



Agenda Attachments Booklet

Ordinary Meeting of Council
Tuesday, 18 April 2023



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ATTACHMENT

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 21 MARCH 2023 (Attachment YELLOW)

Statutory Environment:

Section 5.22 of the *Local Government Act 1995* 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.

That the Minutes and associated attachments of the Ordinary Meeting of the Shire of Ravensthorpe held on 21 March 2023 be confirmed as a true and correct record.

Moved: _____

Seconded: _____

Carried: _/_



Minutes **Unconfirmed**

Ordinary Meeting of Council

Tuesday, 21 March 2023



UNCONFIRMED

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MINUTES

Mission Statement *To grow our community through the provision of leadership, services and infrastructure.*

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 6.05pm.

The Shire President acknowledged the Traditional Owners of the land on which we meet, and paid respect to Elders past, present, and emerging.

2. RECORD OF ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE

Elected Members:

Cr Keith Dunlop (Shire President)
Cr Sue Leighton (Deputy Shire President) – attended via Teams from Perth
Cr Julia Bell
Cr Thomas Major
Cr Mark Mudie
Cr Graham Richardson

Officers:

Matthew Bird (Chief Executive Officer)
Les Mainwaring (Executive Manager Corporate Services)
Paul Spencer (Executive Manager Infrastructure Services)
Natalie Bell (Acting Executive Manager Development and Community Services)

VISITORS

APOLOGIES

Meredith Lee-Curtis (Executive Assistant)

LEAVE OF ABSENCE

Cr Rachel Livingston

PUBLIC GALLERY

Ian Goldfinch	John Tucker
Rosemary Jasper	Toni Arndt
Karen Sinclair	Elizabeth Aberline
Penny Hale	Trina Henderson
Ron Richards	Andrew Chapman
Colin Youngs	Ken Norman
Maureen Youngs	

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTIONS TIME

Penny Hale – 7 Templetonia Drive, Hopetoun

Question 1

Ms Hale queried if a risk assessment has been conducted on 5G technology to ascertain if there is a risk on humans.

Answer 1

The CEO took the question on notice.

Question 2

Today, regular viewer of sky. Plane spray trail across Park, then turn to Ravensthorpe. Chemical trails and who might be doing this.

Answer 2

The CEO took the question on notice.

5. DECLARATIONS OF INTEREST

Item 12.4.1 Cr Tom Major, Proximity Interest declared.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 28 FEBRUARY 2023
(Attachment YELLOW)

Statutory Environment:

Section 5.22 of the *Local Government Act 1995* 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 by Cr Mudie, seconded by Cr Richardson

Resolution: 14/23

That the Minutes and associated attachments of the Ordinary Meeting of the Shire of Ravensthorpe held on 28 February 2023 be confirmed as a true and correct record.

Motion put and CARRIED

6/0

Cr Rachel Livingston absent for the vote

8. ANNOUNCEMENTS/REPORTS BY ELECTED MEMBERS

Cr Julia Bell

- Attended the Ravensthorpe Historical Society - list of achievements announced and election of member

Cr Graham Richardson

- Attended the:-
 - Friends of the Fitzgerald River National Park
 - Meeting with Sam Foulds, President HPA
 - HPA Sundowner Event

Cr Tom Major

- Attended the:-
 - BFAC Meeting – Rod Daw CBFCA, 3rd Deputy Chief BFCO nominated for Central Region and Malcom Grant
 - FBN Business After Hours – Liveability Survey

Cr Mark Mudie

- Attended the BFAC Meeting

Cr Sue Leighton (DSP)

- Attended the HPA Sundowner Event
- Currently attending the Perth Caravan and Camping Show – promotion of Fitzgerald Coast Biosphere and Ravensthorpe Wildflower Show

Cr Keith Dunlop (SP)

Nil to report

9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION
Nil.

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

The Chief Executive Officer approved deputations from the following:

Item 13.1 COCANARUP TIMBER RESERVE

Rosemary Jasper, Chairperson of the Cocanarup Conservation Alliance (51 members)

Declared support for the Motion.

- Where else do so many significant values coexist here?
- 2019 – Government discussions, put on hold until Native Title resolved
- 2020 – Inter-agency Working Group (on hold)
- 2022 – Mining Exploration Tenement

Andrew Chapman, Chairperson of the Ravensthorpe Historical Society

Declared support for the Motion.

- Provided a summary of the historical significance of the area.

Ian Goldfinch, past Shire Councillor

Declared support for the Motion.

- Mining is important but needs to live together with community wishes.
- Provided a summary of Council's interest in the timber reserve classification and reinforced importance of Carnaby cockatoos and indigenous cultural significance.

11. MATTERS ARISING FROM COMMITTEES OF COUNCIL

11.1 AUDIT COMMITTEE

11.1.1 2021-2022 ANNUAL FINANCIAL REPORT AND 30 JUNE 2022 AUDIT REPORT

File Reference:	FM.AU.1
Location:	N/A
Applicant:	Audit Committee
Author:	Executive Manager Corporate Services
Authorising Officer	Chief Executive Officer
Date:	8 March 2023
Disclosure of Interest:	Nil
Attachments: <u>GREY</u>	1. Annual Financial Statements 30 June 2022 2. OAG Audit Opinion 30 June 2022 3. Final Management Letter 30 June 2022
Previous Reference:	N/A

PURPOSE

1. In accordance with section 7.12A(3) of the *Local Government Act 1995*, Council is required to examine the Auditors Report for the year ending 30 June 2022 and is to determine if any matters raised by the Auditors require action to be taken.
2. A copy of the Auditors Report and the Annual Financial Report for the year ending 30 June 2022 is presented for adoption.
3. Council is required to set a date for the Annual General Meeting of Electors within 56 days of adopting the annual financial statements.

BACKGROUND

4. This is the fifth year where the audit process has involved the Office of the Auditor General (OAG), in conjunction with Moore Australia, and given that the previous audit sign offs have been (17/18) 28 June 2019, (18/19) 11 December 2019, (19/20) 11 March 2021 and (20/21) 28 July 2022, we were looking forward to getting back to a December sign off to allow the timely arrangement of the annual electors meeting, however this was unable to be achieved with a current sign off of 27 February 2023.

COMMENT

5. The OAG, in conjunction with contracted auditors, Moore Australia, have completed the annual audit for the year ending 30 June 2022.
6. The audit plan for this year was delayed by one month given the late handing down of the 2021 audit on 28 July 2022 as a result of the detailed data requirements in the aftermath of the Crime and Corruption Commission (CCC) intervention 1 September 2021.
7. The OAG has returned the following audit opinion for the year ended 30 June 2022:
 - a) *In my opinion the financial report of the Shire of Ravensthorpe:*
 - i) *is based on proper accounts and records;*

- ii) *presents fairly, in all material respects, the results of the operations of the Shire for the year ended 30 June 2022 and its financial position at the end of that period in accordance with the Local Government Act 1995 (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.*
- iii) *Noting that the fraud had involved a misappropriation of funds, it is worthwhile referring to the Shire's Statement of Financial Position at the top of Page 4, where Cash and Cash equivalents had increased from \$4,774,669 in 2021 to \$4,991,336 in 2022. This reaffirms Shire finance staff assurances at the time of the CCC intervention September 2021 that notwithstanding the fraud, all cash deposits were maintained intact and accounted for without discrepancy.*

8. Whilst the audit opinion is unqualified, the OAG has raised the following significant matters where there is potentially a risk to the entity should the finding not be addressed by the entity promptly, together with a number of significant matters unresolved from the 2020/21 audit handed down on 28 July 2022 after the close of the 2021/22 period:

- a) Fair value of infrastructure assets – frequency of valuations;
- b) Fraud and corruption control plan not implemented (2021);
- c) Declarations of conflict of interest (2021);
- d) Purchases not in accordance with purchasing policy – property expenditure (2021);
- e) Information technology general controls – user access (2021); and
- f) Supplier master file changes are not reviewed (2021).

9. The Shire's management response to the audit findings are as follows;

- a) Fair value of infrastructure assets – frequency of valuations - For direct action the Shire will perform a full revaluation of infrastructure assets in 2023/24. Given that this is an emerging issue triggered by the recent inflationary cycle, we will also consult with the local government industry to determine the best approach in developing an annual management practice to monitor and assess a materiality position when determining whether it is appropriate to perform earlier revaluations than the current maximum 5 year cycle.
- b) Fraud and corruption control plan not implemented (2021) - As commented earlier in this financial year, we will be developing and implementing a Fraud and Corruption Control Plan. Our initial deadline of December 2022 proved to be a little optimistic given the timing of the previous audit in July 2022, late budget preparation and late annuals preparation, however this will be completed by June 2023.
- c) Declarations of conflict of interest (2021) - Following the immediate actions put in place in July 2022, the F2 Purchasing Policy was reviewed by Council in February 2023.
- d) Purchases not in accordance with purchasing policy – property expenditure (2021) - Our comment in July 2022 was that further training will be undertaken in the use of credit cards. This has produced a reduction in transactions and monetary volume which has been evidenced by the progress of our credit card expenditure in the monthly

accounts payment reports to Council, however we are also aware that this is a constant area of monitoring of which the CEO maintains vigilance.

- e) Information Technology General Controls – User Access (2021) - Following our comments in July 2022 we confirm that there may have been a slight misinterpretation of the CCC report as there are no shared accounts on Synergy, however there is the scope for staff to raise purchase orders under their own access that require an authorisation from a higher signing authority before the purchase order becomes valid.

We recognise that this was a case of the former CEO directing others to create purchase orders for his own purposes that had been misrepresented.

Having said that, it is also recognised that staff should be vigilant of others asking them to produce documents for a purpose that may appear to be slightly irregular. This awareness could be included in the development of a Fraud and Corruption Control Plan June 2023.

We also wish to make the point that Invoices are entered by a central Accounts Payable Officer which serves as a control mechanism to create a degree of separation between the purchasing officer and the entering of the invoice. This ensures that invoices are checked thoroughly by an additional officer for correct coding, purchasing authority and to ensure the correct processes are being followed. This aspect of internal control proved crucial in the detection of the corruption that occurred.

- f) Supplier Masterfile changes are not reviewed (2021) - As reported in July 2022, this procedure was implemented immediately.

10. In accordance with the *Local Government Act 1995*, the general meeting of electors is to be held on a day no later than 56 days after Council has adopted the Annual Financial Report, therefore Council would be required to hold the annual meeting of electors no later than Tuesday 16 May 2023 if the report is adopted at the 21 March 2023 Ordinary Council Meeting.
11. The Audit Committee, which is comprised of full Council, is to meet with the auditor during each financial year with such meetings able to be held via teleconference. The Chief Executive Officer arranged an audit exit interview for the audit committee with OAG and Moore Australia on 21 February 2023 via teleconference to discuss the 2021/22 audit findings.
12. The 2021/22 Annual Report will be submitted for Council consideration at the 18 April 2023 Ordinary Council Meeting.

CONSULTATION

13. All Councillors and Executive Team
Office of the Attorney General

STATUTORY ENVIRONMENT

14. *Local Government Act 1995* – Part 6 Financial Management; and Local Government (Financial Management) Regulations 1996 - Defines the processes and procedures that apply to the recording and reporting of financial matters.

15. *Local Government Act 1995 – Part 7 Audit; and Local Government (Audit) Regulations 1996* - Defines the audit of the financial accounts of local governments, including the conduct of audits.
16. *Local Government Act 1995 - 7.12A. Duties of local government with respect to audits* - A local government is to examine the report of the auditor prepared under section 7.9(1), and any report prepared under section 7.9(3) forwarded to it, and is to determine if any matters raised by the report, or reports, require action to be taken by the local government; and ensure that appropriate action is taken in respect of those matters.

POLICY IMPLICATIONS

17. Nil

FINANCIAL IMPLICATIONS

18. Nil.

RISK MANAGEMENT

19. The following risks have been identified as part of this report;

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Override of Internal Controls	Possible	Moderate	Medium	Constantly monitor, review and reflect on adequacy and effectiveness of controls
Financial	Possible	Minor	Medium	Robust controls prevent the level and likelihood of loss

ALTERNATE OPTIONS

20. Nil.

STRATEGIC ALIGNMENT

21. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024.

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

Item	Objectives and Strategies
5.5	The value of community owned assets is maintained
5.6	Financial systems are effectively managed

VOTING REQUIREMENTS

22. Simple Majority

COUNCIL DECISION

Moved by Cr Major, seconded by Cr Richardson

Resolution: 15/23

That Council:-

1. **ACCEPTS the 2021/22 Annual Financial Statements and auditors report for the year ended 30 June 2022; and**
2. **SETS the 2021/2022 Annual General Meeting of Electors within 56 days of the acceptance of the 2021/22 Annual Financial Report, being 9 May 2023.**

Motion put and CARRIED

6/0

Cr Rachel Livingston absent for the vote

11.1 AUDIT COMMITTEE

11.1.2 2022 COMPLIANCE AUDIT RETURN

File Reference:	GR AU1
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Executive Manager Corporate Services
Authorising Officer	Chief Executive Officer
Date:	08 March 2023
Disclosure of Interest:	Nil
Attachments: <u>GREY</u>	2022 Compliance Audit Return
Previous Reference:	Nil

PURPOSE

1. This report seeks Council to adopt the Local Government Compliance Audit Return for the period 1 January 2022 to 31 December 2022.

BACKGROUND

2. Section 7.13(i) of the Local Government Act 1995 requires that each local government completes a Compliance Audit Return for each calendar year for the period 1 January to 31 December.
3. The document is provided by the Department of Local Government, Sport and Cultural Industries (DLGSCI) in a prescribed manner and is designed to be a tool of self-assessment by local governments allowing identification of areas where compliance has been met or is not applicable for that particular year. It also provides guidance for improvement in instances of non-compliance.

COMMENT

4. The Compliance Audit Return for 2022 includes 95 compliance questions (98 last year), which requires Yes or No answers, however where an item has not occurred during the calendar year a response of not applicable (N/A) is provided. The areas of compliance this year have focused on commercial enterprises by local governments, delegation of powers, disclosures of interest, disposal of property, elections, finance, integrated planning and reporting, local government employees, official conduct, optional questions and tenders for providing goods and services. The 2021 return has been completed in good faith to the best of available records and the knowledge of senior officers.
5. After the Compliance Audit return has been presented to Council, a certified copy of the return, signed by President and Chief Executive Officer, along with the relevant section of the minutes and any additional information detailing the contents of the return are to be submitted to the DLGSCI by 31 March of each year. This return has been slightly delayed as a result of the disrupted year.

CONSULTATION

6. Nil

STATUTORY ENVIRONMENT

7. Section 7.13 Local Government Act 1995
Regulations 14 & 15 Local Government (Audit) Regulations 1996

POLICY IMPLICATIONS

8. Nil

FINANCIAL IMPLICATIONS

9. Nil

RISK MANAGEMENT

10. The following risks have been identified as part of this report;

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Governance (operational)	Possible	Minor	Medium	Policy/Procedures
Financial	Unlikely	Minor	Low	Controls

ALTERNATE OPTIONS

11. Nil

STRATEGIC ALIGNMENT

12. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024.

Outcome 1: Economy - The population is growing, in tandem with a thriving, resilient local economy

Item	Objectives and Strategies

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

Item	Objectives and Strategies

Outcome 3: Built Environment - The built environment is accessible, honours history and provides for the economic and social needs of residents, industry and visitors

Item	Objectives and Strategies

Outcome 4: Natural Environment - Our unique world class biosphere is valued and protected for the enjoyment of current and future generations

Item	Objectives and Strategies

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

Item	Objectives and Strategies
5.4	The Shire of Ravensthorpe is known as a good employer, and staff have the capacity and skills to deliver identified services and strategies
5.5	The value of community owned assets is maintained
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENT

13. Simple Majority

COUNCIL DECISION

Moved by Cr Leighton, seconded by Cr Bell

Resolution: 16/23

That Council:-

- 1. ADOPTS the Compliance Audit Return for the period 1 January 2022 to 31 December 2022; and**
- 2. REQUESTS the Chief Executive Officer to forward the Compliance Audit Return 2022 to the Department of Local Government, Sport and Cultural Industries once certified by the Shire President and Chief Executive Officer.**

Motion put and CARRIED

6/0

Cr Rachel Livingston absent for the vote

UNCONFIRMED

12. REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.1 SHIRE OF RAVENSTHORPE MEETING PROCEDURES LOCAL LAW 2022 AND DOGS AMENDMENT LOCAL LAW 2022

File Reference:	LE.LL.13
Location:	Shire Ravensthorpe
Applicant:	N/A
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	13 March 2023
Disclosure of Interest:	Nil
Attachments: <u>YELLOW</u>	Attachment 1: Flow Chart of Local Law Making Process Attachment 2: Proposed Meeting Procedures Local Law 2022 Attachment 3: Proposed Dogs Amendment Local Law 2022
Previous References:	Item 10.1 Ordinary Council Meeting 15 February 2022

PURPOSE

1. For Council to consider the submissions received on the advertised Meeting Procedures Local Law 2022 and Dogs Amendment Local Law 2022 for adoption of the Shire of Ravensthorpe *Meeting Procedures Local Law 2022* and *Dogs Amendment Local Law 2022*.

BACKGROUND

2. Following a review of the Shire's Local Laws, Council passed the following resolutions at the ordinary meeting of Council held on Tuesday 15 February 2022:

'That Council:

In accordance with section 3.16(4) of the Local Government Act 1995 resolves to repeal the Standing Orders Local Law 2003 and that it be replaced with a new Meeting Procedures Local Law.'

and

'That Council:

In accordance with section 3.16(4) of the Local Government Act 1995 resolves to amend the Dogs Local Law by removing the prescribed areas in which dogs are prohibited and dog exercise areas, with prescribed areas to be determined by Council resolution, and to review the modified penalties.'

COMMENT

3. With regard to the *Dogs Amendment Local Law 2022* removal of the dog prohibited areas and dog exercise areas from the Local Law to instead be determined by policy, will provide greater flexibility as this will no longer require the Local Law to be reviewed by Council for changes to be made.

4. The procedure for making local laws requires Council to advertise its intention to make or amend a local law and invite submissions to be made on the proposed local laws for a minimum six week period. At the closure of the submission period, Council is to consider all submissions before making a local law. The proposed local laws were advertised for public comment in accordance with the requirements of the Act. On 21 January 2023 a Public Notice was placed in the Community Spirit Newsletter, on the Shire website, social media and notice boards, with the submission period for public comment closing on 15 March 2023.
5. To date no public submission on either of the local laws has been received.
6. To date, the Minister for Local Government has not advised any amendments.
7. Once formally adopted by Council,
 - a) the local laws are to be published in the Government Gazette,
 - b) local public notice is to be given of adoption of the local laws (separate to previous advertising of proposals),
 - c) signed copies are to be sent to Minister for Local Government; and
 - d) copies sent to the Parliamentary Joint Standing Committee on Delegated Legislation (JSCDL) together with other required documentation, within 10 days of publication in the Government Gazette.
8. Please note –
 - a) disallowance of the local laws may be made by Parliament, and could take some time depending on sitting days,
 - b) if a provision is not considered to be critical, the JSCDL may require an undertaking from Council to make an amendment,
 - c) the local laws take effect on the day stipulated in the local law, generally 14 days after publication in the Government Gazette.

CONSULTATION

9. Executive Team, Councillors and local community

STATUTORY ENVIRONMENT

10. *Local Government Act 1995*

Section 3.12 – Procedures for making local laws

- (1) In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.
- (2A) Despite subsection (1), a failure to follow the procedure described in this section does not invalidate a local law if there has been substantial compliance with the procedure.
- (2) At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.
- (3) The local government is to —
 - (a) give local public notice stating that —
 - (i) the local government proposes to make a local law the purpose and effect of which is summarised in the notice; and

- (ii) a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and
- (iii) submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given; and
- (b) as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and
- (c) provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.

[(3a) deleted]

- (4) After the last day for submissions, the local government is to consider any submissions made and may make the local law* as proposed or make a local law* that is not significantly different from what was proposed.

* Absolute majority required.

- (5) After making the local law, the local government is to publish it in the Gazette and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.
- (6) After the local law has been published in the Gazette the local government is to give local public notice —
 - (a) stating the title of the local law; and
 - (b) summarising the purpose and effect of the local law (specifying the day on which it comes into operation); and
 - (c) advising that the local law is published on the local government's official website and that copies of the local law may be inspected at or obtained from the local government's office.
- (7) The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.
- (8) In this section —
 - making** in relation to a local law, includes making a local law to amend the text of, or repeal, a local law.

POLICY IMPLICATIONS

- 11. A Dog Management Policy will be required to complement the *Dogs Amendment Local Law 2022*.
- 12. A new policy will need to be developed to address live streaming and recording of Council meetings as part of the Local Government Review requirements.

FINANCIAL IMPLICATIONS

- 13. All new Local Laws adopted are required to be published in the Government Gazette at the Shires cost, estimated at approximately \$5,000.

RISK MANAGEMENT

- 14. The following risks have been identified as part of this report;

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational); procedures not followed to revise local laws	Possible	Moderate	High	Council ensure amendments to local laws follow the local law making process as per sec 3.12 Local Govt Act & NCP review requirements

ALTERNATE OPTIONS

15. Nil.

STRATEGIC ALIGNMENT

16. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024.

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

Item	Objectives and Strategies
2.2	Community groups function well with strong volunteer effort and feel supported by the community
2.3	People feel that their community is safe for all, free of nuisance and protected from risk of damage
2.4	People have access to attractive community facilities, activities and events which support activity and health, community involvement and enjoyment of life

Outcome 3: Built Environment - The built environment is accessible, honours history and provides for the economic and social needs of residents, industry and visitors

Item	Objectives and Strategies
3.4	It is easy and safe to move around and in and out of the district

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

Item	Objectives and Strategies
5.1	The Shire's community is engaged and involved
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future

VOTING REQUIREMENT

17. Absolute Majority

18. Cr Major believed this item may confuse the community in context of current surveys and believed it more prudent to delay consideration until the new dog areas are approved.

OFFICER RECOMMENDATION

That Council BY AN ABSOLUTE MAJORITY:

1. **RESOLVE to make the *Dogs Amendment Local Law 2022* and the *Meeting Procedures Local Law 2022* as per the attached drafts.**
2. **AUTHORISE the Shire President and CEO to sign and affix the Common Seal to the Local Laws.**
3. **AUTHORISE the CEO to:**
 - a) **PUBLISH the Local Laws in the Government Gazette and provide copies of the local law to the Minister for Local Government; and**

- b) FORWARD copies of the Gazetted Local Laws, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.**

PROCEDURAL MOTION

Moved by Cr Major, seconded by Cr Richardson

Resolution: 17/23

Council AGREED by unanimous consensus to lay the document on the table to a future meeting date.

Motion put and CARRIED by simple majority

6/0

Cr Rachel Livingston absent for the vote

UNCONFIRMED

12. REPORTS OF OFFICERS

12.2 CORPORATE SERVICES

12.2.1 MONTHLY FINANCIAL REPORTS – 28 February 2023

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Accountant
Authorising Officer	Executive Manager Corporate Services
Date:	13 March 2023
Disclosure of Interest:	Nil
Attachment: RED	Monthly Financial Reports for February 2023
Previous Reference:	Nil

PURPOSE

1. 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

2. Council is requested to review the February 2023 Monthly Financial Reports.

COMMENT

3. The February 2023 Monthly Financial Reports are presented for review.

CONSULTATION

4. Executive Team

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

7. All expenditure has been approved via adoption of the 2022/23 Annual Budget, or resulting from a Council Motion for a budget amendment.

RISK MANAGEMENT:

8. The following risks have been identified as part of this report;

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational – That Council does not receive the financial activity statements as required by S6.4 of the <i>Local Government Act 1995</i> .	Rare	Insignificant	Very Low	That Council receives the financial activity statements as required by legislation.

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

10. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024.

