

To consider an amendment to Council Policy A9 Corporate Uniform by including a part reimbursement for employees who are required to wear prescription safety glasses.

#### **Background:**

The objective of Council Policy A9 Corporate Uniform is to:

- present a recognisable, tidy and professional image of staff to the community;
- develop a feeling of pride amongst staff;
- ensure that staff are appropriately dressed for their duties; and
- ensure that adequate protective clothing is provided to assist in maintaining the safety and health of employees and environmental conditions.

The Policy states that all operational workforce employees are to be issued 1 x safety glasses on commencement and that the Shire will replace the safety glasses if damaged or unsafe. The Policy does not include provision for staff who are required to wear prescription safety glasses.

#### **Comment:**

Council are requested to consider an amendment to Council Policy A9 to provide for the partial reimbursement of the cost of prescription safety glasses for relevant employees.

The recommended reimbursement is 75% of the purchase price, with the total amount reimbursed by the Shire capped at \$250. Employees can claim a maximum of one reimbursement every two (2) years. This is in line with industry standards.

#### **Consultation:**

Executive Staff.

Occupational Health and Safety Committee.

#### **Statutory Environment:**

Nil.

#### **Policy Implications:**

Recommends an amendment to Council Policy A9 Corporate Uniform.

#### **Financial Implications:**

Approximately \$1,000 per annum.



**Strategic Implications:**

Nil.

**Sustainability Implications:**

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

**Risk Implications:**

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

**Risk Matrix:**

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

**Moved: Cr Belli**

**Seconded: Cr Major**

**Res: 66/21**

**Decision:**

**That Council agree to amend Council Policy A9 Corporate Uniform by including the following statement;**

**Eye Protection**

**Employees' who require prescription safety glasses within the workplace may purchase their own, after consultation with the employees Director, and seek approval from the Chief Executive Officer for reimbursement from the Shire of up to 75% of the purchase price (Shire contribution capped at \$250). Should an employee leave the Shire's employment within twelve (12) months of the reimbursement the employee may be required to repay 50% of the amount reimbursed. Employees are entitled to claim reimbursement of up to 75% of the purchase price (Shire contribution capped at \$250) for one (1) pair of prescription safety glasses every two (2) years.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**

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

**File Reference:** PL.ES.172  
**Location:** Shire of Ravensthorpe  
**Applicant:** Chief Executive Officer  
**Author:** Chief Executive Officer  
**Authorising Officer:** Chief Executive Officer  
**Date:** 6 June 2021  
**Disclosure of Interest:** Nil  
**Attachments:** Nil  
**Previous Reference:** Nil

#### **Summary:**

Council to consider the Chief Executive Officer's request for annual leave from Saturday 10 July 2021 to Sunday 18 July 2021 and the appointment of Mr Les Mainwaring as Acting Chief Executive Officer for this period of leave.

#### **Background:**

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

#### **Comment:**

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

#### **Consultation:**

Shire President.  
Deputy President.  
Executive Team.

#### **Statutory Environment:**

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

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

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

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

**Policy Implications:**

Nil.

**Financial Implications:**

Nil effect on the 2020/21 budget as a provision for high duties has been allowed for in the budget process.

**Strategic Implications:**

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

**Sustainability Implications:**

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

**Risk Implications:**

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

**Risk Matrix:**

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

**Moved: Cr Leighton**

**Seconded: Cr Richardson**

**Res: 67/21**

**Decision:**

**That Council Endorse;**

1. **The Chief Executive Officer’s request for annual leave from Saturday 10 July 2021 to Sunday 18 July 2021 and the appointment of Mr Les Mainwaring as Acting Chief Executive Officer for this period of annual leave.**
  
2. **The Chief Executive Officer offering Mr Les Mainwaring a remuneration salary for the period of stated annual leave within the Band 3 prescribed range of the Salaries and Allowances Tribunal under Section 7A of the Salaries and Allowances Tribunal under Section 7A of the Salaries and Allowances Act 1975.**

**Voting Requirements: Absolute Majority**

**Carried: 6/0**

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

### **14.1 Monthly Financial Report – 31 May 2021**

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

#### **Summary:**

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

#### **Background:**

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

#### **Comment:**

The May 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
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Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

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**Moved: Cr Major**

**Seconded: Cr Mudie**

**Res: 68/21**

**Decision:**

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

**Voting Requirements: Simple Majority**

**Carried: 6/0**

## 14.2 Schedule of Account Payments – MAY 2021

**File Reference:** GR.ME.8  
**Location:** Shire of Ravensthorpe  
**Applicant:** Shire of Ravensthorpe  
**Author:** Senior Finance Officer  
**Authorising Officer:** Director Corporate and Community Services  
**Date:** 9 June 2021  
**Disclosure of Interest:** Nil  
**Attachments:** Schedule of Payments to 31 May 2021  
 Credit Card Transactions to 1 May 2021  
 Creditors List of Accounts Paid May 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 01/05/2021 to 30/05/2021.

#### 2020/2021

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	32,246	1,089,988	72,966	5,765	0	1,200,963	256,870
Aug	24,821	361,337	159,976	7,275	0	553,410	247,790
Sep	9,832	467,211	92,158	6,744	0	575,945	275,691
Oct	16,876	501,519	57,600	9,242	0	585,238	320,530
Nov	16,962	392,384	52,143	14,580	0	476,069	282,980
Dec	23,113	653,814	48,957	9,277	0	735,161	406,756
Jan	22,049	734,100	49,423	14,350	0	819,922	286,767
Feb	20,017	549,348	153,414	14,941	0	737,720	305,573
Mar	19,933	1,158,435	100,237	10,795	0	1,289,401	304,685
Apr	20,927	710,692	63,982	12,393	0	807,994	318,517
May	4,190	552,026	42,444	11,228	0	609,887	328,296
Jun						0	
<b>Total</b>	<b>210,966</b>	<b>7,170,855</b>	<b>893,299</b>	<b>116,591</b>	<b>0</b>	<b>8,391,711</b>	<b>3,334,456</b>
<b>19/20</b>	<b>197,977</b>	<b>8,450,678</b>	<b>997,212</b>	<b>102,791</b>	<b>6,319</b>	<b>9,754,977</b>	<b>3,174,082</b>
<b>18/19</b>	<b>147,967</b>	<b>21,298,438</b>	<b>1,329,904</b>	<b>70,241</b>	<b>13,590</b>	<b>22,860,140</b>	<b>2,219,053</b>
<b>17/18</b>	<b>327,905</b>	<b>18,507,404</b>	<b>209,587</b>	<b>65,010</b>	<b>317,445</b>	<b>19,427,351</b>	<b>2,601,283</b>

### Comment:

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

### Consultation:

Director Corporate and Community Services.

### 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:**

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Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
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**Moved: Cr Richardson**

**Seconded: Cr Mudie**

**Res: 69/21**

**Decision:**

**That Council endorse:**

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

**Voting Requirements: Simple Majority**

**Carried: 6/0**

**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**

The CEO advised Council Brian Jones the Acting Manager Governance and Compliance has taken quite ill and will not be returning to Ravensthorpe to undertake any further duties for the Shire. The CEO thanked Brian and wished him a speedy recovery and all the best for the future.

The Shire President also asked the CEO to pass on the regards of the Council.


**18. Matters Behind Closed Doors**

Nil.

**19. Closure of Meeting**

The Presiding Member declared the meeting closed at 6.32pm.

These minutes were confirmed at the meeting of 20 July 2021.

Signed:   
(Presiding Person at the meeting of which the minutes were confirmed.)

Date: 20 July 2021

# ATTACHMENT



# **MINUTES**

**Ordinary Council Meeting**

**Tuesday, 18 May 2021**

**Commencing at 6.00pm**

**Council Chambers**

**Ravensthorpe Recreation Centre**

# SHIRE OF RAVENSTHORPE

Minutes for the Ordinary Meeting of Council to be held in the Council Chambers, Ravensthorpe Recreation Centre on Tuesday, 18 May 2021 – commencing at 6.00pm.

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

The Presiding Member declared the meeting open at 6.01pm.

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

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

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

APOLOGIES: Kim Bransby (Executive Assistant)

ON LEAVE OF ABSENCE: Nil.

ABSENT: Cr Julianne Belli (Deputy Shire President)  
Brian Jones (Acting Manager Governance and Compliance)

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 26 May 2021 to 29 May 2021.

**Moved: Cr Mudie**

**Seconded: Cr Richardson**

**Res: 48/21**

**Decision:**

**That the Council approve Cr Dunlop's application for leave of absence from the Ravensthorpe Shire Council from 26 May 2021 to 29 May 2021.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**

7.2 Application for leave of absence from Cr Goldfinch from 23 May 2021 to 6 June 2021 and 16 June 2021 to 23 June 2021.

**Moved: Cr Leighton**

**Seconded: Cr Major**

**Res: 49/21**

**Decision:**

**That the Council approve Cr Goldfinch's application for leave of absence from the Ravensthorpe Shire Council from 23 May 2021 to 6 June 2021 and 16 June 2021 to 23 June 2021.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**

## **8. Disclosures of Interest**

8.1 Cr Tom Major undertook a declaration of Impartiality to Agenda Item 13.2.

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

Nature of Interest – Cr Major is married to author of grant application for the Community Development Fund Application in Agenda Item 13.2.

8.2 Cr Sue Leighton undertook a declaration of Impartiality to Agenda Item 13.2.

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

Nature of Interest – Cr Leighton is the Coordinator of the Wildflower Show which has a Application in the Community Development Fund Agenda Item 13.2.



**9. Confirmation of Minutes of Previous Meetings Held 20 April 2021**

**9.1 Ordinary Council Meeting Minutes 20 April 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 Richardson**

**Seconded: Cr Major**

**Res: 50/21**

**Decision:**

**That the Minutes of the Ordinary Meeting of Council held in Council Chambers, Hopetoun Community Centre on Tuesday, 20 April 2021 be confirmed as true and correct.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**

Unconfirmed

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

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

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

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

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

## **12. Reports from Councillors**

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

Nil.

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

Nil.

### **Cr Ian Goldfinch**

Nil.

### **Cr Sue Leighton**

Nil.

### **Cr Thomas Major**

Nil.

### **Cr Mark Mudie**

Nil.

### **Cr Graham Richardson**

Nil.

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

### **13.1 G18 – Recognition of Volunteers**

<b>File Reference:</b>	<b>CM.PO.1</b>
<b>Location:</b>	<b>Shire of Ravensthorpe</b>
<b>Applicant:</b>	<b>N/A</b>
<b>Author:</b>	<b>Chief Executive Officer</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>10 May 2021</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Revised Policy – G18 – Recognition of Volunteers (Attachment Purple)</b>
<b>Previous Reference:</b>	<b>Ordinary Council Meeting 17 November 2020 – Item 13.1 – 2020 Delegated Authority Report and 2020 Policy Manual Reconfirmation</b>

#### **Summary:**

This report recommends Council consider and endorse a revised policy – G18 – Recognition of Volunteers.

#### **Background:**

At the 21 July 2020 Ordinary Council Meeting the majority of Council's policies were reviewed and updated. The Shire included in this review a policy on Recognition of Volunteers in the Community and sought to hold an event between March and May each year.

A summary of the proposed policy amendments is detailed below;

#### **G18 Recognition of Volunteers**

The Shire of Ravensthorpe recognises that volunteering provides a number of wellbeing benefits to both the volunteers and the community including:

- Connectedness and reduced isolation through participation and engagement with others;
- Personal development of skills and self-esteem;
- Greater life meaning and purpose;
- Increase positive perceptions around community safety;
- Access to community resources and information; and
- Improvement to the quality of life for the community at large.

The Shire will provide support for volunteers to enhance and underpin their valuable role.

The Shire recognises all volunteers within the district by way of a function held annually. The Shire will be endeavour to hold the event in February of each year to account for seeding and harvesting. The event is to be coordinated with any State or Federal supported activities and funding.

#### **Comment:**

The Shire of Ravensthorpe believes it is important that all members of the Community be able to attend this important event and therefore seeks to formalise a month allowing for those members of the community who undertake seeding and harvesting to be included. It has been determined February of each year would be the best time to hold this event.

#### **Consultation:**

Elected Members.  
Executive Team.

**Statutory Environment:**

Nil.

**Policy Implications:**

As detailed above.

**Financial Implications:**

Appropriate Annual Budget Allocation required.

**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 economic 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 Mudie**

**Seconded: Cr Major**

**Res: 51/21**

**Decision:**

**That Council;**

**Adopts the revised Policy G18 – Recognition of Volunteers to note the Shire will endeavour to hold the event in February of each year.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**

Unconfirmed

### 13.2 Community Development Fund Applications 2021/22

<b>File Reference:</b>	<b>GS.PR.4</b>
<b>Location:</b>	<b>Shire of Ravensthorpe</b>
<b>Applicant:</b>	<b>N/A</b>
<b>Author:</b>	<b>Chief Executive Officer</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>10 May 2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Application form (Blank) and Guidelines – Attachment A Submitted Applications Forms for consideration – Attachment B (Attachment Mustard)</b>
<b>Previous Reference:</b>	<b>Nil</b>

#### Summary:

Each year before the budget adoption the Shire of Ravensthorpe opens a local community grant scheme called the Community Development Fund (CDF) as per Council Policy G20. This enables community groups to apply for a grant of up to \$5,000.

#### Background:

Minor Community Development Funds may be used for the following purposes, including minor building construction, maintenance or repair, equipment purchase or hire, events or functions, operating expenses, relief from Council fees and charges etc. The funds cannot be used to cover staff wages or employment costs. A minimum amount of \$250 applies to all applications. Applicants should ensure the following criteria are addressed in their application:

- Type of organisation (eg sport and recreation, community based, general interest, health and welfare, artistic, religious etc);
- Organisation membership;
- Nature of service/facility provided;
- Demonstrated need or community benefit;
- Applicant's financial position;
- Purpose of the grant;
- Provision of a detailed project budget including GST breakdown;
- Provision of a quote for all items greater than \$1000 in value; and
- Details of applications to other possible funding sources. (eg Department of Sport and Recreation, Healthways, LotteryWest, Ravensthorpe Hopetoun Future Fund etc.)

#### Comment:

The Community Development Fund will be allocated from within Council's general revenue budget each year with applications closing 30 April 2021, for funding available for adoption of the financial year budget.

Organisation	Project	\$
Cocanarup Volunteer Bush Fire Brigade	Purchase of trailer, tyres, rims, hand lighters and jerry cans.	\$3,795
<i>Not to support application at this time.</i>		
East Ravensthorpe Volunteer Bush Fire Brigade	Purchase of trailer, tyres, rims, hand lighters and jerry cans.	\$3,750
<i>Not to support application at this time.</i>		
Hopetoun Community Resource Centre	Grant Funding towards 'The Fitzy Files'.	\$4,815
<i>Support the application as it stands</i>		

Organisation	Project	\$
Munglinup Golf Club	Replace and build a new buggy shed	\$20,000
<i>Does not meet the Development Fund Guidelines – not to support at this time.</i>		
North Ravensthorpe Community Association	Purchase and installation of pool style fencing for outdoor area of North Ravensthorpe Hall.	\$5,000
<i>Support the application as it stands.</i>		
Ravensthorpe Community Centre Inc.	Insurance costs of building.	\$4,925
<i>Support the application as it stands.</i>		
Ravensthorpe Community Resource Centre	Funding towards Wellness Weekend.	\$5,000
<i>Support the application as it stands.</i>		
Ravensthorpe District Art Group	Promotion of DunnArt Centre with new signage and modern compact storage.	\$1,853
<i>Support the application as it stands.</i>		
Ravensthorpe District High School – Application 1	Funding towards multipurpose outdoor learning centre	\$5,000
<i>Not to support at this time.</i>		
Ravensthorpe District High School – Application 2	Support and assist the RDHS with the Winter Formal.	\$1,300
<i>Support the application as it stands.</i>		
Ravensthorpe Golf and Bowling Club – Application 1	Purchase of a new Wilson Parkland Mower.	\$15,500
<i>Does not meet the Development Fund Guidelines – not to support at this time.</i>		
Ravensthorpe Golf and Bowling Club – Application 2	Purchase of bain marie.	\$1,500
<i>Support the application as it stands.</i>		
Wildflower Show Inc.	Subside cost of key note speaker. Subsidise tour leaders on the 4x4 tag along tours.	\$2,500
<i>Support the application as it stands.</i>		
Windspray Arts Inc.	Annual Art and Craft exhibition competition 2021	\$1,360
<i>Support the application as it stands.</i>		
<b>Total of all Applications</b>		<b>\$66,373</b>

**Consultation:**  
Councillors.  
Executive Team.

**Statutory Environment:**  
Nil.

**Policy Implications:**  
Council Policy G18 – Community Development Fund provides for up to \$35,000 be allocated to the funding of approved Community Development Fund Applications each financial year.

**Financial Implications:**  
Any application approved by Council will be listed for funding in the Draft 2021/22 budget for Councils formal adoption. The recommended application for 2021/22 totals \$28,253.



**Strategic Implications:**

Nil.

**Sustainability Implications:**

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

**Risk Implications:**

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

**Risk Matrix:**

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 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: 52/21****Decision:****That Council endorse;**

1. Including the following Community Development Funding (CDF) applications in the Draft 2021/22 Budget and the Chief Executive Officer advising each group of the status of their application.

Organisation	Project	\$
Hopetoun Community Resource Centre	Grant Funding towards 'The Fitzzy Files'.	\$4,815
North Ravensthorpe Community Association	Purchase and installation of pool style fencing for outdoor area of North Ravensthorpe Hall.	\$5,000
Ravensthorpe Community Centre Inc.	Insurance costs of building.	\$4,925
Ravensthorpe Community Resource Centre	Funding towards Wellness Weekend.	\$5,000
Ravensthorpe District Art Group	Promotion of DunnArt Centre with new signage and modern compact storage.	\$1,853
Ravensthorpe District High School – Application 2	Support and assist the RDHS with the Winter Formal.	\$1,300
Ravensthorpe Golf and Bowling Club – Application 2	Purchase of bain marie.	\$1,500
Wildflower Show Inc.	Subside cost of key note speaker. Subsidise tour leaders on the 4x4 tag along tours.	\$2,500
Windspray Arts Inc.	Annual Art and Craft exhibition competition 2021	\$1,360
<b>Total of all Applications</b>		<b>\$28,253</b>

2. The Chief Executive Officer advise the following community group their 2021/22 Community Development Fund (CDF) application was unsuccessful.

Organisation	Project	\$
Cocanarup Volunteer Bush Fire Brigade	Purchase of trailer, tyres, rims, hand lighters and jerry cans.	\$3,795
East Ravensthorpe Volunteer Bush Fire Brigade	Purchase of trailer, tyres, rims, hand lighters and jerry cans.	\$3,750
Munglinup Golf Club	Replace and build a new buggy shed	\$20,000
Ravensthorpe District High School – Application 1	Funding towards multipurpose outdoor learning centre	\$5,000
Ravensthorpe Golf and Bowling Club – Application 1	Purchase of a new Wilson Parkland Mower.	\$15,500

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

### 13.3 Integrated Planning and Reporting Frameworks (IPRF)

<b>File Reference:</b>	<b>CM.PL.4</b>
<b>Location:</b>	<b>Shire of Ravensthorpe</b>
<b>Applicant:</b>	<b>Shire of Ravensthorpe</b>
<b>Author:</b>	<b>Chief Executive Officer</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>12 May 2021</b>
<b>Disclosure of Interest:</b>	<b>Chief Executive Officer</b>
<b>Attachments:</b>	<b>Shire of Ravensthorpe Strategic Community Plan, Corporate Business Plan, Asset Management Plan and Long Term Financial Plan and Workforce Plan. (Attachment Brown)</b>
<b>Previous Reference:</b>	<b>Nil</b>

#### **Summary:**

For Council to consider the endorsement of the Shire of Ravensthorpe Strategic Community Plan, Corporate Business Plan, Asset Management Plan, Long Term Financial Plan and Workforce Plan, as presented.

#### **Background:**

The Shire has conducted a Major Strategic Review of its Strategic priorities under Western Australia's Integrated Planning and Reporting Framework (IPRF).

The major review consisted of a first round of community workshops held in Ravensthorpe, Hopetoun and Munglinup during February 2020. The second round of community workshops was interrupted briefly in March 2020 when COVID19 restrictions were imposed. During this time a phone survey was conducted based on information and feedback from the first round of workshops.

In June 2020 once COVID19 restrictions had been softened a second round of community workshops were held in Ravensthorpe, Hopetoun and Munglinup. During the workshops the findings and assumptions were presented back to community to ensure we had the message and direct correct. Following the workshops some minor changes had been made to the draft documents.

The outcomes from the extensive community consultation process undertaken by the Shire were considered in detail by Council at a workshop held on 5 June 2020 and 25 February 2021.

The Shire has now completed, for Council's consideration, a new Strategic Community Plan and Corporate Business Plan, based on the outcomes from our community consultation and Council workshops.

As part of the review process the Shire has also prepared, for Council consideration, a new Asset Management Plan, Long Term Financial Plan and Workforce Plan. The Asset Management Plan, Long Term Financial Plan and Workforce Plan are required to inform the preparation of the Strategic Community Plan and Corporate Business Plan.

All five Integrated Planning and Reporting Plans are now presented to Council as a full suite of document for consideration.

#### **Comment:**

The Shire of Ravensthorpe suite of Integrated Planning and Reporting (IPR) plans had been provided to the Department of Local Government, Sport and Cultural Industries as part of a pilot program reviewing the IPR process and requirements with in WA local government's.

Comment was provided on how streamline and meaningful the Shire approach was and our ability to tell the community story in a simple, clear and compelling way, based on robust and credible background work.

The Department has formally acknowledged and thanked the Shire of Ravensthorpe for its involvement in assisting in taking IPR practices in WA to the next level.

**Consultation:**

Shire of Ravensthorpe Community.  
Elected Members.  
Executive Team.  
Localise.

**Statutory Environment:**

*Local Government Act 1995.*

5.56. Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

*Local Government (Administration) Regulations 1996*

19C. Strategic community plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation.
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.
- (5) In making or reviewing a strategic community plan, a local government is to have regard to —
  - (a) the capacity of its current resources and the anticipated capacity of its future resources; and
  - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
  - (c) demographic trends.
- (6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
- (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.

\*Absolute majority required.

- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.
- (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

19DA. Corporate business plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year.

(2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.

(3) A corporate business plan for a district is to —

(a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and

(b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and

(c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

(4) A local government is to review the current corporate business plan for its district every year.

(5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.

(6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.  
\*Absolute majority required.

(7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan

#### 19D. Public notice of adoption of strategic community plan

(1) If a strategic community plan is adopted, the CEO must —

(a) give local public notice that the plan has been adopted; and

(b) publish the plan on the local government's official website.

(2) If modifications to a strategic community plan are adopted, the CEO must —

(a) give local public notice that modifications to the plan have been adopted; and

(b) publish the modified plan on the local government's official website.

#### **Policy Implications:**

The following Policies will need to be reviewed once all five Integrated Planning and Reporting Plans document have been endorsed by Council;

G13 – Organisational Structure.

G15 – Customer Service Charter.

A2 – Operational Guidelines.

WS1 – Asset Management Policy.

#### **Financial Implications:**

The new Long Term Financial Plan will provide sustainable guidance in relation to the Strategic Community Plan, Corporate Business Plan, Asset Management Plan, and Workforce Plan.

#### **Strategic Implications:**

Sets the Strategic direction for the Shire based on strong community engagement and consultation.

#### **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 Richardson**

**Seconded: Cr Leighton**

**Res: 53/21**

**Decision:**

**That Council, by absolute majority;**

- 1. Endorse the Strategic Community Plan, Corporate Business Plan, Asset Management Plan, Long Term Financial Plan and Workforce Plan, as presented.**
- 2. Provide public notice of the Integrated Planning documents as required by the Local Government (Administration) Regulations 1996.**

**Voting Requirements: Absolute Majority**

**Carried: 6/0**

### **13.4 Application to Keep More than Prescribed Number of Dogs – 3 Myee Way, Hopetoun**

**File Reference:** LE.LL.11 & A1407  
**Location:** 3 Myee Way, Hopetoun, WA 6348  
**Applicant:** Hannah Foulds  
**Author:** Senior Ranger  
**Authorising Officer:** Chief Executive Officer  
**Date:** 11 May 2021  
**Disclosure of Interest:** Nil  
**Attachments:** Nil  
**Previous Reference:** Nil

#### **Summary:**

An application to keep more than the prescribed number of dogs has been received from Hannah Foulds of 3 Myee Way, Hopetoun. Ms Foulds has in her control three (3) dogs, a four (4) year old Great Dane, an eight (8) year old Great Dane cross and a five (5) year old Border Collie cross. Ms Foulds is a stay at home mum who walks her dogs daily as well as exercising them at their family farm. Ms Foulds has had no dog related complaints against her at this address.

#### **Background:**

On 14 April 2021, Ms Foulds attended the Shire of Ravensthorpe's Hopetoun Office, requesting to register three (3) dogs. The Shire of Ravensthorpe Dog Local Law 2010, section 3.2 provides that only two (2) dogs over the age of three (3) months can be kept at a premise situated within a Townsite.

The *Dog Act 1976*, Section 26(3), allows the Shire to grant an exemption to a placed limit on the keeping of dogs in a specified area if the local government is satisfied the provisions in the Act are met.

#### **Comment:**

The applicant was advised that the Shire would need to notify the surrounding neighbours and give them the opportunity to oppose or raise any issues. At the close of the request for comment one submission was received on 7 May 2021 from FQM the owner of 41 France Street, Hopetoun. The objection stated "Currently the dogs at this premises are barking constantly. The objecting party mentioned that properties surrounding this address are struggling with quiet and sleep times." When requesting additional information FQM advised that there had been a few complaints.

#### **Consultation:**

Request for Comment was sent to three (3) parties, made up of three (3) property tenants, on 14 April 2021. It was requested submissions were returned to the Shire by 7 May 2021. It was noted on these submissions if no comment was received the Shire would consider no objection to the application.

#### **Statutory Environment:**

*Dog Act 1976*.  
Dog Local Law 2010 (Shire of Ravensthorpe).

#### **Policy Implications:**

Nil.

#### **Financial Implications:**

Nil.

**Strategic 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	3 (Low)
Risk Likelihood (based on history and with existing controls)	3 (Low)
Risk Impact / Consequence	3 (Low)
Risk Rating (Prior to Treatment or Control)	3 (Low)
Principal Risk Theme	3 (Low)
Risk Action Plan (Controls or Treatment Proposed)	3 (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 3 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

**Moved: Cr Leighton**

**Seconded: Cr Mudie**

**Res: 54/21**

**Decision:**

**That Council:**

**Grant the exemption for the keeping of three dogs at 3 Myee Way, Hopetoun subject to the following conditions:**

1. The exemption be reviewed in twelve (12) months to ensure no adverse issues have been experienced as a result of the exemption.
2. Council reserve the right to withdraw the exemption at any time if requirements under the *Dog Act 1976* are not met.
3. The exemption only applies to those dogs which are submitted on the application form currently being reviewed.
4. Upon the death or permanent removal of any of the nominated dogs, a maximum of two (2) dogs only will be permitted to be kept on the property.

**Voting Requirements: Simple Majority**

**Carried: 6/0**



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

### **14.1 Monthly Financial Report – 30 April 2021**

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

#### **Summary:**

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

#### **Background:**

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

#### **Comment:**

The April 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 April flow from it. An effect April be positive, negative or a deviation from the expected and April 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 Richardson**

**Seconded: Cr Major**

**Res: 55/21**

**Decision:**

**That Council receive the 30 April 2021 Monthly Financial Reports as presented.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**

## 14.2 Schedule of Account Payments – April 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:** 11 May 2021  
**Disclosure of Interest:** Nil  
**Attachments:** Schedule of Payments to 30 April 2021  
 Credit Card Transactions to 01 April 2021  
 Creditors List of Accounts Paid April 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 01/04/2021 to 31/04/2021.

#### 2020/2021

Month	Cheques	EFT Payments	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	32,246	1,089,988	72,966	5,765	0	1,200,963	256,870
Aug	24,281	361,337	159,976	7,275	0	553,410	247,790
Sep	9,832	467,211	92,158	6,744	0	575,945	275,691
Oct	16,876	501,519	57,600	9,242	0	585,238	320,530
Nov	16,962	392,384	52,143	14,580	0	476,069	282,980
Dec	23,113	653,814	48,957	9,277	0	735,161	406,756
Jan	22,049	734,100	49,423	14,350	0	819,922	286,767
Feb	20,017	549,348	153,414	14,941	0	737,720	305,573
Mar	19,933	1,158,435	100,237	10,795	0	1289,401	304,685
Apr	20,927	710,692	63,982	12,393	0	807,994	318,517
May							
Jun							
<b>Total</b>	<b>206,776</b>	<b>6,618,829</b>	<b>850,855</b>	<b>105,363</b>	<b>0</b>	<b>7,781,824</b>	<b>3,006,161</b>
<b>19/20</b>	<b>197,977</b>	<b>8,450,678</b>	<b>997,212</b>	<b>102,791</b>	<b>6,319</b>	<b>9,754,977</b>	<b>3,174,082</b>
<b>18/19</b>	<b>147,967</b>	<b>21,298,438</b>	<b>1,329,904</b>	<b>70,241</b>	<b>13,590</b>	<b>22,860,140</b>	<b>2,219,053</b>
<b>17/18</b>	<b>327,905</b>	<b>18,507,404</b>	<b>209,587</b>	<b>65,010</b>	<b>317,445</b>	<b>19,427,351</b>	<b>2,601,283</b>

### Comment:

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

### Consultation:

Director Corporate and Community Services.

**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 Goldfinch**

**Seconded: Cr Leighton**

**Res: 56/21**

**Decision:**

**That Council endorse;**

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

**Voting Requirements: Simple Majority**

**Carried: 6/0**

Unconfirmed

### 14.3 Rating Strategy and Differential Rates 2021-2022

<b>File Reference:</b>	<b>RV.RC.001</b>
<b>Location:</b>	<b>Shire of Ravensthorpe</b>
<b>Applicant:</b>	<b>N/A</b>
<b>Author:</b>	<b>Director Corporate and Community Services</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>24 April 2021</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Objects and Reasons 2021-2022 (Attachment Blue)</b>
<b>Previous Reference:</b>	<b>Nil</b>

#### **Summary:**

This report recommends that Council adopt 2021/2022 differential rates for the purpose of advertising.

#### **Background:**

Council adopted a system of differential rating for the first time in the 2015/2016 financial year. As part of the budget setting process for 2021/2022 council will consider a continuation of differential rating, noting that as part of the differential rating process as it stands, ministerial approval will be required prior to rates being struck for the year.

#### **Comment:**

Section 6.36 of the *Local Government Act (1995)* allows Council to implement a system of differential rating subject to public advertising, adoption by Council, and approval from the Minister for Local Government, Sport and Cultural Industries, before being applied.

The Act allows for differential rates to be applied to help overcome an issue where the land use within the rating category has a differing contributory cost to Council and therefore rates in the dollar applied are varied. The use of differential rating helps to ensure equality of contribution within the rating system.

During 2021/2022 Council has worked extensively to consider present and longer term budget efficiencies firstly through the introduction, for the first time, of an Enterprise Bargaining Agreement 2020 to stabilise wages and allow for better financial controls. Secondly the Shire has just completed a major review of all of its Integrated Planning documents to achieve a community consensus of key community service strategies together with a new long term financial plan that sets an agreed rates strategy that will be presented to Council for endorsement in May 2021.

The objects and reasons for the differential rating model remains consistent from 2019/2020 where Ministerial Approval was last granted prior to COVID19 concessions last year.

Rating growth during 2020/2021 has been attributed to \$7,000, and in addition the proposed model attached delivers an overall increase in rate income yield for 2021/2022 of approximately 4% or \$178,000. This percentage increase is in line with that outlined in the long term financial plan rating strategy.

Key elements of the 2021/2022 Rating Strategy are that rate in the dollar increases have been aligned in consideration of the extensive community consultation in 2020 and 2021, together with the newly adopted Integrated Planning Suite of documents for 2020-2030. The Shire will be using this suite of documents to deliver on the clear priorities, processes, plans, budget resource priorities, direction on land use, infrastructure, services, asset management, operations, planning and workforce requirements.

This comprehensive community consultative approach was commended 14 April 2021 by the Department of Local Government, Sport and Cultural Industries, Executive Director Local Government, Tim Fraser, in a pilot project to develop tools and resources for Integrated Planning and Reporting (IPR) for smaller local governments. In this regard Tim acknowledged, with appreciation, the Shire’s willingness to adopt and share a leading approach to IPR.

In addition to the above, other cost saving strategies have included the redevelopment of the Town Centre into a cultural precinct, where two aged high maintenance building structures were demolished and the occupying community groups are being co-located into a new purpose built facility with a lower operating cost foot print.

Also we have undertaken a policy review of purchasing local and now no longer apply a weighting discount to Esperance or Albany suppliers who may be more expensive than other regional suppliers from further afield.

The proposed rates in the dollar for 2021/2022 are outlined below and in the attached model:

<b>RATING CATEGORY</b>	<b>2020/21 RATE Cent in \$</b>	<b>2021/22 RATE Cent in \$</b>
<b>GRV Residential</b>	11.7165	12.1852
<b>GRV Commercial</b>	13.1567	13.6830
<b>GRV Industrial</b>	15.4430	16.0607
<b>GRV Transient Workforce / Short Stay</b>	31.4867	32.7462
<b>Unimproved Valuation</b>	0.008139	0.008465
<b>UV Mining Tenements</b>	0.083600	0.086944
<b>Minimum Rates</b>		
<b>GRV Residential/Commercial/Industrial</b>	\$870	\$905
<b>GRV Transient Workforce / Short Stay</b>	\$850	\$884
<b>Unimproved Valuation</b>	\$850	\$884
<b>UV Mining Tenements</b>	\$320	\$333

**Consultation:**

Elected Members.  
Executive Team.

**Statutory Environment:**

*Local Government Act 1995* - Sections 6.33, 6.35 and 6.36.

**Policy Implications:**

Nil.

**Financial Implications:**

It is estimated the overall rate yield, based on the proposed rates in the dollar, in 2021/2022 will be \$4.63 million.

**Strategic Implications:**

Theme 4 – Civic Leadership: 4.1 Financial Sustainability.

**Sustainability Implications:**

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

**Seconded: Cr Richardson**

**Res: 57/21**

**Decision:**

**That Council;**

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

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

- 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.**

**Voting Requirements: Simple Majority**

**Carried: 6/0**

**14.4 Schedule of Fees and Charges 2021/2022**

<b>File Reference:</b>	<b>N/A</b>
<b>Location:</b>	<b>Shire of Ravensthorpe</b>
<b>Applicant:</b>	<b>Shire of Ravensthorpe</b>
<b>Author:</b>	<b>Finance Officer</b>
<b>Authorising Officer</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>11 May 2021</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Draft Schedule of Fees and Charges 2021/2022 (Attachment Green)</b>
<b>Previous Reference:</b>	<b>Nil</b>

**Summary:**

As part of the budget preparation process council needs to review the fees and charges which it wishes to set for the coming financial year.

**Background:**

A review of the fees and charges to be imposed is carried out annually as part of the budget process.

**Comment:**

The 2021/2022 schedule of fees and charges have been formulated using the 2020/2021 year as a basis. In reference to Council's Long Term Financial Plan, it is proposed that all council fees and charges are increased by 2% and rounded to the nearest \$0.05 as necessary. There has also been a comprehensive review of all programmes with the addition of many new fees and charges and an update of some existing fees and charges to cover all areas of business more thoroughly.

The following new fees and charges have been added to 2021/2022 Schedule of Fees and Charges:

<b>Fee Description</b>	<b>Fee</b>
Disposal of automotive batteries at the waste disposal sites (per battery)	\$5.00
Replacement electronic key FOB	\$30.00
Booking Administrative Fee	\$27.50
Certification fee for uncertified building permit applications – Class 10 Building	\$237.00
Certification fee for uncertified building permit applications – Class 1 Building	\$424.00
Childcare Fees – Full Day Rates – 3 – 11 years	\$90.00
Childcare Fees – Full Day Rates – 2 – 3 years	\$95.00
Childcare Fees – Full Day Rates – 0 – 2 years	\$100.00

<b>Fitzgerald Biosphere Coast Tourism Fees and Charges 2021/2022</b>	<b>Fee</b>
Annual Membership - Local Tourism Operator or Local business within the Shire of Ravensthorpe) includes website listing & brochure racking fees	\$70.00
Annual Membership - Community group/Not for profit group within or servicing the Shire of Ravensthorpe) brochure racking fees	\$40.00
Annual Membership - Tourism Operator within the Jerramungup and Esperance Region - DL Brochure racking fee	\$90.00
Annual Membership - Tourism Operator within the Jerramungup and Esperance Region - A4 Brochure racking fee	\$110.00
Annual Membership - Tourism Operator within Australia's Golden Outback - DL Brochure racking fee	\$120.00
Annual Membership - Tourism Operator within Australia's Golden Outback - A4 Brochure racking fee	\$ 140.00

<b>Fitzgerald Biosphere Coast Tourism Fees and Charges 2021/2022</b>	<b>Fee</b>
Annual Membership – Tourism Operator Outside Australia’s Golden Outback DL Brochure racking fee	\$130.00

<b>Fines Enforcement Fees</b>	<b>Fee</b>
Fee for issuing a Final Demand	\$24.10
Fee for an Enforcement certificate	\$20.50
Fee for registering an infringement notice with FER	\$77.00

The following fees and charges have been updated for 2021/2022 Schedule of Fees and Charges:

<b>Fee Description</b>	<b>Fee</b>
Bond for electronic key FOB increased by \$10.00	\$30.00
Late booking fee increased by \$2.50	\$27.50
Booking cancellation fee increased by \$2.50	\$27.50
Liquor Permit Approval Fee increased by \$2.50	\$27.50
50% discount on gym memberships for Emergency Services Volunteers (on presentation of their Volunteer Emergency Services Membership (Current DFES or Identification Card and Number)	

The schedules have been reviewed by the relevant officers for their input into any alterations or additions to the individual business units.

**Consultation:**

Councillors.  
 Chief Executive Officer.  
 Director Corporate and Community Services.  
 Director Technical Services.  
 Manager Childcare Services.  
 Administration Officers.

**Statutory Environment:**

Sections 6.16 and 6.17 of the Local Government Act 1995 (Imposition of fees and charges and Setting the level of fees and charges) Clauses 24 & 25 of the Local Government (Financial Management) Regulations 1996 (Service charges & fees and charges).

**Policy Implications:**

Nil.

**Financial Implications:**

Setting of fees and charges is an integral part of the budget preparation.

**Strategic Implications:**

Nil.

**Sustainability Implications:**

- **Environmental:** There is no known significant environmental considerations.
- **Economic:** There is no known significant economic considerations.
- **Social:** There is 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 Richardson**

**Seconded: Cr Mudie**

**Res: 58/21**

**Decision:**

**That Council;**

1. Adopt the 2021/2022 Schedule of Fees and Charges as presented.
2. Endorse the adopted 2021/2022 Schedule of Fees and Charges to be implemented and effective from the 1 July 2021.

**Voting Requirements: Absolute Majority**

**Carried: 6/0**

**15. Directorate 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**

**Recommendation:**

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

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

**Moved: Cr Goldfinch**

**Seconded: Cr Mudie**

**Res: 59/21**

**Decision:**

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

- f) a matter that if declared, would reveal –
  - iv) a trade secret.
  - v) information that has a commercial value to a person.
  - vi) information about the business, professional, commercial, financial affairs of a person.

**Voting Requirements: Simple Majority**

**Carried: 6/0**

### 18.1 Confidential Item - Purchase Motor Grader

**File Reference:** PE.FM.1  
**Location:** Shire of Ravensthorpe  
**Applicant:** Chief Executive Officer  
**Author:** Director Technical Services  
**Authorising Officer:** Chief Executive Officer  
**Date:** 18 May 2021  
**Disclosure of Interest:** Nil  
**Attachments:** Quote Assessment Report – 12 May 2021  
(Attachment Jade)  
**Previous Reference:** Nil

**Moved:** Cr Goldfinch

**Seconded:** Cr Major

**Res:** 60/21

#### Decision

That Council agrees to defer consideration of the Confidential Item – Purchase New Motor Grader for further consideration with the Draft 2021/22 Budget.

**Voting Requirements:** Simple Majority

**Carried:** 6/0

#### Meeting Note:

Council determined that consideration for the purchase of a New Motor Grader should be considered for addition in the 2021/2022 budget to ensure Councils strong financial capacity.

### 18.2 Medical Services Contract - Confidential

**File Reference:** PH.SP.7  
**Location:** Shire of Ravensthorpe  
**Applicant:** Shire of Ravensthorpe  
**Author:** Chief Executive Officer  
**Authorising Officer:** Chief Executive Officer  
**Date:** 12 May 2021  
**Disclosure of Interest:** Chief Executive Officer  
**Attachments:** Services Agreement – Medical Services 2016 to 2021  
(Attachment Pink)  
**Previous Reference:** Item 5.1.1, Appointment of New General Practitioner, Special Council Meeting, 3 December 2015

**Moved:** Cr Richardson

**Seconded:** Cr Leighton

**Res:** 61/21

#### Decision:

That Council, by absolute majority:

- Endorse the Chief Executive Officer entering negotiations with Livingston Medical Pty Ltd on drafting a new Medical Services Agreement for Council consideration.
- Endorse the continuance of the existing Medical Services Agreement terms and conditions as currently administrated until a new Medical Services Agreement is executed or the existing is formally terminated.
- Request the Chief Executive Officer to present a draft Medical Services Agreement back to Council as soon as possible for consideration.

- **Endorse the Chief Executive Officer advising Livingston Medical Pty Ltd of Councils intention to enter negotiations for a new Medical Services Agreement.**

**Voting Requirements: Absolute Majority**

**Carried: 6/0**

Unconfirmed

### **18.3 Confidential Item – RFT 08-2020/21 – Tender for Floater Road Realignment & Intersection Upgrades**

**File Reference:** CA.TD.8  
**Location:** 57-65 Morgans Street, Ravensthorpe  
**Applicant:** Galaxy Lithium Australia  
**Author:** Director Technical Services  
**Authorising Officer:** Chief Executive Officer  
**Date:** 12 May 2021  
**Disclosure of Interest:** Nil  
**Attachments:** Tender Evaluation Matrix  
(Attachment Black)  
**Previous Reference:** Nil

**Moved:** Cr Leighton

**Seconded:** Cr Mudie

**Res:** 62/21

**Decision:**

**That Council by Absolute Majority;**

- 1. Accept the Tender submitted by Lucas Total Contract Solutions Pty Ltd (ABN 79 137 901 805) as the Preferred Tender for the construction of Floater Road Realignment & Intersection Upgrades (RFT 08 – 2020/21) as detailed in their tender submission.**
- 2. Endorse the Chief Executive Officer advising Galaxy Lithium Australia Limited (Galaxy) of the following;**
  - **The reasons why the Preferred Tenderer has been selected by the Shire of Ravensthorpe.**
  - **Galaxy are required to pay the Shire of Ravensthorpe the full contract sum outlined within the Preferred Tenders tender submission.**
  - **The payment of the full contract sum shall be paid to the Shire of Ravensthorpe via electronic funds transfer.**
  - **The Shire will hold the funds as restricted and only available for expended relating to Floater Road Realignment & Intersection Upgrades RFT 08 – 2020/21 specifications.**
- 3. Endorse the Chief Executive Officer entering an Operational Framework Agreement with Galaxy that outlines the operational and administrative obligations of both parties regarding Floater Road Realignment & Intersection Upgrades.**
- 4. Endorse the Chief Executive Officer conducting a company credit check on the Preferred Tenderer.**
- 5. Endorse the Chief Executive Officer progressing the second Preferred Tender as per point 3 of the recommendation only if the Preferred Tender returns a unsatisfactory credit check. It's noted that if the second Preferred Tender is progressed under point 5 of the recommendation they will then become the Preferred Tenderer.**
- 6. Endorses the Chief Executive Officer only progressing with point 7 of the recommendation once points 2, 3 and 4 of the recommendation have been meet in full.**



- 7. Delegates the formation and execution of the Floater Road Realignment & Intersection Upgrades (RFT 08 – 2020/21) Contract of service engagement to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to Contract.**

**Voting Requirements: Absolute Majority**

**Carried: 6/0**

**Recommendation:**

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

**Moved: Cr Major**

**Seconded: Cr Richardson**

**Res: 63/21**

**Decision:**

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

**Voting Requirements: Simple Majority**

**Carried: 6/0**

**19. Closure of Meeting**

The Presiding Member declared the meeting closed at 6.32pm

# ATTACHMENT

## A9 Corporate Uniform

---

### Policy Objective

To:

- present a recognisable, tidy and professional image of staff to the community;
- develop a feeling of pride amongst staff;
- ensure that staff are appropriately dressed for their duties; and
- ensure that adequate protective clothing is provided to assist in maintaining the safety and health of employees and environmental conditions.