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

Item	Objectives and Strategies
5.5	The value of community owned assets is maintained
5.5.1	Assets renewals and upgrades are funded to the level required to maintain asset value and agreed service levels
5.5.2	Projects are well-planned planned and delivered on time and on budget, with effective and thorough risk management and reporting
5.6	Financial systems are effectively managed
5.6.1	Financial management and reporting systems are able to deliver on all administrative and management functions (including reporting), and long-term financial planning requirements

VOTING REQUIREMENTS

11. Simple Majority

COUNCIL DECISION

Moved by Cr Richardson, seconded by Cr Mudie

Resolution: 18/23

That Council RECEIVES the February 2023 Monthly Financial Reports as presented.

Motion put and CARRIED

6/0

Cr Rachel Livingston absent for the vote

12.2 CORPORATE SERVICES

12.2.2 SCHEDULE OF ACCOUNT PAYMENTS – February 2023

File Reference:	GR.ME.8
Location:	Shire of Ravensthorpe
Applicant:	Shire of Ravensthorpe
Author:	Finance Officer
Authorising Officer	Executive Manager Corporate Services
Date:	14 March 2023
Disclosure of Interest:	Nil
Attachment: <u>RED</u>	Schedule of Payments to 28 February 2023 Credit Card Transactions 01 February 2023 Creditors List of Accounts Paid February 2023
Previous Reference:	Nil

PURPOSE

- 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 01/2/2023 – 28/2/2023

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	9,412	1,344,302	67,653	5,967	0	1,427,333	309,447
Aug	13,186	1,135,858	130,685	3,466	0	1,283,195	302,671
Sep	7,250	996,136	43,399	7,971	0	1,054,756	302,386
Oct	9,643	769,594	76,558	7,747	0	863,543	337,295
Nov	6,218	870,407	59,909	6,864	0	943,397	455,624
Dec	10,270	1,866,819	71,121	6,537	0	1,954,748	314,391
Jan	8,802	287,567	43,935	6,337		346,641	304,371
Feb	10,798	822,870	123,746	12,870	0	970,284	345,470
Mar					0	0	
Apr					0	0	
May					0	0	
Jun					0	0	
Total	75,579	8,093,553	617,007	57,758	0	8,843,897	2,671,654
21/22	109,610	11,455,728	1,217,128	101,107	0	12,883,572	4,057,812
20/21	219,357	8,442,181	965,406	135,103	0	9,762,047	3,790,863
19/20	197,977	8,450,678	997,212	102,791	6,319	9,754,977	3,174,082
18/19	147,967	21,298,438	1,329,904	70,241	13,590	22,860,140	2,219,053
17/18	327,905	18,507,404	209,587	65,010	317,445	19,427,351	2,601,283

COMMENT

3. These schedules 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

4. Finance Officer

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

7. This item discloses Council's expenditure from Trust and Municipal funds which have been paid under delegated authority.

RISK MANAGEMENT

8. The following risks have been identified;

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational; That Council does not receive the list of payments.	Rare	Insignificant	Very Low	That Council receives the list of payments as required by legislation

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

10. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024.

Outcome 1: Economy - The population is growing, in tandem with a thriving, resilient local economy

Item	Objectives and Strategies
1.2	The right resources and infrastructure are in place to support local commerce and industry

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

Item	Objectives and Strategies
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

11. Simple Majority

COUNCIL DECISION

Moved by Cr Richardson, seconded by Cr Leighton

Resolution: 19/23

That Council pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the months of February 2023 be noted.

Motion put and CARRIED

6/0

Cr Rachel Livingston absent for the vote

UNCONFIRMED

12.2 **CORPORATE SERVICES**

12.2.3 **BUDGET REVIEW 2022/2023 AS AT 13 MARCH 2023**

File Reference:	GR.RE.2
Location:	Shire of Ravensthorpe
Applicant:	N/A
Author:	Executive Manager Corporate Services
Authorising Officer	Chief Executive Officer
Date:	13 March 2023
Disclosure of Interest:	Nil
Attachments: <u>RED</u>	Shire of Ravensthorpe Budget Review Report
Previous Reference:	N/A

PURPOSE

1. This item is the statutory half yearly budget review and gives an indication and projection of the end of year financial position as at the review date. Based on current revenue and expenditure analysis and review of capital projects Council is projected to forecast a budgeted carry forward surplus of \$489,358 as at 30 June 2023.

BACKGROUND

2. Under Regulation 33A (1) the local government is required to carry out a review of the annual budget between 1 January and 31 March each year, with Regulation 33 (2A)(a) stipulating that the span of the review is the period beginning on 1 July and ending no earlier than 31 December in that financial year.
3. This statutory budget review was undertaken by the Executive Manager of Corporate Services for the period ending 13 March 2023. The timing of this review has been impacted by the 27 February 2023 sign off of the audit of the 30 June 2022 Annual Financials, therefore have only recently been able to confirm the carried forward balance of \$2,932,641 in comparison to the 2022/2023 Budget carried forward estimate of \$3,060,408, which had provided a budget funding shortfall of \$127,767 before the review process had begun. Notwithstanding the change in carried forward position, the attached Budget Review Summary Report details the review undertaken and the results are hereby submitted to be received by Council in consideration of a forecast surplus at 30 June 2023.

COMMENT

4. The projections contained within the reports are based on estimates to the best of the knowledge of staff, which has involved a process of considering current account balances, forecasted expenditures, current budgets and the materiality of any changes. These estimates do not guarantee that the 2022/2023 projected results will match the end of year result as there are many external influences that can have a bearing on Council's capacity or expenditure timing between now and 30 June 2023, however it does show that the Shire is currently heading towards a surplus position at years end.
5. The current financial period has been one of recovery and future planning following the difficult period for the Shire to navigate around the various impacts of COVID, the CCC investigation, turnover and the delay in replacement of key permanent staff including the appointment of a new Chief Executive Officer in March 2022. That said we are still in the

fortunate position of conservatively predicting a surplus which can provide a welcome buffer for any business challenges that may arise for the remainder of 2022/2023.

6. As per the Statement of Budget Review (Nature and Type) the following is a summary of material amendments for consideration \geq \$20,000.

a) Carried Forward Net Current Assets at start of year – Unfavourable \$127,767

The audited net current assets of \$2,932,641 was \$127,767 lower after all end of year balance day adjustments had completed. This had the effect of being unfavourable as a funding source for the 2022/23 balanced budget.

b) Revenue from Operating (excluding rates) – Favourable \$254,000

- (i) \$150,000 – Unfavourable – Proposal for mining company funding of Community Service Project not funded
- (ii) \$30,000 – Favourable – Increase income from usage of the waste facility
- (iii) \$225,000 – Favourable – Increased income from aerodrome operations
- (iv) \$65,000 – Favourable – Increased income from standpipe water sales
- (v) \$70,000 – Unfavourable – Lower estimate of Little Barrens childcare income
- (vi) \$41,000 – Favourable – Insurance recovery on 4 Daw Street House
- (vii) \$22,000 – Favourable – Reimbursement income from Cordingup Dam study
- (viii) \$88,800 – Favourable – Final investment recovery from 2009 Lehman Brothers

c) Expenditure from Operating – Favourable \$293,576

- (i) \$80,000 – Favourable – Decrease in Little Barrens childcare employment costs
- (ii) \$20,000 – Favourable – Decrease in The Cub House childcare employment costs
- (iii) \$44,000 – Favourable – Vacancy of Asset Technical Officer
- (iv) \$24,000 – Unfavourable – Recoverable Workers Compensation wages ended Oct'22
- (v) \$20,000 – Unfavourable – Increased works staff training time on course upskilling
- (vi) \$58,000 – Favourable – Decrease in Works superannuation estimates.
- (vii) \$45,000 – Favourable – Savings in Strategic Community Planning engagement project
- (viii) \$40,000 – Favourable – Deferment of town planning concept plan project
- (ix) \$150,000 – Favourable – Proposal for mining company funded Community Service project not progressed
- (x) \$23,000 – Unfavourable – Additional maintenance to Ravensthorpe Recreation Centre
- (xi) \$40,000 – Favourable – Change to \$40K land survey in place of \$80K master plan
- (xii) \$28,000 – Unfavourable – Additional recoverable cost of firebreak compliance using contractors

- (xiii) \$22,000 – Unfavourable – Additional recoverable cost of Cordingup Dam study
 - (xiv) \$20,000 – Unfavourable – Additional estimated costs of Depot expendable stores
 - (xv) \$20,000 – Unfavourable – Centralisation of cleaning expendables
 - (xvi) \$30,000 – Unfavourable – Additional estimate on total fuel costs
 - (xvii) \$60,000 – Unfavourable – Estimated cost of repair for Side Tipper No1
 - (xviii) \$30,000 – Favourable – Savings on lack of YTD need for temporary administration staff
 - (xix) \$59,800 – Favourable – Timing of payroll system upgrade project deferred to 23/24
 - (xx) \$40,000 – Unfavourable – Additional Hopetoun standpipe water use
- d) Investing Activities from Capital Programs – Unfavourable - \$151,483
- (i) \$21,000 – Favourable – Contribution from Disaster Relief Fund for 2 x Emergency Trailer Signs
 - (ii) \$107,024 – Favourable – Additional grant funds for Hopetoun Rural Bushfire shed
 - (iii) \$100,000 – Favourable – Additional income for Hopetoun Foreshore project
 - (iv) \$513,120 – Unfavourable – LRCI Round 3A grants funds not received until July 2023
 - (v) \$143,333 – Unfavourable – Portion of RRG grant for job RG002 deferred to 23/24
 - (vi) \$40,000 – Unfavourable – Timing of RADS airport master plan grant deferred to 23/24
 - (vii) \$107,024 – Unfavourable – Additional project cost of Hopetoun Rural Bushfire shed
 - (viii) \$513,120 – Favourable – Removal of RCP fitout contingency previously funded from LRCI Round 3A deferred grant
 - (ix) \$42,000 – Unfavourable – Additional cost of 2 x Emergency Trailer Signs 50% DRF funded
 - (x) \$215,000 – Favourable – Deferral for job RG002 in line with RRG grant approvals 23/24
 - (xi) \$118,699 – Favourable – Removal of RR004 Bedford Harbour Road from RTR funding
 - (xii) \$118,699 – Unfavourable – Addition of RR004 Bedford harbour Road to road reserve funding
 - (xiii) \$302,604 – Favourable – Removal of RR001 Moir Road sealing from RTR funding
 - (xiv) \$421,303 – Unfavourable – Addition of Jerdacuttup Road sealing under RTR funding
 - (xv) \$100,000 – Unfavourable – New Hopetoun Foreshore Project

e) Financing Activities – Favourable - \$221,032

- (xvi) \$47,032 – Favourable – Transfer from Roads Reserve, additional funding \$118,699 for Bedford Harbour Road less deferred funding \$71,667 for RG002 in line with RRG grant approvals 23/24
- (xvii) \$74,000 – Favourable – Transfer from Plant Replacement Reserve, for \$60K repair of Side Tipper No1 and \$14K foregone sales proceeds of Side Tipper No1
- (xviii) \$100,000 – Favourable – Rates revenue from backlog of Valuer Generals Office revaluations and interims

CONSULTATION

- 7. Executive Team and Responsible Officers

STATUTORY ENVIRONMENT

- 8. Regulation 33A. Local Government (Financial Management) Regulations 1996:
- 9. Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.
- 10. Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the Council.
- 11. A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review. *Absolute majority required.
- 12. Within 30 days after a council has made a determination, a copy of the review and the determination is to be provided to the Department

POLICY IMPLICATIONS

- 13. Nil

FINANCIAL IMPLICATIONS

- 14. The proposed budget revisions identify an end of year forecast surplus of \$489,358.

RISK MANAGEMENT

- 15. The following risks have been identified as part of this report;

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational)	Likely	Moderate Minor	High Medium	
Financial	Unlikely	Moderate	Medium	

ALTERNATE OPTIONS

- 16. Reject proposed amendments which may restrict the ability to respond to changes in the business climate or minor initiatives that support changes in priorities.

STRATEGIC ALIGNMENT

- 17. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024.

Outcome 1: Economy - The population is growing, in tandem with a thriving, resilient local economy

Item	Objectives and Strategies
1.2	The right resources and infrastructure are in place to support local commerce and industry

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

Item	Objectives and Strategies
2.1	Social services and facilities are designed and delivered in a way that fits community needs and aspirations

Outcome 3: Built Environment - The built environment is accessible, honours history and provides for the economic and social needs of residents, industry and visitors

Item	Objectives and Strategies
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Outcome 4: Natural Environment - Our unique world class biosphere is valued and protected for the enjoyment of current and future generations

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

Item	Objectives and Strategies
5.2	The Council ensures its decisions are well informed and considered
5.5	The value of community owned assets is maintained

VOTING REQUIREMENT

18. Absolute Majority

COUNCIL DECISION

Moved by Cr Mudie, seconded by Cr Bell

Resolution: 20/23

That Council, by AN ABSOLUTE MAJORITY:

1. **ADOPTS** the statutory half yearly budget review, as presented, for the period ended 13 March 2023 and **ENDORSE** amending the budget and line items according to the attached review schedule Note 5 for a forecast surplus of \$489,358; and
2. **REQUESTS** the Chief Executive Officer to forward the results of the statutory budget review to the Department of Local Government, Sport and Cultural Industries within 30 days of the adoption of this budget review.

Motion put and **CARRIED BY ABSOLUTE MAJORITY**

6/0

Cr Rachel Livingston absent for the vote

12. REPORTS OF OFFICERS

12.3 INFRASTRUCTURE SERVICES

Nil.

UNCONFIRMED

12. REPORTS OF OFFICERS

12.4 DEVELOPMENT AND COMMUNITY SERVICES

12.4.1 DEVELOPMENT APPLICATION – OUTBUILDING (SHED) AND PATIO – LOT 232 (44) SPENCE STREET, RAVENSTHORPE

Cr Tom Major left the meeting at 6.39pm

File Reference:	P23-04
Location:	Lot 232 (44) Spence Street, Ravensthorpe
Applicant:	S Major
Author:	Peter Wilks, Senior Planner, Shire of Esperance
Authorising Officer	Chief Executive Officer
Date:	27 February 2023
Disclosure of Interest:	Cr Tom Major declared a Proximity Interest
Attachments: <u>GREEN</u>	Attachment 1: Plan of Proposed Shed and Patio – 44 Spence Street
Previous Reference:	N/A

PURPOSE

1. For Council to consider Development Application P23-04 for an Outbuilding (Shed) and Patio at Lot 232 (44) Spence Street, Ravensthorpe.

BACKGROUND

2. Shire of Ravensthorpe received Development Application P23-04 for an Outbuilding (Shed) and Patio at Lot 232 (44) Spence Street, Ravensthorpe on 16 January 2023.
3. Due to a number of variations to the provisions of the Residential Design Codes and Local Planning Policy: Outbuildings (namely to side setbacks, maximum wall height and maximum ridge height for Outbuildings), the application was referred to adjoining landowners between 31 January 2023 and 21 February 2023 with no comments or objections being received.
4. As per the provisions of Local Planning Policy: Outbuildings, as a variation is proposed to the provisions of Local Planning Policy: Outbuildings the application is to be determined by Council.

COMMENT

5. Lot 232 (44) Spence Street, Ravensthorpe is zoned Residential R10/30 with a lot size of 1214 square metres. The property is developed as a single house.
6. The only variation to the Residential Design Codes is in regard to the side setback criteria for the Outbuilding, with a 0mm (on the boundary) side setback proposed where a 1000mm (1 metre) side setback is required.
7. The proposal calls for an Outbuilding (Shed) with dimensions 6.5 by 5 metres for a total size of 32.5 square metres, a wall height of 3.2 metres and a ridge height of 4.2 metres
8. As per the provisions of LPP Outbuildings, the maximum wall height for Outbuildings in the Residential zone within 1.0 metres of a boundary is 2.4 metres. A 3.2 metre wall height is proposed.

9. As per the provisions of LPP Outbuildings, the maximum ridge height for Outbuildings in the Residential zone within 1.0 metres of a boundary is 3.9 metres. A 4.2 metre ridge height is proposed.
10. The patio would be exempt from Development Approval but is included here as it was included with the application for the Outbuilding (Shed).
11. As per the provisions of Local Planning Policy: Outbuildings, Council is to have regard for matters such as:-
 - a) The visibility of the proposed outbuilding(s) as viewed from a street, public space or neighbouring property;
 - b) The need for removal of any native vegetation or major trees;
 - c) Comments from affected neighbours/landowners;
 - d) Preservation of useable on site open space areas;
 - e) The ability for the outbuilding(s) to be screened by existing or proposed landscaping;
 - f) Whether support for the application will set an undesirable precedent for similar sized surrounding lots;
 - g) The impact of the development on streetscape and the character of the area;
 - h) The objectives of the zone;
 - i) All relevant general matters as set out in Clause 67 of the Deemed Provisions (set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2); and
 - j) Any other matter considered relevant by the Council.
12. In regards to these criteria, Planning Officers advise the following:-
 - a) While the Outbuilding will be visible from the street from certain angles, the size of the Outbuilding will not be detrimental to the visual amenity in the locality or to adjoining landowners;
 - b) The site is predominantly cleared and as such there is negligible need/requirement to remove native vegetation or major trees;
 - c) The adjoining landowners declined to provide comment as a result of neighbour referral letters;
 - d) There will still be sufficient open space to comply with Residential Design Codes criteria for provision of open space on a Residential zoned properties;
 - e) While the outbuilding cannot be screened due to being located on the boundary, the small overall size means that any impact will be minor;
 - f) The Outbuilding does not set an undesirable precedent;
 - g) The impact from the proposed Outbuilding on the streetscape and surrounding area will be minor in comparison to an Outbuilding of maximum compliant size due to the small scale of proposed Outbuilding and the minor nature of the proposed variations;

- h) The proposed Outbuilding is compliant with the objectives of the Residential zone;
 - i) The proposal is either compliant or proposes only a minor variation from the general matters set out in Clause 67 of the Deemed Provisions (set out in the Planning and Development (Local Planning Schemes) Regulations 2015).
13. As the proposal is for a relatively minor variation to the provisions of Local Planning Policy: Outbuildings and Residential Design Codes with impact on adjoining properties being mitigated by the small size of the outbuilding, it is the position of Planning Officers that the proposal should be approved subject to conditions.

CONSULTATION

14. The application was referred to adjoining landowners between 31 January 2023 and 21 February 2023 with no comments or objections being received.

STATUTORY ENVIRONMENT

15. *Mining Act 1979 (WA)*
Building Act 2011 (WA)

Shire of Ravensthorpe Local Planning Scheme No. 6

The applicant has a right of review to the State Administrative Tribunal if aggrieved by any planning decision.

It should also be noted that pursuant to Section 211(1) of the *Planning and Development Act 2005*, a person aggrieved by the failure of a local government to enforce or implement effectively the observance of a local planning scheme may make representation to the Minister. If the Minister considers it appropriate to do so, representation may be referred to the State Administrative Tribunal for its report and recommendation. Following subsequent actions and recommendation by the SAT the Minister may order the local government to do all things considered necessary for enforcing the observance of the Scheme or any provisions of the Scheme.

POLICY IMPLICATIONS

16. *Local Government Act 1995;*
Building Code of Australia;
Building Act 2011;
Building Regulations 2012;
 Shire of Ravensthorpe Local Planning Policy No.3 – Outbuildings;
 Shire of Ravensthorpe Local Planning Policy: Fencing;
Environmental Protection (Noise) Regulations 1997.

FINANCIAL IMPLICATIONS

17. Application fees totalling \$147.00 were received as part of this application.

RISK MANAGEMENT

18. The following risks have been identified as part of this report;

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Environmental	Rare	Insignificant	Very Low	Use of Outbuilding to be for domestic purposes only.
Reputational	Rare	Insignificant	Very Low	Consistency with decision making.

ALTERNATE OPTIONS

19. Nil.

STRATEGIC ALIGNMENT

20. This item is relevant to the Councils approved Strategic Community Plan 2030 and Corporate Business Plan 2018-2022.

Outcome 3: Built Environment - The built environment is accessible, honours history and provides for the economic and social needs of residents, industry and visitors

Item	Objectives and Strategies
3.2	New development (including commercial) is of a high quality and contributes positively to the character and appearance of the town
3.3	The towns of the Shire have attractive streetscapes in keeping with local character
3.4	It is easy and safe to move around and in and out of the district

VOTING REQUIREMENTS

21. Simple Majority

COUNCIL DECISION

Moved by Cr Mudie, seconded by Cr Richardson

Resolution: 21/23

That Council **APPROVES** Development Application P23-04 for an Outbuilding (Shed) and Patio at Lot 232 (44) Spence Street, Ravensthorpe subject to the following conditions:

1. Development shall be carried out in full and fully implemented in accordance with the approved plans and details submitted with the planning application.
2. During construction stage, adjoining lots are not to be disturbed without the prior written consent of the affected owner(s).
3. The approved outbuilding(s) shall be used for purposes incidental and ancillary to the enjoyment of the dwelling on the land only, and shall not be used for human habitation, commercial or industrial uses without the express written permission of the Shire of Ravensthorpe.
4. All stormwater and drainage run off from all roofed and impervious areas is to be retained on-site to the satisfaction of the Shire of Ravensthorpe.
5. The provision of all services, including augmentation of existing services, necessary as a consequence of any proposed development shall be at the cost of the developer and at no cost to the Shire of Ravensthorpe.
6. The development hereby approved must not create community safety concerns, or otherwise adversely affect the amenity of the subject locality by reason of (or the appearance or emission of) smoke, fumes, noise, vibration, odour, vapour, dust, waste water, waste products or other pollutants.
7. The works involved in the implementation of the development must not cause sand drift and/or dust nuisance. In the event that the Shire of Ravensthorpe is aware of, or is made aware of, the existence of a dust problem, measures such as installation of sprinklers, use of water tanks, mulching, or other land management systems as appropriate may be required to be installed or implemented to prevent or control dust nuisance, and such

measures shall be installed or implemented within the time and manner directed by the Shire of Ravensthorpe.

8. All fencing shall be in accordance with Shire of Ravensthorpe Local Planning Policy: Fencing.
9. The proposed operations, during and after construction, are required to comply with the *Environmental Protection (Noise) Regulations 1997*.

And the following advice notes:

1. **THIS IS NOT A BUILDING PERMIT.** An application for a building permit is required to be submitted and approved by the Shire of Ravensthorpe prior to any works commencing on-site.
2. The development is to comply with the *Building Code of Australia, Building Act 2011, Building Regulations 2012* and the *Local Government Act 1995*.
3. It is the responsibility of the developer to search the title of the property to ascertain the presence of any easements and/or restrictive covenants that may apply.
4. It is the responsibility of the applicant to ensure that building setbacks correspond with the legal description of the land. This may necessitate re-surveying and re-pegging the site. The Shire of Ravensthorpe will take no responsibility for incorrectly located buildings.
5. The Shire of Ravensthorpe strongly recommends that the vehicle parking, manoeuvring and circulation areas be suitably constructed, sealed (asphalt, concrete or brick pavers), drained and thereafter maintained to facilitate access to the property and Outbuilding (Shed).
6. The Department of Water and Environment Regulation has prepared dust control guidelines for development sites, which outline the procedures for the preparation of dust management plans. Further information on the guidelines can be obtained from the Department of Water & Environment and Regulation's website www.dwer.wa.gov.au under air quality publications.

Motion put and CARRIED

5/0

Cr Rachel Livingston and Cr Tom Major absent for the vote

Cr Tom Major returned to the meeting at 6.40pm

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

13.1 COCANARUP TIMBER RESERVE

The Shire President drew attention to the Notice of Motion received from Cr Bell in relation to a request for Council to endorse the Chief Executive Officer contacting the Premier of Western Australia, the Hon Mark McGowan (cc: The Hon Bill Johnston MLA, Minister for Mines and Petroleum; Hon Reece Whitby, Minister for Environment; and Hon John Carey, Minister for Lands) seeking the following approvals:-

- a) That Cocanarup Timber Reserve be classified as a Class 'A' Reserve to safeguard the area for the community, the rest of the nation and future generations, of its uniquely important social, cultural, historical and natural values; and
- b) That no clearing for mineral exploration or any other purpose, be approved prior to the finalisation of the classification.

CR BELL REASON FOR MOTION

1. Cocanarup is a special place for our community and arguably for the nation. Its importance relates to:
 - a) **Noongar significance:** it is the site of a first-contact massacre and is consequently immense significance to many Noongar Families. The story of this massacre and its aftermath have been expressed through the award-winning, and much visited, Kukenarup Memorial in Cocanarup on the South-Coast Highway. It is very important to Council that the Noongar heritage of Cocanarup be honoured and protected.
 - b) **Settler heritage:** Cocanarup farm, established in the 1860's by the Dunn Family, is still definable as an enclave within the Timber Reserve, and at least two stone buildings still stand. It is an example of remarkable European settler heritage and should be preserved.

There is a strong, active Historical Society in the Ravensthorpe district and they are a repository of much information about Cocanarup and the Dunn Family history. It was this volunteer group that worked with the various Noongar Families to create the Kukenarup Memorial.
 - c) **Natural values:** The salmon gum woodland which is a feature of the Timber Reserve is unique in our Shire because much of this vegetation-type was cleared or disturbed for agriculture and/or mining. There are no other stands of salmon gum which are as extensive, as intact, or as old as the Cocanarup woodland. It is a local popular drive to travel along Cocanarup Road through the salmon gums to the Philips River and its nearby spring, and to the old Farm.
2. Cr Bell notes that the salmon gum woodland is an extremely valuable fauna habitat, significantly for the Carnaby Black-Cockatoo nesting sites. Many Shire community members relate strongly to the Black-Cockatoos, not least because of the large flocks that live around Hopetoun over the summer and autumn periods, but also delighting many of the residents

as the birds feed and roost in the vicinity of the town. Another group of residents regularly monitor the nesting of these birds in Cocanarup and are committed to their protection. Consequently, many community members in the district would be devastated if anything happened to the nursery area of this iconic bird.

3. Of note, is that the future tenure of the Cocanarup area is currently under consideration by the Government and that an application for a mining exploration clearing permit is currently being considered.
4. Cr Bell considers it is inappropriate to grant a clearing permit prior to completion of the process for considering the appropriate tenure for Cocanarup.
5. Cr Bell emphasises the significance of Cocanarup as a special place in the Ravensthorpe District and requests that it be supported by the strongest conservation tenure.

OFFICER COMMENT

6. At the Ordinary Meeting of Council held on 17 March 2020, Council endorsed providing a letter of support to the Cocanarup Conservation Alliance in their seeking the Cocanarup Timber and the Cocanarup-Kundip Area be classed as an "A Class Reserve" as per resolution Res 23/20 below:

Moved: Cr Goldfinch

Seconded: Cr Norman

Res: 23/20

COUNCIL DECISION

That Council:

1. **Endorse the Chief Executive Officer providing a letter of support to the Cocanarup Conservation Alliance Inc. for the Cocanarup Timber Reserve and Cocanarup-Kundip being assessed for a potential "A Class Reserve".**
2. **Requesting the Chief Executive Officer to express this is only a letter of support and the importance of the Shire of Ravensthorpe being involved in all discussions of possible approvals regarding but not limited to the following items:**
 - **Ongoing management and conservation controls or programs**
 - **Road access to the reserve**
 - **Firefighting and mitigation works**
 - **Promotion and Tourism**
 - **Future public amenities and infrastructure**

Voting Requirements: Absolute Majority

Carried: 5/0

7. The CCA received a response from the Hon Mark McGowan MLC, Premier dated 30 April 2020 stating:

'I concur that the development of the State's mineral resources needs to be balanced with the need to protect Western Australia's important environmental and heritage values. To this end, I am concerned by the issues you have raised in your letter regarding the protection of the significant values of the Cocanarup Timber Reserve. Please be assured that this government will ensure that any development in this area is only undertaken if the important values can be adequately protected.'

and

'In considering any future applications for mineral exploration activities within this reserve, the Department of Mines, Industry Regulation and Safety (DMIRS) will only provide approval if the values of the reserve can be appropriately protected, and any past compliance issues have been suitably addressed.

I appreciate your interest in protecting the values of Cocanarup Timber Reserve, and the significant work the Ravensthorpe community has undertaken to conserve and enhance these values.

I believe that the growth of the lithium industry is of benefit to all West Australians, creating local jobs and economic benefits for regional communities, including Ravensthorpe. I agree that this growth should not occur at any cost, but should ensure protection of important natural and cultural values where appropriate.'

8. The CCA presented to Council at a Corporate Discussion on 6 September 2022 highlighting the cultural and natural environment importance of the Cocanarup Timber Reserve.
9. Bulletin Resources currently have a exploration/clearing permit application lodged with DMIRS and Bulletin have presented project updates to Council on 14 June 2022 and 7 March 2023.
10. There is strong support generally within the Ravensthorpe community for the ongoing protection of the Carnaby Cockatoo.

Proposed Transfer of Land under the South West Native Title Settlement

11. Lots 701 and 1234 of the Cocanarup Timber Reserve are currently under review for transfer under the Indigenous Land Use Agreement. The outcome of this has not been received from DPLH (currently the responsible agency for the Reserve) and so any implications remain unknown.
12. In response to questions from the Council, the DPLH noted to via email on 4 November 2022, the following:
 - a) The proposed selected tenure by the Noongar Boodja Management Body and Trustee id for management of a Reserve, with the power to Lease.
 - b) Any future land use will need to comply with the current zoning which is Public Open Space as the land is intended to remain Land Administration Act 1997 (LAA) reserves.
 - c) The reserve will be set aside as a reserve for the purpose of "Noongar Social, Cultural and/or Economic Benefit". This is a very broad reserve purpose, allowing for flexibility of use by the Noongar People across the future Noongar Land Estate in perpetuity. The Department does not require a specific land use to be provided to support the handover of land. However as with any other landholder, all future land use and development must be compliant with all applicable statutory and policy requirements. Importantly, the Trustee will designate land as either Cultural Land or Development Land, which will guide land use decision-making after handover.

13. Following the completion of the current referral process, the land will be referred to the Department of Mines, Industry Regulation and Safety (DMIRS) for section 16(3) approval under the *Mining Act 1978*. If section 16(3) approval is granted, depending on the types of tenements and their impact on the reserve, they may continue if the mining activity is compatible with the reserve use (once known). Any mining implications will be identified by DMIRS in their section 16(3) assessment. Any proposals for future mining activities post-handover would require referral to the Department of Planning, Lands and Heritage for consideration to allow consultation with the Noongar Management Body and Trustee before providing comments. Again, depending on the type of mining tenement it may not be an issue if the mining activity is compatible with the reserve use.
14. A number of land parcels referred to the Shire have been identified as culturally significant and located in a land area known to have high conservation values and mineral prospectivity. As such, the involved State Agencies have agreed to defer consideration of the land for possible inclusion in the Noongar Land Estate until detailed consultation can be undertaken with the Wagyl Kaip and Southern Noongar Regional Corporation.
15. A Class A reserve is defined as follows in the below sections.

Class 'A' Reserve

16. Under section 41 of the *Land Administration Act 1997* (LAA) the Minister may set aside Crown land as reserve for a particular purpose in the public interest.
17. Reserve tenure is usually applied to land that;
 - a) holds intrinsic community value or is of high conservation value that should be preserved and maintained for the benefit of future generations;
 - b) for core business/service delivery needs of general sector State agencies and local governments.
18. Reserves are not usually granted for long-term economic development or for a commercial purpose or benefit.
19. Some examples include: Recreational activities (e.g. sporting ovals); Aboriginal uses; local community sporting clubs; foreshore reserves, national parks, conservation reserves, heritage reserves, community centres, Department of Fire and Emergency facilities, sea rescue, state emergency services.
20. The *Land Act 1933* was replaced by the LAA on 30 March 1998. It provided for Crown Reserves to be classified as Class A, B or C.
21. Under the LAA, there is now only one classification of reserves being Class A Reserves. All other reserves are simply known as "reserves."
22. Amendments to Class A Reserves will require advertising and may require tabling of the proposal in both Houses of Parliament to facilitate amendments.
23. The Class A Reserve classification is used solely to protect areas of high conservation or high community value and has the greatest degree of protection.

The Shire President put the motion to the vote.

VOTING REQUIREMENTS

24. Simple Majority

COUNCIL DECISION

Moved by Cr Bell, seconded by Cr Leighton

Resolution: 22/23

That Council ENDORSES the Chief Executive Officer forwarding correspondence to the Premier of Western Australia, the Hon Mark McGowan (cc: The Hon Bill Johnston MLA, Minister for Mines and Petroleum; Hon Reece Whitby, Minister for Environment; and Hon John Carey, Minister for Lands) to seek the following approvals:-

- a) **That Cocanarup Timber Reserve be classified as a Class 'A' Reserve to safeguard the area for the community, the rest of the nation and future generations, of its uniquely important social, cultural, historical and natural values; and**
- b) **That no clearing for mineral exploration or any other purpose, be approved prior to the finalisation of the classification.**

Motion put and CARRIED

6/0

Cr Rachel Livingston absent for the vote

14 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Nil.

15 MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS

Nil.

16 CLOSURE

There being no further business to discuss the Presiding Member declared the meeting closed at 6.45pm.

These minutes to be confirmed at the meeting of 18 April 2023.

Signed by the Shire President:

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

Date: 18 April 2023

ATTACHMENT

11.1 MATTERS ARISING FROM COMMITTEES OF COUNCIL

11.1.1 RAVENSTHORPE BUSH FIRE ADVISORY COMMITTEE (BFAC) MINUTES AND SHIRE OF RAVENSTHORPE 2023/24 FIRE CONTROL NOTICE

File Reference:	ES.ME.1
Location:	N/A
Applicant:	Bush Fire Advisory Committee
Author:	A/Executive Manager Development and Community Services
Authorising Officer	Chief Executive Officer
Date:	12 April 2023
Disclosure of Interest:	Nil
Attachments: <u>ORANGE</u>	<ol style="list-style-type: none"> Meeting Minutes (Unconfirmed) – BFAC AGM 14 March 2023 Draft Shire of Ravensthorpe Fire Control Notice Bush Fire Brigade FCO List 2023/2024 Meeting Minutes – BFAC Ordinary Meeting 14 March 2023
Previous Reference:	N/A

VOTING REQUIREMENTS

Simple Majority

COMMITTEE RECOMMENDATION

That Council:

- RECEIVE the Unconfirmed Minutes of the Bush Fire Advisory Committee Meeting and Annual General Meeting held 14 March 2023.**
- ENDORSE the following nominations as detailed in the Minutes of the Annual General Meeting held on 14 March 2023:**

ELECTION OF CHAIRMAN

Nominee	Nominated By	Seconded	Elect
Keith Rowe	Rod Daw	Reece Laycock	Y

ELECTION OF DEPUTY CHAIRMAN

Nominee	Nominated By	Seconded	Elect
Rian Duncan	Rod Daw	Reece Laycock	Declined via telephone conversation

ELECTION OF DEPUTY CHIEF BUSH FIRE CONTROL OFFICERS

COMMITTEE DECISION

Motion by Rod Daw: Move that a third DCBFCO position (Deputy Central) is created in the Shire.

Moved: Rod Daw **Second:** Bernard Fetherstonhaugh

Carried

Nominee	Nominated By	Seconded	Elect
Gavin Gibson	Rod Daw	AndyDaw	Y
Rian Duncan	Reece Laycock	Brett Kershaw	Y
Malcolm Grant	Rod Daw	Reece Laycock	Y

NOMINATION FIRE WEATHER OFFICERS

Nominee	Nominated By	Seconded	Elect
Mr Rodney Daw	Keith Rowe	Mark Mudie	Y
Mr Gavin Gibson	Rod Daw	Mark Mudie	Y
Mr Bernard Fetherstthonhaugh	Rod Daw	Mark Mudie	Y
Mr Kye Chambers	Reece Laycock	Andrew Chambers	Y
Mr Peter Kuiper	Rod Daw	Mark Mudie	Y
Mr Rian Duncan	Rod Daw	Mark Mudie	Y

COMMITTEE DECISION

Moved: Rod Daw

Seconded: Mark Mudie

All nominees elected as Fire Weather Officers. Absent nominees will be contacted to confirm their willingness to remain as Fire Weather Officers

Carried

CONFIRMATION OF ELECTED FIRE CONTROL OFFICERS

Mr Russell Palmer advised that some Brigades are yet to hold their Annual General Meetings. Nominations as per the following list will be confirmed with the relevant Brigades.

Remaining Fire Control Officers as per the attached 2022/2023 Fire Control Officer List will be confirmed by members via email.

COMMITTEE DECISION

Moved: Mr Rod Daw

Seconded: Andy Daw

To endorse all Fire Control Officers as per the attached 2023/2024 list pending email confirmation

Carried

**SHIRE OF RAVENSTHORPE
2023/24 FIRE CONTROL OFFICERS**

NAME	POSITION	BRIGADE	RADIO CALL SIGN
Rod Daw	CBFCO	East Ravensthorpe BFB	6GR / Ravey Chief
Gavin Gibson	DCBFCO East	Munglinup BFB	Mungy Base / Mungy 1
Rian Duncan	DCBFCO West	West River BFB	West River Base / West River 4
Mal Grant	DCBFCO Central	East Ravensthorpe BFB	East Ravey 3
Luke Webster	FCO	Cocanarup BFB	Cocanarup 1
Gary Webster	FCO/Capt.	Cocanarup BFB	Cocanarup 2
Keith Rowe	FCO	Cocanarup BFB	Cocanarup 3
Andrew Daw	FCO/Capt.	East Ravensthorpe BFB	East Ravey 1
Devon Burton	FCO	East Ravensthorpe BFB	East Ravey 2
Malcom Grant	FCO/BRPC	East Ravensthorpe BFB	East Ravey 3
Rod Daw	CBFCO	East Ravensthorpe BFB	6GR / Ravey Chief
Stott Redman	FCO/Capt.	Hopetoun Rural BFB	Hopetoun Rural 1
Courtney Foulds	FCO	Hopetoun Rural BFB	Hopetoun Rural 2
Andrew Venning	Permit Officer	Hopetoun Rural BFB	

NAME	POSITION	BRIGADE	RADIO CALL SIGN
Peter Nankervis	Permit Officer	Hopetoun VFES	
James Mollet	FCO/Capt.	Jerdacuttup BFB	Jerdy Base / Jerdy 1
Paul Bell	FCO	Jerdacuttup BFB	SE Jerdy Base / Jerdy 2
Brad Clarke	FCO	Mt Short BFB	Mt Short 1
Peter Belli	FCO	Mt Short BFB	Mt Short 2
Richard Norrish	FCO	Mt Short BFB	Mt Short 3
Gavin Gibson	DCBFCO	Munglinup BFB	Mungy Base / Mungy 1
Bernard Fetherstonhaugh	FCO	Munglinup BFB	Nth Mungy Base / Mungy 2
Nathan Chapman	FCO	Munglinup BFB	Mungy 3
Reece Laycock	FCO/Capt.	North Ravey BFB	Nth Ravey 1
Andrew Chambers	FCO	North Ravey BFB	Nth Ravey 2
Kye Chambers	FCO	North Ravey BFB	Nth Ravey 3
Chad Tuckett	FCO	North Ravey BFB	Nth Ravey 4
Peter Kuiper	FCO/Capt.	West River BFB	West River 1
Brett Kershaw	FCO	West River BFB	West River 2
Mark Mudie	FCO	West River BFB	West River 3
Rian Duncan	DCBFCO	West River BFB	West River Base / West River 4
Russell Palmer	CESM	Ravensthorpe Shire	Ravey CESM
Michaela Pritchard	Permit Officer	Ravensthorpe Shire	Shire Ranger 1
Greg Stover	Permit Officer	Ravensthorpe Shire	Shire Ranger 2

NOMINATION FOR DUAL FIRE CONTROL OFFICERS TO NEIGHBOURING LOCAL GOVERNMENTS

- Shire of Esperance

Nominee	Nominated By	Seconded	Elect
Mr Gavin Gibson	Rod Daw	Andrew Chambers	
Mr Bernard Fetherstonhaugh	Rod Daw	Andrew Chambers	

- Jerramungup Shire

Nominee	Nominated By	Seconded	Elect
Mr Rian Duncan	Mark Mudie	Tom Major	
Mr Peter Kuiper	Mark Mudie	Tom Major	
Mr Brett Kershaw	Mark Mudie	Tom Major	

- Lake Grace Shire

Nominee	Nominated By	Seconded	Elect
Mr Chad Tuckett	Andrew Chambers	Devon Burton	
Mr Reece Laycock	Andrew Chambers	Devon Burton	

3. **NOTE the Bush Fire Advisory Committee recommendation that North Ravensthorpe Bushfire Brigade and the North Ravensthorpe community Group write to the Manager of the State Barrier Fence for improved access.**

COMMITTEE DECISION

Moved: Reece Laycock **Seconded:** Mr Rod Daw

That the BFAC request the Shire to write to the Manager State Barrier Fence for improved access with more gates and wider gates in the state barrier fence to allow larger machinery to traverse the fence.

Carried

4. **ADOPT the Bush Fire Advisory Committee recommendations to update the Shire of Ravensthorpe 2022/2023 Fire Break Notice as follows:-**
 - a) **Changes to sizes of lots sections 5 and 6 to make it easier for landholders to comply with the requirements;**
 - b) **Remove all reference to "tonnes per hectare" as this can be misleading;**
 - c) **Updates to the definitions page;**
 - d) **Change the title of section 8 "Plantations" to include "...and other practices other than Farming" to encompass a broader scope of landholders;**
 - e) **Remove Contractor details page**
 - f) **Update Fire Control Officer (FCO) contact details on the final page.**
5. **ADVERTISE the Bush Fire Notice, elected Fire Control Officers and Fire Weather Officers 2022/2023 for the Shire of Ravensthorpe in accordance with s38 (2A) of the *Bush Fires Act 1954*.**
6. **GIVE NOTICE to all owners and occupiers of land in its district by publishing a Notice in the *Government Gazette* in accordance with subsections 33(1) and (2) of the *Bush Fires Act 1954*.**

Moved: _____

Seconded: _____

Carried: _/_



Shire of Ravensthorpe

Bush Fire Advisory Committee

AGM MINUTES

Meeting held on Tuesday 14th March 2023 at the

Ravensthorpe Entertainment Centre

AGM MINUTES
Tuesday 14th March 2023 at 5:30pm
Ravensthorpe Entertainment Centre

The Chairperson declared meeting opened at 17:34hrs

1. ATTENDANCE

Mr Keith Rowe	Chairperson / Cocanarup BFB
Mr Rod Daw	Chief Bush Fire Control Officer
Mr Gavin Gibson	Deputy Chief Bush Fire Control Officer
Mr Luke Webster	Cocanarup BFB
Mr Devon Burton	East Ravensthorpe BFB
Mr Andy Daw	East Ravensthorpe BFB
Mr Bernard Fetherstonhaugh	Munglinup BFB
Mr Nathan Chapman	Munglinup BFB
Mr Reece Laycock	North Ravensthorpe BFB
Mr Andrew Chambers	North Ravensthorpe BFB
Mr Kye Chambers	North Ravensthorpe BFB
Mr Brett Kershaw	West River BFB
Cr Mark Mudie	SoR Councillor, West River BFB
Cr Tom Major	SoR Councillor
Mr Steven Petersen	DO Rural DFES Esperance
Ms Michaela Pritchard	SoR Senior Ranger
Ms Natalie Bell	SoR A/Executive Manager Development and Community Services
Mr Russell Palmer	Community Emergency Services Manager
Mr Mal Grant	SoR Bushfire Risk Planning Coordinator
Mr Vince Hilder	DBCA
Mr Dave Atkins	DBCA

2. APOLOGIES

Mr Rian Duncan	DCBFCO – West River BFB
Mr Richard Norrish	Mt Short BFB
Mr Wes Bailye	DFES Area Officer
Mr Gary Webster	Cocanarup BFB
Mr Paul Bell	Jerdacuttup BFB
Mr Matther Bird	CEO Shire Of Ravensthorpe
Mr Peter Nankervis	Hopetoun VFES

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

OFFICER & COMMITTEE DECISION

Moved: Ms Michaela Pritchard

Seconded: Mr Luke Webster

The minutes of the AGM Bushfire Advisory Committee held on Tuesday 5th July 2022 to be confirmed as a true and correct record of proceedings.

Carried

4. BUSINESS ARISING FROM MINUTES

Q. was the letter to Mr Doug Bray sent. A. Letter was drafted and sent to CEO Mr Matthew Bird via his Executive Assistant to be presented to Council. Cr Tom Major and Cr Mark Mudie will find out if the letter was sent.

5. ELECTION OF CHAIRMAN

Nominee	Nominated By	Seconded	Elect
Keith Rowe	Rod Daw	Reece Laycock	Y

6. ELECTION OF DEPUTY CHAIRMAN

Nominee	Nominated By	Seconded	Elect
Rian Duncan	Rod Daw	Reece Laycock	Declined via telephone conversation

The Deputy Chair position not filled at the meeting.

7. ELECTION OF CHIEF BUSH FIRE CONTROL OFFICER

Nominee	Nominated By	Seconded	Elect
Rod Daw	Reece Laycock	Devon Burton	Y

8. ELECTION OF DEPUTY CHIEF BUSH FIRE CONTROL OFFICERS

OFFICER & COMMITTEE DECISION			
Motion by Rod Daw: Move that a third DCBFCO position (Deputy Central) is created in the Shire. Moved: Rod Daw Second: Mr Bernard Fetherstonhaugh Carried			

Nominee	Nominated By	Seconded	Elect
Gavin Gibson	Rod Daw	AndyDaw	Y
Rian Duncan	Reece Laycock	Brett Kershaw	Y
Malcolm Grant	Rod Daw	Reece Laycock	Y

9. NOMINATION FIRE WEATHER OFFICERS

Nominee	Nominated By	Seconded	Elect
Mr Rodney Daw	Keith Rowe	Mark Mudie	Y
Mr Gavin Gibson	Rod Daw	Mark Mudie	Y
Mr Bernard Fetherstonhaugh	Rod Daw	Mark Mudie	Y
Mr Kye Chambers	Reece Laycock	Andrew Chambers	Y
Mr Peter Kuiper	Rod Daw	Mark Mudie	Y
Mr Rian Duncan	Rod Daw	Mark Mudie	Y

OFFICER & COMMITTEE DECISION

Moved: Rod Daw **Seconded:** Mark Mudie

All nominees elected as Fire Weather Officers. Absent nominees will be contacted to confirm their willingness to remain as Fire Weather Officers

Carried

10. CONFIRMATION OF ELECTED FIRE CONTROL OFFICERS

Mr Russell Palmer advised that some Brigades are yet to hold their Annual General Meetings. Nominations as per the following list will be confirmed with the relevant brigades

Remaining Fire Control Officer as per the attached 2022/23 Fire Control Officer List will be confirmed by members via email.