---

### Policy

A mandatory corporate uniform is required for staff employed in the following areas:

- Administration staff;
- Childcare/Early Learning staff;
- Operational Workforce;
- Ranger staff; and
- Any other groups of staff as the Chief Executive Officer may from time to time see fit.

It shall be an employment requirement that the staff involved in the designated areas wear the required uniform at all times during the performance of their duties unless a specific task necessitates otherwise.

The Shire shall supply employees with annual uniform allocation in accordance with guidelines set out below.

The apparel must only be worn whilst on official duty including travel to and from work.

The cleaning and repair of the corporate uniform is the responsibility of the individual employee, who is expected to keep their uniform clean and in a good state of repair at all times, and at their own cost.

### **Administration Staff**

#### Criteria for corporate uniform:

- Shirt or Blouse – Strong shades of Blue, Red, Yellow, White, Green or Black (no floral or patterns) – Short or long sleeves only – Embroidered with the Shire Logo on the Left hand Side
- Dress – Strong shades of Blue, Red, Yellow, Green or Black – Knee length or longer
- Skirts – Black – Knee length or longer
- Pants – Black – Three Quarter Pants or longer
- Jackets, Jumpers or Cardigans – Black – Short or long sleeves with no hoods – Embroidered with the Shire Logo on the Left hand Side
- Appropriate Enclosed Shoes (Toe coverage) – No thongs or slip on without back strap
- Minimum of 1 x Team Shire Polo Shirt. Any additional Team Shire Polo Shirts will be deducted from the Staff member's uniform allowance.
- Uniform allocated to Casual or Part Time Staff as per percentage of days or hour worked per week as approved by the employees Director.

- Uniform allocated to Casual or Part Time Staff as per percentage of days or hour worked per week as approved by the employees Director.

Each New Staff Member will be provided the following uniform allowance on commencement:

- A start up uniform allowance up to \$300 reimbursed paid on presentation of receipts and approved reimbursement form

Each New Staff Member Completed Probation:

- Minimum of 1 x Team Shire Polo Shirt
- A commencement uniform allowance up to \$500 reimbursed paid on presentation of receipts and approved reimbursement form

Annual allocation to each Staff not on Probation:

- A annual uniform allowance up to \$500 reimbursed paid on presentation of receipts and approved reimbursement form

Additional payment will only be provided to replace damaged uniform items while undertaking work duties:

- A damaged uniform payment only up to \$40 per item not supplied by the Shire as approved by the employees Director. Reimbursed paid on presentation of receipts and approved reimbursement form

### **Childcare/Early Learning Staff**

Criteria for corporate uniform:

- Polo Shirt – Green – Short or long sleeves – Embroidered with the Shire Logo on the Left hand Side
- Skirts – Black – Knee length or longer
- Pants – Black – Long and Not Shorts or Leggings
- Shorts – Black – Knee length or longer
- Jackets, Jumpers or Cardigans – Black – Short or long sleeves with no hoods – Embroidered with the Shire Logo on the Left hand Side
- Wide Brim Hat with or without skirt to cover neck – Navy Blue – Embroidered with Shire Logo in middle at the front
- Appropriate Enclosed Shoes (Toe coverage) – No thongs or slip on without back strap
- Minimum of 1 x Team Shire Polo Shirt
- Uniform allocated to Casual or Part Time Staff as per percentage of days or hour worked per week as approved by the employees Director.

Each New Staff Member will be provided the following uniform allowance on commencement:

- 3 x Polo Shirts
- 1 x Wide Brim Hat
- 1 x Sunscreen
- A start up uniform allowance of \$200 reimbursed paid on presentation of receipts and approved reimbursement form

Each New Staff Member Completed Probation:

- 2 x Polo Shirts
- 1 x Beanie
- Minimum of 1 x Team Shire Polo Shirt
- A commencement uniform allowance of \$200 reimbursed paid on presentation of receipts and approved reimbursement form.

Annual allocation to each Staff not on Probation:

- 3 x Polo Shirts
- A annual uniform allowance of \$400 reimbursed paid on presentation of receipts and approved reimbursement form.

Additional payment will only be provided to replace damaged uniform items while undertaking work duties:

- A damaged uniform payment only up to \$40 per item not supplied by the Shire as approved by the employees Director. Reimbursed paid on presentation of receipts and approved reimbursement form

**Operational Workforce (Cleaners, Operational, Landfill, Building or Depot Staff)**

Criteria for corporate uniform:

- Shirts – Yellow and Navy Blue – Can be Button up or Polo with Long Sleeves – Embroidered with the Shire Logo on the Left hand Side and option of Name on Right Hand Side
- Wide Brim Hat with or without skirt to cover neck – Navy Blue – Embroidered with Shire Logo in middle at the front
- Bomber Jacket – Yellow and Navy Blue – Long Sleeve – Embroidered with the Shire Logo on the Left hand Side and option of Name on Right Hand Side
- Fleecy Jumper – Yellow and Navy Blue – Long Sleeve – Embroidered with the Shire Logo on the Left hand Side and option of Name on Right Hand Side
- Pants (Drill Type or Jeans) – Navy Blue – Long and Not Shorts
- Beanie – Navy Blue – Embroidered with Shire Logo in middle at the front
- Boots Steel Cap – Lace or Zip up – Shoe or Boot
- Water Bottle – 5Ltr
- Gumboots Steel Cap – Black or Grey
- Wet Weather Jacket and Paints – Yellow with High Vis Strips on Jacket and Pants – Set
- Safety Glasses – Wrap around tinted or not – Quality certified to meet Australian Standards and fit for purpose
- Ear Muffs – Wrap around or Over Head – Quality certified to meet Australian Standards and fit for purpose
- Sunscreen – To be 30 + and meet Australian Standards
- Gloves – Quality and fit for purpose
- High Visibility Vest Yellow with Reflective Stripes
- Minimum of 1 x Team Shire Polo Shirt
- Uniform allocated to Casual or Part Time Staff as per percentage of days or hour worked per week as approved by the employees Director.

Each New Staff Member will be issued the following on commencement;

- 3 x Pants
- 3 x Shirts
- 1 x Wide Brim Hat
- 1 x Bomber Jacket
- 1 x Boots Steel Cap
- 1 x Water Bottle
- 1 x Safety Glasses
- 1 x Sunscreen
- 1 x High Visibility Vest
- 2 x Set of Gloves

Each New Staff Member Completed Probation;

- 2 x Pants
- 2 x Shirts
- 1 x Fleecy Jumper
- 1 x Beanie
- Minimum of 1 x Team Shire Polo Shirt

Annual allocation to each Staff not on Probation;

- 3 x Pants
- 3 x Shirts

Following Items are only to be provided if deemed a requirement for the position;

- 1 x Gumboots Steel Cap
- 1 x Wet Weather Jacket and Paints – Set
- 1 x Ear Muffs
- 2 x Set of Gloves

Following items can only be replaced new for old at any time if damaged or unsafe;

- Pants
- Shirts
- Wide Brim Hat
- Bomber Jacket
- Fleecy Jumper
- Beanie
- Boots Steel Cap
- Water Bottle
- Gumboots Steel Cap
- Wet Weather Jacket and Paints
- Safety Glasses
- Ear Muffs
- Sunscreen

## **Ranger Staff**

### **Criteria for corporate uniform;**

- Polo Shirt – Navy Blue – long sleeves – Embroidered with the Shire Logo on the Left hand Side and Ranger Logo on the Right hand Side
- Wide Brim Hat with or without skirt to cover neck – Navy Blue – Embroidered with Shire Logo in middle at the front
- Bomber Jacket – Yellow and Navy Blue – Long Sleeve – Embroidered with the Shire Logo on the Left hand Side and Ranger Logo on the Right hand Side
- Fleecy Jumper – Yellow and Navy Blue – Long Sleeve – Embroidered with the Shire Logo on the Left hand Side and Ranger Logo on the Right hand Side
- Pants – Navy Blue – Long and Not Shorts
- Beanie – Navy Blue – Embroidered with Shire Logo in middle at the front
- Boots Steel Cap – Lace or Zip up – Shoe or Boot
- Water Bottle – 5Ltr
- Gumboots Steel Cap – Black or Grey
- Wet Weather Jacket and Paints – Yellow with High Vis Strips on Jacket and Pants – Set
- Safety Glasses – Wrap around tinted or not – Quality certified to meet Australian Standards and fit for purpose
- Ear Muffs – Wrap around or Over Head – Quality certified to meet Australian Standards and fit for purpose
- Sunscreen – To be 30 + and meet Australian Standards
- Gloves – Quality and fit for purpose
- High Visibility Vest Yellow with Reflective Stripes
- Uniform allocated to Casual or Part Time Staff as per percentage of days or hour worked per week as approved by the employees Director.

### **Each New Staff Member will be provided the following uniform allowance on commencement;**

- 3 x Pants
- 3 x Polo Shirts
- 1 x Wide Brim Hat
- 1 x Bomber Jacket
- 1 x Boots Steel Cap
- 1 x Water Bottle
- 1 x Safety Glasses
- 1 x Sunscreen
- 1 x High Visibility Vest
- 2 x Set of Gloves

### **Each New Staff Member Completed Probation;**

- 2 x Pants
- 2 x Polo Shirts
- 1 x Fleecy Jumper
- 1 x Beanie
- Minimum of 1 x Team Shire Polo Shirt

Annual allocation to each Staff not on Probation:

- 3 x Pants
- 3 x Polo Shirts

Following items can only be replaced new for old at any time if damaged or unsafe:

- Pants
- Polo Shirts
- Wide Brim Hat
- Bomber Jacket
- Fleecy Jumper
- Beanie
- Boots Steel Cap
- Water Bottle
- Gumboots Steel Cap
- Wet Weather Jacket and Pants
- Safety Glasses
- Ear Muffs
- Sunscreen

Replacement clothing due to neglect or loss of uniform will be charged to the employee at cost replacement value.

Replacement clothing as a result of wear and tear or damage as a result of performing duties will be provided by the Shire on an as needed basis.

**Safety Requirements**

**High Visibility Clothing**

Because of the requirement for Shire employees to be easily seen by vehicle users, employees must wear approved high visibility clothing or safety vests while within the road reserve or near vehicle access ways or non dedicated (4x4) roads/paths.

**Sun Smart Clothing**

Because of the external environmental conditions it is important that employees are protected from damaging ultraviolet rays. Sunprotective clothing will be provided that complies with sunsmart guidelines.

**Eye Protection**

Employees' who require prescription safety glasses within the workplace may purchase their own, after consultation with the employees Director, and seek approval from the Chief Executive Officer for reimbursement from the Shire of up to 75% of the purchase price (Shire contribution capped at \$250). Should an employee leave the Shire's employment within twelve (12) months of the reimbursement the employee may be required to repay 50% of the amount reimbursed. Employees are entitled to claim reimbursement of up to 75% of the purchase price (Shire contribution capped at \$250) for one (1) pair of prescription safety glasses every two (2) years.



## Conditions of Supply

Staff will be provided with a minimum of 1 new uniform per year and other uniforms and personal protective equipment on a replacement basis (ie one shirt is returned, a new shirt issued etc). Part time employees will be eligible for uniforms pro rata as per the above conditions. Casual employees shall not be eligible for uniforms under this policy, with the exception of outdoor staff who will be entitled to a start up pack, consisting of clothing and personal protective equipment which may be issued on a replacement basis.

Upon cessation of employment with the Shire for whatever reason within 8 weeks of commencement, the employee concerned shall return to the Shire such protective clothing and footwear which has been issued.

Note: If a conflict arises in respect to this Policy between any Shire of Ravensthorpe Enterprise Bargaining Agreement or individual contract of employment then the Enterprise Bargaining Agreement or individual contract of employment will have precedence and be applicable to the relevant employee's conditions of employment.

Document Control Box							
<b>Custodian:</b>	Chief Executive Officer						
<b>Decision Maker:</b>	Council						
<b>Compliance Requirements:</b>							
<b>Legislation:</b>	Occupational Safety & Health Act 1984 Occupational Safety & Health Regulations 1996 AS/NZS 4399:2017 Sun Protection Clothing – Evaluation and Classification AS/NZS 2604:2012 Sunscreen Products – Evaluation and Classification						
<b>Industry:</b>	Sun-Protective Clothing Information Sheet <a href="https://www.sunsmart.com.au/downloads/resources/info-sheets/sun-protective-clothing-info-sheet.pdf">https://www.sunsmart.com.au/downloads/resources/info-sheets/sun-protective-clothing-info-sheet.pdf</a>						
<b>Organisational:</b>	Council Policy A3 - Occupational Safety & Health						
<b>Document Management:</b>							
<b>Risk Rating:</b>	Low	<b>Review Frequency:</b>	Every Four Years	<b>Next Due:</b>	2024	<b>Ref:</b>	
<b>Version #</b>	<b>Decision Reference:</b>	<b>Description</b>					
1.	OCM 18/08/20 – Item 13.3	2020 - Comprehensive policy register review.					
2.							

**ATTACHMENT**

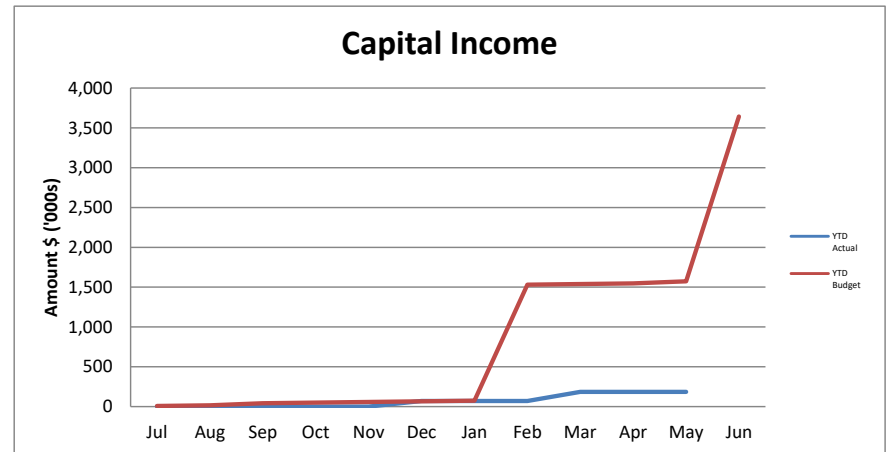
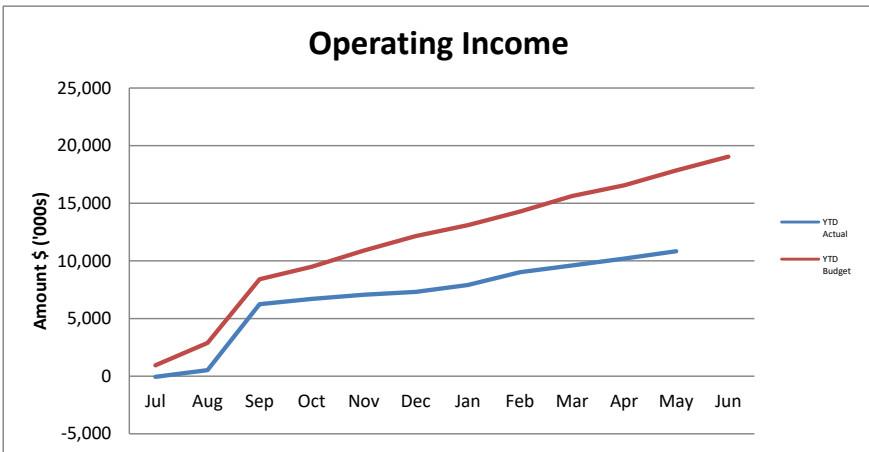
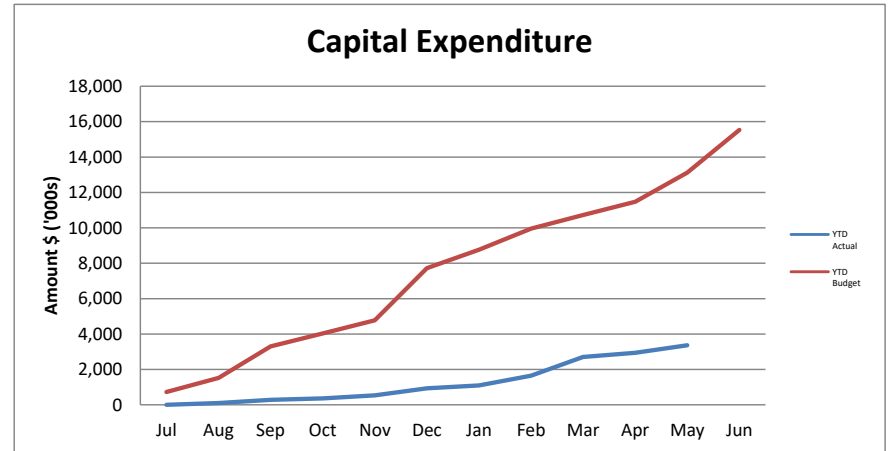
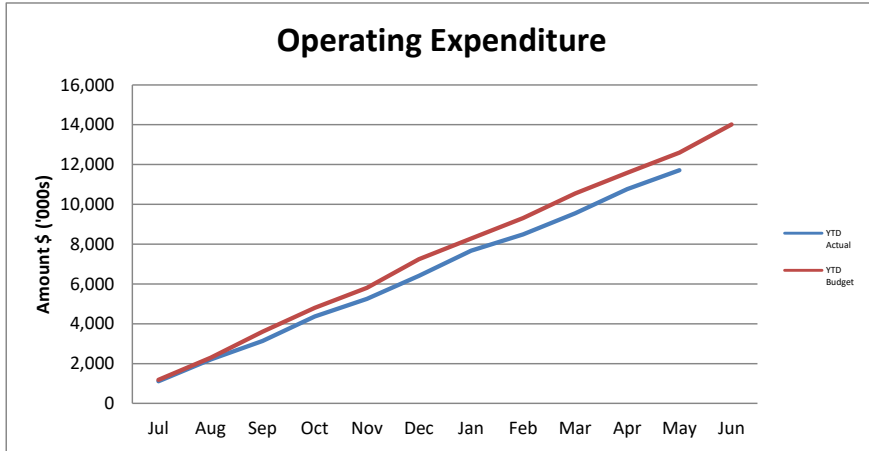


**SHIRE OF RAVENSTHORPE**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 MAY 2021**

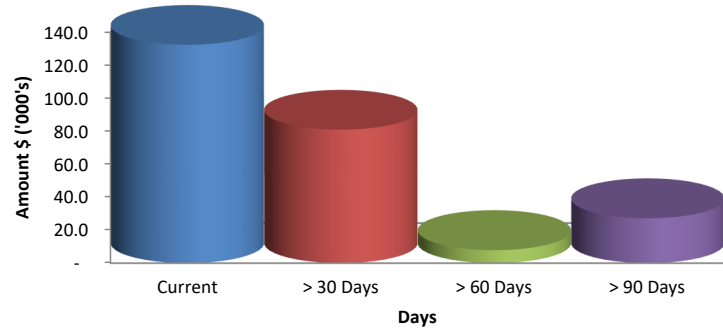
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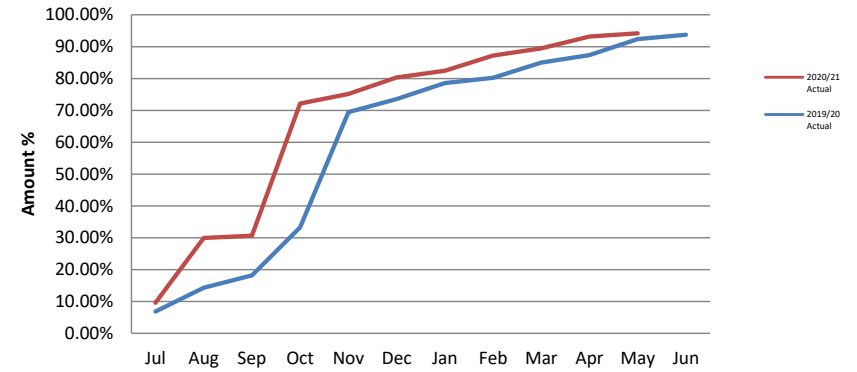
# Income and Expenditure Graphs to 31 May 2021



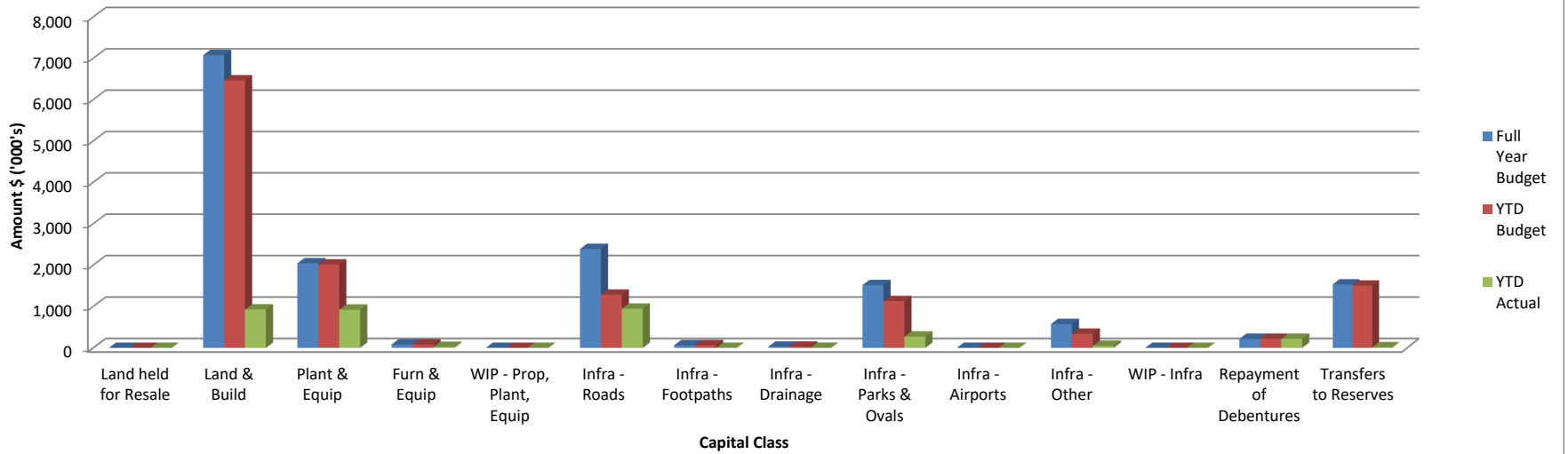
### Sundry Debtors Amount O/S



### Rates % Collected



### Capital Expenditure



**SHIRE OF RAVENSTHORPE  
STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD ENDED 31 MAY 2021**

	NOTE	2020/21 Adopted Budget \$	2020/21 Revised Budget \$	MAY 2021 Y-T-D Budget \$	MAY 2021 Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %
<b>Operating</b>							
<b>Revenues/Sources</b>							
Governance		20,000	40,000	36,663	38,941	2,278	106.21%
General Purpose Funding		1,049,356	1,139,356	1,120,511	1,143,946	23,435	102.09%
Law, Order, Public Safety		377,790	467,790	450,194	442,492	(7,702)	98.29%
Health		15,500	15,500	13,306	5,200	(8,106)	39.08%
Education and Welfare		1,264,965	839,965	774,130	621,980	(152,150)	80.35%
Housing		5,200	5,200	4,697	4,600	(97)	97.93%
Community Amenities		954,474	953,474	940,716	707,179	(233,537)	75.17%
Recreation and Culture		7,268,967	7,667,002	7,029,374	1,336,421	(5,692,953)	19.01%
Transport		2,299,852	2,609,502	2,215,239	1,396,845	(818,394)	63.06%
Economic Services		341,468	371,468	364,495	403,617	39,122	110.73%
Other Property and Services		470,345	483,345	442,420	275,913	(166,507)	62.36%
		<u>14,067,917</u>	<u>14,592,602</u>	<u>13,391,745</u>	<u>6,377,134</u>	<u>(7,014,611)</u>	<u>47.62%</u>
<b>(Expenses)/(Applications)</b>							
Governance		(965,894)	(965,894)	(744,960)	(837,275)	(92,315)	(112.39%)
General Purpose Funding		(297,378)	(254,878)	(228,427)	(222,740)	5,687	(97.51%)
Law, Order, Public Safety		(859,619)	(990,619)	(909,403)	(916,375)	(6,972)	(100.77%)
Health		(325,386)	(339,386)	(306,583)	(252,815)	53,768	(82.46%)
Education and Welfare		(1,082,697)	(1,024,697)	(935,548)	(898,977)	36,571	(96.09%)
Housing		(251,223)	(258,223)	(237,271)	(191,209)	46,062	(80.59%)
Community Amenities		(1,644,078)	(1,649,078)	(1,496,416)	(1,348,241)	148,175	(90.10%)
Recreation & Culture		(1,962,721)	(1,980,321)	(1,752,445)	(1,664,645)	87,800	(94.99%)
Transport		(5,209,942)	(5,296,442)	(4,853,128)	(4,497,584)	355,544	(92.67%)
Economic Services		(709,314)	(732,314)	(613,789)	(376,937)	236,852	(61.41%)
Other Property and Services		(494,993)	(518,593)	(514,758)	(504,399)	10,359	(97.99%)
		<u>(13,803,245)</u>	<u>(14,010,445)</u>	<u>(12,592,728)</u>	<u>(11,711,197)</u>	<u>881,531</u>	<u>(93.00%)</u>
<b>Net Operating Result Excluding Rates</b>		264,672	582,157	799,017	(5,334,063)	(6,133,080)	(667.58%)
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>							
(Profit)/Loss on Asset Disposals	2	177,500	177,500	177,587	62,817	(114,770)	(35.37%)
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0	0.00%
Movement in Employee Benefit Provisions		0	0	0	0	0	0.00%
Rounding		0	0	0	0	0	0.00%
Depreciation on Assets		4,902,716	4,902,716	4,500,912	4,322,783	(178,129)	(96.04%)
<b>Capital Revenue and (Expenditure)</b>							
Purchase of Land and Buildings	1	(7,024,071)	(7,074,071)	(6,462,595)	(927,823)	5,534,772	(14.36%)
Purchase of Furniture & Equipment	1	(61,600)	(81,600)	(79,926)	(24,590)	55,336	(30.77%)
Purchase of Plant & Equipment	1	(1,996,000)	(2,041,000)	(2,011,826)	(920,646)	1,091,180	(45.76%)
Purchase of WIP - PP & E	1	0	0	0	0	0	0.00%
Purchase of Infrastructure Assets - Roads	1	(2,387,022)	(2,387,022)	(1,282,674)	(943,990)	338,684	(73.60%)
Purchase of Infrastructure Assets - Footpaths	1	(63,250)	(63,250)	(63,250)	(146)	63,104	(0.23%)
Purchase of Infrastructure Assets - Drainage	1	(30,000)	(30,000)	(30,000)	(663)	29,337	(2.21%)
Purchase of Infrastructure Assets - Parks & Ovals	1	(1,254,217)	(1,514,217)	(1,128,850)	(271,461)	857,389	(24.05%)
Purchase of Infrastructure Assets - Airports	1	(32,200)	0	0	14,749	14,749	0.00%
Purchase of Infrastructure Assets - Other	1	(464,360)	(574,995)	(339,141)	(47,778)	291,363	(14.09%)
Proceeds from Disposal of Assets	2	393,500	393,500	104,326	185,876	81,550	(178.17%)
Repayment of Leases	2	(121,000)	(121,000)	(90,753)	0	0	0.00%
Repayment of Debentures	3	(218,282)	(218,282)	(218,278)	(218,283)	(5)	(100.00%)
Transfers to Restricted Assets (Reserves)	4	(1,530,000)	(1,548,000)	(1,501,500)	(13,566)	1,487,934	(0.90%)
Transfers from Restricted Asset (Reserves)	4	3,249,410	3,249,410	1,468,050	0	(1,468,050)	0.00%
Net Current Assets July 1 B/Fwd	5	1,753,623	1,753,623	1,753,623	1,753,623	0	(100.00%)
Net Current Assets Year End/To date	5	<u>0</u>	<u>(139,832)</u>	<u>48,758</u>	<u>2,100,408</u>	<u>2,051,650</u>	<u>(4307.82%)</u>
<b>Amount Raised from Rates</b>		<u>(4,440,581)</u>	<u>(4,454,699)</u>	<u>(4,454,036)</u>	<u>(4,463,569)</u>	<u>(9,533)</u>	<u>100.21%</u>

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

**Material Variances Symbol**

Above Budget Expectations

Below Budget Expectations

Greater than 10% and \$100,000

Less than 10% and \$100,000

▲

▼

**SHIRE OF RAVENSTHORPE  
FOR THE PERIOD ENDED 31 MAY 2021  
Report on Significant variances Greater than 10% and \$100,000**

**Purpose**

The purpose of the Monthly Variance Report is to highlight circumstances where there is a major variance from the YTD Monthly Budget and YTD Actual figures. These variances can occur because of a change in timing of the activity, circumstances change (e.g. a grants were budgeted for but was not received) or changes to the original budget projections. The Report is designed to highlight these issues and explain the reason for the variance.

**The Materiality variance adopted by Council is:**

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

**REPORTABLE OPERATING REVENUE VARIATIONS**

**07 - Health**

Timing Issue, Budget is spread out equally through the year, however the main income payments are annual fees that have been raised in December. Medical Support Payments no longer deemed necessary with surgeries no longer deemed in "financial difficulty"

**08 - Education**

Variance relates to Grant Funding for the childcare playground upgrades that has not yet been received.

**10 - Community Amenities**

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

**11 - Recreation & Culture**

Timing Issue with Major Grant Projects such as DCP Oval Irrigation and Cultural Precinct delayed due to COVID restrictions and contractor delays.

**12 - Transport**

Timing issue with MRWA Project Grant for Jerdacuttup Bridge as project still in planning stages

**13 - Economic Services**

Income received from Camping Grounds is much higher than projected with local tourism increasing

**14 - Other Property & Services**

Works for the Galaxy temporary road construction delayed with only a small recoup made YTD

**REPORTABLE OPERATING EXPENSE VARIATIONS**

**04 - Governance**

DCP Funded Arts Projects budgeted to June however already fully paid to the groups.

**07 - Health**

Remaining invoicing for EHO from City of Albany to come in for June while budget is split over the full year.

Medical Support Payments no longer deemed necessary with surgeries no longer deemed in "financial difficulty"

**09 - Housing**

Total Operating Expenditure for Staff housing is lower than forecast

**12 - Transport**

Overall Road Maintenance expenditure lower than budgeted with LRCI projects and improved road conditions  
YTD Depreciation lower than budgeted at this stage.

**13 - Economic Services**

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

DCP Tourism Promotion project ongoing however budgeted across the year

Hopetoun Roundabout and Entry Statement Project Budgeted has recently been completed but not yet invoiced

**REPORTABLE NON-CASH VARIATIONS**

With plant purchases delayed, the Profit from sales of trade in vehicles is also lower than the YTD budget

**REPORTABLE CAPITAL EXPENSE VARIATIONS**

Many Capital Projects have been delayed until later than the planned start date due to COVID restrictions and trades shortages, however the budget for these items has been split across the year.

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

**REPORTABLE CAPITAL INCOME VARIATIONS**

**SHIRE OF RAVENSTHORPE  
FOR THE PERIOD ENDED 31 MAY 2021**

**BUDGET AMENDMENTS**

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

Account#	Job#	Job/GL Description	Reason for Amendment	Council Res	Net Change	New Budget	Amended Budget Running Balance
							\$0
							\$372,788
3203		Grants Commission Grants Received - Special	F\$100K Springdale Bridge Grant post balance date c/over	38/21	(\$100,000)	(\$100,000)	\$472,788
3206		Interest Received Reserve Funds	F\$20K lower interest rates	38/21	\$10,000	(\$20,000)	\$462,788
4220		GOV - Income Relating to Governance	Addtl GVROC Return	38/21	(\$20,000)	(\$40,000)	\$482,788
5102		Bushfire Mitigation Activity Fund (MAF) Grant	F \$210K Offset with MAF Exp	38/21	(\$90,000)	(\$207,615)	\$572,788
8108		The Cub House Income (GST Free)	F \$153K Lower No's and Jul COVID free childcare	38/21	\$200,000	(\$154,515)	\$372,788
8110		Little Barrens Income (GST Free)	F \$415K Lower No's and Jul COVID free childcare	38/21	\$220,000	(\$416,400)	\$152,788
8111		Little Barrens Sustainability Grant (GST)	F \$39200	38/21	\$5,000	(\$39,050)	\$147,788
10111		Recycling Rebate Under Agreement	F \$4K Bin Tagging reimb	38/21	(\$4,000)	(\$4,217)	\$151,788
	1103	Liquid Waste / Septic Fees	F \$7400 Controlled Waste fees	38/21	(\$7,000)	(\$7,200)	\$158,788
10306		Income Relating to Sewerage (Inc GST)	F \$0 Controlled waste to I103	38/21	\$7,000	\$0	\$151,788
10601		Income Relating to Town Planning & Regional Development	F \$9K 1st half income down	38/21	\$5,000	(\$9,000)	\$146,788
11101		Income Relating to Public Halls & Civic Centres	F \$35K More events	38/21	(\$15,000)	(\$35,000)	\$161,788
11333		Grant - Local Roads & Community Infrastructure (LRCI R2)	LRCI R2 Grant	38/21	(\$383,035)	(\$383,035)	\$544,823
12130		ROADC - Contributions to Roads/Streets	F \$5K Return of Moir Rd dep	38/21	(\$5,000)	(\$5,000)	\$549,823
12211		Grant - MRWA Project	F \$1M see 3203 Springdale Bridge C/Over	38/21	\$100,000	(\$1,000,000)	\$449,823
12601		Income Relating to Aerodromes	F \$540K Additional flights from mining activity	38/21	(\$430,000)	(\$540,000)	\$879,823
			+\$4K grant Wildlife Man Plan; less \$24150 airport lighting deferred to 21/22; +\$2800 CCTV grant	38/21	\$17,350	\$17,350	\$862,473
12613		Grant - Airport Lighting Upgrade					
12701		Income Relating to Water Transport Facilities	F \$14K - less water sales	38/21	\$8,000	(\$14,000)	\$854,473
13201		Income Relating to Tourism & Area Promotion	Community Contrib. Tourism Program	38/21	(\$30,000)	(\$30,000)	\$884,473
	1141	Private Works Income	F \$7K Fuel load clearing completed	38/21	\$5,000	(\$7,000)	\$879,473
14404		Diesel Fuel Rebate	F \$78K; lower fuel use	38/21	\$17,000	(\$78,000)	\$862,473
14512		Income relating to Administration	F \$48K - LGIS Wages Adj/Staff recovery	38/21	(\$17,000)	(\$43,345)	\$879,473
14701		Income Relating to Unclassified	Sale of 17 Budjan St Munghlinup - TRFR to Bldg Reserve	38/21	(\$18,000)	(\$18,000)	\$897,473
	O125	Rates Legal And Collection Expenses	F \$19K - Activity in 3rd Qtr - Checking	38/21	\$5,000	\$19,000	\$892,473
3102		Valuation Expenses and Title Searches Expense	GRV deferred 21/22	38/21	(\$38,000)	\$10,000	\$930,473
3106		Rates Written-off	F \$3K no Covid applic received	38/21	(\$5,000)	\$3,000	\$935,473
	O130	Consultant Rates Services	F \$0 Services brought in-house	38/21	(\$4,500)	\$0	\$939,973
4102		Council Election Expenses	F \$8.5K no more elections	38/21	(\$6,000)	\$8,500	\$945,973
4105		Members - Insurance	F \$15K includes mgnt liability & sal cont	38/21	\$9,500	\$14,711	\$936,473
4203		GOV - Insurance Expense	F \$0 see 4105	38/21	(\$9,500)	\$140	\$945,973
	O151	Community Strategic Plan	F \$12K delay in completion	38/21	\$6,000	\$12,000	\$939,973
E104		North Ravensthorpe Bush Fire Brigade	F \$5K Safety apparel	38/21	\$5,000	\$5,030	\$934,973
E111		Brigade Management & Support Expenses	F \$37K Safety apparel & honourarium	38/21	\$10,000	\$10,000	\$924,973
E117		Fire Fighting Expenses - Contractor Resources	F \$3.5K Reduced requirement	38/21	(\$4,000)	\$3,500	\$928,973
O138		Christmas Decorations	Trees being purchased	38/21	\$0	\$0	\$928,973
R522		Shire - Bushfire Mitigation Activity	F \$33K Allow +\$5K for contractors 4th QTR	38/21	(\$5,000)	\$26,578	\$933,973
R523		Oem - Bushfire Mitigation Activity	F \$210K Offset with MAF Inc 05102	38/21	\$90,000	\$210,000	\$843,973
E118		Ceso Operating Expenses	F \$22K sg fleet \$16.5K	38/21	\$13,000	\$13,541	\$830,973
R501		Contract Ranger Services	F \$19K - Additional ranger cover	38/21	\$9,000	\$19,000	\$821,973



**SHIRE OF RAVENSTHORPE  
FOR THE PERIOD ENDED 31 MAY 2021**

7400	R502	Ranger Salaries, Wages, Other Employee Costs Hopetoun	F \$19K Less Ranger Vacancy	38/21	(\$30,000)	(\$30,000)	\$851,973
	R503	Ranger Salaries, Wages, Other Employee Costs Ravensthorpe	F 93K Full SR costing	38/21	\$43,000	\$43,000	\$808,973
		Expenses Relating to Preventative Services - Administration &	F 34K incl \$13K back claim	38/21	\$19,000	\$34,000	\$789,973
	B703	Medical Practice Operating Expense - Hopetoun	F \$4K Water, telephone savings	38/21	(\$5,000)	(\$1,500)	\$794,973
	B812	Little Barrens Employee Costs	F \$405K lower wages	38/21	(\$13,000)	\$350,707	\$807,973
	B814	Staff Uniforms	F \$10K Ordering completed	38/21	(\$5,000)	\$10,000	\$812,973
	CH001	Cub House Employee Costs	F \$291K lower wages	38/21	(\$52,000)	\$257,582	\$864,973
	BM803	Ravensthorpe Aged Accomodation Units	F \$22K refurb furnishings	38/21	\$12,000	\$12,400	\$852,973
	BM905	30 Kingsmill Street	F \$17K refurb furnishings	38/21	\$7,000	\$7,544	\$845,973
	W104	Ravensthorpe Effluent Drainage Scheme	Access chambers completed #7,9,10,11 & 13	38/21	(\$5,000)	\$10,420	\$850,973
	R152	Die Back And Noxious Weed Control (Lrci R2	LRCI R2	38/21	\$25,000	\$25,000	\$825,973
	B003	Munglinup Park Toilets	F \$9K; Savings to Dec	38/21	(\$5,000)	\$6,018	\$830,973
	B004	Hopetoun Foreshore Toilets	F \$5600 Water saving	38/21	(\$5,000)	\$2,700	\$835,973
	BM998	Toilets - Building Maintenance (Budget Purposes)	F \$4K lower than expected costs	38/21	(\$5,000)	\$4,000	\$840,973
	B126	Hopetoun Community Centre	F \$48K Elect+14K & Phone+11K	38/21	\$25,000	\$25,000	\$815,973
	B180	Youth Centre	Savings on External Costs as Building demolished	38/21	(\$7,400)	(\$2,400)	\$823,373
	SL2	Street Lighting - Hopetoun	F \$43K (\$28795/8mths)	38/21	\$6,000	\$43,000	\$817,373
	R205	Airport Operating Costs	F \$40K extra materials +5K & labour +\$7K of operation	38/21	\$12,000	\$12,500	\$805,373
	R250	Airport Passenger Services Operations	F \$95K extra passenger labour	38/21	\$45,000	\$61,350	\$760,373
			+ \$8800 Wildlife Plan (\$4K grant funded 12613)+\$3700 Aero				
	R251	Airport Administration And Compliance Expenses	Manual upgrade+\$6000 Compliance New Aviation Legislation	38/21	\$18,500	\$26,242	\$741,873
	BM205	Airport Terminal Buildings	F \$32K Additional kitchen works	38/21	\$5,000	\$14,465	\$736,873
	R307	Tourism Administration Expenses	Addtnl Visitor Servicing Upgrade	38/21	\$30,000	\$30,000	\$706,873
13300		Expenses Relating to Building Control	F \$5K based on actual	38/21	(\$7,000)	\$5,000	\$713,873
	PW100	Private Works - Budget	F \$5K firebreaks completed	38/21	(\$5,000)	(\$1,180)	\$718,873
	O111	Works Administration And Support	F 500 S&W \$493K; 501 Supn \$24K	38/21	(\$76,000)	\$417,701	\$794,873
	O175	Engineering Consulting Services	F \$4K Lower Consultant Requirement	38/21	(\$5,000)	\$4,000	\$799,873
14204		Protective Clothing - Outside Staff	F \$24K Uniforms	38/21	(\$5,000)	\$24,000	\$804,873
	O114	Occupational Health And Safety Matters	F \$50K LY\$12K	38/21	(\$10,000)	\$25,600	\$814,873
	O117	Works Superannuation Expenses	F \$178K incl Works Admin staff	38/21	\$28,000	\$177,531	\$786,873
	O119	Works Ravensthorpe Allowance	F \$104K - \$7K under Feb	38/21	(\$10,000)	\$104,400	\$796,873
	O169	Eba Allowance	F \$0K Paid through wages	38/21	(\$48,400)	\$0	\$845,273
14303		Fuel & Oils	F \$279K low fuel prices	38/21	(\$75,000)	\$279,500	\$920,273
14304		Tyres and Tubes	F \$30K reduced bigger tyre purch.	38/21	(\$7,000)	\$30,000	\$927,273
14305		Parts & Repairs	F \$250K larger repairs	38/21	\$30,000	\$250,000	\$897,273
	BM401	Admin Building	F \$65K reduced mtl's maint. Re Precinct	38/21	(\$5,000)	\$19,085	\$902,273
14503		Office Equipment Expenses	F \$16K reduced Office Equiup purchases	38/21	(\$5,000)	\$16,000	\$907,273
14507		Training Expenses - Admin	F \$30K reduced training timeframe.	38/21	(\$10,000)	\$30,000	\$917,273
14508		Printing & Stationery - Admin	F \$33K Additional printer costs	38/21	\$6,000	\$19,000	\$911,273
	O159	Temporary Contract Staff	Temp Staff & Bldg Grant Project work	38/21	\$143,000	\$213,000	\$768,273
		It Support Costs					
	O144		F \$20K Reduced Support Charges	38/21	(\$10,000)	\$20,000	\$778,273
	O128	Adminstration - Advertising Expenses	F \$35K greater volume tenders	38/21	\$20,000	\$35,000	\$758,273
	O131	Marketing And Promotional Material	F \$10K YTD \$700	38/21	(\$5,000)	\$5,000	\$763,273
	O126	Administration Salaries, Superannuation & Other Employee Co	F 500 S&W \$1,205K; 501 Supn \$173K	38/21	\$83,000	\$1,249,958	\$680,273
	O132	Staff Recruitment	F \$25K No large recruitments	38/21	(\$10,000)	\$25,000	\$690,273
	AB502	Fire Station Land Dealings - East Ravensthorpe	New Fire Station Land Dealings - East Ravensthorpe	38/21	\$15,000	\$15,000	\$675,273
	AB506	Construct Animal Holding Pen - Hopetoun	Project deferred to 21/22	38/21	(\$10,000)	\$0	\$685,273