OFFICER & COMMITTEE DECISION

Moved: Mr Rod Daw

Seconded: Andy Daw

1) To endorse all Fire Control Officers as per the attached 2023/24 list pending email confirmation

Carried



SHIRE OF RAVENSTHORPE 2023/24 FIRE CONTROL OFFICERS

NAME	POSITION	BRIGADE	RADIO CALL SIGN
Rod Daw	CBFCO	East Ravensthorpe BFB	6GR / Ravey Chief
Gavin Gibson	DCBFCO East	Munglinup BFB	Mungy Base / Mungy 1
Rian Duncan	DCBFCO West	West River BFB	West River Base / West River 4
Mal Grant	DCBFCO Central	East Ravensthorpe BFB	East Ravey 3
Luke Webster	FCO	Cocanarup BFB	Cocanarup 1
Gary Webster	FCO/Capt.	Cocanarup BFB	Cocanarup 2
Keith Rowe	FCO	Cocanarup BFB	Cocanarup 3
Andrew Daw	FCO/Capt.	East Ravensthorpe BFB	East Ravey 1
Devon Burton	FCO	East Ravensthorpe BFB	East Ravey 2
Malcom Grant	FCO/BRPC	East Ravensthorpe BFB	East Ravey 3
Rod Daw	CBFCO	East Ravensthorpe BFB	6GR / Ravey Chief
Stott Redman	FCO/Capt.	Hopetoun Rural BFB	Hopetoun Rural 1
Courtney Foulds	FCO	Hopetoun Rural BFB	Hopetoun Rural 2
Andrew Venning	Permit Officer	Hopetoun Rural BFB	
Peter Nankervis	Permit Officer	Hopetoun VFES	
James Mollet	FCO/Capt.	Jerdacuttup BFB	Jerdy Base / Jerdy 1
Paul Bell	FCO	Jerdacuttup BFB	SE Jerdy Base / Jerdy 2
Brad Clarke	FCO	Mt Short BFB	Mt Short 1
Peter Belli	FCO	Mt Short BFB	Mt Short 2
Richard Norrish	FCO	Mt Short BFB	Mt Short 3
Gavin Gibson	DCBFCO	Munglinup BFB	Mungy Base / Mungy 1
Bernard Fetherstonhaugh	FCO	Munglinup BFB	Nth Mungy Base / Mungy 2
Nathan Chapman	FCO	Munglinup BFB	Mungy 3

Reece Laycock	FCO/Capt.	North Ravey BFB	Nth Ravey 1
Andrew Chambers	FCO	North Ravey BFB	Nth Ravey 2
Kye Chambers	FCO	North Ravey BFB	Nth Ravey 3
Chad Tuckett	FCO	North Ravey BFB	Nth Ravey 4
Peter Kuiper	FCO/Capt.	West River BFB	West River 1
Brett Kershaw	FCO	West River BFB	West River 2
Mark Mudie	FCO	West River BFB	West River 3
Rian Duncan	DCBFCO	West River BFB	West River Base / West River 4
Russell Palmer	CESM	Ravensthorpe Shire	Ravey CESM
Michaela Pritchard	Permit Officer	Ravensthorpe Shire	Shire Ranger 1
Greg Stover	Permit Officer	Ravensthorpe Shire	Shire Ranger 2

11. NOMINATION FOR DUAL FIRE CONTROL OFFICERS TO NEIGHBOURING LOCAL GOVERNMENTS

Nominee	Nominated By	Seconded	Elect
Mr Gavin Gibson	Rod Daw	Andrew Chambers	
Mr Bernard Fetherstonhaugh	Rod Daw	Andrew Chambers	

• Jerramungup Shire

Nominee	Nominated By	Seconded	Elect
Mr Rian Duncan	Mark Mudie	Tom Major	
Mr Peter Kuiper	Mark Mudie	Tom Major	
Mr Brett Kershaw	Mark Mudie	Tom Major	

• Lake Grace Shire

Nominee	Nominated By	Seconded	Elect
Mr Chad Tuckett	Andrew Chambers	Devon Burton	
Mr Reece Laycock	Andrew Chambers	Devon Burton	

Returning Officer Mr Stephen Petersen congratulated all recipients and handed the meeting to the incoming Chairperson Mr Keith Rowe.

Mr Keith Rowe also congratulated newly elected Fire Control Officers.

12. General Business

Nil

Closure of Meeting

The Chairperson closed the meeting at 1755hrs

Shire of
RAVENSTHORPE
FIRE CONTROL NOTICE
AND FIRE CONTROL
NOTICE

**FIRST AND
FINAL NOTICE**

First and Final notice has been served to all landowner/occupiers within the Shire of Ravensthorpe, who have the legal responsibilities to prepare their properties to reduce the risk of outbreak and spread of fires.

These are your legal requirements.

Please read carefully and retain for future reference.

This notice sets out the actions that you must take to prepare your property for the fire season. As a measure for preventing the spread or extension of a bush fire which may occur, all owners and occupiers of the land within the Shire's district are required before **Tuesday, 31 October 2023**; to clear firebreaks or to take measures in accordance with this Notice and **maintain those firebreaks and measures in accordance with this Notice up to and including Tuesday, 30 April 2024.**

It is the responsibility of ALL landowners/occupiers within the Shire of Ravensthorpe to read and fully understand their requirements mentioned within this Notice.

This Notice constitutes the Shire of Ravensthorpe Firebreak Notice and is issued under *Section 33(1) Bush Fires Act 1954.*

**FOR ALL FIRE & EMERGENCIES
000**

**TO REGISTER FOR SMS ALERTS
08 9839 0000**

**BUSHFIRE EMERGENCY
UHF CHANNEL 5**



1. RESTRICTED & PROHIBITED BURNING TIMES

The Shire of Ravensthorpe has gazetted the following datelines for its Restricted Burning Times (RBT) & Prohibited Burning Times (PBT).

ALL AREAS - SHIRE OF RAVENSTHORPE	
1 July - 31 October 2023	Restricted Burning Time, Permits required
1 November - 31 January 2024	PROHIBITED BURNING
1 February - 30 June 2024	Restricted Burning Time, Permits required

Pending on seasonal factors, above datelines can be changed or extended as permitted under the Bush Fires Act 1954. Any changes will be published in local newsletter, public notice board, Shire's SMS service and website.

- Burning is **PROHIBITED** on the following Public Holiday dates, within the Restricted Burning Time;
 - * Monarch's Birthday: Monday 25th September 2023
 - * Labour Day: Monday 4th March 2024
 - * Easter: 29th March - 1st April 2024
 - * Anzac Day: Thursday 25th April 2024
- Burning is **PROHIBITED** on Sundays, **except** between 1 March to 19 September every year.

2. OTHER IMPORTANT DATES

1 September 2023	Applications for individual Bushfire Management Plan - Last Day!
1 October 2023	Applications for Variation to the Fire Control Notice - Last Day!
30 October 2023	Last Day! for your property to be compliant to this notice
4—8 November 2023	<u>FIREBREAK INSPECTION</u> Dates for when properties will undergo their inspection for compliance to this Notice
31 October 2023 - 30 April 2024	<u>FIREBREAK COMPLIANCE PERIOD</u> Properties must be maintained to the requirements of this Firebreak Notice.

**ARE YOU
BUSHFIRE
READY?**



3. BURNING REQUIREMENTS

Pursuant to *Section 18, Bush Fires Act 1954* all landowner/occupiers, before setting fire to bush or burning off within the Shire during the Restricted Burning period, MUST obey the following conditions:

- Obtain a written Fire Permit from an endorsed Fire Control Officer for the Shire of Ravensthorpe (see contacts on back of pamphlet);
- Fire Permits are automatically deemed **invalid** on days where the Fire Behaviour Index issued by the Bureau of Meteorology is forecast "High" or above;
- **It is the Permit Holder's responsibility to comply with ALL conditions outlined on the front and rear of the permit;**
- A Fire Control Officer has the authority under the Bush Fires Act to halt any activity or operation that they deem as hazardous or likely to start a fire; and
- Failure to comply with requirements of any permit to burn may incur penalties as defined in the Bush Fires Act and/or Regulations 1954.

From the **31 May - 31 August every year** Fire Permits for burning under 0.1Ha in size are not required, but landowner/occupier MUST obey the following conditions:

- Burn area must have a 3m wide **bare earth firebreak*** surrounding it
- Someone shall be in attendance at **all** times
- Inform your neighbours, prior to lighting
- Piles for burning can not be greater than 2 metre in diameter and 1 metre in height
- Have a fire unit carrying a minimum of 400lt or a hose connected to running water that can reach the whole burn area present at all times.

Don't start a fire, if you are not prepared to be responsible for it!

4. CAMPING & COOKING FIRES

Pursuant to *Section 25(1a) Bush Fires Act 1954*, the lighting of fires in the open air in the Shire of Ravensthorpe for the purpose of camping and cooking is prohibited during the Prohibited Burning Time, **except** in the Starvation and Masons Bay Camping areas and Hopetoun Caravan Park.

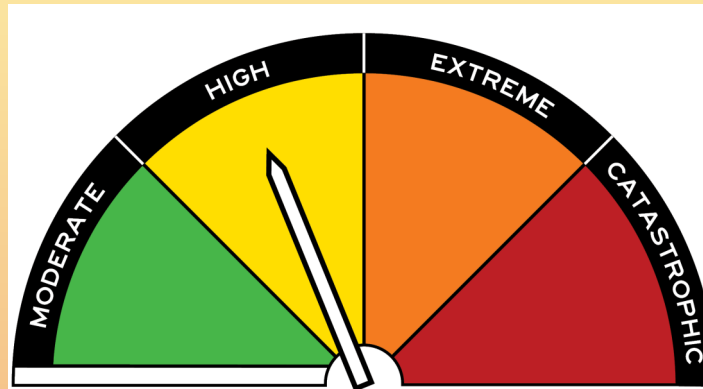
Lighting of fires in the open air in the Shire of Ravensthorpe, for the purpose of camping and cooking, is permitted during the period 30 April to 19 September, without a permit to burn.

All open air fires are to be **contained** within a cement ring or designated fire areas, ie barbecue.

All fires must be **extinguished** when left unattended - Penalties apply.

FIRE DANGER RATING INFORMATION

AUSTRALIA'S FIRE DANGER RATING SYSTEM IS CHANGING



FIRE DANGER RATINGS

MODERATE	PLAN AND PREPARE
HIGH	BE READY TO ACT
EXTREME	TAKE ACTION NOW
CATASTROPHIC	LEAVE BUSHFIRE RISK AREA

Australians now have a simplified, action-oriented Fire Danger Rating System.

Fire Danger Ratings describe the potential level of danger should a bush fire start.

EMERGENCY ALERTS & BUSHFIRE WARNINGS



EMERGENCY WARNING

There is a threat to lives or homes.
You are in danger and need to take immediate action to survive.



WATCH AND ACT

There is a possible threat to lives or homes.
You need to leave or get ready to defend – do not wait and see.



ADVICE

A fire has started but there is no immediate threat to lives or homes.
Be aware and keep up to date.

Where can I get information during an emergency?

[emergency.wa.gov.au](https://www.emergency.wa.gov.au) 13 DFES (13 33 37)
[@dfeswa](#) [@dfes_wa](#) Local ABC Radio



Stay alert when a bushfire starts!
Do not wait and see, this can be deadly.

5. TOWN SITE: RESIDENTIAL, INDUSTRIAL & COMMERCIAL AREAS

(please refer to the definition section of this notice for words marked with '*')

Applies to all land zoned within the town sites of Fitzgerald, Hopetoun, Jerdacuttup, Munglinup & Ravensthorpe, you must:

- a. Where the area of land is 4,000m² or less;
 - i. Reduce **fire fuel*** from the whole of land such that fuel loads are maintained
Isolated trees and managed shrubs may generally be retained in a **parkland cleared** state.
- b. Where the area of land exceeds 4,000m²;
 - i. Establish and maintain an **Asset Protection Zone*** around all habitable buildings;
 - ii. Grassed areas (dry or reticulated) to be maintained to a maximum height of 100mm; and
 - iii. A 3 metre wide **bare earth firebreak*** shall be constructed and maintained inside ALL external boundaries and around **fuel storage tanks**, sheds, gas cylinders and within 6 metres of haystacks (see diagram 5.1) where practicable. Haystacks cannot be situated on the external boundary; or
 - iv. Implement **parkland clearing** of vegetation across the entire extent of the native and planted vegetation within the parcel of land in question.
- c. Where a **Bushfire Management Plan*** which relates to the property has been adopted by Council, clear firebreaks and take measures in accordance with that **Bushfire Management Plan*** as an alternative to the standard requirements listed in this Notice.
- d. Where the land has been cleared for the purpose of development and the land remains vacant it must be maintained in that cleared state.

NOTE: Where any conditions listed in Requirements 5a and 5b are physically impractical on a property, the Shire may approve a **Variation*** in place of the standard requirement (refer to section 13 of this Notice).

Diagram 5.1;
3 metre wide Bare Earth
Firebreak.



6. RURAL AREAS

(please refer to the definition section of this notice for words marked with '')*

Applies to all land zoned as Rural, you must:

- a. Any rural land abutting or adjacent to land zoned as Rural Residential, Urban, industrial or Commercial must have a 3 metre wide **bare earth firebreak*** constructed and maintained inside ALL external boundaries. Breaks should also have a 5 metre vertical clearance so that the firebreak provides unrestricted vehicular access (refer to diagram 6.1); or,
- b. Any Rural Land, Rural Small Holdings less than 200Ha and not being managed in a large single entity farming operation that includes stock and/or cropping practices:
 - i. Areas of unmanaged pasture or grassland must have a 20 metre wide **bare earth firebreak*** constructed and maintained inside ALL external boundaries.
 - ii. Breaks to provide a 5 metre vertical clearance so that the firebreak provides unrestricted vehicular access. (refer to diagram 6.1); and,
 - iii. Driveways must be cleared to a minimum of 4 metres wide and 5 metres in height, and must provide unrestricted access to emergency service vehicles (refer to Section 14: Driveways)
- c. A 3 metre wide **bare earth firebreak*** shall be located around **fuel storage tanks**, sheds, gas cylinders and within 6 metres of haystacks. Haystacks cannot be situated on the external boundary.
- d. Establish and maintain an **Asset Protection Zone*** around all habitable buildings.

Diagram 6.1;

3 metre wide Bare Earth
Firebreak with 5 metre
vertical clearance



7. RURAL RESIDENTIAL:

(please refer to the definition section of this notice for words marked with '')*

Applies to all land zoned Rural Residential, you must:

- a. Clear either a 3 metre wide **bare earth firebreak*** or a 3 metre wide mulched/slashed firebreak immediately inside on ALL external boundaries. Breaks should also have a 5 metre vertical clearance so that the firebreak provides unrestricted vehicular access. (refer to diagram 6.1 & diagram 7.1);
- b. **Parkland clearing** must be carried out in all open paddocks and along the boundary of the property. Clearing means that all dead vegetation and **flammable material*** (excluding approved crops, pasture areas and living trees/shrubs) are removed;
- c. Unmanaged pasture and grasslands must be maintained to height no greater than 100 millimetres (refer to diagram 7.2);
- d. A 3 metre wide **bare earth firebreak*** shall be located around **fuel storage tanks**, sheds, gas cylinders and within 6 metres of haystacks. Haystacks cannot be situated on the external boundary;
- e. Establish and maintain a Low Fuel Zone, 1 metre wide, around Power Infrastructure e.g. Metre Box, Poles and Above Ground Power Domes;
- f. Driveways must be cleared to a minimum of 4 metres wide and 5 metres in height, and must provide unrestricted access to emergency service vehicles; (refer to Section 14: Driveways for more details);
- g. Properties to establish & maintain a **Asset Protection Zone*** around all habitable buildings (refer to Section 10: Asset Protection Zone); and



h. Where a **Bushfire Management Plan*** which relates to the property has been adopted by Council, clear firebreaks and take measures in accordance with that Bushfire Management Plan as an alternative to the standard requirement listed in this Notice.

NOTE: Where any conditions listed in Requirement 7a, 7b and 7f are impractical for site-specific, topographical or environmental reasons on a property, the Shire may approve a **Bushfire Management Plan*** or **Variation*** in place of the standard requirement (refer to section 13 of this Notice).



Diagram 7.1;
3 metre mulched
firebreaks

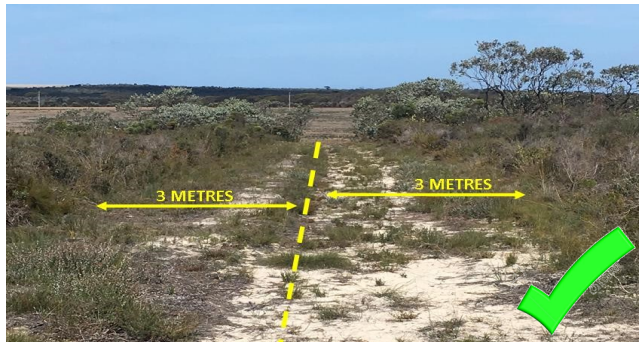


Diagram 7.2;
Unmanaged pasture /
grassland maintained
no greater than 10cm



8. PLANTATIONS AND PRACTICES OTHER THAN FARMING

(please refer to the definition section of this notice for words marked with '*')

All Plantations MUST;

- a. Maintain a 15 metre wide **bare earth firebreak*** inside all external boundaries with a 5 metre vertical clearance so that the firebreak provides unrestricted vehicular access; and,
- b. Have an approved **Bushfire Management Plan*** with the Shire of Ravensthorpe; or
- c. Plantations are to abide by the Guidelines for Plantation Fire Protection developed by the Department of Fire & Emergency Services.

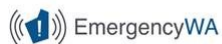
9. USE OF ENGINES, VEHICLES, PLANT OR MACHINERY LIKELY TO CAUSE BUSH FIRE:

If the Shire's Fire Control Officer is of the opinion that harvesting machines, headers, stubble mulchers, hay bailers, track raking, chaining, rock picking or any **other machine or activity** other than clover harvesters likely to cause a fire, or would be conducive to the spread of a bush fire, during the prohibited and restricted burning times:

The Shire of Ravensthorpe hereby prohibits pursuant to *Regulation 38A(1) Bush Fires Regulation 1954* the following:

- a. The use of those machines or conduction of those activities during the prohibited and restricted burning times unless, in the paddock being harvested/mulched/raked or adjacent to the entrance of the paddock being harvested/mulched/raked, there are sufficient suitable mobile fire fighting units, or;
- b. A minimum of 400lt fire fighting water must be available per machine, operating within the same paddock.

Note: Shire of Ravensthorpe advises all primary producers and their workers should be registered to the Shire's Harvest Ban SMS system prior to operating any engines, vehicles, plant or machinery during the prohibited and restricted periods to receive Harvest & Vehicle Movement Ban alerts.



www.emergency.wa.gov.au



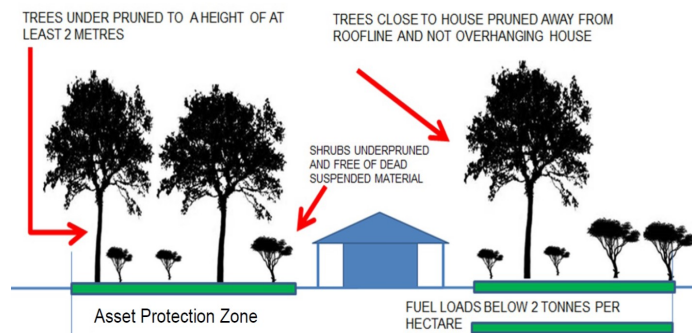
Providing you with information and community warnings about emergencies, Fire Danger Ratings and declared Total Fire Bans

Alerts and warnings about fires, floods, storms, earthquakes, cyclones, hazardous material incidents and more

10. ASSET PROTECTION ZONE (APZ)

Asset Protection Zone (formally Building Protection Zone) is a low fuel area immediately surrounding a building. These requirements are designed to reduce the fire's intensity and minimise the likelihood of flame contact with buildings. APZ gives more protection to families should a fire threaten suddenly and they cannot leave:

- a. The width of an APZ is to be a minimum of 20m, increasing by 10m per 10 degree in slope and located within the boundaries of the lot on which the building is situated;
- b. Fire fuels are to be reduced and maintained. All grasses **within** the APZ are to be maintained to a height no greater than 100mm;
- c. Trees (>5m in height) at maturity should be a minimum of 6 metres from the building, branches should not touch or overhang the building, lower branches should be removed to a height of 2 metres above the ground, canopies should be at least 5 metres apart and coverage should be less than 15%;
- d. Shrubs (0.5m to 5m in height) should not be located under trees or within 3m of buildings or planted in clumps of >5 metres square in area;
- e. Ground covers (<0.5m in height) can be planted under trees but must be maintained to remove dead material and any part within 2 metres of a building;
- f. Firewood piles to be stored a safe distance away from buildings and no greater than 1m in height; and,
- g. Fences and sheds within the APZ are constructed using non-combustible materials (e.g. iron, brick, limestone).



Imagery of an 20 metre Asset Protection Zone

**FIRE MITIGATION AND PREPAREDNESS
IS A SHARED RESPONSIBILITY**

11. NON COMPLIANCE

Pursuant to *Section 33(3)(4)(5) Bush Fires Act 1954*, failure to comply to the requirements mentioned within this notice, by the required compliance dates will result in the following:

a. An Infringement Notice:

a \$250.00 infringement will be issued to the landowner for non-compliance to this Notice. Landowner/occupiers will have 7 calendar days for the property to be compliant to this notice. Failure to comply to this notice will result in;

b. A Works Order:

Shire will engage an available contractor on your behalf and authorise the contractor to enter the property to carry out the required works in accordance with this Firebreak Notice.

Note: Landowner/occupiers will NOT be provided with a warning notice for non-compliance to this Notice. Additionally, Landowner/occupiers will NOT be provided an additional 14 calendar days to comply.

Landowner/occupiers issued with an Infringement Notice will have 28 days to arrange payment with the Shire, otherwise infringement notices may be referred to Department of Justice Fines Enforcement Registry for follow up payment, which can lead to the suspension of your Driver's Licence.

A Works Order can be issued at anytime throughout the compliance period for properties not maintained to the requirements within the Firebreak Notice. As such the Shire of Ravensthorpe will recover ALL cost incurred against the landowner as permissible under the *Bush Fires Act 1954*.

INFRINGEMENT	PENALTY
s33: Failure of owner or occupier of land to comply with a notice (Firebreak Notice)	\$250.00
S25: Offences relating to lighting of fires in the open air. (campfires, etc. during prohibited and restricted burning period)	\$250.00
s24E: Offences relating to fires in the open air during a Total Fire Ban. s22B:	\$1,000.00 or \$25 000 and/or 12 months
s18: Offences relating burning to the bush. (Burning without a fire permit)	\$250.00
r15B: Failure to comply with conditions of a fire permit.	\$250.00
r38A(3): Operating or using engines, vehicles plant or machinery contrary to notice or direction. (Harvest & Vehicle Movement Ban)	\$500.00

12. APPLICATION TO VARY REQUEST

(please refer to the definition section of this notice for words marked with '')*

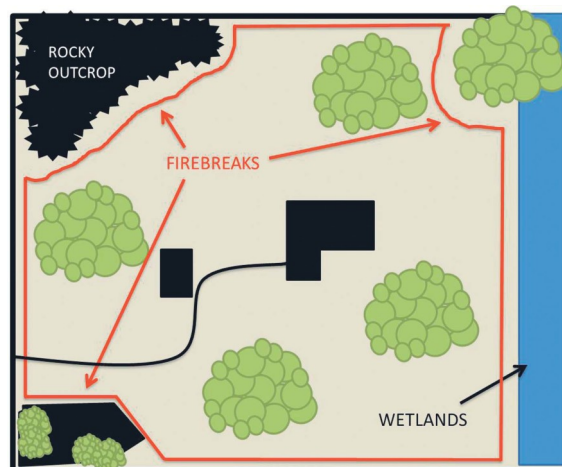
(a) **Variations:**

If it is impracticable for any reason to clear firebreaks or to take measures in accordance with this Notice, you may apply to the Shire in writing before **1 October** each year for permission to provide firebreaks in alternative locations or take alternative measures to prevent the outbreak or spread of a bush fire. If permission is not granted in writing by the Shire, you shall comply with the requirements of this Notice.

The requirement for an **Asset Protection Zone*** may be varied by Council on application. Where it is not practical for an existing dwelling to provide a 20 metre **Asset Protection Zone*** a landowner may apply for a variation to the Firebreak Notice. In considering any such request regard will be given to;

- (i) The topography of the site or privacy issues;
- (ii) Potential environmental impacts; and,
- (iii) Provision of alternative low or managed fuel zones.

The Shire may approve variations to the Asset Protection Zone for a period not more than 5 years.



EXAMPLE OF A FIREBREAK VARIATION

(b) **Bushfire Management Plan:**

As an alternative to lodging a request for a variation, a landowner may have a site-specific **Bushfire Management Plan*** prepared by a **Bushfire Planning Practitioner*** that fully complies with the requirements of State Planning Policy 3.7 Planning in Bush fire Prone Areas (SPP3.7) and associated Guidelines. This **Bushfire Management Plan*** is to be approved by the Shire of Ravensthorpe.