**SHIRE OF RAVENSTHORPE  
FOR THE PERIOD ENDED 31 MAY 2021**

14560	AI510	Ravensthorpe Regional Landfill	Final defects liability pmt Ravensthorpe Regional Landfill construction 2017	38/21	\$47,600	\$297,600	\$637,673
	AB805	Munglinup - Enclose Verandah For Gym (Lrci R2)	LRCI R2	38/21	\$35,000	\$35,000	\$602,673
	AI555	Munglinup Bowling Green 4 Rinks (Lrci R2)	LRCI R2	38/21	\$260,000	\$260,000	\$342,673
	AP366	Airport Tug	F \$55K Price for appropriate replacement of airport tug	38/21	\$45,000	\$55,000	\$297,673
	AP18	Airport Lighting Upgrade	Deferred to 21/22	38/21	(\$32,200)	\$0	\$329,873
	AE342	Hopetoun - Visitor Information Boards expansion for tourism (L	LRCI Round 2	38/21	\$17,000	\$17,000	\$312,873
	AE343	Munglinup - Upgrade Rest Bay (LRCI R2)	LRCI Round 2	38/21	\$32,035	\$32,035	\$280,838
	AE344	Munglinup Water Catchment Dam (Lrci R2)	LRCI Round 2	38/21	\$14,000	\$14,000	\$266,838
	AB700	Compactus Units	Compactus Units for Admin Building	38/21	\$10,000	\$10,000	\$256,838
			Transfer to Building Reserve	38/21	\$18,000	\$18,000	\$238,838
	AF644	Hopetoun Community Centre - Floor Polisher	Hopetoun Replacement Floor Polisher	38/21	\$10,000	\$10,000	\$228,838
	AF643	Ravensthorpe Recreation Centre - Floor Polisher	Ravensthorpe Replacement Floor Polisher	38/21	\$10,000	\$10,000	\$218,838
							\$218,838
	<b>Amended Budget as per Council Resolution (1)</b>					<b>\$153,950</b>	

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

## SHIRE OF RAVENSTHORPE

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

FOR THE PERIOD ENDED 31 MAY 2021

	2020/21 Adopted Budget \$	2020/21 Revised Budget \$	2020/21 YTD Budget \$	MAY 2021 Actual \$
<b>1. ACQUISITION OF ASSETS</b>				
The following assets have been acquired during the period under review:				
<b><u>By Program</u></b>				
<b>Governance</b>				
<i>Members of Council</i>				
New Council Chairs X 14	0	0	0	0
<b>Law, Order &amp; Public Safety</b>				
<i>Fire Prevention &amp; Control</i>				
Land Sub-Division Fire Station - East	0	15,000	13,750	0
Water Bomber Tank Upgrade	2,000	2,000	1,000	7,244
Hopetoun Rural Bushfire Shed	0	0	0	0
<i>Animal Control</i>				
Construct Animal Holding Pen - Hopetoun	10,000	0	0	0
<b>Health</b>				
<i>Doctors &amp; Other Health</i>				
Surgery Equipment Replacement	12,000	12,000	12,000	2,015
Surgery Upgrade Ravensthorpe	21,573	21,573	21,572	21,905
20/21 Purchase Toyota Hilux - Doctor	55,000	55,000	55,000	0
Surgery Upgrade - Hopetoun	11,677	11,677	11,676	10,422
<b>Education &amp; Welfare</b>				
<i>Child Care Centres</i>				
Little Barrens - Cot And Kindy Room Furniture	6,500	6,500	6,500	1,883
Little Barrens - Painting (Lrci Funded)	10,000	10,000	0	169
Little Barrens - Playground Upgrade	100,000	100,000	0	0
Cub House - Playground Upgrade	80,000	80,000	0	0
<b>Housing</b>				
<i>Staff Housing</i>				
30 Kingsmill Street, Ravensthorpe	40,000	40,000	20,000	61,087
<b>Community Amenities</b>				
<i>Sanitation - Household Refuse</i>				
Munglinup Waste Site Improvements	9,360	9,360	8,580	0
Ravensthorpe Regional Landfill	250,000	297,600	272,800	47,622
<i>Sewerage</i>				
2019/20 Purchase Plant - Sewerage Fencing	10,500	10,500	10,500	0
Sewerage Trailer And Genset	12,000	12,000	12,000	11,835
<i>Other Community Amenities</i>				
Two Mile Ablution Block - Hopetoun (Dcp)	68,200	68,200	68,200	10,110
<b>Recreation and Culture</b>				
<i>Public Halls &amp; Civic Centres</i>				
Hopetoun Community Centre - Floor Polisher	0	10,000	9,163	3,895
<i>Other Recreation &amp; Sport</i>				
Hopetoun Sports Pavilion - Timber Sealing And	20,400	20,400	20,400	724
Hopetoun Sports Pavilion, Repair Doors,	258,000	258,000	258,000	12,047
Ravensthorpe Rec Centre -	114,149	114,149	114,149	6,782
Ravensthorpe Rec Centre - Hot Water System	25,000	25,000	25,000	5,721
Munglinup Enclose Verandah For Gym (Lrci)	0	35,000	32,076	0
Skate Park Shade And Seating (Dcp Funded)	8,000	8,000	8,000	1,220
Basketball Hoops Near Skatepark Hopetoun	15,000	15,000	0	1,765
Dual Irrigation - Hopetoun Oval (Dcp And Dsr)	282,425	282,425	0	250,940
Maitland Street Park Playground Upgrade (Dcp)	45,000	45,000	45,000	1,619
Mcculloch Park Playground Upgrade -	108,642	108,642	108,642	15,309
Munglinup Bowling Green -4 Rinks (Lrci R2)	0	260,000	238,326	607
Ravensthorpe Recreation Centre - Floor	0	10,000	9,163	9,695
20/21 Purchase Toyota Hilux P&G - Team	45,000	45,000	45,000	0
20/21 Purchase Toyota Hilux P&G - Hopetoun	45,000	45,000	45,000	0

20/21 Purchase Case Tractor P&G	90,000	90,000	90,000	0
20/21 Purchase Toro Zero Turn Mower P&G -	6,000	6,000	6,000	0
Single Cab Tip Truck	120,000	120,000	120,000	0
20/21 Purchase Water Tank/Trailer P&G -	10,000	10,000	10,000	9,067

## SHIRE OF RAVENSTHORPE

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

## FOR THE PERIOD ENDED 31 MAY 2021

	2020/21 Adopted Budget \$	2020/21 Revised Budget \$	2020/21 YTD Budget \$	MAY 2021 Actual \$
<b>1. ACQUISITION OF ASSETS (Continued)</b>				
The following assets have been acquired during the period under review:				
<b>By Program (Continued)</b>				
<b>Recreation and Culture (Continued)</b>				
<i>Other Culture</i>				
Ravensthorpe Museum	4,500	4,500	4,500	691
Rcp Architect Services	250,000	250,000	229,163	146,341
Rcp Consultants Services	237,064	237,064	217,305	168,749
Rcp Project Management	54,118	54,118	49,599	31,961
Rcp Building Construction (& Builders)	3,928,005	3,928,005	3,600,663	276,223
Rcp Project Fees And Charges	41,822	41,822	38,335	400
Rcp Demolition	100,000	100,000	91,663	45,030
Rcp Contingency	1,435,163	1,435,163	1,315,556	0
Rcp Utility Services (External Services)	234,900	234,900	215,325	12,218
Rcp Landscaping And Playground	614,250	614,250	563,057	0
Rcp Public Art	0	0	0	0
Rcp Carpark	180,900	180,900	165,825	0
<b>Transport</b>				
<i>Construction - Roads, Bridges, Depots</i>				
<b>Roads Construction Council</b>				
Four Mile Carpark - Construct New Parking	21,500	21,500	21,500	22,511
Tamarine Road Patch And Seal Repairs (Lrci)	75,000	75,000	75,000	61,067
Mallee Road Construction	271,320	271,320	271,320	205,248
Cowel Road Floodway Sealing (Lrci Funded)	14,000	14,000	12,826	3,591
Fitzgerald Road Floodway Sealing (Lrci)	38,000	38,000	34,826	5,717
Gravel Pit Reinstatement	30,000	30,000	30,000	0
Gravel Pit Development	20,000	20,000	20,000	0
<b>Roads Mrwa V Of G Constr</b>				
Hamersley Drive Slk 6.0 To End Of Shire	154,000	154,000	154,000	101,200
Jerdacuttup Road Slk 5.2 To 10	216,300	216,300	216,300	163,306
Springdale Road Slk 4 To 5.66	100,000	100,000	100,000	42,281
Tamarine Road - Regional Road Group	0	0	0	465
<b>Roads To Recovery Construction</b>				
West River Road Gravel Resheet Slk 10.65 To	346,902	346,902	346,902	238,604
<b>Footpath Construction</b>				
Hosking Street - Concrete Footpath	30,000	30,000	30,000	146
Cambewarra Drive Pavement Overlay	33,250	33,250	33,250	0
<b>Bridges Construction</b>				
Jerdacuttup River Bridge - Springdale Road	1,100,000	1,100,000	0	100,000
<b>Purchase Land - Roadworks And Depots</b>				
Purchase Depot Block - 1 Moir Road	100,000	100,000	100,000	82,491
<b>Purchase Land &amp; Buildings - Roadworks</b>				
Ravensthorpe Depot Office Refit	40,000	40,000	0	0
Hopetoun Depot Mechanic Workshop And	12,000	12,000	0	10,607
<b>Purchase Furniture &amp; Equipment - Roads</b>				
Depot Office And Workshop Improvements	7,000	7,000	7,000	3,585
Street Furniture - Hopetoun (Dcp Funded)	10,500	10,500	10,500	425
<b>Road Plant Purchases</b>				
20/21 Purchase Grader	370,000	370,000	370,000	388,330
20/21 Purchase Prime Mover	300,000	300,000	300,000	262,753
20/21 Purchase Side Tipper	160,000	160,000	160,000	0
20/21 Purchase Road Broom	5,000	5,000	5,000	0
Multi Tyre Roller	160,000	160,000	160,000	172,899
14.6M Tri Axle Low Loader	200,000	200,000	200,000	0
<b>Aerodromes</b>				
20/21 Purchase Toro Mower With Canopy -	35,000	35,000	35,000	0

Airport Tug	10,000	55,000	50,413	0
Airport Lighting Upgrade	32,200	0	0	0
Runway Reseal	0	0	0	(14,749)
<u>Transport Facilities</u>				
Hopetoun Standpipe Upgrade	12,500	12,500	12,500	15,322

## SHIRE OF RAVENSTHORPE

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

## FOR THE PERIOD ENDED 31 MAY 2021

1. ACQUISITION OF ASSETS (Continued)	2020/21 Adopted Budget \$	2020/21 Revised Budget \$	2020/21 YTD Budget \$	MAY 2021 Actual \$
The following assets have been acquired during the period under review:				
<b><u>By Program (Continued)</u></b>				
<b>Economic Services</b>				
<i>Rural Services</i>				
Munglinup Water Catchment Dam (Lrci R2)	0	14,000	12,826	0
<i>Tourism</i>				
Illuminating Silo Art Work (Dcp Funded)	25,000	25,000	0	156
Hopetoun Visitor Information Boards Expanded	0	17,000	15,576	0
Munglinup Rest Bay Upgrade (Lrci R2)	0	32,035	29,359	0
<b>Other Property &amp; Services</b>				
<i>Works</i>				
20/21 Purchase Flat Bed Truck - Bmo	75,000	75,000	68,750	0
20/21 Purchase Toyota Hilux Sign Ute	45,000	45,000	41,250	0
20/21 Purchase Toyota Hilux Maint Grader 1	45,000	45,000	41,250	0
20/21 Purchase Toyota Hilux Maint Grader 2	45,000	45,000	41,250	0
20/21 4X4 Suv (Dts) - Replacement Vehicle	0	0	0	55,454
20/21 Purchase Toyota Hilux Leading Hand	45,000	45,000	41,250	0
20/21 Purchase Toyota Hilux Dozer Operator	40,000	40,000	36,663	0
<i>Administration</i>				
20/21 Purchase Toyota Fortuna - Dccs	55,000	55,000	55,000	0
Computer Upgrades	9,600	9,600	9,600	0
Office Furniture And Painting	10,000	10,000	10,000	3,093
Administration Office Photocopier Replacement	6,000	6,000	6,000	0
Records Sea Container	5,500	5,500	5,500	5,426
Compactor Units, Morgans Street,	0	10,000	9,163	11,474
	<u>13,312,720</u>	<u>13,766,155</u>	<u>11,398,262</u>	<u>3,122,348</u>
<b><u>By Class</u></b>				
Land	100,000	100,000	100,000	82,491
Buildings	6,924,071	6,974,071	6,362,595	845,331
Furniture & Equipment	61,600	81,600	79,926	24,590
Plant & Equipment	1,996,000	2,041,000	2,011,826	920,646
Infrastructure - Roads	2,387,022	2,387,022	1,282,674	943,990
Infrastructure - Footpaths	63,250	63,250	63,250	146
Infrastructure - Drainage	30,000	30,000	30,000	663
Infrastructure - Parks & Ovals	1,254,217	1,514,217	1,128,850	271,461
Infrastructure - Airports	32,200	0	0	(14,749)
Infrastructure - Other	464,360	574,995	339,141	47,778
	<u>13,312,720</u>	<u>13,766,155</u>	<u>11,398,262</u>	<u>3,122,348</u>

## SHIRE OF RAVENSTHORPE

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

FOR THE PERIOD ENDED 31 MAY 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)	
			2020/21 Adopted Budget \$	2020/21 YTD Actual \$	2020/21 Adopted Budget \$	2020/21 YTD Actual \$	2020/21 Adopted Budget \$	2020/21 YTD Actual \$
<b>Health</b>								
Toyota Hilux SRS	P711B	P711B	35,000		20,000		(15,000)	0
<b>Law &amp; Order</b>								
Ford Ranger Super Cab (CBFCO)	P643	P643	0	8,762	0	0.00	0	(8,762)
<b>Other Sport &amp; Recreation</b>								
Toyota Hilux - Ravy	P678A	P678A	32,000		15,000		(17,000)	0
Toyota Hilux - Hopetoun	P705A	P705A	32,000		15,000		(17,000)	0
Tractor - Parks & Gardens	P642	P642	35,000		20,000		(15,000)	0
Zero Turn Mower - Hopetoun	NA	NA	0		1,000		1,000	0
Water Tank/Trailer - Hopetoun	NA	P173A	0		0		0	0
<b>Transport</b>								
Komatsu GD565 Grader	P706	P706	145,000	135,856.72	80,000	98,000.00	(65,000)	(37,857)
DAF Prime Mover	P630	P580	35,000	34,287.39	40,000	18,181.82	5,000	(16,106)
Haulpro Side Tipper	P611	P577	30,000		40,000		10,000	0
Bomag Smooth Drum Roller	P569A	P569A	0		0		0	0
14.6m Tri Axle Low Loader S/T	P556	P556	0		30,000		30,000	0
Multi Tyre Roller	P609	P570	18,000	18,586.56	15,000	18,000.00	(3,000)	(587)
Sewell Road Broom	NA	P572	0		500		500	0
Toro GM360 2wd with Canopy	P670	P670	13,000		5,000		(8,000)	0
<b>Administration</b>								
Toyota Fortuna (DCCS)	P701B	P701B	42,000		20,000		(22,000)	0
<b>Public Works Overheads</b>								
Mitsubishi Ute (BMO)	P632A	P632A	12,000		15,000		3,000	0
Toyota Kluger	P683B	P683B	0	51,199.64	0	51,693.92	0	494
Toyota Hilux (Sign Ute)	AP715	P654	27,000		15,000		(12,000)	0
Toyota Hilux (Maint Grader 1)	P699A	P699A	28,000		15,000		(13,000)	0
Toyota Hilux (Maint Grader 2)	P700B	P700B	29,000		15,000		(14,000)	0
Toyota Hilux (Leading Hand)	P677B	P677B	29,000		17,000		(12,000)	0
Toyota Hilux (Dozer Operator)	P691A	P691A	29,000		15,000		(14,000)	0
			571,000.00	248,692.26	393,500.00	185,875.74	(177,500.00)	(62,816.52)

## By Class of Asset

	Asset #	Plant #	Written Down Value		Sale Proceeds		Profit(Loss)	
			2020/21 Adopted Budget \$	2020/21 YTD Actual \$	2020/21 Adopted Budget \$	2020/21 YTD Actual \$	2020/21 Adopted Budget \$	2020/21 YTD Actual \$
<b>Plant &amp; Equipment</b>								
Toyota Hilux SRS	P711B	P711B	35,000	0	20,000	0	(15,000)	0
Ford Ranger Super Cab (CBFCO)	P643	P643	0	8,762	0	0	0	(8,762)
Toyota Hilux - Ravy	P678A	P678A	32,000	0	15,000	0	(17,000)	0
Toyota Hilux - Hopetoun	P705A	P705A	32,000	0	15,000	0	(17,000)	0
Tractor - Parks & Gardens	P642	P642	35,000	0	20,000	0	(15,000)	0
Zero Turn Mower - Hopetoun	NA	NA	0	0	1,000	0	1,000	0
Water Tank/Trailer - Hopetoun	NA	P173A	0	0	0	0	0	0
Komatsu GD565 Grader	P706	P706	145,000	135,857	80,000	98,000	(65,000)	(37,857)
DAF Prime Mover	P630	P580	35,000	34,287	40,000	18,182	5,000	(16,106)
Haulpro Side Tipper	P611	P577	30,000	0	40,000	0	10,000	0
Bomag Smooth Drum Roller	P569A	P569A	0	0	0	0	0	0
14.6m Tri Axle Low Loader S/T	P556	P556	0	0	30,000	0	30,000	0
Multi Tyre Roller	P609	P570	18,000	18,587	15,000	18,000	(3,000)	(587)
Sewell Road Broom	NA	P572	0	0	500	0	500	0
Toro GM360 2wd with Canopy	P670	P670	13,000	0	5,000	0	(8,000)	0
Toyota Fortuna (DCCS)	P701B	P701B	42,000	0	20,000	0	(22,000)	0
Mitsubishi Ute (BMO)	P632A	P632A	12,000	0	15,000	0	3,000	0
Toyota Kluger	P683B	P683B	0	51,200	0	51,694	0	494
Toyota Hilux (Sign Ute)	AP715	P654	27,000	0	15,000	0	(12,000)	0
Toyota Hilux (Maint Grader 1)	P699A	P699A	28,000	0	15,000	0	(13,000)	0
Toyota Hilux (Maint Grader 2)	P700B	P700B	29,000	0	15,000	0	(14,000)	0
Toyota Hilux (Leading Hand)	P677B	P677B	29,000	0	17,000	0	(12,000)	0
Toyota Hilux (Dozer Operator)	P691A	P691A	29,000	0	15,000	0	(14,000)	0
			571,000.00	248,692.26	393,500.00	185,875.74	(177,500)	(62,816.52)

## Summary

Profit on Asset Disposals	49,500	494.28
Loss on Asset Disposals	(227,000)	(63,310.80)
	<u>(177,500)</u>	<u>(62,816.52)</u>

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



SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 2021

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-20	Principal Repayments		Principal Outstanding		Interest Repayments	
		2020/21 Adopted Budget	2020/21 YTD Actual	2020/21 Adopted Budget	2020/21 YTD Actual	2020/21 Adopted Budget	2020/21 YTD Actual
		\$	\$	\$	\$	\$	\$
<b>Housing</b>							
Loan 145 Staff Housing	190,080	35,888	35,888	154,192	154,192	6,186	4,307
Loan 147 Other Housing	222,334	17,016	17,016	205,318	205,318	7,886	7,000
<b>Recreation and Culture</b>							
Loan 146 Hopetoun Community Centre	298,392	14,091	14,091	284,301	284,301	11,080	8,430
<b>Transport</b>							
Loan 138D Town Street	262,694	30,559	30,559	232,135	232,135	18,961	12,087
Loan 144 Town Street	107,876	52,611	52,612	55,265	55,264	7,251	4,281
Loan 143B Refinance	170,227	32,140	32,140	138,087	138,087	5,540	3,857
Loan 138E Refinance	232,966	35,977	35,977	196,989	196,989	7,828	5,582
	1,484,569	218,282	218,283	1,266,287	1,266,286	64,732	45,544

(\*) Self supporting loan financed by payments from third parties.

All other loan repayments were financed by general purpose revenue.

(b) Lease Repayments

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

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

## SHIRE OF RAVENSTHORPE

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

FOR THE PERIOD ENDED 31 MAY 2021

	2020/21 Adopted Budget \$	2020/21 YTD Actual \$
<b>4. RESERVES</b>		
<b>Cash Backed Reserves</b>		
<b>(a) Plant Reserve</b>		
Opening Balance	900,487	900,487
Amount Set Aside / Transfer to Reserve	957,835	3,543
Amount Used / Transfer from Reserve	<u>(1,569,500)</u>	<u>0</u>
	<u>288,822</u>	<u>904,030</u>
<b>(b) Emergency Farm Water Reserve</b>		
Opening Balance	12,201	12,201
Amount Set Aside / Transfer to Reserve	106	48
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>12,307</u>	<u>12,249</u>
<b>(c) Building Reserve</b>		
Opening Balance	1,386,509	1,386,509
Amount Set Aside / Transfer to Reserve	462,065	5,455
Amount Used / Transfer from Reserve	<u>(1,630,000)</u>	<u>0</u>
	<u>218,574</u>	<u>1,391,964</u>
<b>(d) Road &amp; Footpath Reserve</b>		
Opening Balance	395,961	395,961
Amount Set Aside / Transfer to Reserve	103,445	1,558
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>499,406</u>	<u>397,519</u>
<b>(e) Swimming Pool Upgrade Reserve</b>		
Opening Balance	44,909	44,909
Amount Set Aside / Transfer to Reserve	391	177
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>45,300</u>	<u>45,086</u>
<b>(f) UHF Repeater Reserve</b>		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>0</u>	<u>0</u>
<b>(g) Airport Reserve</b>		
Opening Balance	379,993	379,993
Amount Set Aside / Transfer to Reserve	3,306	1,495
Amount Used / Transfer from Reserve	<u>(18,050)</u>	<u>0</u>
	<u>365,249</u>	<u>381,488</u>
<b>(h) Waste &amp; Sewerage Reserve</b>		
Opening Balance	285,162	285,162
Amount Set Aside / Transfer to Reserve	2,481	1,122
Amount Used / Transfer from Reserve	<u>(31,860)</u>	<u>0</u>
	<u>255,783</u>	<u>286,284</u>

## SHIRE OF RAVENSTHORPE

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

FOR THE PERIOD ENDED 31 MAY 2021

	2020/21 Adopted Budget \$	2020/21 YTD Actual \$
<b>4. RESERVES (Continued)</b>		
<b>Cash Backed Reserves (Continued)</b>		
<b>(i) State Barrier Fence Reserve</b>		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>0</u>
<b>(j) Leave Reserve</b>		
Opening Balance	42,686	42,686
Amount Set Aside / Transfer to Reserve	371	168
Amount Used / Transfer from Reserve	0	0
	<u>43,057</u>	<u>42,854</u>
<b>Total Cash Backed Reserves</b>	<u><u>1,728,498</u></u>	<u><u>3,461,474</u></u>

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

**Summary of Transfers  
To Cash Backed Reserves**

**Transfers to Reserves**

Plant Reserve	957,835	3,543
Emergency Farm Water Reserve	106	48
Building Reserve	462,065	5,455
Road & Footpath Reserve	103,445	1,558
Swimming Pool Upgrade Reserve	391	177
UHF Repeater Reserve	0	0
Airport Reserve	3,306	1,495
Waste & Sewerage Reserve	2,481	1,122
State Barrier Fence Reserve	0	0
Leave Reserve	371	168
	<u>1,530,000</u>	<u>13,566</u>

**Transfers from Reserves**

Plant Reserve	(1,569,500)	0
Emergency Farm Water Reserve	0	0
Building Reserve	(1,630,000)	0
Road & Footpath Reserve	0	0
Swimming Pool Upgrade Reserve	0	0
UHF Repeater Reserve	0	0
Airport Reserve	(18,050)	0
Waste & Sewerage Reserve	(31,860)	0
State Barrier Fence Reserve	0	0
Leave Reserve	0	0
	<u>(3,249,410)</u>	<u>0</u>
<b>Total Transfer to/(from) Reserves</b>	<u><u>(1,719,410)</u></u>	<u><u>13,566</u></u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 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.

**UHF Repeater Reserve**

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

**Airport Reserve**

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

**Waste and Sewerage Reserve**

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

**State Barrier Fence Reserve**

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

**Leave Reserve**

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

## SHIRE OF RAVENSTHORPE

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

FOR THE PERIOD ENDED 31 MAY 2021

	2019/20 B/Fwd Per 2020/21 Budget \$	2019/20 B/Fwd Per Financial Report \$	MAY 2021 Actual \$
<b>5. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	(588,322)	931,537	1,621,687
Cash - Restricted Unspent Grants	177,845	77,100	289,843
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	3,413,771	3,447,908	3,461,474
Receivables (Budget Purposes Only)	0	0	0
Rates Outstanding	210,163	307,463	291,455
Sundry Debtors	246,994	205,584	247,485
Provision for Doubtful Debts	0	0	0
Gst Receivable	182,324	183,358	60,198
Accrued Income/Payments In Advance	3,711,625	1,432,345	9,416
Payments in Advance	0	0	0
Inventories	2,704	2,358	39,539
	<u>7,357,104</u>	<u>6,587,653</u>	<u>6,021,097</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(701,563)	(740,128)	(205,230)
Accrued Interest On Loans	(23,701)	(20,889)	0
Accrued Salaries & Wages	(54,808)	(8,618)	0
Income In Advance	0	(345,384)	(31,000)
Gst Payable	(31,316)	(21,813)	(9,333)
Payroll Creditors	(59,697)	(101,279)	(73,384)
Accrued Expenses	(872,533)	(21,668)	(20,574)
PAYG Liability	0	0	0
Right of Use Assets - Current	(98,617)	(121,001)	(121,001)
Trust	0	0	0
Other Payables	(24,489)	(126,343)	(119,694)
Current Employee Benefits Provision	(377,707)	(437,159)	(437,159)
Current Loan Liability	0	(218,282)	0
	<u>(2,244,431)</u>	<u>(2,162,564)</u>	<u>(1,017,375)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>5,112,673</b>	<b>4,425,089</b>	<b>5,003,722</b>
Less: Cash - Reserves - Restricted	(3,413,771)	(3,447,908)	(3,461,474)
Less: Cash - Unspent Grants - Restricted	0	0	0
Less: Movements Associated with Change in Accounting Standards	(177,845)		
Add Back : Component of Leave Liability not Required to be Funded	377,707	437,159	437,159
Add Back : Current Loan Liability	0	218,282	0
ADD: Current Portion of Lease Liability	98,617	121,001	121,001
Adjustment for Trust Transactions Within Muni	60	0	0
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<b><u>1,997,441</u></b>	<b><u>1,753,623</u></b>	<b><u>2,100,408</u></b>

**SHIRE OF RAVENSTHORPE**

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

**FOR THE PERIOD ENDED 31 MAY 2021**

**6. RATING INFORMATION**

<b>RATE TYPE</b>	<b>Rate in \$</b>	<b>Number of Properties</b>	<b>Rateable Value \$</b>	<b>2020/21 Rate Revenue \$</b>	<b>2020/21 Interim Rates \$</b>	<b>2020/21 Back Rates \$</b>	<b>2020/21 Total Revenue \$</b>	<b>2020/21 Budget \$</b>
<b>General Rate</b>								
GRV Residential	0.117165	781	10,959,706	1,284,094	1,754	183	1,286,031	1,284,094
GRV Commercial	0.131567	33	1,382,612	181,906	6,773	2,794	191,473	181,906
GRV industrial	0.154430	35	512,772	79,187			79,187	79,187
GRV - Transient & Short Stay Accom	0.314867	2	852,800	268,519			268,519	268,519
UV - Mining	0.083600	63	2,400,257	200,661	(900)		199,761	200,662
UV - Other	0.008139	329	244,266,000	1,988,081	3,387	900	1,992,368	1,988,081
Non-Rateable							0	0
<b>Sub-Totals</b>		<b>1,243</b>	<b>260,374,147</b>	<b>4,002,448</b>	<b>11,015</b>	<b>3,877</b>	<b>4,017,340</b>	<b>4,002,449</b>
<b>Minimum Rates</b>	<b>Minimum \$</b>							
GRV Residential	870.00	374	1,079,820	325,380		0	325,380	325,380
GRV Commercial	870.00	9	44,740	7,830		0	7,830	7,830
GRV Industrial	870.00	12	45,268	10,440		0	10,440	10,440
GRV - Transient & Short Stay Accom	850.00	0	0	0		0	0	0
UV - Mining	320.00	55	80,050	17,600		0	17,600	17,600
UV - Other	850.00	100	5,605,530	85,000		0	85,000	85,000
<b>Sub-Totals</b>		<b>550</b>	<b>6,855,408</b>	<b>446,250</b>	<b>0</b>	<b>0</b>	<b>446,250</b>	<b>446,250</b>
				<b>4,448,698</b>			<b>4,463,590</b>	<b>4,448,699</b>
Back Rates								1,000
Interim Rates								5,000
<b>Total Amount Raised From Rates</b>							<b>4,463,590</b>	<b>4,454,699</b>
Ex Gratia Rates		check after rates raised					49,234	49,234
<b>Total Rates</b>							<b>4,512,824</b>	<b>4,503,933</b>

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

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

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

**SHIRE OF RAVENSTHORPE**

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

**FOR THE PERIOD ENDED 31 MAY 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 MAY 2021

8. OPERATING STATEMENT BY PROGRAM

	MAY 2021 Actual \$	2020/21 Adopted Budget \$	2019/20 Actual \$
<b>OPERATING REVENUES</b>			
Governance	38,941	20,000	26,350
General Purpose Funding	5,607,536	5,504,055	6,580,771
Law, Order, Public Safety	442,492	377,790	478,161
Health	5,200	15,500	16,559
Education and Welfare	621,980	1,264,965	471,343
Housing	4,600	5,200	5,400
Community Amenities	707,179	954,474	674,353
Recreation and Culture	1,336,421	7,268,967	129,075
Transport	1,396,845	2,299,852	2,443,487
Economic Services	403,617	341,468	247,208
Other Property and Services	275,913	470,345	140,247
<b>TOTAL OPERATING REVENUE</b>	<b>10,840,724</b>	<b>18,522,616</b>	<b>11,212,952</b>
<b>OPERATING EXPENSES</b>			
Governance	(837,275)	(965,894)	(776,593)
General Purpose Funding	(222,740)	(297,378)	(259,153)
Law, Order, Public Safety	(916,375)	(859,619)	(1,060,659)
Health	(252,815)	(325,386)	(307,973)
Education and Welfare	(898,977)	(1,082,697)	(818,705)
Housing	(191,209)	(251,223)	(247,111)
Community Amenities	(1,348,241)	(1,644,078)	(1,329,532)
Recreation & Culture	(1,664,645)	(1,962,721)	(1,617,964)
Transport	(4,497,584)	(5,209,942)	(5,214,045)
Economic Services	(376,937)	(709,314)	(710,441)
Other Property and Services	(504,399)	(494,993)	(903,844)
<b>TOTAL OPERATING EXPENSE</b>	<b>(11,711,197)</b>	<b>(13,803,245)</b>	<b>(13,246,019)</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<b><u>(870,473)</u></b>	<b><u>4,719,371</u></b>	<b><u>(2,033,066)</u></b>



**ATTACHMENT**



**2020/2021**

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	32,246	1,089,988	72,966	5,765	0	1,200,963	256,870
Aug	24,821	361,337	159,976	7,275	0	553,410	247,790
Sep	9,832	467,211	92,158	6,744	0	575,945	275,691
Oct	16,876	501,519	57,600	9,242	0	585,238	320,530
Nov	16,962	392,384	52,143	14,580	0	476,069	282,980
Dec	23,113	653,814	48,957	9,277	0	735,161	406,756
Jan	22,049	734,100	49,423	14,350	0	819,922	286,767
Feb	20,017	549,348	153,414	14,941	0	737,720	305,573
Mar	19,933	1,158,435	100,237	10,795	0	1,289,401	304,685
Apr	20,927	710,692	63,982	12,393	0	807,994	318,517
May	4,190	552,026	42,444	11,228	0	609,887	328,296
Jun						0	
<b>Total</b>	<b>210,966</b>	<b>7,170,855</b>	<b>893,299</b>	<b>116,591</b>	<b>0</b>	<b>8,391,711</b>	<b>3,334,456</b>
<b>19/20</b>	<b>197,977</b>	<b>8,450,678</b>	<b>997,212</b>	<b>102,791</b>	<b>6,319</b>	<b>9,754,977</b>	<b>3,174,082</b>
<b>18/19</b>	<b>147,967</b>	<b>21,298,438</b>	<b>1,329,904</b>	<b>70,241</b>	<b>13,590</b>	<b>22,860,140</b>	<b>2,219,053</b>
<b>17/18</b>	<b>327,905</b>	<b>18,507,404</b>	<b>209,587</b>	<b>65,010</b>	<b>317,445</b>	<b>19,427,351</b>	<b>2,601,283</b>



**02 April 2021 - 03 May 2021  
Business Credit Card - Gavin Pollock**

Date	Payment to	Description	Amount	GST
1/04/2021	Main Roads	Oversize permit - RA142	\$ 50.00	\$ 4.55
1/04/2021	Brookton Roadhouse	Fuel ORA	\$ 151.06	\$ 13.73
11/04/2021	Busby Investments (AVIS)	Airport hire vehicle 09/03/2021 - 08/04/2021	\$ 2,524.21	\$ 229.47
13/04/2021	Metro Workwear	10 X white hard hats	\$ 177.45	\$ 16.13
14/04/2021	Nisbets	Back order - aluminium baking sheet for Hopetoun Community Centre	\$ 65.78	\$ 5.98
16/04/2021	Vibe Subiaco	Accomodation & parking - N Bell 16/03/2021 - 19/03/2021	\$ 1,559.75	\$ 141.80
19/04/2021	Trinity on Hampden	Deposit for accomodation for E Houghton & M Pollock	\$ 110.00	\$ 10.00
19/04/2021	BP Ravensthorpe	Lunch X 2	\$ 34.90	\$ 2.54
20/04/2021	Australian Institute of Management	CEO training - 3 modules	\$ 1,500.00	\$ 2.54
20/04/2021	Port Hotel, Hopetoun	Council dinner & refreshments	\$ 425.00	\$ 38.64
20/04/2021	Port Hotel, Hopetoun	Council refreshments	\$ 22.50	\$ 2.05
21/04/2021	Dawry's Bottlo	Council refreshments	\$ 58.29	\$ 5.30
22/04/2021	Mantra on Hay, Perth	CEO accomodation & parking 22/04/2021- 24/04/2021	\$ 688.00	\$ 62.55
23/04/2021	JB HI-FI, Perth	4 X Alogic display port to HDMI	\$ 196.00	\$ 17.82
23/04/2021	Mantra on Hay, Perth	CEO refreshments	\$ 12.50	\$ 1.14
27/04/2021	Webjet	Refund booking 15841900 - Cancelled due to Covid in 2020	-\$ 714.49	-\$ 64.95
<b>Total Purchases for G. Pollock</b>			<b>\$ 6,860.95</b>	<b>\$ 241.51</b>

**Business Credit Card - Leslie Mainwaring**

Date	Payment to	Description	Amount	GST
9/04/2021	Kitchen Warehouse	Milk jugs - Hopetoun Community Centre	\$ 199.00	\$ 18.09
9/04/2021	Nisbets	Toaster & Bain Marie trays - Hopetoun Community Centre	\$ 1,376.97	\$ 125.18
13/04/2021	Metro Workwear	10 X shire logo stickers for hard hats	\$ 110.00	\$ 10.00
22/04/2021	Retail Display Direct	4 X Suggestion boxes	\$ 207.40	\$ 18.85
28/04/2021	Standards Australia	AS 4906-2002 - Web reader	\$ 134.70	\$ 12.25
28/04/2021	Standards Australia	AS 4906-2002 - Hard copy	\$ 160.51	\$ 14.59
<b>Total Purchases for L. Mainwaring</b>			<b>\$ 2,188.58</b>	<b>\$ 198.96</b>

**Business Credit Card - Graham Steel**

Date	Payment to	Description	Amount	GST
<b>Total Purchases for G. Steel</b>			<b>\$ -</b>	<b>\$ -</b>

**Business Credit Card - Ashley Peczka**

Date	Payment to	Description	Amount	GST
7/04/2021	Jerramungup Caravan Park	CESO accomodation 08/04/2021 - 10/04/2021	\$ 270.00	\$ 24.55
8/04/2021	Audiocom Albany	Removal of cell-fi unit from Hopetoun Rural 2.4 truck	\$ 80.00	\$ 7.27
8/04/2021	Munglinup Roadhouse	Diesel - 50.51 L - Munglinup fire tanker	\$ 69.14	\$ 6.29
30/04/2021	Bankwest	Reward Fee - Corporate	\$ 39.00	\$ 3.55

<b>Total Purchases for A. Peczka</b>	<b>\$ 458.14</b>	<b>\$ 41.65</b>
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**Business Credit Card - Evelyn Houghton**

Date	Payment to	Description	Amount	GST
10/04/2021	Woolworths Online	Baking supplies, wipes & cleaning products - Little Barrens	\$ 165.32	\$ 6.52
10/04/2021	Woolworths Online	Party snacks and decorations - The Cub House	\$ 75.17	\$ 4.33
12/04/2021	ACECQA	Educational game - Little Barrens	\$ 35.00	\$ 3.18
13/04/2021	Hopetoun IGA	Food for schoolie program - Little Barrens	\$ 16.78	\$ -
14/04/2021	Kmart Online	Large mixing bowl, storage tub & baby blanket - Little Barrens	\$ 69.00	\$ 6.27
23/04/2021	Kmart Online	Various toys - The Cub House	\$ 309.83	\$ 28.17
23/04/2021	Kmart Online	Refund for unavailable item	-\$ 39.00	-\$ 3.55
27/04/2021	Department of Communities	Waiver Extension - The Cub House	\$ 112.00	\$ -
30/04/2021	Bankwest	Annual Fee	\$ 39.00	\$ 3.55

<b>Total Purchases for E. Houghton</b>	<b>\$ 783.10</b>	<b>\$ 48.47</b>
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**Business Credit Card - Russell Dyer**

Date	Payment to	Description	Amount	GST
1/04/2021	Coates Hire, Esperance	Hire of demoliation saw & quick cut trolley	\$ 511.49	\$ 46.50
6/04/2021	Ravensthorpe Building Supples	Rose black spot and insect spray x 3	\$ 23.85	\$ 2.17
12/04/2021	Ravensthorpe Building Supples	Kikuyu grass seed & file chainsaws	\$ 55.35	\$ 5.03
14/04/2021	FE Daw & Sons	UHT milk & lactose free creamer	\$ 16.92	\$ -
20/04/2021	FE Daw & Sons	Toolbox meeting supplies	\$ 67.70	\$ -
20/04/2021	Ravensthorpe Building Supples	Kikuyu grass seed 5kg	\$ 163.00	\$ 14.82
28/04/2021	Ravensthorpe Building Supples	Insecticide x 5	\$ 59.50	\$ 5.41
30/04/2021	Bankwest	Annual Fee	\$ 39.00	\$ -

<b>Total Purchases for R. Dyer</b>	<b>\$ 936.81</b>	<b>\$ 73.93</b>
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**Business Credit Card - Miscellaneous Fees and Charges Bankwest**

Date	Payment to	Description	Amount	GST
				0.00

<b>Total fees and charges</b>	<b>\$ -</b>	<b>0.00</b>
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<b>Total Bankwest Corporate Mastercard Statement</b>	<b>\$ 11,227.58</b>	<b>604.52</b>
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**Business Debit Card - Les Mainwaring**

Date	Payment to	Description	Amount	Amount
14/04/2021	Deposit - petty cash	Ravensthorpe office petty cash	\$ 962.85	
14/04/2021	Withdrawal - petty cash	Withdraw petty cash for Ravensthorpe office		-962.85

<b>Closing Balance for Debit Card - Les Mainwaring</b>	<b>\$ -</b>	<b>\$ -</b>
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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
469	13/05/2021	Horizon Power	HOPETOUN LAMPS 01/04/2021 - 30/04/2021	1		3,908.38
INV 136499	30/04/2021	Horizon Power	HOPETOUN LAMPS 01/04/2021 - 30/04/2021		3,908.38	
470	20/05/2021	Horizon Power	2 TUBADA STREET 06/03/2021 - 07/05/2021	1		281.54
INV 142028	10/05/2021	Horizon Power	2 TUBADA STREET 06/03/2021 - 07/05/2021		281.54	
EFT13203	07/05/2021	(Old) 4 Rivers Plumbing Gas & Civil Contracting - DO NOT USE	RANGEVIEW PUBLIC TOILET REPAIR CISTERN	1		165.00
INV 5928	07/04/2021	(Old) 4 Rivers Plumbing Gas & Civil Contracting - DO NOT USE	RANGEVIEW PUBLIC TOILET REPAIR CISTERN		165.00	
EFT13204	07/05/2021	4 Rivers Plumbing Gas & Civil Contracting WA	HOPETOUN SENIOR CITIZENS TOILET UPGRADE	1		12,938.20
INV 0007	20/04/2021	4 Rivers Plumbing Gas & Civil Contracting WA	HOPETOUN SENIOR CITIZENS TOILET UPGRADE		7,920.00	
INV 28	22/04/2021	4 Rivers Plumbing Gas & Civil Contracting WA	FITZGERALD HALL STORMWATER SUPPLY WORKS		5,018.20	
EFT13205	07/05/2021	ASSA ABLOY	900/10SIL - 9000 SERIES OUTSIDE LEVER TRIM PLATE	1		382.99
INV 0193790316/04/2021		ASSA ABLOY	900/10SIL - 9000 SERIES OUTSIDE LEVER TRIM PLATE		382.99	
EFT13206	07/05/2021	Christine's Kitchen Pty Ltd	AUSTRALIAN CITIZENSHIP CEREMONY CATERING - 27 APRIL 2021	1		440.00
INV 0132	30/04/2021	Christine's Kitchen Pty Ltd	AUSTRALIAN CITIZENSHIP CEREMONY CATERING - 27 APRIL 2021		440.00	
EFT13207	07/05/2021	Cosimo Cutri	REIMBURSEMENT - EXIT DOOR SIGNS FOR JERDACUTTUP HALL.	1		182.02
INV 2303202130/04/2021		Cosimo Cutri	REIMBURSEMENT - EXIT DOOR SIGNS FOR JERDACUTTUP HALL.		182.02	
EFT13208	07/05/2021	Esperance Ag Services	STAINLESS STEEL 316 WASHERS - 100	1		45.00
INV 1-542993 25/02/2021		Esperance Ag Services	STAINLESS STEEL 316 WASHERS - 100		45.00	
EFT13209	07/05/2021	Kim Bransby	REIMBURSEMENT FOR PHILIPS AUDIO RECORDER (OFFICEWORKS)	1		199.00
INV REIMBU29/04/2021		Kim Bransby	REIMBURSEMENT FOR PHILIPS AUDIO RECORDER (OFFICEWORKS)		199.00	