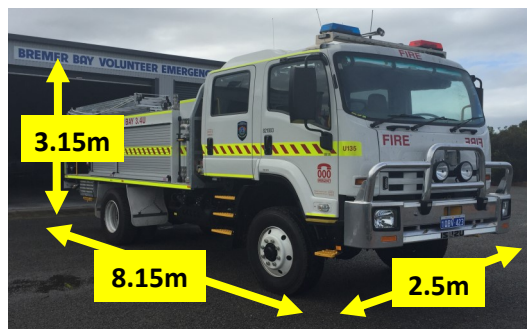
Proposals for a **Bushfire Management Plan*** (BMP) for permission to provide alternative fire mitigation measures on the land must be provided to the Shire no later than **1 September**.

- (i) If a BMP has been approved by the Shire, it will thereafter replace and totally extinguish the landowner's obligations to otherwise implement the standard regulations as described in the Fire Regulation Notice, appropriate to the zoning of the property; or,
- (ii) If a BMP has not been approved then the standard Regulations must be implemented by the due dates.

Note: A number of properties developed since 2015 will have an adopted BMP as part of their existing planning approval.

13. DRIVEWAYS

Driveways must be cleared to a minimum of 4 metres wide and 5 metres in height and must provide unrestricted access to emergency service vehicles gaining entrance and trans-versing your property during an emergency.



14. DEFINITIONS

- (a) **Asset Protection Zone;** refer to Section 10
- (b) **Bare Earth Fire Breaks:** A strip of land that has been cleared of all trees, bushes, grasses and any other object or thing or flammable vegetation material leaving clear bare mineral earth - Achievable by ploughing, grading or early spraying.
- (c) **Bushfire Management Plan (BMP):** A document that sets out short, medium and long-term risk management strategies for the life of the development. It is to be prepared by an accredited Bushfire Planning Practitioner in accordance with the requirements of State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP3.7) and associated Guidelines.
- (d) **Bushfire Planning Practitioner:** A person who holds Level Two or Level Three accreditation under the Western Australia Bushfire Accreditation Framework.
- (e) **Flammable Material:** Any material that is easily ignited, capable of burning and of carrying a fire.
- (f) **Fire Fuel:** Any combustible material, dead or alive, in isolation or clusters or aggregation with other combustible materials that, in the opinion of an authorised officer of the Shire of Ravensthorpe, is likely to fuel a bush fire. Including but not limited to;
- Heavy leaf litter on the ground, dead leaves in gutters, fallen branches and any combustible vegetation in clusters including combustible materials suspended off the ground
 - All Grasses exceeding a height of 100mm and
 - Any tree within the APZ or branch of a tree that may fall onto a building which in the opinion of an authorised officer of the Shire of Ravensthorpe constitutes an unacceptable fire risk.
- Does not include;
- Vegetable within the APZ or branch of a tree that may fall onto a building which in the opinion of an authorised officer of the Shire of Ravensthorpe constitutes an unacceptable fire risk.
 - Well compacted dead vegetative material e.g. mulch, that in the opinion of an authorised officer of the Shire of Ravensthorpe does not constitute an unacceptable fire risk.

- (g) **Managed Land:** Land that is cropped, grazed or slashed.
- (h) **Parkland Clearing:** A technique of mulching understorey ladder fuel plants from within native vegetation and planted vegetation along with thinning any densely stocked over storey plants to create an open parkland similar in nature to that of the APZ but over a larger area of land.



**BECOME A EMERGENCY SERVICES
VOLUNTEER TODAY!**

“Our communities are served by dedicated group of emergency services volunteers, who require your help today!

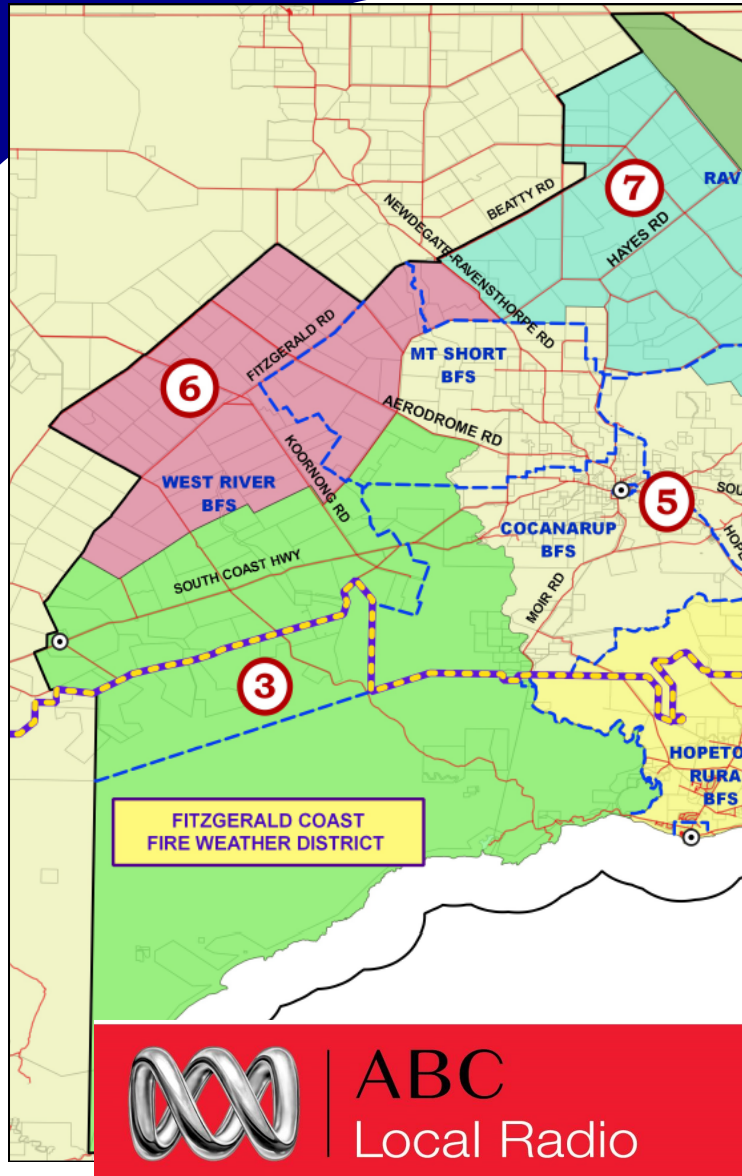
There is a role to suit everyone and training is available.”



Contact the Community Emergency Services Officer at the Shire of Ravensthorpe
on 08 9839 0000 for more details or how to join.



SHIRE OF RAVENSTHORPE HARVEST BAN AREAS

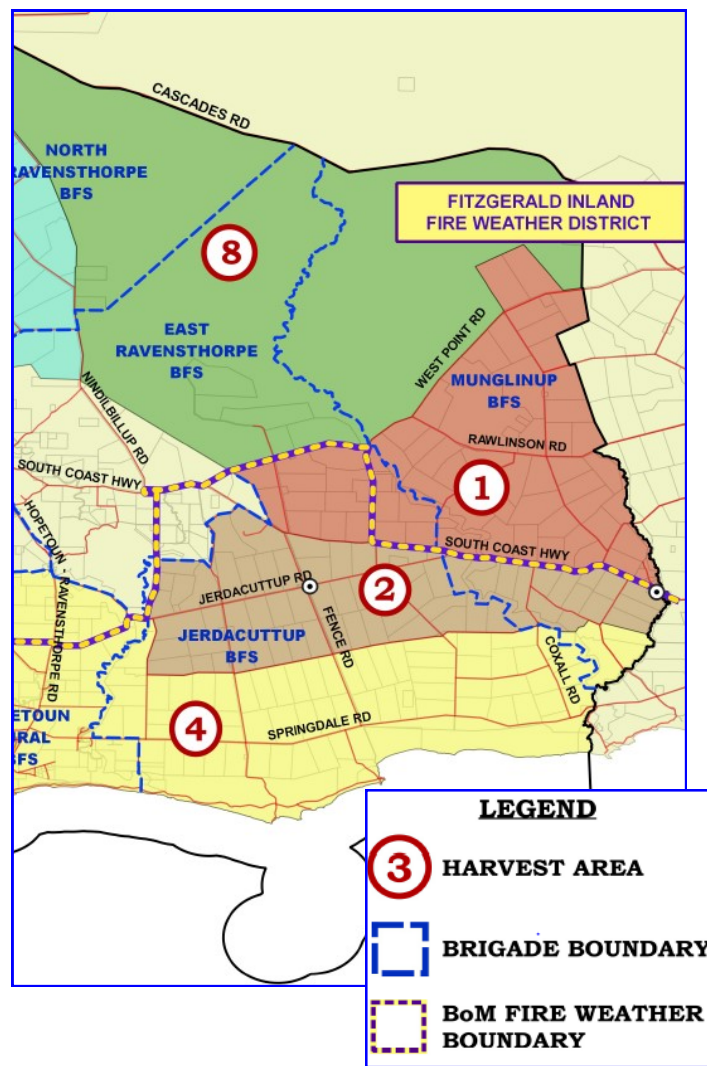


ABC
Local Radio

HARVEST & VEHICLE MOVEMENT BAN / FIRE BAN INFORMATION

All Harvest & Vehicle Movement Bans and Fire Bans will be communicated via the Shire's SMS system or on ABC local radio 558AM / 837AM at the following times; 10:05am, 12:35pm and 2:05pm weekdays, 12:35pm and 2:05pm week-ends.

If you are a farmer or a contractor and would like to receive notification by SMS of Harvest and Vehicle Movement Ban direct to your mobile phone, contact the Shire Office during office hours on 08 9839 0000.



REAR COVER PAGE

FIRE CONTROL OFFICER CONTACT DETAILS

FOR ALL FIRE & EMERGENCIES		000
SHIRE OF RAVENSTHORPE		08 9839 0000
Chief Bush Fire Control Officer - Rod Daw		0429 396 010
Community Emergency Services Officer - Russell Palmer		0438 498 221
COCANARUP BFB	Luke Webster	0427 381 454
	Keith Rowe	0428 381 231
EAST RAVENS- THORPE BFB	Andy Daw	0429 396 031
	Devon Burton	0408 144 117
	Malcolm Grant	0499 351 155
HOPETOUN RURAL BFB	Stott Redman	0429 351 475
	Courtney Foulds	0423 819 270
	Andrew Venning (<i>Permits Only</i>)	0427 383 552
HOPETOUN VFES	Peter Nankervis (<i>Permits Only</i>)	0491 065 025
JERDACUTTUP BFB	Paul Bell	0429 075 118
	James Mollet	0429 396 035
MT SHORT BFB	Brad Clarke	0427 381 082
	Peter Belli	0427 381 122
	Richard Norrish	0427 507 561
MUNGLINUP BFB	Nathan Chapman	0475 400 434
	Gavin Gibson	0427 751 062
	Barnes Fetherstonhaugh	0427 751 089
NORTH RAVENS- THORPE BFB	Reece Laycock	0438 838 007
	Andrew Chambers	0429 380 084
	Kye Chambers	0427 380 084
	Chad Tuckett	0429 109 591
RAVEY VFERS	Gary Webster	0427 381 114
WEST RIVER BFB	Peter Kuiper	0428 357 043
	Richard Norrish	0427 507 561
	Mark Mudie	0428 356 064
	Rian Duncan	0428 324 400
	Brett Kershaw	0427 356 053





**Shire of Ravensthorpe
Bush Fire Advisory Committee**

Minutes

**Minutes of the meeting held on Monday 14th March 2023
at the Ravensthorpe Entertainment Centre
starting 5:55pm**

**SHIRE OF RAVENSTHORPE
BUSHFIRE ADVISORY COMMITTEE MEETING
MONDAY 14TH MARCH 2023
VENUE: RAVENSTHORPE ENTERTAINMENT CENTRE**

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.

2. ATTENDANCE

Mr Keith Rowe	Chairperson / Cocanarup BFB
Mr Rod Daw	Chief Bush Fire Control Officer
Mr Gavin Gibson	Deputy Chief Bush Fire Control Officer
Mr Luke Webster	Cocanarup BFB
Mr Devon Burton	East Ravensthorpe BFB
Mr Andy Daw	East Ravensthorpe BFB
Mr Bernard Fetherstonhaugh	Munglinup BFB
Mr Nathan Chapman	Munglinup BFB
Mr Reece Laycock	North Ravensthorpe BFB
Mr Andrew Chambers	North Ravensthorpe BFB
Mr Kye Chambers	North Ravensthorpe BFB
Mr Brett Kershaw	West River BFB
Cr Mark Mudie	SoR Councillor, West River BFB
Cr Tom Major	SoR Councillor
Mr Steven Petersen	DO Rural DFES Esperance
Ms Michaela Pritchard	SoR Senior Ranger
Ms Natalie Bell	SoR A/Executive Manager Development and Community Services
Mr Russell Palmer	Community Emergency Services Manager
Mr Mal Grant	SoR Bushfire Risk Planning Coordinator
Mr Vince Hilder	DBCA
Mr Dave Atkins	DBCA
Mr Gary Webster (L)	Cocanarup BFB
Mr Matthew Bird (L)	SoR Chief Executive Officer

3. APOLOGIES

Mr Rian Duncan	DCBFCO – West River BFB
Mr Richard Norrish	Mt Short BFB
Mr Wes Bailye	DFES Area Officer
Mr Gary Webster	Cocanarup BFB
Mr Paul Bell	Jerdacuttup BFB
Mr Matther Bird	CEO Shire Of Ravensthorpe
Mr Peter Nankervis	Hopetoun VFES

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

OFFICER & COMMITTEE DECISION

Moved: Andrew Chambers **Seconded:** Cr Tom Major
The minutes of the Bushfire Advisory Committee held on Tuesday 13th September 2022 to be confirmed as a true and correct record of proceedings.

Carried

5. BUSINESS ARISING FROM MINUTES

5.1 – Q. from Mr Gavin Gibson. Who is taking the minutes? A. Both Russell and Natalie will be taking independent minutes and the meeting is also being recorded.

5.2 – Letter to Mr Doug Bray. Was the letter sent? Response as per AGM. A letter was drafted and sent to CEO Mr Matthew Bird via his Executive Assistant to be presented to Council. Cr Tom Major and Cr Mark Mudie will find out if the letter was sent.

5.3 – Mr Rod Daw referenced item 7.1 and the letter sent to Minister Dawson. Rod noted the correspondence included request for additional funding and spoke to what he would like to see it used for. Minister's response was disappointing. Will need to chase the Government. (Side note – the Minister was to visit the Shire earlier in the year but was unable to due to the flooding in the north of the state.)

5.4 – Mr Rod Daw. Reference to formation of OWG. Two successful meetings so far. Takes the pressure of the FCOs in the field.

5.5 – Rod Daw. New FBI of 40 everyone seems to be settling down to that. Q. Is 24 settled on that as permits being cancelled? A. Russell has a PowerPoint to clarify this later in the meeting. Further discussion around forecast weather and issuing of permits. Should be clarified.

6. CORRESPONDENCE

Russell gets "flooded" with emails and correspondence. Tries to filter what goes out to members. Has asked the OWG if this is the preferred approach. Advise Russell if filtering needs to be less or removed.

6.1 – LO1, LO2, LO3 of the Council Policy Manual

6.2 – Operational **safety circulars** (emailed to members)

6.3 – TFB/HVMB comparisons

6.4 – Requirement to use TWS when emergency warning issued

6.5 – Guide to Aboriginal Customary Activities

6.6 - Release of online learning – BCOE

6.7 – High Season Appliance Checks

6.8 – BCOE Machinery and Die Back kits

6.9 – Letters of Appreciation

9.10- HVMB timings for ABC

Moved Correspondence is received

Moved: Tom Major **Seconded:** Mark Mudie.

7. OFFICERS REPORT (Written copy to be provided at the meeting)

7.1 CBFCO Report – Tabled by Mr Rod Daw Appendix B

Discussion followed this report regarding pole top fires becoming a concern. Several occurring but not being reported. Suggestion was to report to Rod so he can pursue with the authorities and Western Power.

Report **all** incidents to 000. Build the statistics.

7.2 DPAW Report – Spoken Mr Vince Hilder **Appendix C**

7.3 CESM Report – Tabled Mr Russell Palmer **Appendix D**

7.4 DFES Report – Spoken Mr Stephen Petersen **Appendix E**. Comments

regarding this report to Rod Daw please so he can take them to DFES and to the ROAC.

Significant power increase is possible with ECU but will void warranty.

DPD/DPF can be installed after market.

Waiting to hear from LGGs/ESL committee to see if these can be funded through LGGs.

7.5 BRMC Report – Tabled Mr Mal Grant (not spoken to) **Appendix F**
(Mr Matthew Bird arrived at the meeting)

8. BFAC ITEMS SUBMITTED

8.1 – Fire Control Notice – Draft will be circulated with the unconfirmed minutes. Spoke to changes as discussed in OWG. Further required changes include replace photo (Diagram 6.1) of bare earth, reference to Harvest Ban Hotline removed, correction of “fire break” and “firebreak”.

Q from Barn re pensioners receiving fine for blocks in Munghlinup. A. Up to them to appeal the fine.

8.2 – LGGs Grants (Operational/Capital) As per comments in CEMS Report.

8.3 – Training – minimum standards, Calendar, FCOs, Other (AIIMS, IC Level 1, Academy Programme) No further discussion. OWG will discuss at next meeting.

8.4 – Issuing of Permits (PowerPoint) HVMB and the Act Time constraints. Will send out with Minutes. Some discussion on Permits and the cut off. Explanation of role of FWO and how ratings are imposed onto a fire weather area. Shire may need to develop a policy to protect FWO.

Old Permit books need to have the words “very high” and “Extreme”. Some discussion as to who should be paying for permit books. Legislated that Local Government is responsible for fire therefore cost comes to them.

8.5 – Incident Management Structure Postponed until after next OWG.

9. GENERAL BUSINESS

9.1 – Barrier Fence and gates suggested that North Ravensthorpe Brigade and community group write a letter to the Manager of State Barrier Fence for more and wider gates in future builds.

OFFICER & COMMITTEE DECISION

Moved: Reece Laycock **Seconded:** Mr Rod Daw

That the DFAC request the Shire to write to the Manager State Barrier Fence for improved access with more gates and wider gates in the state barrier fence to allow larger machinery to traverse the fence.

Carried

Reece also mentioned that the gripples used on the fence disintegrate with the heat of a bush fire, need to consider the use of crimps.

9.2 – HVMB. When extending these, need to have more communication and publicity. Some confusion after the last one was extended into the second day.

9.3 – Would like more frequent updates on the FCO WhatsApp when incidents are extensive. Noted. Anyone on the group can update if they have the information or request updates.

9.4 – Roadblocks. Discussion regarding issues with the road blocks at the recent fires, both shires, and communication to the public. Also the issue of people finding their way around the blocks and still being on the closed road. All were reminded that the roads can be closed for emergencies but only the road owner can then open the road.

10. MEETING CLOSED 19:50

Appendix A:

FCO List (To be endorsed by Council)



**SHIRE OF RAVENSTHORPE
2023/24 FIRE CONTROL OFFICERS**

NAME	POSITION	BRIGADE	RADIO CALL SIGN
Rod Daw	CBFCO	East Ravensthorpe BFB	6GR / Ravey Chief
Gavin Gibson	DCBFCO East	Munglinup BFB	Mungy Base / Mungy 1
Rian Duncan	DCBFCO West	West River BFB	West River Base / West River 4
Mal Grant	DCBFCO Central	East Ravensthorpe BFB	East Ravey 3
Luke Webster	FCO	Cocanarup BFB	Cocanarup 1
Gary Webster	FCO/Capt.	Cocanarup BFB	Cocanarup 2
Keith Rowe	FCO	Cocanarup BFB	Cocanarup 3
Andrew Daw	FCO/Capt.	East Ravensthorpe BFB	East Ravey 1
Devon Burton	FCO	East Ravensthorpe BFB	East Ravey 2
Malcom Grant	FCO/BRPC	East Ravensthorpe BFB	East Ravey 3
Rod Daw	CBFCO	East Ravensthorpe BFB	6GR / Ravey Chief
Stott Redman	FCO/Capt.	Hopetoun Rural BFB	Hopetoun Rural 1
Courtney Foulds	FCO	Hopetoun Rural BFB	Hopetoun Rural 2
Andrew Venning	Permit Officer	Hopetoun Rural BFB	
Peter Nankervis	Permit Officer	Hopetoun VFES	
James Mollet	FCO/Capt.	Jerdacuttup BFB	Jerdy Base / Jerdy 1
Paul Bell	FCO	Jerdacuttup BFB	SE Jerdy Base / Jerdy 2
Brad Clarke	FCO	Mt Short BFB	Mt Short 1
Peter Belli	FCO	Mt Short BFB	Mt Short 2
Richard Norrish	FCO	Mt Short BFB	Mt Short 3
Gavin Gibson	DCBFCO	Munglinup BFB	Mungy Base / Mungy 1
Bernard Fetherstonhaugh	FCO	Munglinup BFB	Nth Mungy Base / Mungy 2
Nathan Chapman	FCO	Munglinup BFB	Mungy 3
Reece Laycock	FCO/Capt.	North Ravey BFB	Nth Ravey 1
Andrew Chambers	FCO	North Ravey BFB	Nth Ravey 2
Kye Chambers	FCO	North Ravey BFB	Nth Ravey 3
Chad Tuckett	FCO	North Ravey BFB	Nth Ravey 4
Peter Kuiper	FCO/Capt.	West River BFB	West River 1
Brett Kershaw	FCO	West River BFB	West River 2
Mark Mudie	FCO	West River BFB	West River 3
Rian Duncan	DCBFCO	West River BFB	West River Base / West River 4

Russell Palmer	CESM	Ravensthorpe Shire	Ravey CESM
Michaela Pritchard	Permit Officer	Ravensthorpe Shire	Shire Ranger 1
Greg Stover	Permit Officer	Ravensthorpe Shire	Shire Ranger 2

11. NOMINATION FOR DUAL FIRE CONTROL OFFICERS TO NEIGHBOURING LOCAL GOVERNMENTS

Nominee	Nominated By	Seconded	Elect
Mr Gavin Gibson	Rod Daw	Andrew Chambers	
Mr Bernard Fetherstonhaugh	Rod Daw	Andrew Chambers	

• **Jerramungup Shire**

Nominee	Nominated By	Seconded	Elect
Mr Rian Duncan	Mark Mudie	Tom Major	
Mr Peter Kuiper	Mark Mudie	Tom Major	
Mr Brett Kershaw	Mark Mudie	Tom Major	

• **Lake Grace Shire**

Nominee	Nominated By	Seconded	Elect
Mr Chad Tuckett	Andrew Chambers	Devon Burton	
Mr Reece Laycock	Andrew Chambers	Devon Burton	

NOMINATION FIRE WEATHER OFFICERS

Nominee	Nominated By	Seconded	Elect
Mr Rodney Daw	Keith Rowe	Mark Mudie	Y
Mr Gavin Gibson	Rod Daw	Mark Mudie	Y
Mr Bernard Fethersthaugh	Rod Daw	Mark Mudie	Y
Mr Kye Chambers	Reece Laycock	Andrew Chambers	Y
Mr Peter Kuiper	Rod Daw	Mark Mudie	Y
Mr Rian Duncan	Rod Daw	Mark Mudie	Y

Appendix B:

Report from Chief Bush Fire Control Officer Mr Rod Daw

Further comments to the report. Thanks to each and everyone for your cooperation this year. It has been a difficult year.

Role Call has fallen down a bit. I'm here 24 hours a day and will always answer you.

Report read. Hopetoun fire was a boost to the local economy. Large response to fires makes me wonder why the effort can't be put into mitigation before the fires start.

Chief Bushfire Control Officer Shire of Ravensthorpe Report for the BFAC Tuesday 14th March

For the period from the 13th September 2022 to 14th

March 2023 13/09/2023 September BFAC

Ravensthorpe Recreation Centre,

15/09/2023 FRNP Fire Work Group Meeting Ravensthorpe recreation centre, Hopetoun Rural Fire Brigade FCO'S Courtney and Stott in attendance, big meeting that hopefully will see increased use of planned fire in the National Park and Crown lands,

16/09/2022 Bushfire mitigation burning program Queen Street reserve opposite Hospital, camp oven hot meal,

21/09/2022 Bushfire mitigation burning program Queen Street Mining Camp reserve, 23/09/2022 Bushfire mitigation burning program Queen

Street Crown reserve, 23/9/2022 ROAC meeting in Jerramungup,

27/09/2022 Bushfire mitigation burning program to the north and west of the SES Headquarters, 29/09/2022 Bushfire mitigation burning program Ravensthorpe Recreation centre surrounds, 04/10/222 Bushfire mitigation burning program Ravensthorpe

Recreation centre surrounds cut out, 5/10/2022 Hopetoun Rural BFB AGM,

6/10/2022 Airport exercise,

10/10/2022 Executive meeting with CEO Shire of Ravensthorpe,

18/10/2022 Meeting with the Esperance Tjalaraak regarding fire management and future engagement with them followed by a local tour,

19/10/2022 Visit to Esperance DFES office Mark

McQueen, 20/10/2022 Mt Short VBFB meeting,

20/10/2022 Header fire

Munglinup, 31/10/2022 East

Ravensthorpe VBFB AGM,

20/11/2022 House fire

Ravensthorpe, 29/11/2022 Fire

at FQM mine site,

01/12/2022 Meeting at DFES Albany with Wayne Green,

04/12/2022 Fire Preparedness community day at Whale Bay (in the rain), big thanks to Natalie Bell and Russell for the planning and management of the days proceedings, especially lunch Natalie,

07/12/2022 LEMC plus firebreaks compliance



meeting, 12/12/2022 Munglinup tip fire,
27/12/2022 Caravan Park Ravensthorpe fire,
30/12/2022 Alarm on the Structural Fire Water Supply Tank at the Ravensthorpe RV
Campground activated during the night x 2,
07/01/2023 Eldverdtton road Pole top fire reported by Phil
Salvage, 09/01/2023 TFB from 1400
10/01/2023 TFB all day
18/01/2023 Motor vehicle accident 35 km east of Ravensthorpe
05/02/2023 Jim Dunn bushfire from escaped cooking fire 3 days
06/02/2023 National Park Fire, 44C 12%Rh NW winds up to 40 kmhr, LAT aircraft
down, 5 days
Huge contingent of staff arrived in Hopetoun overnight, Rod and Mal used in a local
knowledge advisory, planning capacity and tactics in the containment of the bushfire,
Natalie Bell used in the link from the IMT back into the Shire and community regarding
updates on containment of the bushfire progress and logistics for accommodation/meals
at a local level,
Eventually able to negotiate significant fall back options in the Crown lands to ensure if
direct attack options were not successful, these included track rolling and a large amount
of interface with the private property chaining,
16/02/2023 DBCA debrief on what happened ?
21/02/2023 Hot 42C Harvest and vehicle movement ban and TFB, thunderstorms on the
previous night to the east result in Fires at Stokes, Munglinup Brigades support the
Esperance Shire in containment,
Pole top fire early in the day up at
Woodenup road, 3 fires in the Phillips
River area all join into one,
1 fire in the John Forrest road area which crossed over #11 road before being rounded
up, Sufficient fires across the South Coast for LGA to hand over control to DFES under
Section 13 BF Act,
Great response, 6 water bombers, LAT plus 6 dozers various FEL's and graders, about 30
trucks and approx. 200 fire fighters
Rod and Mal able to negotiate very significant fall back options which will be of immense
benefit in the future,
Sincere thanks to **all involved** in bringing these fires under control a brilliant effort by all, 8
days 22/02/2023 Harvest and Vehicle movement ban,
27/02/2023 Completed mapping of the fires by
vehicle

Rd 11 Fire 230 ha

Edwards Farm Fire, Phillips River valley, 8400 ha

Woodenup Rd, pole top fire, 14 860 ha

Total 23 490 ha or 60 000 acres

Significant losses of property (fencing and plant) has occurred and we extend our sorrow and support to those affected,

01/03/2023 LEMC meeting Ravensthorpe,

01/03/2023 Operational Fire Working Group

meeting, 01/03/2023 Aerodrome road fire

flare up, 03/03/2023 Phillips River fire flare

up,

03/03/2023 Stott Redman stubble fire Catlyn farm,

03/03/2023 Office of Bushfire Risk Management

meeting,

05/03/2023 Completed inspection of the John Forrest road bushfire, amazing effort by the machine operators to contain the fire,

09/03/2023 Pole top fire Fitzgerald road, grass fire 4km west of Ravensthorpe?,

Permits since the 13/09/2022 –

53

Permits currently live - 13

Appendix C

DBCA Mr Vince Hilder

Thank everyone for the help in the park. Liaison role important, especially since we have had a high turnover in the park.

New Senior Officer locally, Matt Proffit. Started a few months ago but is out of the country expecting his first baby. Matt comes from a background of fire up north. Keen to get involved and get knowledge of the local area.

Four relatively new rangers, Eloise and Damian here and Andy and Alex on the other side of the park. Hoping for stability for the next few years.

Significant changes in the Albany office.

MAF works. Big loader programme in the Philips and Cocanarup. Wayne Daw liaising with Mal to tag on to major fire breaks from the fires and other programmes. Chopper roller hopefully next week as well.

Looking for projects for next year. This funding is ending. Requiring local support from ROAC to apply for funding. Prioritising cells for the Autumn burn. Hopefully will have a more normal year weather wise. Desmond and Road Eleven, East Mount Barren and Starvation Bay areas for mitigation burns.

Q from Rod Daw. You haven't mentioned plans for the Park. Are you going back to the original plan of cells? A. as per report closer to Hopetoun, East Mount Barren, Road Eleven and Desmond. Autumn winter programme.

Q. from Barn. What about West Point Road area? Concerns from Munglinup contingent re risk for the town and surrounds. General discussion. A. from Dave Atkins. Most of this is in the Esperance area. Will have discussions with Karen Naylor. Karen can visit to discuss.

Volunteers and Local Governments need to keep advocating for works and funds through ROAC.

Appendix D

CESM Report LEMC 7 Sept 2022

As of 1st of September 2022, a new AFDRS with improved science, easier to read FDR and slightly realigned Fire Weather District boundaries commenced. We have just endured our first summer under the new ratings and for some around the state, this has taken some getting used to. I would be interested on any feedback members of this committee have as to how the new system was received. I have a PowerPoint presentation for later in this meeting if people are interested regarding some legal aspects of the new system and implications for the Fire Weather Officer/s.

The start of summer, Christmas and new year were relatively quiet in our patch with regards to fire activity however February was a different story. Major fires in the Fitzgerald National Park and surrounding Ravensthorpe tested our volunteers and resources. As always, we will be reviewing each incident with the aim of constantly improving our preparedness and response. One aspect in particular that I will be investigating with a view to improve legal and physical protections of volunteers is the aspect of traffic control and traffic management.

Unfortunately, there were two fire related deaths in our state this past summer. These could serve as a reminder that what we do is not to be taken lightly. One of these deaths in particular could be the first real test case of the new OHS laws. The fall out from this incident in my opinion, is yet to be fully realised and we should be investigating the implications for us from this and other accidents that have occurred. Implications include but are not limited to; record keeping, training and qualifications, SOPs and Policies, PPE/PPC, use of contractors.

The first of the two water tanks has been installed in North Ravensthorpe and the second should be installed in the Jerdacuttup area in the next week or two. Communications at the Airport have been improved.

Increased funding for the Hopetoun Rural Brigade Shed has been approved and building should commence in the next couple of months. The funds from the DFES grant were approved for carry over to next financial year and will be acquitted on completion the build.

Capital and operational grant applications are to be submitted to DFES by the end of this month. I will be applying for sheds and appliances for North Ravensthorpe and East Ravensthorpe this year. Operational Grant application - \$136 604 – offered \$99 930 increase on last year. Last year's spend - \$102 966. Offered - \$94 524. To put this into perspective, \$39 010 in 2014/2015. Some extra items to be purchased with committee permission - road signs, eflares, bugs, jerry cans, snatch recovery equipment and max tracks.

After much deliberation by the members of the OWG, the 23/24 Firebreak notice draft is ready for this meeting to approve to take to Council. Some changes from last year include changes to block sizes and preparation requirements, the inclusion of the Hopetoun Caravan Park and summer fire pits, the removal of recommended contractors and alterations to the definitions section.

Some volunteer training was delivered last year for experienced volunteers but there are still some practical checks to be completed with these. I have scheduled some courses for the rest of the year but these dates can be flexible. Training at this stage is aimed at getting all volunteer members qualified in the required basics. Plans for higher level training are to be worked through with the OWG. Seasonal worker training can now be accessed online. I will send out the details of how to do this closer to harvest season or if asked by employers. Training has also been delivered to all Shire works crews.

The Local Law will need to be revisited by the OWG this year. This has been prompted again as a result of a letter from the Commissioner regarding Local Law and protections for bush fire brigades and their members.

I'll leave you all with the heartfelt message from young Jackson, year 1 – 2 class at Ravensthorpe District High School.

**“Thanks for fighting the fires volunteers!
You’re all heroes!
Very good ones too!”**

Russell Palmer
CESM Ravensthorpe

Appendix E

DFES report Ravensthorpe BFAC 14/03/2023

- **AFDRS feedback.** DFES are seeking feedback with issues relating to the new Australian Fire Danger Rating System. E.g. Was there a significant rise TFB's or HVMB's. Is the permit cancellation number of 24 to low? If you can collate this and provide it to the chief, he can then present it to the upcoming ROAC.

DFES has conducted the substantial analysis over the past 2 days and shown graphs showing comparisons over the past 6 - 7yrs. This analysis needed to be conducted anyway as to start to prepare for the review of the AFDRS post first season.

When comparing all LGAs, as at 15 February 2023 *comparing FY22 to FY23* shows there have been:

- 43 LGAs with an increase in TFBs.
- 84 LGAs had a decrease in TFB declarations.
- The biggest *percentage increase* was in the City of Bunbury and the Shire of Capel with a 225% increase in TFB declarations, from 4 to 13 TFBs.
- The LGA with the largest increase in TFBs *by number* were the Shires of Harvey and Dardanup with an increase of 11 additional TFBs from 5 in FY22 to 16 in FY23.
- 10 LGAs had no increase to date with the same number of TFBs in FY22 compared to FY23.
- There have been some significant changes in some LGAs for example the Shire of Carnarvon, Shark Bay and Wiluna reduced from 28 and 27 to zero TFBs. Shire of Upper Gascoyne had a reduction of 21 to zero TFBs.
- To date there has been *410 less TFB declarations* in FY23 than FY22 i.e. 1,414 TFBs were declared across LGAs in FY22 compared to 1,020 in FY23 (as at 15.2.2023).
- Whilst some LGAs show an increase from FY22 compared to FY23, they had comparable TFB declarations in FY20 and FY21. All LGAs had an increase in TFBs post FY19.
- State Operations are conducting ongoing discussions over the past few months regarding the issuing of total fire bans across the whole fire district or by local government areas when/ if required on peak conditions, and the criteria which the current SAP enables. Additionally, discussions about the futuristic ability in the Next Gen project phase which will incorporate the capability to publish TFBs by LGA, FWD or LGA + FWD subdistrict.

- **Super Singles.** It appears for the time being that the Dept of Transport are not going to issue exemptions for LG's to fit super singles retrospectively to their current fleet or to DFES new builds. The alternative is for the fitment of the Central Tyre Inflation System. Pink Lake BFB recommend this system highly.
- **Remapping ECU.** Waiting on feedback from Isuzu as the whether LG's can remap the trucks ECU without voiding warranty.

Appendix F

BRPC Report Mal Grant

Shire of Ravensthorpe Bushfire Risk Mitigation Coordinator Report

Shire of Ravensthorpe Bushfire Advisory Committee Meeting Tuesday 14th March 2023

Shire of Ravensthorpe receive \$335 000 in their Grant Application for bushfire mitigation treatments on Shire vested Crown reserves across the Shire,

Tender for these works advertised over December and January and a Successful contract has been awarded the contract to implement these works,

Key features of the Grant are:

Maintenance of the existing strategic low fuel zones around the towns in the Shire where these breaks are located on Crown reserves vested with the Shire of Ravensthorpe,

Expanded park land clearing in the Shire of Ravensthorpe Hamersley Inlet recreation reserve to include the Day use site

Prescribed burning to compliment the strategic low fuel zones and continue with the fine scale of fuel reduction burning around our town sites,

Overview of the upcoming burning program

Hopetoun four prescribed burns, three DFES funded burns and One Shire MAF Grant funded burn,

Blu Vista Subdivision, two burns planned, one in the Hopetoun Ravensthorpe road reserve Blu Vista to Ravensthorpe Clay target club driveway and the other in the Laurina road reserve south and west side of the road reserve,

Jerdacuttup Town site, two Shire MAF Grant funded burns,

Munglinup town site , two Shire MAF Grant funded burns,

Ravensthorpe town site, one DFES funded burn,

Traffic Management Plans have all been requested and these are now with Main Roads Department where these planned burns involve operations adjacent to the South Coast Highway and or the Hopetoun Ravensthorpe road,

Final approvals to operate in the South Coast Highway and the Hopetoun Ravensthorpe road reserves are in place with MRWA Great Southern Albany Office,

Big Wins from Last Years Program

Ravensthorpe Recreation Centre Bushfire Attack Level rating re assessed with the Shire receiving written confirmation that the building can now be used as an emergency evacuation centre in the event of a bushfire,

Integration of the DFES funded mitigation treatments with the Shire MAF Grant treatments, Office of Bushfire Risk Management staff recently visited the Shires of Jerramungup and Ravensthorpe to inspect the bushfire mitigation treatments delivered over the last three years so that these can be captured in their soon to be released Guidelines for Implementing Successful Bushfire Mitigation treatments.

Malcom Grant

14th March 2023

12. REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.1 NOTICE OF CHANGE OF VENUE FOR ORDINARY MEETINGS OF COUNCIL

File Reference:

Location:	N/A
Applicant:	N/A
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	13 April 2023
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council:

1. **AGREE to change the venue to the Ravensthorpe Council Chambers for the May, July, August, October and December 2023 Ordinary Meetings of Council; and**
2. **REQUEST the Chief Executive Officer to place a Notice on the Shire's website advising of the change of venue, in accordance with the *Local Government Act 1995, s5.25 (1)(g)* and *Local Government (Administration) Regulations 1996, r.12*; and**
3. **REQUEST the Chief Executive Officer to develop a Community Engagement Plan that includes regular community engagement appointments across the district.**

Moved: _____

Seconded: _____

Carried: /

ATTACHMENT

12.1 **EXECUTIVE SERVICES**

12.1.2 SHIRE OF RAVENSTHORPE MEETING PROCEDURES LOCAL LAW 2022

File Reference:	LE.LL.13
Location:	Shire Ravensthorpe
Applicant:	N/A
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	13 April 2023
Disclosure of Interest:	Nil
Attachments: <u>YELLOW</u>	Attachment 1: Flow Chart of Local Law Making Process Attachment 2: Proposed Meeting Procedures Local Law 2022
Previous References:	Item 10.1 Ordinary Council Meeting 15 February 2022 and 21 March 2023

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council, BY AN ABSOLUTE MAJORITY:

- 1. RESOLVE to make the *Meeting Procedures Local Law 2022* as per the attached draft.**
- 2. AUTHORISE the Shire President and CEO to sign and affix the Common Seal to the Local Law.**
- 3. AUTHORISE the CEO to:**
 - a) PUBLISH the Local Law in the Government Gazette and provide a copy of the local law to the Minister for Local Government; and**
 - b) FORWARD a copy of the Gazetted Local Law, Explanatory Memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.**

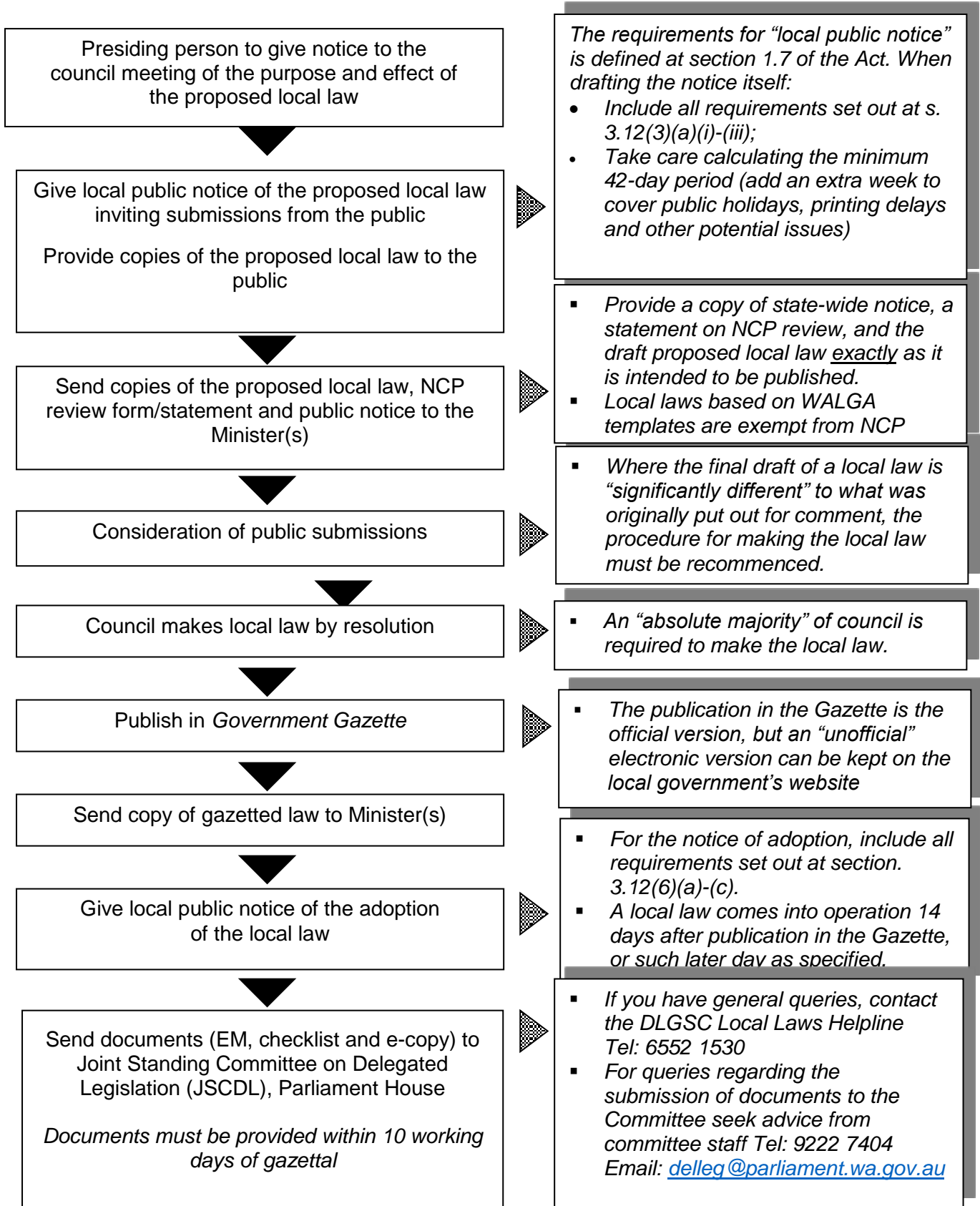
Moved: _____

Seconded: _____

Carried by an ABSOLUTE MAJORITY: __/__

FLOW CHART OF LOCAL LAW-MAKING PROCESS

Local Government Act 1995 – Section 3.12 & National Competition Policy (NCP) Review requirements



WESTERN AUSTRALIA

Local Government Act 1995

**Shire of Ravensthorpe
Meeting Procedures Local Law 2022**

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WESTERN AUSTRALIA
LOCAL GOVERNMENT ACT 1995

**Shire of Ravensthorpe
Meeting Procedures Local Law 2022**

Under the powers conferred by the *Local Government Act 1995* and under all other relevant powers, the Council of the Shire of Ravensthorpe resolved on **[INSERT DATE]** to make the following local law.

Part 1 - Preliminary

1.1 Citation

This local law may be cited as the Shire of Ravensthorpe Meeting Procedures Local Law 2022.

1.2 Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

1.3 Application and intent

- (1) This local law provide rules and guidelines which apply to the conduct of meetings of the council and its committees and to meetings of electors.
- (2) All meetings are to be conducted in accordance with the Act, the Regulations and this local law.
- (3) This local law is intended to result in -
 - (a) better decision-making by the council and committees;
 - (b) the orderly conduct of meetings dealing with council business;
 - (c) better understanding of the process of conducting meetings; and
 - (d) the more efficient and effective use of time at meetings.

1.4 Interpretation

- (1) In this local law unless the context otherwise requires -

absolute majority has the meaning given to it in the Act;

Act means the *Local Government Act 1995*;

CEO means the chief executive officer of the local government;

committee means a committee of the council established under section 5.8 of the Act;

committee meeting means a meeting of a committee;

council means the council of the Shire of Ravensthorpe;

district means the district of the local government;

local government means the Shire of Ravensthorpe;

president means the president of the local government or other presiding member at a council meeting under section 5.6 of the Act;

meeting means a meeting of the council or a committee, as the context requires;

member has the meaning given to it in the Act;

presiding member means -

- (a) in respect of the council, the person presiding under section 5.6 of the Act; and
- (b) in respect of a committee, the person presiding under sections 5.12, 5.13, and 5.14 of the Act;

Regulations means the *Local Government (Administration) Regulations 1996*;

simple majority means more than 50% of the members present and voting; and,

substantive motion means an original motion or an original motion as amended, but does not include an amendment or a procedural motion.

- (2) Unless otherwise defined in this local law, the terms and expressions used in this local law is to have the meaning given to them in the Act and Regulations.

1.5 Repeal

This local law repeals the Standing Orders Local Law 2003 as published in the Government Gazette on 11 May 2004 and as amended in the Government Gazette on 8 February 2011.

Part 2 – Establishment and membership of committees

2.1 Establishment of committees

- (1) The establishment of committees is dealt with in the Act.
- (2) A council resolution to establish a committee under section 5.8 of the Act is to include -
 - (a) the terms of reference of the committee;
 - (b) the number of council members, officers and other persons to be appointed to the committee;
 - (c) the names or titles of the council members and officers to be appointed to the committee;

- (d) the names of other persons to be appointed to the committee or an explanation of the procedure to be followed to determine the appointments; and
- (e) details of the delegation of any powers or duties to the committee under section 5.16 of the Act.

(3) This local law is to apply to the conduct of committee meetings.

2.2 Types of committees

The types of committees are dealt with in the Act.

2.3 Delegation of some powers and duties to certain committees

The delegation of some powers and duties to certain committees is dealt with in the Act.

2.4 Limits on delegation of powers and duties to certain committees

The limits on the delegation of powers and duties to certain committees are dealt with in the Act.

2.5 Appointment of committee members

The appointment of committee members is dealt with in the Act.

2.6 Tenure of committee membership

Tenure of committee membership is dealt with in the Act.

2.7 Resignation of committee members

The resignation of committee members is dealt with in the Regulations.

2.8 Register of delegations to committees

The register of delegations to committees is dealt with in the Act.

2.9 Committees to report

A committee -

- (a) is answerable to the council; and
- (b) is to report on its activities when, and to the extent, required by the council.

Part 3 - Calling and convening meetings

3.1 Ordinary and special council meetings

(1) Ordinary and special council meetings are dealt with in the Act.

- (2) An ordinary meeting of the council, held on a monthly basis or otherwise as determined by the council, is for the purpose of considering and dealing with the ordinary business of the council.
- (3) A special meeting of the council is held for the purpose of considering and dealing with council business that is urgent, complex in nature, for a particular purpose or confidential.

3.2 Calling council meetings

The calling of council meetings is dealt with in the Act.

3.3 Convening council meetings

- (1) The convening of a council meeting is dealt with in the Act.
- (2) Subject to subclause (3), the CEO is to give at least 72 hours' notice, for the purposes of section 5.5, in convening a special meeting of the council.
- (3) Where, in the opinion of the president or at least one-third of the Members, there is a need to meet urgently, the CEO may give a lesser period of notice of a special council meeting.

3.4 Calling committee meetings

The CEO is to call a meeting of any committee when requested by the president, the presiding member of a committee or any two members of that committee.