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EFT13210	07/05/2021	Lee Loraine T/As Visage Productions	FINAL BALANCE PAYMENT OF THE BROADCAST AGREEMENT FOR OUR TOWN	1		22,000.00
INV 1125	20/04/2021	Lee Loraine T/As Visage Productions	FINAL BALANCE PAYMENT OF THE BROADCAST AGREEMENT FOR OUR TOWN		22,000.00	
EFT13211	07/05/2021	Lo-Go Appointments	CONTRACT EMPLOYMENT - WARWICK CHILCOTT - PLANT OPERATOR - W/E 24 APRIL 2021	1		6,737.09
INV 423483	27/04/2021	Lo-Go Appointments	CONTRACT SERVICES - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 24/04/2021		1,729.27	
INV 423484	27/04/2021	Lo-Go Appointments			2,106.72	
INV 423485	27/04/2021	Lo-Go Appointments	CONTRACT EMPLOYMENT - WARWICK CHILCOTT - PLANT OPERATOR - W/E 24 APRIL 2021		2,901.10	
EFT13212	07/05/2021	Ravensthorpe Agencies	SWIVEL DOUBLE POLY QUICK CAP & 2 X BOOMLESS NOZZLE FASTCAP GREEN	1		319.95
INV 3576	01/04/2021	Ravensthorpe Agencies	SWIVEL DOUBLE POLY QUICK CAP & 2 X BOOMLESS NOZZLE FASTCAP GREEN		319.95	
EFT13213	07/05/2021	Ravensthorpe Building Supplies	AGRUNNER PORTABLE CHEMICAL TRANSFER KIT AND FITTINGS INCLUDED & FREIGHT	1		3,601.75
INV 8444	13/04/2021	Ravensthorpe Building Supplies	WELDMESH FOR WORKS AT SIDE OF SHED - CEO HOUSE		54.50	
INV 8414	13/04/2021	Ravensthorpe Building Supplies	WELDMESH FOR WORKS AT SIDE OF SHED - CEO HOUSE		218.00	
INV 8701	21/04/2021	Ravensthorpe Building Supplies	T ENDURE INT D & T GLOSS W 4L		73.25	
INV 8781	23/04/2021	Ravensthorpe Building Supplies	AGRUNNER PORTABLE CHEMICAL TRANSFER KIT AND FITTINGS INCLUDED & FREIGHT		3,256.00	
EFT13214	07/05/2021	Shire of Jerramungup	BUSHFIRE RISK PLANNING CONTRIBUTION 15 % OF ACTUAL EXPENSES AND WAGES - QTR 3 - 01/01 - 31/03/2021	1		4,607.33
INV 15991	21/04/2021	Shire of Jerramungup	BUSHFIRE RISK PLANNING CONTRIBUTION 15 % OF ACTUAL EXPENSES AND WAGES - QTR 3 - 01/01 - 31/03/2021		4,607.33	
EFT13215	10/05/2021	Cameron Heath Barkes	RETAINING WALL WORKS TO 88 MARTIN STREET PROPERTY	1		1,600.00
INV CHB100506/05/2021		Cameron Heath Barkes	RETAINING WALL WORKS TO 88 MARTIN STREET PROPERTY		1,200.00	

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INV CHB100606/05/2021		Cameron Heath Barkes	GROUND WORKS FOR HOPETOUN BASKETBALL HOOP INSTALLATION		400.00	
EFT13216	13/05/2021	35 Degrees South	MARK OUT FOR BITUMEN SPRAYING DANIELS RD INTERSECTION & SPRINGDALE ROAD & COWEL ROAD FLOODWAY	1		2,000.00
INV 4368	29/04/2021	35 Degrees South	MARK OUT FOR BITUMEN SPRAYING DANIELS RD INTERSECTION & SPRINGDALE ROAD & COWEL ROAD FLOODWAY		2,000.00	
EFT13217	13/05/2021	4 Rivers Plumbing Gas & Civil Contracting WA	PUMP OUT & DISPOSE OF THE WASTE FROM 5 X STARVATION BAY SEWERAGE POINTS	1		12,462.60
INV 50	27/04/2021	4 Rivers Plumbing Gas & Civil Contracting WA	PUMP OUT & DISPOSE OF THE WASTE FROM 5 X STARVATION BAY SEWERAGE POINTS		6,880.00	
INV 51	27/04/2021	4 Rivers Plumbing Gas & Civil Contracting WA	PUMP OUT & DISPOSE OF THE WASTE FROM 3 X MASON BAY SEWERAGE POINTS		5,582.60	
EFT13218	13/05/2021	Albany Mapping & Surveying Services	RE-ESTABLISHMENT OF CONTROL AND PLOT MARK OUT PEGS AFTER CLEARING ACTIVITIES IN AREA	1		1,829.30
INV 2104282	28/04/2021	Albany Mapping & Surveying Services	RE-ESTABLISHMENT OF CONTROL AND PLOT MARK OUT PEGS AFTER CLEARING ACTIVITIES IN AREA		1,829.30	
EFT13219	13/05/2021	Australian Government Child Support Agency	Payroll deductions	1		564.32
INV DEDUCT03/05/2021		Australian Government Child Support Agency	Payroll deductions		564.32	
EFT13220	13/05/2021	Coastal Climate Choice	AIR CONDITIONER ISSUES AT VARIOS SHIRE PREMISES	1		1,819.35
INV 2366	22/04/2021	Coastal Climate Choice	AIR CONDITIONER ISSUES AT VARIOS SHIRE PREMISES		1,819.35	
EFT13221	13/05/2021	Community Spirit Newspaper Inc	ADVERTISING - PUBLIC TENDER - AUCTION OF OFFICE AND PLANT EQUIPMENT	1		180.00
INV 24260	22/04/2021	Community Spirit Newspaper Inc	ADVERTISING - PUBLIC TENDER - AUCTION OF OFFICE AND PLANT EQUIPMENT		180.00	
EFT13222	13/05/2021	Enviro-Tech Waste Management	12 X STAINLESS STEEL TRAPS & 120 X MATS	1		7,260.00
INV EV982	07/03/2021	Enviro-Tech Waste Management	12 X STAINLESS STEEL TRAPS & 120 X MATS		7,260.00	
EFT13223	13/05/2021	It Vision Australia Pty Ltd	ADVANCED RATES COURSE 21-22 APRIL 2021 - HANNEKE COETZEE	1		2,090.00

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INV 35055	29/04/2021	It Vision Australia Pty Ltd	ADVANCED RATES COURSE 21-22 APRIL 2021 - HANNEKE COETZEE		1,320.00	
INV 35056	29/04/2021	It Vision Australia Pty Ltd	ONLINE RATES TRAINING: 23 APRIL 2021 - PENSIONER AND SENIOR RATES - HANNEKE COETZEE		770.00	
EFT13224	13/05/2021	Jerramungup Electrical	INSTALL NEW BREAKER IN MAINS POWER BOX AT TENNIS PAVILION, REC CENTRE & CHILDCARE CENTRE	1		1,164.08
INV 2308	23/04/2021	Jerramungup Electrical	TO SUPPLY & INSTALL POWER POINT FOR NEW TANK PRESSURE PUMP - FITZGERALD HALL		275.00	
INV 2302	28/04/2021	Jerramungup Electrical	INSTALL NEW BREAKER IN MAINS POWER BOX AT TENNIS PAVILION, REC CENTRE & CHILDCARE CENTRE		889.08	
EFT13225	13/05/2021	Kleenwest Distributors	VARIOUS CLEANING PRODUCTS & TOWELS	1		3,449.66
INV 56551	22/04/2021	Kleenwest Distributors	VARIOUS CLEANING PRODUCTS & TOWELS		3,449.66	
EFT13226	13/05/2021	Lawry's Electrical Solutions	UPGRADE POWER SUPPLY TO HOPETOUN OVAL PUMP SHED, SUPPLY & INSTALL 22KW SOFT START	1		8,192.25
INV 1847	29/04/2021	Lawry's Electrical Solutions	UPGRADE POWER SUPPLY TO HOPETOUN OVAL PUMP SHED, SUPPLY & INSTALL 22KW SOFT START		7,557.00	
INV 1848	29/04/2021	Lawry's Electrical Solutions	LOCATE ELECTRICAL SERVICES AT PARKLANDS READY FOR IRRIGATION INSTALLATION		635.25	
EFT13227	13/05/2021	Lo-Go Appointments	TEMPORARY LSL COVER - HELEN DOUGLAS - FINANCE - W/E 01/05/2021	1		1,685.38
INV 423530	04/05/2021	Lo-Go Appointments	TEMPORARY LSL COVER - HELEN DOUGLAS - FINANCE - W/E 01/05/2021		1,685.38	
EFT13228	13/05/2021	R And R Heavy Diesel Services	CARRY OUT 120,000KM SERVICE - RA3359	1		1,076.92
INV 4770	22/04/2021	R And R Heavy Diesel Services	CARRY OUT 120,000KM SERVICE - RA3359		784.97	
INV 4774	29/04/2021	R And R Heavy Diesel Services	CARRY OUT 110,000KM SERVICE INCLUDING PARTS AND LABOUR RA-3860		291.95	
EFT13229	13/05/2021	Scott Smalley Partnership PTY LTD	THIRD STAGE OF COMPLETION - CONTRACT DOCUMENTATION UP TO AND INCLUDING TENDER AWARD	1		18,348.00
INV 3304	23/04/2021	Scott Smalley Partnership PTY LTD	THIRD STAGE OF COMPLETION - CONTRACT DOCUMENTATION UP TO AND INCLUDING TENDER AWARD		18,348.00	

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EFT13230	13/05/2021	Shire of Ravensthorpe Social Club	Payroll deductions	1		125.00
INV DEDUCT03/05/2021		Shire of Ravensthorpe Social Club	Payroll deductions		125.00	
EFT13231	13/05/2021	Stantec Australia Pty Ltd	ACOUSTICS, MECHANICAL, HYDRAULICS, ELECTRICAL & SUSTAINABILITY - 100% COMPLETE	1		16,005.00
INV 1865478	22/04/2021	Stantec Australia Pty Ltd	VARIATION - FIRE COST BENEFIT ANALYSIS - 100% COMPLETE		2,475.00	
INV 1865477	22/04/2021	Stantec Australia Pty Ltd	ACOUSTICS, MECHANICAL, HYDRAULICS, ELECTRICAL & SUSTAINABILITY - 100% COMPLETE		13,530.00	
EFT13232	13/05/2021	T-Quip	21 X TOP110-0621-03 BLADE MED (72 INCH SD DECK)	1		712.30
INV 100587#722/04/2021		T-Quip	21 X TOP110-0621-03 BLADE MED (72 INCH SD DECK)		712.30	
EFT13233	13/05/2021	Telstra	TIM / SMS SERVICE 26/03/2021 - 16/04/2021	1		3,607.59
INV T311	22/04/2021	Telstra	SATELLITE PHONES TO 21ST MAY 2021		137.00	
INV T311 - 1325/04/2021		Telstra	TIM / SMS SERVICE 26/03/2021 - 16/04/2021		3,470.59	
EFT13234	20/05/2021	4 Rivers Plumbing Gas & Civil Contracting WA	SERVICE GAS BBQS AT HAMERSLEY INLET	1		467.50
INV 57	04/05/2021	4 Rivers Plumbing Gas & Civil Contracting WA	SERVICE GAS BBQS AT HAMERSLEY INLET		467.50	
EFT13235	20/05/2021	ABCO Products PTY LTD	VARIOUS CLEANING PRODUCTS & FREIGHT	1		376.17
INV 697631	29/04/2021	ABCO Products PTY LTD	VARIOUS CLEANING PRODUCTS & FREIGHT		376.17	
EFT13236	20/05/2021	AMPAC Debt Recovery (WA) Pty Ltd	LEGAL CHARGES FOR DEBT RECOVERY - 28/04/2021 - 30/04/2021	1		1,465.49
INV 75225	30/04/2021	AMPAC Debt Recovery (WA) Pty Ltd	LEGAL CHARGES FOR DEBT RECOVERY - 28/04/2021 - 30/04/2021		1,465.49	
EFT13237	20/05/2021	Australian Government Child Support Agency	Payroll deductions	1		544.94
INV DEDUCT17/05/2021		Australian Government Child Support Agency	Payroll deductions		544.94	
EFT13238	20/05/2021	Best Office Systems	PRINTER READINGS - RAVENSTHORPE OFFICE - 20/03/2021 - 20/04/2021	1		2,164.34
INV 586651	27/04/2021	Best Office Systems	PRINTER READINGS - HOPETOUN OFFICE - 20/03/2021 - 20/04/2021		161.47	

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INV 586650	27/04/2021	Best Office Systems	PRINTER READINGS - RAVENSTHORPE OFFICE - 20/03/2021 - 20/04/2021		2,002.87	
EFT13239	20/05/2021	Bitutek Pty Ltd	HAMERSLEY DRIVE SLKM 5.99 TO 8.55 - SPRAY & COVER USING BITUMINOUS PRODUCTS	1		90,955.62
INV 6327	30/04/2021	Bitutek Pty Ltd	HAMERSLEY DRIVE SLKM 5.99 TO 8.55 - SPRAY & COVER USING BITUMINOUS PRODUCTS		90,955.62	
EFT13240	20/05/2021	City of Albany	1 X CERTIFICATE OF DESIGN COMPLIANCE	1		187.00
INV 92395	22/04/2021	City of Albany	1 X CERTIFICATE OF DESIGN COMPLIANCE		187.00	
EFT13241	20/05/2021	Cleanaway Pty Ltd	RUBBISH COLLECTION - APRIL 2021	1		20,012.23
INV 2162735730/04/2021		Cleanaway Pty Ltd	RUBBISH COLLECTION - APRIL 2021		20,012.23	
EFT13242	20/05/2021	Coates Hire Operations Pty Limited	HIRE OF TRAILER BOOM FOR MONDAY 3RD MAY AND RETURN WEDNESDAY 5TH MAY	1		457.54
INV 2035736705/05/2021		Coates Hire Operations Pty Limited	HIRE OF TRAILER BOOM FOR MONDAY 3RD MAY AND RETURN WEDNESDAY 5TH MAY		457.54	
EFT13243	20/05/2021	Corsign WA	VARIOUS SIGNS & BRACKETS FOR MOIR ROAD	1		810.92
INV 56007	22/04/2021	Corsign WA	VARIOUS SIGNS & BRACKETS FOR MOIR ROAD		810.92	
EFT13244	20/05/2021	Department of Transport (Shire Licensing)	STARVATION BOAT HARBOUR JETTY RENEWAL - JETTY NO. 3299	1		42.20
INV 0410000701/05/2021		Department of Transport (Shire Licensing)	STARVATION BOAT HARBOUR JETTY RENEWAL - JETTY NO. 3299		42.20	
EFT13245	20/05/2021	Dexion Canning Vale	2 X COMPACTUS UNITS	1		12,039.50
INV 89809	05/05/2021	Dexion Canning Vale	2 X COMPACTUS UNITS		12,039.50	
EFT13246	20/05/2021	Dynasty Embroidery	840 X RAZOR POLOS WITH EMBROIDERY - STAFF UNIFORM	1		22,361.57
INV 18613	16/03/2021	Dynasty Embroidery	840 X RAZOR POLOS WITH EMBROIDERY - STAFF UNIFORM		18,387.60	
INV 18818	14/04/2021	Dynasty Embroidery	BEANIES, SURF HATS, WORKSHIRTS, PULLOVERS & DIRECT EMBROIDERY		3,973.97	

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EFT13247	20/05/2021	Esperance Branch AMPOL Australia Petroleum PTY LTD	15,000L DIESEL	1		21,882.85
INV 3457889	28/04/2021	Esperance Branch AMPOL Australia Petroleum PTY LTD	1,000L KEROSENE FOR PRESCRIBED BURN TREATMENT ID #6953, ID #4775 & ID 3 2541		2,860.00	
INV S142542305/05/2021	20/05/2021	Esperance Branch AMPOL Australia Petroleum PTY LTD	15,000L DIESEL		19,022.85	
EFT13248	20/05/2021	Esperance Fire Services	MONTHLY JACK PUMP INSPECTION AND TESTING MORGANS STREET RAVENSTHORPE - 19/04/2021	1		324.50
INV 09227	27/04/2021	Esperance Fire Services	MONTHLY JACK PUMP INSPECTION AND TESTING MORGANS STREET RAVENSTHORPE - 19/04/2021		324.50	
EFT13249	20/05/2021	Global Spill Control Pty Ltd T/A Global Spill & Safety	IBC BUND - POLYETHYLENE, 150 LITRE SUMP & 2 X POLYPROPYLENE REMOVABLE GRATES	1		3,126.42
INV 143464	29/04/2021	Global Spill Control Pty Ltd T/A Global Spill & Safety	IBC BUND - POLYETHYLENE, 150 LITRE SUMP & 2 X POLYPROPYLENE REMOVABLE GRATES		3,126.42	
EFT13250	20/05/2021	Guardian Print & Graphics	SHIRE LETTERHEADS X 2,000	1		485.00
INV 9364	03/05/2021	Guardian Print & Graphics	BUSINESS CARDS - GREG STOVER X 500		160.00	
INV 9472	03/05/2021	Guardian Print & Graphics	SHIRE LETTERHEADS X 2,000		325.00	
EFT13251	20/05/2021	Hopetoun Men In Sheds Incorporated	HOPETOUN MEN IN SHEDS PROVIDING WEEKEND TRANSFER STATION ATTENDANTS - APRIL 2021	1		600.00
INV 304	30/04/2021	Hopetoun Men In Sheds Incorporated	HOPETOUN MEN IN SHEDS PROVIDING WEEKEND TRANSFER STATION ATTENDANTS - APRIL 2021		600.00	
EFT13252	20/05/2021	Indiji Flora	SUPPLY OF SERVICES AS PER RFT 04 - 2020/21 - BUSHFIRE MITIGATION ACTIVITIES SUBMISSIONS	1		7,227.00
INV 282	27/04/2021	Indiji Flora	SUPPLY OF SERVICES AS PER RFT 04 - 2020/21 - BUSHFIRE MITIGATION ACTIVITIES SUBMISSIONS		7,227.00	
EFT13253	20/05/2021	Inglewood Products Group	MILLING AND SEASONING YSB LOGS - PROGRESS PAYMENT	1		45,100.00
INV 77736	29/04/2021	Inglewood Products Group	MILLING AND SEASONING YSB LOGS - PROGRESS PAYMENT		45,100.00	
EFT13254	20/05/2021	Lloydey's Power Services	INSTALL EMERGENCY LIGHTS AT RAVENSTHORPE REC CENTER COURTS	1		4,328.98

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INV 648	05/05/2021	Lloydey's Power Services	ASSIST BUILDING MAINTENANCE OFFICER REPLACE FAN BELTS AT THE RAVENSTHORPE REC CENTRE		396.00	
INV 544	05/05/2021	Lloydey's Power Services	INSTALL EMERGENCY LIGHTS AT RAVENSTHORPE REC CENTER COURTS		3,932.98	
EFT13255	20/05/2021	Lo-Go Appointments	CONTRACT SERVICES - BRIAN JONES - MANAGER GOVERNANCE AND COMPLIANCE - W/E 08/05/2021	1		10,506.13
INV 423531	04/05/2021	Lo-Go Appointments	CONTRACT EMPLOYMENT - WARWICK CHILCOTT - PLANT OPERATOR - W/E 01/05/2021		1,594.30	
INV 423532	04/05/2021	Lo-Go Appointments	CONTRACT SERVICES - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 01/05/2021		1,729.27	
INV 423579	11/05/2021	Lo-Go Appointments	CONTRACT EMPLOYMENT - WARWICK CHILCOTT - PLANT OPERATOR - W/E 08/05/2021		2,143.15	
INV 423578	11/05/2021	Lo-Go Appointments	CONTRACT SERVICES - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 08/05/2021		1,729.27	
INV 423577	11/05/2021	Lo-Go Appointments	CONTRACT SERVICES - BRIAN JONES - MANAGER GOVERNANCE AND COMPLIANCE - W/E 08/05/2021		3,310.14	
EFT13256	20/05/2021	Marketforce	ADVERTISING - TENDER 11 - 2020/21 HEAD CONTRACTOR - RCP - WEST AUSTRALIAN 24 APRIL 2021	1		631.52
INV 38432	27/04/2021	Marketforce	ADVERTISING - TENDER 11 - 2020/21 HEAD CONTRACTOR - RCP - WEST AUSTRALIAN 24 APRIL 2021		1,005.51	
INV 36866	03/05/2021	Marketforce	CREDIT NOTE FOR EARLY PAYMENT OF MARCH INVOICES		-373.99	
EFT13257	20/05/2021	McLeods Barristers & Solicitors	PROFESSIONAL FEES BETWEEN 11/3/2021 - 15/4/2021 FOR RFT11-2020-21 (47303) CONTRACT	1		15,204.09
INV 118647	30/04/2021	McLeods Barristers & Solicitors	PROFESSIONAL FEES BETWEEN 11/3/2021 - 15/4/2021 FOR RFT11-2020-21 (47303) CONTRACT		15,204.09	
EFT13258	20/05/2021	Meridian Agencies (Weistermann Family Trust)	INVOICE ENVELOPES - DISPLAY BOOKS FOR RANGERS	1		515.80
INV 1325	04/05/2021	Meridian Agencies (Weistermann Family Trust)	INVOICE ENVELOPES - DISPLAY BOOKS FOR RANGERS		151.50	
INV 1324	04/05/2021	Meridian Agencies (Weistermann Family Trust)	NOTEPADS X 6		15.60	
INV 1323	04/05/2021	Meridian Agencies (Weistermann Family Trust)	LEVER ARCH FILES - H/D SHEET PROTECTORS - MANILLA DIVIDERS 5 TAB		111.38	
INV 1322	04/05/2021	Meridian Agencies (Weistermann Family Trust)	VARIOUS STATIONARY FOR ADMIN OFFICE		141.38	
INV 1321	04/05/2021	Meridian Agencies (Weistermann Family Trust)	MAGNETIC WHITE BOARD ERASERS X 6		95.94	