3.5 Public notice of meetings

Public notice of meetings is dealt with in the Regulations.

Part 4 – Presiding member and quorum

Division 1: Who presides

4.1 Who presides

Who presides at a council meeting is dealt with in the Act.

4.2 When the deputy president can act

When the deputy president can act is dealt with in the Act.

4.3 Who acts if no president

Who acts if there is no president is dealt with in the Act.

4.4 Election of presiding member of a committee

The election of a presiding member of a committee and their deputies is dealt with in the Act.

4.5 Election of deputy presiding member of a committee

The election of deputy presiding member of a committee is dealt with in the Act.

4.6 Functions of deputy presiding member

The functions of deputy presiding member are dealt with in the Act.

4.7 Who acts if no presiding member

Who acts if no presiding member is dealt with in the Act.

Division 2 – Quorum

4.8 Quorum for meetings

The quorum for meetings is dealt with in the Act.

4.9 Reduction of quorum for council meetings

The power of the Minister to reduce the number for a quorum and certain majorities is dealt with in the Act.

4.10 Reduction of quorum for committee meetings

The reduction of a quorum for committee meetings is dealt with in the Act.

4.11 Procedure where no quorum to begin a meeting

The procedure where there is no quorum to begin a meeting is dealt with in the Regulations.

4.12 Procedure where quorum not present during a meeting

If at any time during a meeting a quorum is not present, the presiding member is-

- (a) immediately to suspend the proceedings of the meeting for a period of up to 15 minutes; and
- (b) if a quorum is not present at the expiry of that period, the presiding member is to adjourn the meeting to some future time or date.

4.13 Names to be recorded

At any meeting -

- (a) at which there is not a quorum present; or
- (b) which is adjourned for want of a quorum,

the names of the members then present are to be recorded in the minutes.

Part 5 - Business of a meeting

5.1 Business to be specified

- (1) No business is to be transacted at any ordinary meeting of the council other than that specified in the agenda, without the approval of the presiding member or the council.
- (2) No business is to be transacted at a special meeting of the council other than that given in the notice as the purpose of the meeting.
- (3) Subject to subclause (4), no business is to be transacted at an adjourned meeting of the council other than that -
 - (a) specified in the notice of the meeting which had been adjourned; and
 - (b) which remains unresolved.
- (4) Where a meeting is adjourned to the next ordinary meeting of the council then, unless the council resolves otherwise, the business unresolved at the adjourned meeting is to be dealt with before considering officer reports (Clause 5.2(1), Item 10) at that ordinary meeting.

5.2 Order of business

- (1) Unless otherwise decided by the council the order of business at any ordinary meeting of the council is to be as follows -
 1. Declaration of opening/announcement of visitors
 2. Announcements from the presiding member
 3. Attendance
 - 3.1 Apologies
 - 3.2 Approved leave of absence
 4. Declaration of interest
 5. Public question time
 - 5.1 Response to previous public questions taken on notice
 - 5.2 Public question time
 6. Applications for leave of absence
 7. Confirmation of minutes
 8. Presentations
 - 8.1 Petitions
 - 8.2 Presentations
 - 8.3 Deputations
 - 8.4 Delegates' reports
 9. Method of dealing with agenda business
 10. Officer reports
 11. Motions of which previous notice has been given
 12. Motions from members without notice
 13. New business of an urgent nature introduced by decision of the meeting
 14. Meeting closed to public
 - 14.1 Matters for which the meeting may be closed
 - 14.2 Public reading of resolutions that may be made public
 15. Closure

- (2) Unless otherwise decided by the council, the order of business at any special meeting of the council is to be the order in which that business stands in the agenda of the meeting.
- (3) In determining the order of business for any meeting of the council, the provisions of the Act and Regulations relating to the time at which public question time is to be held are to be observed.

5.3 Motions of which previous notice has been given

- (1) Unless the Act, Regulations or this local laws otherwise provides, a member may raise at a meeting such business as he or she considers appropriate, in the form of a motion, of which notice has been given in writing to the CEO and which has been included on the agenda.
- (2) A notice of motion under subclause (1) is to be given at least 7 clear working days before the meeting at which the motion is moved.
- (3) A notice of motion is to relate to the good governance of the district.
- (4) The CEO -
 - (a) may, with the concurrence of the president, exclude from the notice paper any notice of motion deemed to be, or likely to involve, a breach of any of this local law or any other written law;
 - (b) will inform members on each occasion that a notice has been excluded and the reasons for that exclusion;
 - (c) may, after consultation with the member where this is practicable, make such amendments to the form but not the substance as will bring the notice of motion into due form; and
 - (d) may provide to the council relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.
- (5) A motion of which notice has been given is to lapse unless -
 - (a) the member who gave notice of it, or some other member authorised by the originating Member in writing, moves the motion when called on; or
 - (b) the council on a motion agrees to defer consideration of the motion to a later stage or date.
- (6) If a notice of motion is given and lapses under subclause (5), notice of a motion in the same terms or to the same effect is not to be given again for at least 3 months from the date of such lapse.

5.4 New business of an urgent nature

- (1) In cases of extreme urgency or other special circumstances, matters may, on a motion by the presiding member that is carried by the meeting, be raised without notice and decided by the meeting.
- (2) In subclause (1), 'cases of extreme urgency or other special circumstances' means matters that have arisen after the preparation of the agenda that are considered by the presiding member to be of such importance and urgency that

they are unable to be dealt with administratively by the local government and must be considered and dealt with by the council before the next meeting.

5.5 Adoption by exception resolution

- (1) In this clause 'adoption by exception resolution' means a resolution of the council that has the effect of adopting, for a number of specifically identified reports, the officer recommendation as the council resolution.
- (2) Subject to subclause (3), the local government may pass an adoption by exception resolution.
- (3) An adoption by exception resolution may not be used for a matter -
 - (a) that requires an absolute majority;
 - (b) in which an interest has been disclosed;
 - (c) that has been the subject of a petition or deputation;
 - (d) that is a matter on which a member wishes to make a statement; or
 - (e) that is a matter on which a member wishes to move a motion that is different to the recommendation.

Part 6 - Public participation

6.1 Meetings generally open to the public

Meetings being generally open to the public is dealt with in the Act.

6.2 Meetings not open to the public

- (1) The CEO may, at any time, recommend that a meeting or part of a meeting be closed to members of the public.
- (2) The council or a committee, in one or more of the circumstances dealt with in the Act, may at any time, by resolution, decide to close a meeting or part of a meeting.
- (3) If a resolution under subclause (2) is carried -
 - (a) the presiding member is to direct everyone to leave the meeting except -
 - (i) the members;
 - (ii) the CEO; and
 - (iii) any officer specified by the presiding member; and
 - (b) the meeting is to be closed to the public until, at the conclusion of the matter justifying the closure of the meeting to the public, the council or the committee, by resolution, decides otherwise.
- (4) A person who fails to comply with a direction under subclause (3)(a) may, by order of the presiding member, be removed from the meeting.

- (5) While the resolution under subclause (2) remains in force, the operation of clause 7.9 is to be suspended until the council or the committee, by resolution, decides otherwise.
- (6) A resolution under this clause may be made without notice.
- (7) Once the meeting is reopened to members of the public, the presiding member is to ensure that any resolution of the council made while the meeting was closed is to be read out including a vote of a member to be included in the minutes.

6.3 Question time for the public

Question time for the public is dealt with in the Act.

6.4 Question time for the public at certain meetings

Question time for the public at certain meetings is dealt with in the Regulations.

6.5 Minimum question time for the public

Minimum question time for the public is dealt with in the Regulations.

6.6 Procedures for question time for the public

Procedures for question time for the public are dealt with in the Regulations.

6.7 Other procedures for question time for the public

- (1) A member of the public who raises a question during question time, is to state his or her name and address.
- (2) A question may be taken on notice by the council for later response.
- (3) When a question is taken on notice the CEO is to ensure that -
 - (a) a response is given to the member of the public in writing; and
 - (b) a summary of the response is included in the agenda of the next meeting of the council.
- (4) Where a question relating to a matter in which a relevant person has an interest is directed to the relevant person, the relevant person is to -
 - (a) declare that he or she has an interest in the matter; and
 - (b) allow another person to respond to the question.
- (5) Each member of the public with a question is entitled to ask up to 2 questions before other members of the public will be invited to ask their questions.
- (6) Where a member of the public provides written questions then the presiding member may elect for the questions to be responded to as normal business correspondence.
- (7) The presiding member may decide that a public question shall not be responded to where -

- (a) the same or similar question was asked at a previous meeting, a response was provided and the member of the public is directed to the minutes of the meeting at which the response was provided;
 - (b) the member of the public uses public question time to make a statement, provided that the presiding member has taken all reasonable steps to assist the member of the public to phrase the statement as a question; or
 - (c) the member of the public asks a question that is offensive or defamatory in nature, provided that the presiding member has taken all reasonable steps to assist the member of the public to phrase the question in a manner that is not offensive or defamatory.
- (8) A member of the public shall have two minutes to submit a question.
- (9) The council, by resolution, may agree to extend public question time.
- (10) Where an answer to a question is given at a meeting, a summary of the question and the answer is to be included in the minutes.

6.8 Distinguished visitors

If a distinguished visitor is present at a meeting of the council, the presiding member may acknowledge the presence of the distinguished visitor at an appropriate time during the meeting, and the presence of that visitor shall be recorded in the minutes.

6.9 Deputations

- (1) Any person or group wishing to be received as a deputation by the council is to either -
- (a) apply, before the meeting, to the CEO for approval; or
 - (b) with the approval of the presiding member, at the meeting, address the council.
- (2) The CEO may either-
- (a) approve the request and invite the deputation to attend a meeting of the council; or
 - (b) refer the request to the council to decide by simple majority whether or not to receive the deputation.
- (3) Unless the council resolves otherwise, a deputation invited to attend a council meeting -
- (a) is not to exceed 5 persons, only 2 of whom may address the council, although others may respond to specific questions from members;
 - (b) is not to address the council for a period exceeding 10 minutes without the agreement of the council; and,
 - (c) additional members of the deputation may be allowed to speak with the leave of the presiding member.
- (4) Any matter which is the subject of a deputation to the council is not to be decided by the council until the deputation has completed its presentation.

6.10 Petitions

- (1) A petition is to -
 - (a) be addressed to the president;
 - (b) be made by electors of the district;
 - (c) state the request on each page of the petition;
 - (d) contain the name, address and signature of each elector making the request, and the date each elector signed;
 - (e) contain a summary of the reasons for the request; and
 - (f) state the name of the person to whom, and an address at which, notice to the petitioners can be given.
- (2) Upon receiving a petition, the local government is to submit the petition to the CEO to be included in his or her deliberations and report on the matter that is the subject of the petition.
- (3) At any meeting, the council is not to vote on any matter that is the subject of a petition presented to that meeting, unless:
 - (a) the matter is the subject of a report included in the agenda; and
 - (b) the council has considered the issues raised in the petition.

6.11 Presentations

- (1) In this clause, a “presentation” means the acceptance of a gift or an award by the Council on behalf of the local government or the community.
- (2) A presentation may be made to the council at a meeting only with the prior approval of the CEO.

6.12 Participation at committee meetings

- (1) In this clause a reference to a person is to a person who -
 - (a) is entitled to attend a committee meeting;
 - (b) attends a committee meeting; and
 - (c) is not a member of that committee.
- (2) Without the consent of the presiding member, no person is to address a committee meeting.
- (3) The presiding member of a committee may allow a person to make an oral submission to the committee for up to 3 minutes.
- (4) A person addressing the committee with the consent of the presiding member is to cease that address immediately after being directed to do so by the presiding member.

- (5) A person who fails to comply with a direction of the presiding member under subclause (4) may, by order of the presiding member, be removed from the committee room.
- (6) The council may make a policy dealing with the circumstances in which a person may be given consent to address a committee meeting.

6.13 Council may meet to hear public submissions

- (1) Where an item on the agenda at a council meeting is contentious and is likely to be the subject of a number of deputations, the council may resolve to meet at another time to provide a greater opportunity to be heard.
- (2) The CEO and the president shall set the time and date of the meeting to provide the opportunity to be heard.
- (3) Where the council resolves to meet to provide the opportunity to be heard under subclause (1), the presiding member shall -
 - (a) instruct the CEO to provide local public notice of the time and date when the council will meet to provide an opportunity to be heard;
 - (b) provide a written invitation to attend the meeting to provide the opportunity to be heard to all members of the public who have applied under clause 6.9 to make a deputation on the issue; and
 - (c) cause minutes to be kept of the meeting to provide the opportunity to be heard.
- (4) A meeting held under subclause (1) shall be conducted only to hear submissions. The council shall not make resolutions at a meeting to provide the opportunity to be heard.
- (5) At a meeting held under subclause (1), each person making a submission shall be provided with the opportunity to fully state his or her case.
- (6) A member of the public shall be limited to 10 minutes in making an oral submission, but this period may be extended at the discretion of the presiding member.
- (7) Once every member of the public has had the opportunity to make a submission the presiding member is to close the meeting.
- (8) The CEO is to ensure that a report is included on the agenda of the next council meeting summarising each submission made at the meeting.
- (9) The council must not resolve on the matter that is the subject of a meeting to provide the opportunity to be heard until it has received the CEO's report under subclause (8).

6.14 Public inspection of agenda materials

The right of the public to inspect the documents referred to, and in accordance with, regulation 14 of the Regulations may be exercised at the Shire of Ravensthorpe Administration Building and on the local government's website.

6.15 Confidentiality of information withheld

- (1) Information withheld by the CEO from the public under regulation 14(2) of the Regulations is to be -
 - (a) identified in the agenda of a Council meeting under the item "Matters for which meeting may be closed";
 - (b) marked "*Confidential*" in the agenda; and
 - (c) kept confidential by officers and members until the council resolves otherwise.
- (2) A member or an officer in receipt of confidential information under subclause (1) or information that is provided or disclosed during a meeting or part of a meeting that is closed to the public is not to disclose any of that information to any person other than another member or an officer to the extent necessary for the purpose of carrying out his or her duties.
- (3) Subclause (2) does not apply where a member or officer discloses the information to his or her lawyer or government officer for the purpose of seeking advice in order to lawfully fulfil his or her role and responsibilities.

6.16 Recording of proceedings

- (1) A person is not to use any electronic, visual or audio recording device or instrument to record the proceedings of the council without the permission of the presiding member.
- (2) If the council gives permission under subclause (1), the presiding member is to advise the meeting, immediately before the recording is commenced, that such permission has been given and the nature and extent of that permission.

6.17 Prevention of disturbance

- (1) A reference in this clause to a person is to a person other than a member.
- (2) A person addressing the council shall extend due courtesy and respect to the council and the processes under which it operates and shall comply with any direction by the presiding member.
- (3) A person observing a meeting shall not create a disturbance at a meeting, by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means.
- (4) A person shall ensure that his or her mobile telephone or audible pager is not switched on or used during any meeting of the council.
- (5) A person shall not behave in a manner that is contrary to section 75 of the Criminal Code.

Part 7 – Conduct of members

7.1 Members to be in their proper places

- (1) At the first meeting held after each Election Day, the CEO is to allot, alphabetically by ward, a position at the council table to each Member.
- (2) Each member is to occupy his or her allotted position at each council meeting.

7.2 Respect to the presiding member

After the business of a council has been commenced, a member is not to enter or leave the meeting without first paying due respect to the presiding member.

7.3 Titles to be used

A speaker, when referring to the president, deputy president or presiding member, or a member or officer, is to use the title of that person's office.

7.4 Advice of entry or departure

During the course of a meeting of the council, a member is not to enter or leave the meeting without first advising the presiding member, in order to facilitate the recording in the minutes of the time of entry or departure.

7.5 Members to indicate their intention to speak

A member of the council who wishes to speak is to indicate his or her intention to speak by raising his or her hand or by another method agreed by the council.

7.6 Priority of speaking

- (1) Where two or more members indicate, at the same time, their intention to speak, the presiding member is to decide which member is entitled to be heard first.
- (2) A decision of the presiding member under subclause (1) is not open to discussion or dissent.
- (3) A member is to cease speaking immediately after being asked to do so by the presiding member.

7.7 Presiding member may take part in debates

The presiding member may take part in a discussion of any matter before the council, subject to compliance with this local law.

7.8 Relevance

- (1) A member is to restrict his or her remarks to the motion or amendment under discussion, or to a personal explanation or point of order.

- (2) The presiding member, at any time, may -
 - (a) call the attention of the meeting to:
 - (i) any irrelevant, repetitious, offensive or insulting language by a member; or
 - (ii) any breach of order or decorum by a member; and
 - (b) direct that member, if speaking, to discontinue his or her speech.
- (3) A member is to comply with the direction of the presiding member under subclause (2) by immediately ceasing to speak.

7.9 Speaking twice

A member is not to address the council more than once on any motion or amendment except -

- (a) as the mover of a substantive motion, to exercise a right of reply;
- (b) to raise a point of order; or
- (c) to make a personal explanation.

7.10 Duration of speeches

- (1) A member is not to speak on any matter for more than 5 minutes without the consent of the council which, if given, is to be given without debate.
- (2) An extension under this clause cannot be given to allow a member's total speaking time to exceed 10 minutes.

7.11 No speaking after conclusion of debate

A member is not to speak on any motion or amendment -

- (a) after the mover has replied; or
- (b) after the motion has been put.

7.12 No interruption

A member is not to interrupt another member who is speaking unless -

- (a) to raise a point of order;
- (b) to call attention to the absence of a quorum;
- (c) to make a personal explanation under clause 7.13; or
- (d) to move a procedural motion that the member be no longer heard (see clause 10(1)(d)).

7.13 Personal explanations

- (1) A member who wishes to make a personal explanation relating to a matter referred to by another member who is then speaking is to indicate to the presiding member his or her intention to make a personal explanation.
- (2) The presiding member is to determine whether the personal explanation is to be heard immediately or at the conclusion of the speech by the other member.
- (3) A member making a personal explanation is to confine his or her observations to a succinct statement relating to a specific part of the speech at which he or she may have been misunderstood.

7.14 No reopening of discussion

A member is not to reopen discussion on any council decision, except to move that the decision be revoked or changed (see Part 15).

7.15 Adverse reflection

- (1) A Member is not to reflect adversely on a decision of the Council except on a motion that the decision be revoked or changed (see Part 15).
- (2) A member is not -
 - (a) to reflect adversely on the character or actions of another member or officer; or
 - (b) to impute any motive to a member or officer,unless the meeting resolves, without debate, that the motion then before the meeting cannot otherwise be adequately considered.
- (3) A member is not to use offensive or objectionable expressions in reference to any member, officer or other person.
- (4) If a member specifically requests, immediately after their use, that any particular words used by a member be recorded in the minutes -
 - (a) the presiding member is to cause the words used to be taken down and read to the meeting for verification; and
 - (b) the council may, by resolution, decide to record those words in the minutes.

7.16 Withdrawal of offensive language

- (1) A Member who, in the opinion of the presiding member, uses an expression which -
 - (a) in the absence of a resolution under clause 7.15 -
 - (i) reflects adversely on the character or actions of another member or Officer; or
 - (ii) imputes any motive to a member or officer; or

(b) is offensive or insulting,

must, when directed by the presiding member, withdraw the expression and make a satisfactory apology.

- (2) If a Member fails to comply with a direction of the presiding member under subclause (1), the presiding member may refuse to hear the member further on the matter then under discussion and call on the next speaker.

Part 8 - Preserving order

8.1 Presiding member to preserve order

- (1) The presiding member is to preserve order, and, whenever he or she considers necessary, may call any member to order.
- (2) When the presiding member speaks during a debate, any member then speaking, or indicating that he or she wishes to speak, is immediately to sit down and every member present is to preserve strict silence so that the presiding member may be heard without interruption.
- (3) Subclause (2) is not to be used by the presiding member to exercise the right provided in clause 7.7, but to preserve order.

8.2 Point of order

- (1) A member may object, by way of a point of order, only to a breach of -
- (a) any of this local law; or
 - (b) any other written law.
- (2) Despite anything in this local law to the contrary, a point of order -
- (a) takes precedence over any discussion; and
 - (b) until determined, suspends the consideration or discussion of any other matter.

8.3 Procedures on a point of order

- (1) A member who is addressing the presiding member is not to be interrupted except on a point of order.
- (2) A member interrupted on a point of order is to resume his or her seat until -
- (a) the member raising the point of order has been heard; and
 - (b) the presiding member has ruled on the point of order,
- and, if permitted, the member who has been interrupted may then proceed.

8.4 Calling attention to breach

A member may, at any time, draw the attention of the presiding member to any breach of this local law.

8.5 Ruling by the presiding member

- (1) The presiding member is to rule on any point of order which is raised by either upholding or rejecting the point of order.
- (2) A ruling by the presiding member on a point of order -
 - (a) is not to be the subject of debate or comment; and
 - (b) is to be final unless the majority of members then present and voting, on a motion moved immediately after the ruling, dissent from the ruling.
- (3) Subject to a motion of dissent being carried under subclause (2), if the presiding member rules that -
 - (a) any motion, amendment or other matter before the meeting is out of order, it is not to be considered further; and
 - (b) a statement made or act done by a member is out of order, the presiding member may require the member to make an explanation, retraction or apology.

8.6 Continued breach of order

If a member -

- (a) persists in any conduct that the presiding member had ruled is out of order;
or
- (b) refuses to make an explanation, retraction or apology required by the presiding member under clause 8.5(3),

the presiding member may direct the member to refrain from taking any further part in the debate of that item, other than by voting, and the member is to comply with that direction.

8.7 Right of presiding member to adjourn

- (1) For the purpose of preserving or regaining order, the presiding member may adjourn the meeting for a period of up to 15 minutes.
- (2) On resumption, the debate is to continue at the point at which the meeting was adjourned.
- (3) If, at any one meeting, the presiding member adjourns the meeting more than once for the purpose of preserving or regaining order, the second or subsequent adjournment may be to a later time on the same day or to another day.

Part 9 - Debate of substantive motions

9.1 Motions to be stated

Any member who wishes to move a substantive motion or an amendment to a substantive motion -

- (a) is to state the substance of the motion before speaking to it; and
- (b) if required by the presiding member, is to put the motion or amendment in writing.

9.2 Motions to be supported

- (1) A substantive motion or an amendment to a substantive motion is not open to debate until it has been seconded.
- (2) A motion to revoke or change a decision made at a council meeting is not open to debate unless the motion has the support required under regulation 10 of the Regulations.

9.3 Unopposed business

- (1) Immediately after a substantive motion has been moved and seconded, the presiding member may ask the meeting if any member opposes it.
- (2) If no member opposes the motion, the presiding member may declare it carried without debate and without taking a vote.
- (3) A motion declared carried under this clause is to be recorded in the minutes as a unanimous decision of the council.
- (4) If a member opposes a motion, the motion is to be dealt with under this Part.
- (5) This clause does not apply to a motion to revoke or change a decision which has been made at a council meeting (see Part 15).

9.4 Only one substantive motion at a time

When a substantive motion is under debate at a meeting of the council, no further substantive motion is to be accepted. The council is not to consider more than one substantive motion at any time.

9.5 Order of call in debate

The presiding member is to call speakers to a substantive motion in the following order

-

- (a) the mover to state the motion;
- (b) a seconder to the motion;
- (c) the mover to speak to the motion;
- (d) the seconder to speak to the motion;
- (e) a speaker against the motion;
- (f) a speaker for the motion;
- (g) other speakers against and for the motion, alternating where possible; and
- (h) mover takes right of reply which closes debate.

9.6 Member may require motion to be read

A member may require the motion or matter under discussion to be read at any time during a debate, but not so as to interrupt any other member who is speaking.

9.7 Consent of seconder required for alteration

The mover of a substantive motion may not alter the wording of the motion without the consent of the seconder.

9.8 Order of amendments

Any number of amendments may be proposed to a substantive motion, but when an amendment is moved to a substantive motion, no second or subsequent amendment is to be moved or considered until the first amendment has been withdrawn, carried or lost.

9.9 Form of an amendment

An amendment must add, delete, or substitute words to the substantive motion.