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EFT13259	20/05/2021	Moore Australia (WA) Pty Ltd	2020/2021 WA LOCAL GOVERNMENT RATES COMPARISON REPORT - PDF ONLY	1		385.00
INV 2099	05/05/2021	Moore Australia (WA) Pty Ltd	2020/2021 WA LOCAL GOVERNMENT RATES COMPARISON REPORT - PDF ONLY		385.00	
EFT13260	20/05/2021	Ravensthorpe Building Supplies	ELGATE ADJUSTABLE HINGE PACK X 6 & D LATCH AND STRIKER S/S X 4	1		1,908.40
INV 8819	23/04/2021	Ravensthorpe Building Supplies	T ALL WEATHER L/S W1L 18		37.15	
INV 8868	27/04/2021	Ravensthorpe Building Supplies	T ENDURE INT L/S W10L 18 & T ENDURE INT D&T GLOSS N4L 18		241.40	
INV 8871	27/04/2021	Ravensthorpe Building Supplies	ELGATE ADJUSTABLE HINGE PACK X 6 & D LATCH AND STRIKER S/S X 4		312.70	
INV 8872	27/04/2021	Ravensthorpe Building Supplies	SCREW SKT CSK HEAD PK100 - HOPETOUN HALL		38.50	
INV 8967	29/04/2021	Ravensthorpe Building Supplies	BOLT&NUT X 8,WASHER FLAT X 10, SWAN RAPIDSET 20 KG BAGS X 11 & CONCRETE 20KG X 4		166.40	
INV 8953	29/04/2021	Ravensthorpe Building Supplies	RUST CONVERER AUTO 500ML		19.95	
INV 9096	03/05/2021	Ravensthorpe Building Supplies	BRACKET ANGLE GAL		3.30	
INV 9142	04/05/2021	Ravensthorpe Building Supplies	BARRIER MESH ORANGE X 2 & CABLE TIES & FREIGHT		286.70	
INV 9165	05/05/2021	Ravensthorpe Building Supplies	3 X HACKSAW BLADE & BOSCH BLADE SABRE SAW METAL - LUNCHROOM/COMPACTOR		56.90	
INV 9202	06/05/2021	Ravensthorpe Building Supplies	VARIOUS MATERIALS FOR CULHAM INLET BEACH		119.40	
INV 6715	07/05/2021	Ravensthorpe Building Supplies	DECK SPIKES GALV 200 x 9mm 5kg		74.75	
INV 8741	07/05/2021	Ravensthorpe Building Supplies	MAT UTILITY RUBBER ,MATPRO & MAT DOOR KEEPER CHARCOAL FOR AIRPORT		264.80	
INV 7728	07/05/2021	Ravensthorpe Building Supplies	COWDROY RUB WIND/ DR SEAL 2-3MM GAP & EVERSURE EXTENSION LEAD 10AMP 5M		18.20	
INV 9252	07/05/2021	Ravensthorpe Building Supplies	TARP FOR SANDPIT COVER		99.00	
INV 7548	07/05/2021	Ravensthorpe Building Supplies	VARIOUS CLEANING MATERIALS FOR CAMPSITES & RANGERS VEHICLE		151.75	
INV 9226	10/05/2021	Ravensthorpe Building Supplies	GALMET S/PAINT SILVER 350G		17.50	
EFT13261	20/05/2021	Rodney Clarence Daw	2020/2021 CHIEF BUSH FIRE CONTROL OFFICER HONORARIUM	1		4,000.00

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INV 20/21 CB117/05/2021		Rodney Clarence Daw	2020/2021 CHIEF BUSH FIRE CONTROL OFFICER HONORARIUM		4,000.00	
EFT13262	20/05/2021	Shire of Ravensthorpe Social Club	Payroll deductions	1		125.00
INV DEDUCT17/05/2021		Shire of Ravensthorpe Social Club	Payroll deductions		125.00	
EFT13263	20/05/2021	Stabilised Pavements of Australia Pty. Limited	JERDACUTTUP ROAD - BASECOURSE STABILISATION & TWO COAT EMULSION SEAL	1		102,491.95
INV WA-000001/02/2021		Stabilised Pavements of Australia Pty. Limited	JERDACUTTUP ROAD - BASECOURSE STABILISATION & TWO COAT EMULSION SEAL		102,491.95	
EFT13264	20/05/2021	Staines Esperance	PART NUMBER HO 78787KN BLADE SET-HOWARD SLASHER QUANTITY 5	1		481.53
INV 186085	23/04/2021	Staines Esperance	PART NUMBER HO 78787KN BLADE SET-HOWARD SLASHER QUANTITY 5		481.53	
EFT13265	20/05/2021	Vanguard Distribution	3,000 X REPRINT OF A5 FITZGERALD COAST BROCHURES	1		1,974.50
INV 29595	30/04/2021	Vanguard Distribution	3,000 X REPRINT OF A5 FITZGERALD COAST BROCHURES		1,974.50	
EFT13266	25/05/2021	Australian Taxation Office (ATO)	BAS Return April 2021	1		43,052.00
INV BAS-APR21/05/2021		Australian Taxation Office (ATO)	BAS Return April 2021		43,052.00	
DD5747.1	03/05/2021	Aware Super	Superannuation contributions	1		9,481.90
INV SUPER	03/05/2021	Aware Super	Superannuation contributions	1	9,481.90	
DD5747.2	03/05/2021	ANZ Smart Choice Super	Superannuation contributions	1		193.71
INV SUPER	03/05/2021	ANZ Smart Choice Super	Superannuation contributions	1	193.71	
DD5747.3	03/05/2021	The Trustee for The Dyer Super Fund (R Dyer)	Payroll deductions	1		672.87
INV SUPER	03/05/2021	The Trustee for The Dyer Super Fund (R Dyer)	Superannuation contributions	1	542.64	
INV DEDUCT03/05/2021		The Trustee for The Dyer Super Fund (R Dyer)	Payroll deductions	1	130.23	
DD5747.4	03/05/2021	GuildSuper	Superannuation contributions	1		193.71
INV SUPER	03/05/2021	GuildSuper	Superannuation contributions	1	193.71	

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DD5747.5	03/05/2021	Colonial First State	Payroll deductions	1		1,147.52
INV SUPER	03/05/2021	Colonial First State	Superannuation contributions	1	676.52	
INV DEDUCT	03/05/2021	Colonial First State	Payroll deductions	1	471.00	
DD5747.6	03/05/2021	IOOF Employer Super	Superannuation contributions	1		193.32
INV SUPER	03/05/2021	IOOF Employer Super	Superannuation contributions	1	193.32	
DD5747.7	03/05/2021	Hesta Superannuation	Superannuation contributions	1		413.08
INV SUPER	03/05/2021	Hesta Superannuation	Superannuation contributions	1	413.08	
DD5747.8	03/05/2021	Australian Super Pty Ltd	Superannuation contributions	1		397.55
INV SUPER	03/05/2021	Australian Super Pty Ltd	Superannuation contributions	1	397.55	
DD5747.9	03/05/2021	Hostplus Superannuation	Superannuation contributions	1		264.54
INV SUPER	03/05/2021	Hostplus Superannuation	Superannuation contributions	1	264.54	
DD5755.1	17/05/2021	Aware Super	Superannuation contributions	1		9,895.10
INV SUPER	17/05/2021	Aware Super	Superannuation contributions	1	9,895.10	
DD5755.2	17/05/2021	ANZ Smart Choice Super	Superannuation contributions	1		193.71
INV SUPER	17/05/2021	ANZ Smart Choice Super	Superannuation contributions	1	193.71	
DD5755.3	17/05/2021	The Trustee for The Dyer Super Fund (R Dyer)	Payroll deductions	1		672.87
INV SUPER	17/05/2021	The Trustee for The Dyer Super Fund (R Dyer)	Superannuation contributions	1	542.64	
INV DEDUCT	17/05/2021	The Trustee for The Dyer Super Fund (R Dyer)	Payroll deductions	1	130.23	
DD5755.4	17/05/2021	GuildSuper	Superannuation contributions	1		193.71
INV SUPER	17/05/2021	GuildSuper	Superannuation contributions	1	193.71	
DD5755.5	17/05/2021	Colonial First State	Payroll deductions	1		1,147.52
INV SUPER	17/05/2021	Colonial First State	Superannuation contributions	1	676.52	

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INV DEDUCT	17/05/2021	Colonial First State	Payroll deductions	1	471.00	
DD5755.6	17/05/2021	IOOF Employer Super	Superannuation contributions	1		240.80
INV SUPER	17/05/2021	IOOF Employer Super	Superannuation contributions	1	240.80	
DD5755.7	17/05/2021	Hesta Superannuation	Superannuation contributions	1		526.06
INV SUPER	17/05/2021	Hesta Superannuation	Superannuation contributions	1	526.06	
DD5755.8	17/05/2021	Australian Super Pty Ltd	Superannuation contributions	1		364.75
INV SUPER	17/05/2021	Australian Super Pty Ltd	Superannuation contributions	1	364.75	
DD5755.9	17/05/2021	Hostplus Superannuation	Superannuation contributions	1		264.54
INV SUPER	17/05/2021	Hostplus Superannuation	Superannuation contributions	1	264.54	
DD5766.1	31/05/2021	Aware Super	Superannuation contributions	1		9,815.41
INV SUPER	31/05/2021	Aware Super	Superannuation contributions	1	9,815.41	
DD5766.2	31/05/2021	ANZ Smart Choice Super	Superannuation contributions	1		193.71
INV SUPER	31/05/2021	ANZ Smart Choice Super	Superannuation contributions	1	193.71	
DD5766.3	31/05/2021	The Trustee for The Dyer Super Fund (R Dyer)	Payroll deductions	1		672.87
INV SUPER	31/05/2021	The Trustee for The Dyer Super Fund (R Dyer)	Superannuation contributions	1	542.64	
INV DEDUCT	31/05/2021	The Trustee for The Dyer Super Fund (R Dyer)	Payroll deductions	1	130.23	
DD5766.4	31/05/2021	GuildSuper	Superannuation contributions	1		193.71
INV SUPER	31/05/2021	GuildSuper	Superannuation contributions	1	193.71	
DD5766.5	31/05/2021	Colonial First State	Payroll deductions	1		1,147.52
INV SUPER	31/05/2021	Colonial First State	Superannuation contributions	1	676.52	
INV DEDUCT	31/05/2021	Colonial First State	Payroll deductions	1	471.00	

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DD5766.6	31/05/2021	IOOF Employer Super	Superannuation contributions	1		256.06
INV SUPER	31/05/2021	IOOF Employer Super	Superannuation contributions	1	256.06	
DD5766.7	31/05/2021	Hesta Superannuation	Superannuation contributions	1		498.64
INV SUPER	31/05/2021	Hesta Superannuation	Superannuation contributions	1	498.64	
DD5766.8	31/05/2021	Australian Super Pty Ltd	Superannuation contributions	1		596.51
INV SUPER	31/05/2021	Australian Super Pty Ltd	Superannuation contributions	1	596.51	
DD5766.9	31/05/2021	Hostplus Superannuation	Superannuation contributions	1		420.81
INV SUPER	31/05/2021	Hostplus Superannuation	Superannuation contributions	1	420.81	
DD5779.1	31/05/2021	Department of Transport (Shire Licensing)	DoT PAYMENT BY AUTHORITY - MAY 2021	1		23,633.45
INV MAY 2023	1/05/2021	Department of Transport (Shire Licensing)	DoT PAYMENT BY AUTHORITY - MAY 2021	1	23,633.45	
DD5779.2	31/05/2021	Synergy	PAYMENT BY AUTHORITY - MAY 2021	1		3,267.54
INV MAY 2023	1/05/2021	Synergy	PAYMENT BY AUTHORITY - MAY 2021	1	3,267.54	
DD5779.3	25/05/2021	Water Corporation	PAYMENT BY AUTHORITY - MAY 2021	1		249.81
INV MAY 2022	25/05/2021	Water Corporation	PAYMENT BY AUTHORITY - MAY 2021	1	249.81	
DD5779.4	24/05/2021	Fines Enforcement Registry	LODGEMENT FEES FOR 20 X UNPAID INFRINGEMENTS	1		1,540.00
INV MAY 2022	24/05/2021	Fines Enforcement Registry	LODGEMENT FEES FOR 20 X UNPAID INFRINGEMENTS	1	1,540.00	
DD5779.5	17/05/2021	SG Fleet	LEASE RENTALS MAY 2021	1		13,496.72
INV MAY	17/05/2021	SG Fleet	LEASE RENTALS MAY 2021	1	13,496.72	
DD5779.6	03/05/2021	Westnet Pty Ltd	PAYMENT BY AUTHORITY - MAY 2021	1		256.27
INV MAY 2020	03/05/2021	Westnet Pty Ltd	PAYMENT BY AUTHORITY - MAY 2021	1	256.27	
DD5780.1	24/05/2021	BANKWEST Corporate Mastercard	APRIL 2021 STATEMENT	1		11,227.57

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INV APRIL 2024	05/2021	BANKWEST Corporate Mastercard	APRIL 2021 STATEMENT	1	11,227.57	
DD5747.10	03/05/2021	MOBI Superannuation	Superannuation contributions	1		235.10
INV SUPER	03/05/2021	MOBI Superannuation	Superannuation contributions	1	235.10	
DD5747.11	03/05/2021	Sun Super	Superannuation contributions	1		149.62
INV SUPER	03/05/2021	Sun Super	Superannuation contributions	1	149.62	
DD5747.12	03/05/2021	Australian Superannuation (Formally Westscheme)	Payroll deductions	1		3,216.95
INV SUPER	03/05/2021	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	1,807.94	
INV DEDUCT	03/05/2021	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	1,050.00	
INV DEDUCT	03/05/2021	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	359.01	
DD5747.13	03/05/2021	C-Bus Super	Superannuation contributions	1		220.93
INV SUPER	03/05/2021	C-Bus Super	Superannuation contributions	1	220.93	
DD5747.14	03/05/2021	WA Local Government Super Plan	Payroll deductions	1		3,204.95
INV DEDUCT	03/05/2021	WA Local Government Super Plan	Payroll deductions	1	360.00	
INV DEDUCT	03/05/2021	WA Local Government Super Plan	Payroll deductions	1	195.61	
INV DEDUCT	03/05/2021	WA Local Government Super Plan	Payroll deductions	1	1,419.68	
INV DEDUCT	03/05/2021	WA Local Government Super Plan	Payroll deductions	1	301.89	
INV DEDUCT	03/05/2021	WA Local Government Super Plan	Payroll deductions	1	334.62	
INV DEDUCT	03/05/2021	WA Local Government Super Plan	Payroll deductions	1	199.90	
INV DEDUCT	03/05/2021	WA Local Government Super Plan	Payroll deductions	1	74.54	
INV DEDUCT	03/05/2021	WA Local Government Super Plan	Payroll deductions	1	298.15	
INV DEDUCT	03/05/2021	WA Local Government Super Plan	Payroll deductions	1	20.56	
DD5747.15	03/05/2021	MLC MasterKey Business Super	Superannuation contributions	1		685.05
INV DEDUCT	03/05/2021	MLC MasterKey Business Super	Payroll deductions	1	65.89	

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INV SUPER	03/05/2021	MLC MasterKey Business Super	Superannuation contributions	1	619.16	
DD5747.16	03/05/2021	MLC Superannuation	Superannuation contributions	1		55.24
INV SUPER	03/05/2021	MLC Superannuation	Superannuation contributions	1	55.24	
DD5747.17	03/05/2021	BUSSQ	Superannuation contributions	1		453.49
INV DEDUCT	03/05/2021	BUSSQ	Payroll deductions	1	116.28	
INV SUPER	03/05/2021	BUSSQ	Superannuation contributions	1	337.21	
DD5747.18	03/05/2021	BT Super for Life	Superannuation contributions	1		232.29
INV SUPER	03/05/2021	BT Super for Life	Superannuation contributions	1	232.29	
DD5747.19	03/05/2021	Care Super Pty Ltd	Superannuation contributions	1		174.94
INV SUPER	03/05/2021	Care Super Pty Ltd	Superannuation contributions	1	174.94	
DD5747.20	03/05/2021	BT Super	Superannuation contributions	1		685.65
INV SUPER	03/05/2021	BT Super	Superannuation contributions	1	685.65	
DD5747.21	03/05/2021	Rest Superannuation	Superannuation contributions	1		673.82
INV SUPER	03/05/2021	Rest Superannuation	Superannuation contributions	1	673.82	
DD5755.10	17/05/2021	GESB Government Employees Superannuation Board	Superannuation contributions	1		117.97
INV SUPER	17/05/2021	GESB Government Employees Superannuation Board	Superannuation contributions	1	117.97	
DD5755.11	17/05/2021	MOBI Superannuation	Superannuation contributions	1		183.50
INV SUPER	17/05/2021	MOBI Superannuation	Superannuation contributions	1	183.50	
DD5755.12	17/05/2021	Australian Superannuation (Formally Westscheme)	Payroll deductions	1		3,300.83
INV SUPER	17/05/2021	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	1,880.81	
INV DEDUCT	17/05/2021	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	1,050.00	

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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
INV DEDUCT	17/05/2021	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	370.02	
DD5755.13	17/05/2021	Sun Super	Superannuation contributions	1		87.76
INV SUPER	17/05/2021	Sun Super	Superannuation contributions	1	87.76	
DD5755.14	17/05/2021	C-Bus Super	Superannuation contributions	1		220.93
INV SUPER	17/05/2021	C-Bus Super	Superannuation contributions	1	220.93	
DD5755.15	17/05/2021	WA Local Government Super Plan	Payroll deductions	1		3,425.29
INV DEDUCT	17/05/2021	WA Local Government Super Plan	Payroll deductions	1	360.00	
INV DEDUCT	17/05/2021	WA Local Government Super Plan	Payroll deductions	1	192.25	
INV DEDUCT	17/05/2021	WA Local Government Super Plan	Payroll deductions	1	1,421.12	
INV DEDUCT	17/05/2021	WA Local Government Super Plan	Payroll deductions	1	280.75	
INV DEDUCT	17/05/2021	WA Local Government Super Plan	Payroll deductions	1	346.32	
INV DEDUCT	17/05/2021	WA Local Government Super Plan	Payroll deductions	1	430.45	
INV DEDUCT	17/05/2021	WA Local Government Super Plan	Payroll deductions	1	74.54	
INV DEDUCT	17/05/2021	WA Local Government Super Plan	Payroll deductions	1	298.15	
INV DEDUCT	17/05/2021	WA Local Government Super Plan	Payroll deductions	1	21.71	
DD5755.16	17/05/2021	MLC Superannuation	Superannuation contributions	1		55.24
INV SUPER	17/05/2021	MLC Superannuation	Superannuation contributions	1	55.24	
DD5755.17	17/05/2021	MLC MasterKey Business Super	Superannuation contributions	1		685.05
INV DEDUCT	17/05/2021	MLC MasterKey Business Super	Payroll deductions	1	65.89	
INV SUPER	17/05/2021	MLC MasterKey Business Super	Superannuation contributions	1	619.16	
DD5755.18	17/05/2021	BUSSQ	Superannuation contributions	1		453.49
INV DEDUCT	17/05/2021	BUSSQ	Payroll deductions	1	116.28	
INV SUPER	17/05/2021	BUSSQ	Superannuation contributions	1	337.21	



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DD5755.19	17/05/2021	BT Super for Life	Superannuation contributions	1		248.27
INV SUPER	17/05/2021	BT Super for Life	Superannuation contributions	1	248.27	
DD5755.20	17/05/2021	Care Super Pty Ltd	Superannuation contributions	1		174.95
INV SUPER	17/05/2021	Care Super Pty Ltd	Superannuation contributions	1	174.95	
DD5755.21	17/05/2021	BT Super	Superannuation contributions	1		668.37
INV SUPER	17/05/2021	BT Super	Superannuation contributions	1	668.37	
DD5755.22	17/05/2021	Rest Superannuation	Superannuation contributions	1		656.24
INV SUPER	17/05/2021	Rest Superannuation	Superannuation contributions	1	656.24	
DD5766.10	31/05/2021	Intrust Superannuation	Superannuation contributions	1		197.10
INV SUPER	31/05/2021	Intrust Superannuation	Superannuation contributions	1	197.10	
DD5766.11	31/05/2021	MOBI Superannuation	Superannuation contributions	1		275.80
INV SUPER	31/05/2021	MOBI Superannuation	Superannuation contributions	1	275.80	
DD5766.12	31/05/2021	Australian Superannuation (Formally Westscheme)	Payroll deductions	1		2,746.99
INV SUPER	31/05/2021	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	1,836.52	
INV DEDUCT	31/05/2021	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	550.00	
INV DEDUCT	31/05/2021	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	360.47	
DD5766.13	31/05/2021	Sun Super	Superannuation contributions	1		175.52
INV SUPER	31/05/2021	Sun Super	Superannuation contributions	1	175.52	
DD5766.14	31/05/2021	C-Bus Super	Superannuation contributions	1		220.93
INV SUPER	31/05/2021	C-Bus Super	Superannuation contributions	1	220.93	
DD5766.15	31/05/2021	AMG Universal Superannuation Fund	Superannuation contributions	1		102.86

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INV SUPER	31/05/2021	AMG Universal Superannuation Fund	Superannuation contributions	1	102.86	
DD5766.16	31/05/2021	WA Local Government Super Plan	Payroll deductions	1		3,025.40
INV DEDUCT	31/05/2021	WA Local Government Super Plan	Payroll deductions	1	360.00	
INV DEDUCT	31/05/2021	WA Local Government Super Plan	Payroll deductions	1	202.34	
INV DEDUCT	31/05/2021	WA Local Government Super Plan	Payroll deductions	1	1,443.08	
INV DEDUCT	31/05/2021	WA Local Government Super Plan	Payroll deductions	1	292.11	
INV DEDUCT	31/05/2021	WA Local Government Super Plan	Payroll deductions	1	334.62	
INV DEDUCT	31/05/2021	WA Local Government Super Plan	Payroll deductions	1	74.54	
INV DEDUCT	31/05/2021	WA Local Government Super Plan	Payroll deductions	1	298.15	
INV DEDUCT	31/05/2021	WA Local Government Super Plan	Payroll deductions	1	20.56	
DD5766.17	31/05/2021	MLC Superannuation	Superannuation contributions	1		55.24
INV SUPER	31/05/2021	MLC Superannuation	Superannuation contributions	1	55.24	
DD5766.18	31/05/2021	MLC MasterKey Business Super	Superannuation contributions	1		685.05
INV DEDUCT	31/05/2021	MLC MasterKey Business Super	Payroll deductions	1	65.89	
INV SUPER	31/05/2021	MLC MasterKey Business Super	Superannuation contributions	1	619.16	
DD5766.19	31/05/2021	BUSSQ	Superannuation contributions	1		453.49
INV DEDUCT	31/05/2021	BUSSQ	Payroll deductions	1	116.28	
INV SUPER	31/05/2021	BUSSQ	Superannuation contributions	1	337.21	
DD5766.20	31/05/2021	BT Super for Life	Superannuation contributions	1		228.30
INV SUPER	31/05/2021	BT Super for Life	Superannuation contributions	1	228.30	
DD5766.21	31/05/2021	Care Super Pty Ltd	Superannuation contributions	1		174.94
INV SUPER	31/05/2021	Care Super Pty Ltd	Superannuation contributions	1	174.94	

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DD5766.22	31/05/2021	BT Super	Superannuation contributions	1		675.75
INV SUPER	31/05/2021	BT Super	Superannuation contributions	1	675.75	
DD5766.23	31/05/2021	Rest Superannuation	Superannuation contributions	1		665.46
INV SUPER	31/05/2021	Rest Superannuation	Superannuation contributions	1	665.46	

**REPORT TOTALS**

<b>Bank Code</b>	<b>Bank Name</b>	<b>TOTAL</b>
1	Municipal Bank Account	<b>680,088.30</b>
<b>TOTAL</b>		<b>680,088.30</b>