9.10 Amendment must not negate original motion

An amendment to a substantive motion cannot negate the original motion or the intent of the original motion.

9.11 Relevance of amendments

Each amendment is to be relevant to the motion in respect of which it is moved.

9.12 Mover of motion may speak on amendment

Any member may speak during debate on an amendment.

9.13 Effect of an amendment

If an amendment to a substantive motion is carried, the motion as amended then becomes the substantive motion, on which any member may speak and any further amendment may be moved.

9.14 Withdrawal of motion or amendment

- (1) Subject to subclause (2), the council may, without debate, grant leave to withdraw a motion or amendment on the request of the mover of the motion or amendment and with the approval of the seconder.
- (2) Where an amendment has been proposed to a substantive motion, the substantive motion is not to be withdrawn, except by consent of the majority of members present, until the amendment proposed has been withdrawn or lost.

9.15 Right of reply

- (1) The mover of a substantive motion has the right of reply.
- (2) The mover of any amendment to a substantive motion has a right of reply.

- (3) The right of the reply may only be exercised -
 - (a) where no amendment is moved to the substantive motion – at the conclusion of the discussion on the motion; or
 - (b) where one or more amendments have been moved to the substantive motion – at the conclusion of the discussion on the substantive motion and any amendments.
- (4) After the mover of the substantive motion has commenced the reply -
 - (a) no other member is to speak on the motion;
 - (b) there is to be no further discussion on, or any further amendment to, the motion.
- (5) The right of the reply is to be confined to rebutting arguments raised by previous speakers and no new matter is to be introduced.
- (6) At the conclusion of the right of reply, the substantive motion, or the substantive motion as amended, is immediately to be put to the vote.

Part 10 - Procedural motions

10.1 Permissible procedural motions

In addition to the right to move an amendment to a substantive motion (under Part 9), a member may move the following procedural motions -

- (a) that the debate be adjourned;
- (b) that the meeting now adjourn;
- (c) that the motion be now put;
- (d) that the Member be no longer heard;
- (e) that the ruling of the presiding member be disagreed with;
- (f) that the meeting be closed to the public (see clause 6.2).

10.2 No debate

- (1) The mover of a motion specified in paragraph (a), (b), (c) or (f) of clause 10.1 may speak to the motion for not more than five minutes, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.
- (2) The mover of a motion specified in paragraph (c) or (d) of clause 10.1 may not speak to the motion, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.

10.3 Who may move

No person who has moved, seconded, or spoken for or against the substantive motion, or any amendment to the substantive motion, may move any procedural motion which, if carried, would close the debate on the substantive motion or amendment.

10.4 Procedural motions - right of reply on substantive motion

The carrying of a procedural motion which closes debate on the substantive motion or amendment and forces a decision on the substantive motion or amendment does not deny the right of reply to the mover of the substantive motion.

10.5 Debate to be adjourned

A motion "that the debate be adjourned" -

- (a) is to state the time to which the debate is to be adjourned; and
- (b) if carried, has the effect that all debate on the substantive motion or amendment ceases immediately, but continues at the time stated in the motion.

10.6 Meeting now adjourn

- (1) A member is not to move or second more than one motion of adjournment during the same sitting of the council.
- (2) Before putting the motion for the adjournment of the council, the presiding member may seek leave of the council to deal first with matters that may be the subject of an adoption by exception resolution (see clause 5.5).
- (3) A motion "that the meeting now adjourn" -
 - (a) is to state the time and date to which the meeting is to be adjourned; and
 - (b) if carried, has the effect that the meeting is adjourned to the time and date specified in the motion.
- (4) A meeting adjourned under subclause (3) is to continue from the point at which it was adjourned, unless the presiding member or the council determines otherwise.

10.7 Motion to be put

- (1) If the motion "that the motion be now put", is carried during debate on a substantive motion without amendment, the presiding member is to offer the right of reply and then put the motion to the vote without further debate.
- (2) If the motion "that the motion be now put" is carried during discussion of an amendment, the presiding member is to put the amendment to the vote without further debate.
- (3) This motion, if lost, causes debate to continue.

10.8 Member to be no longer heard

If the motion “that the member be no longer heard”, is carried, the speaker against whom the motion has been moved cannot speak further on the current substantive motion, or any amendment relating to it, except to exercise the right of reply if he or she is the mover of the substantive motion.

10.9 Ruling of the presiding member to be disagreed with

If the motion “that the ruling of the presiding member be disagreed with”, is carried, that ruling is to have no effect and the meeting is to proceed accordingly.

Part 11 - Disclosure of interests

11.1 Disclosure of interests

Disclosure of interests is dealt with in the Act.

Part 12 - Voting

12.1 Motion - when put

- (1) Immediately after the debate on any motion is concluded and the right of reply has been exercised, the presiding member –
 - (a) is to put the motion to the council; and
 - (b) if requested by any member, is to again state the terms of the motion.
- (2) A member is not to leave the meeting when the presiding member is putting any motion.

12.2 Voting

Voting is dealt with in the Act and the Regulations.

12.3 Majorities required for decisions

The majorities required for decisions of the council and committees are dealt with in the Act.

12.4 Method of taking vote

- (1) In taking the vote on any motion or amendment the presiding member -
 - (a) is to put the motion, first in the affirmative, and then in the negative;
 - (b) may put the motion in this way as often as may be necessary to enable him or her to determine whether the affirmative or the negative has the majority of votes;
 - (c) may accept a vote on the voices or may require a show of hands; and,

- (d) is, subject to this clause, to declare the result.
- (2) If a member calls for a show of hands, the result of the vote is to be determined on the count of raised hands.
- (3) If a member of council or a committee specifically requests that there be recorded –
 - (a) his or her vote; or,
 - (b) the vote of all members present,on a matter voted on at a meeting of the council or committee, the person presiding is to cause the vote or votes, as the case may be, to be recorded in the minutes.

Part 13 – Minutes of meetings

13.1 Keeping of minutes

The keeping and confirmation of minutes are dealt with in the Act.

13.2 Content of minutes

- (1) The content of minutes is dealt with in the Regulations.
- (2) In addition to the matters required by regulation 11, the minutes of a council meeting is to include, where an application for approval is refused or the authorisation of a licence, permit or certificate is withheld or cancelled, the reasons for the decision.

13.3 Public inspection of unconfirmed minutes

The public inspection of unconfirmed minutes is dealt with in the Regulations.

13.4 Confirmation of minutes

- (1) When minutes of an ordinary meeting of the council are distributed for consideration prior to their confirmation at the next meeting, if a member is dissatisfied with the accuracy of the minutes, the member may provide the local government with a written copy of the alternative wording to amend the minutes no later than 7 clear working days before the next ordinary meeting of the council.
- (2) At the next ordinary meeting of the council, the member who provided the alternative wording shall, at the time for confirmation of minutes –
 - (a) state the item or items with which he or she is dissatisfied; and
 - (b) propose a motion clearly outlining the alternative wording to amend the minutes.
- (3) Members must not discuss items of business contained in the minutes, other than discussion as to their accuracy as a record of the proceedings.

Part 14 - Adjournment of meeting

14.1 Meeting may be adjourned

The council may adjourn any meeting -

- (a) to a later time on the same day; or
- (b) to any other time on any other day, including a time which coincides with the conclusion of another meeting or event.

14.2 Effect of adjournment

Where any matter, motion, debate or meeting is adjourned under this local law -

- (a) the names of members who have spoken on the matter prior to the adjournment are to be recorded in the minutes;
- (b) debate is to be resumed at the next meeting at the point where it was interrupted; and
- (c) the provisions of clause 7.9 [speaking twice] apply when the debate is resumed.

Part 15 – Revoking or changing decisions

15.1 Requirements to revoke or change decisions

The requirements to revoke or change a decision made at a meeting are dealt with in regulation 10 of the Regulations.

15.2 Limitations on powers to revoke or change decisions

- (1) Subject to subclause (2), the council or a committee is not to consider a motion to revoke or change a decision -
 - (a) where, at the time the motion is moved or notice is given, any action has been taken under clause 15.3 to implement the decision; or
 - (b) where the decision is procedural in its form or effect.
- (2) The council or a committee may consider a motion to revoke or change a decision of the kind described in subclause (1)(a) if the motion is accompanied by a written statement of the legal and financial consequences of carrying the motion.

15.3 Implementing a decision

- (1) In this clause -
 - (a) "authorisation" means a licence, permit, approval or other means of authorising a person to do anything;

- (b) "implement", in relation to a decision, includes -
 - (i) communicate notice of the decision to a person affected by, or with an interest in, the decision; and
 - (ii) take any other action to give effect to the decision; and
 - (c) "valid notice of revocation motion" means a notice of motion to revoke or change a decision that complies with the requirements of the Act, Regulations and this local law and may be considered, but has not yet been considered, by the council or a committee as the case may be.
- (2) Subject to subclause (4), and unless a resolution is made under subclause (3), a decision made at a meeting is not to be implemented by the CEO or any other person until the afternoon of the first business day after the commencement of the meeting at which the decision was made.
 - (3) The council or a committee may, by resolution carried at the same meeting at which a decision was made, direct the CEO or another person to take immediate action to implement the decision.
 - (4) A decision made at a meeting is not to be implemented by the CEO or any other person -
 - (a) if, before commencing any implementation action, the CEO or that person is given a valid notice of revocation motion; and
 - (b) unless and until the valid notice of revocation motion has been determined by the council or the committee as the case may be.
 - (5) The CEO is to ensure that members of the public attending the meeting are informed by an appropriate notice that a decision to grant an authorisation -
 - (a) is to take effect only in accordance with this clause; and
 - (b) cannot be acted upon by the person who has been granted the authorisation unless and until the decision has been implemented in accordance with this clause.

Part 16 - Suspension of Local Laws

16.1 Suspension of local laws

- (1) A member may at any time move that the operation of one or more of the provisions of this local law be suspended.
- (2) A member moving a motion under subclause (1) is to state the reasons for the motion but no other discussion is to take place.
- (3) A motion under subclause (1) which is -
 - (a) seconded; and
 - (b) carried by an absolute majority,

is to suspend the operation of the clause or clauses to which the motion relates for the duration of the meeting, unless the meeting earlier resolves otherwise.

16.2 Where local laws do not apply

- (1) In situations where -
 - (a) one or more provisions of this local law have been suspended; or
 - (b) a matter is not regulated by the Act, the Regulations or this local law, the presiding member is to decide questions relating to the conduct of the meeting.
- (2) The decision of the presiding member under subclause (1) is final, except where a motion is moved and carried under clause 10.10.

Part 17 - Meetings of electors

17.1 Electors' general meetings

Electors' general meetings are dealt with in the Act.

17.2 Matters for discussion at electors' general meetings

The matters to be discussed at electors' general meetings are dealt with in the Regulations.

17.3 Electors' special meetings

Electors' special meetings are dealt with in the Act.

17.4 Requests for electors' special meetings

Requests for electors' special meetings are dealt with in the Regulations.

17.5 Convening electors' meetings

Convening electors' meetings is dealt with in the Act.

17.6 Who presides at electors' meetings

Who presides at electors' meetings is dealt with in the Act.

17.7 Procedure for electors' meetings

- (1) The procedure for electors' meetings is dealt with in the Act and the Regulations.
- (2) In exercising his or her discretion to determine the procedure to be followed at an electors' meeting, the presiding member is to have regard to this local law.

17.8 Participation of non-electors

A person who is not an elector of the local government shall not take part in any discussion at an electors' meeting unless the meeting, by resolution, permits the person do so.

17.9 Voting at electors' meetings

Voting at electors' meetings is dealt with in the Regulations.

17.10 Minutes of electors' meetings

Minutes of electors' meetings are dealt with in the Act.

17.11 Decisions made at electors' meetings

Decisions made at electors' meetings are dealt with in the Act.

Part 18 - Enforcement

18.1 Penalty for breach

A person who breaches a provision of this local law commits an offence.

Penalty: \$2,000.00 and a daily penalty of \$200.00.

18.2 Who can prosecute

Who can prosecute is dealt with in the Act.

Dated: *[INSERT DATE]*

The Common Seal of the Shire of Ravensthorpe was affixed by the authority of a resolution of council in the presence of:

[INSERT NAME OF PRESIDENT]
President

[INSERT NAME OF CEO]
Chief Executive Officer

ATTACHMENT

12. REPORTS OF OFFICERS

12.2 CORPORATE SERVICES

12.2.1 MONTHLY FINANCIAL REPORTS – March 2023

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Senior Finance Officer
Authorising Officer	Executive Manager Corporate Services
Date:	13 April 2023
Disclosure of Interest:	Nil
Attachment: <u>RED</u>	Monthly Financial Reports for March 2023
Previous Reference:	Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council RECEIVE the March 2023 Monthly Financial Reports as presented.

Moved: _____ Seconded: _____

Carried: /

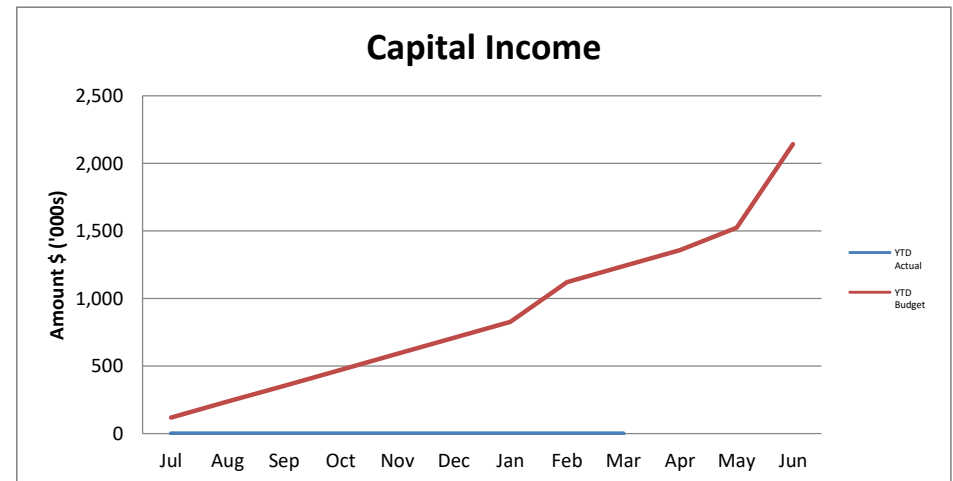
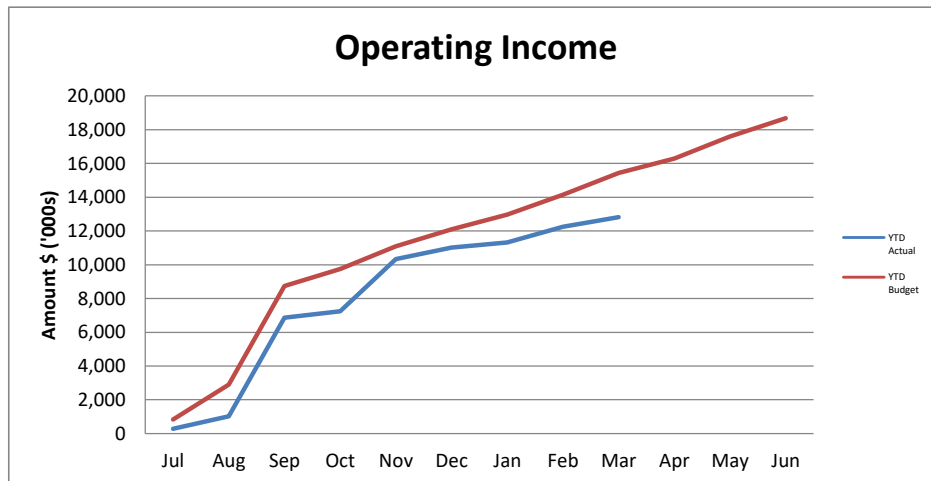
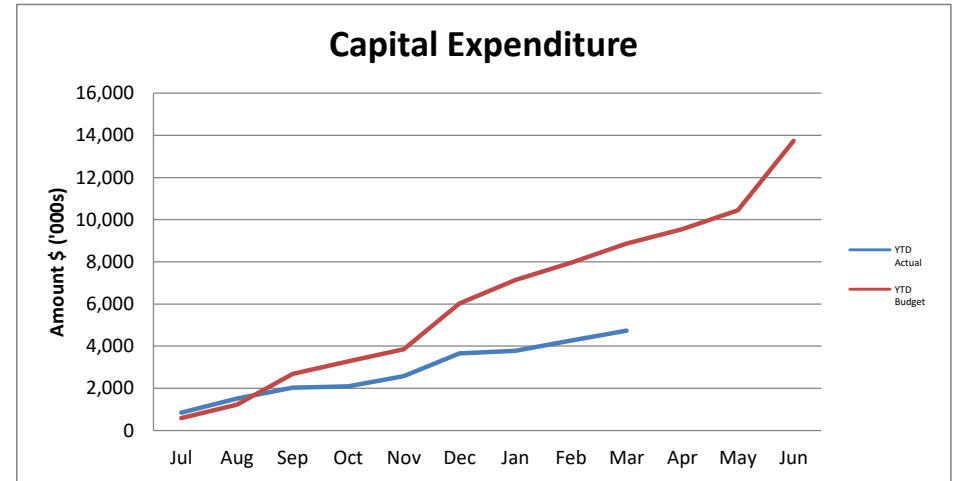
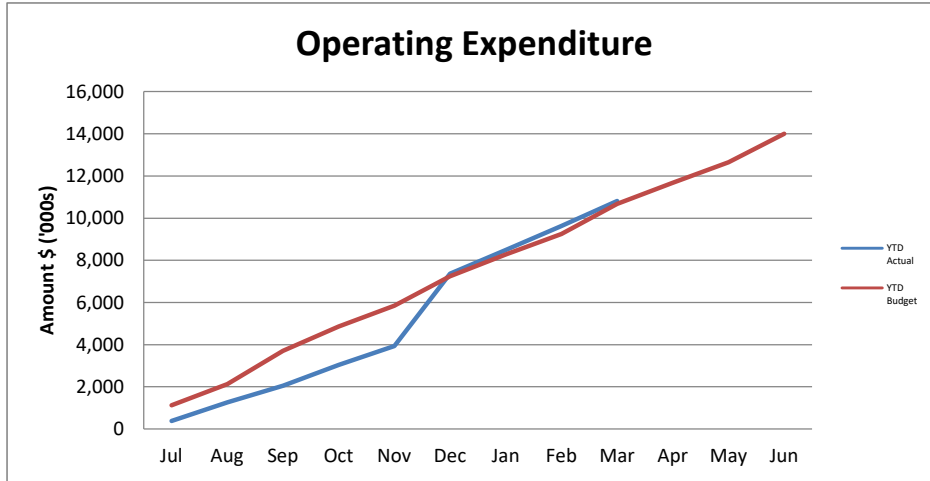


SHIRE OF RAVENSTHORPE
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

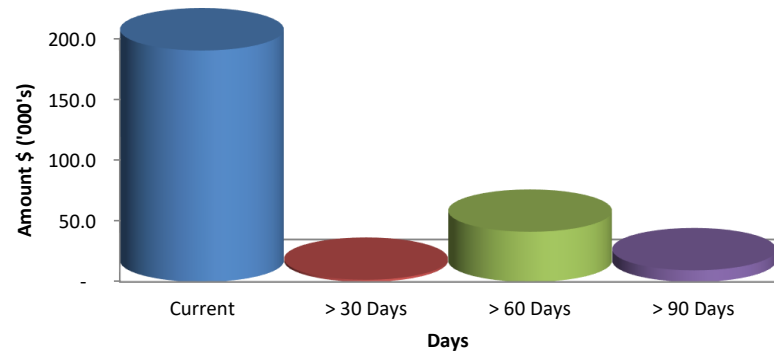
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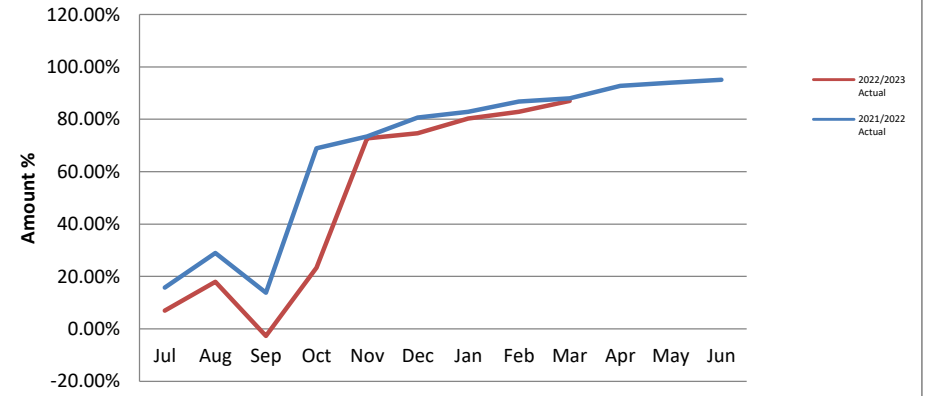
Income and Expenditure Graphs to 31 March 2023



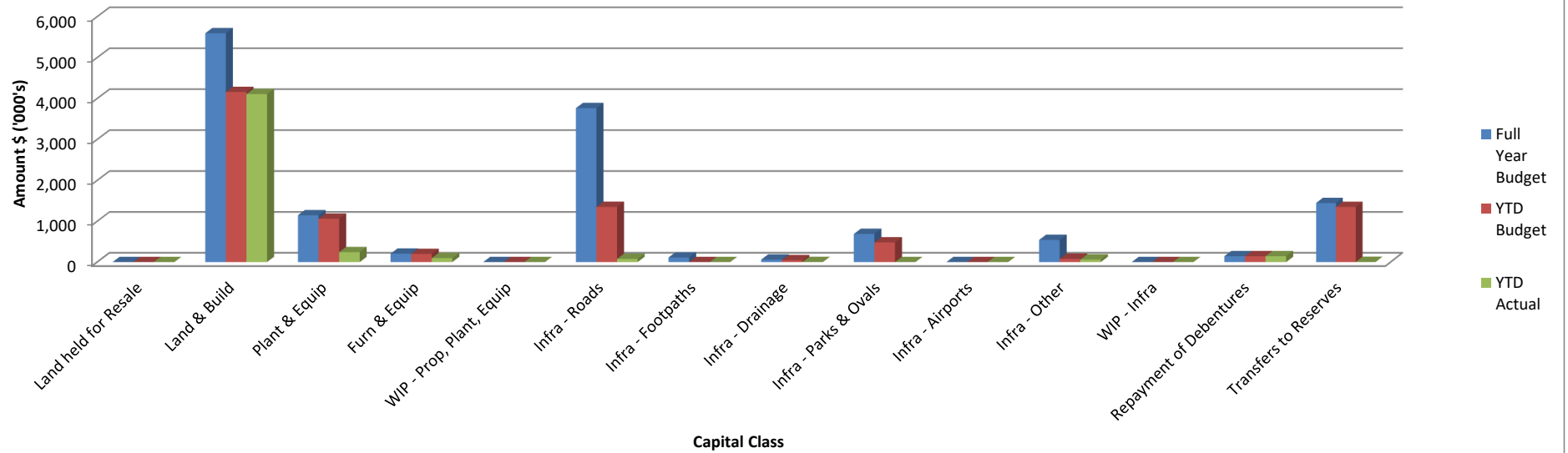
Sundry Debtors Amount O/S



Rates % Collected



Capital Expenditure



**SHIRE OF RAVENSTHORPE
STATEMENT OF FINANCIAL ACTIVITY**

FOR THE PERIOD ENDED 31 MARCH 2023

	NOTE	2022/2023 Adopted Budget \$	2022/2023 Revised Budget \$	MARCH 2023 Y-T-D Budget \$	MARCH 2023 Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %
Operating							
Revenues/Sources							
Governance		20,000	20,000	14,994	(5,608)	(20,602)	(37.40%)
General Purpose Funding		1,830,835	1,820,835	1,389,058	1,380,287	(8,771)	99.37%
Law, Order, Public Safety		1,192,151	1,320,175	1,015,258	722,162	(293,096)	71.13% ▲
Health		5,300	5,300	3,975	5,437	1,462	136.78%
Education and Welfare		843,300	732,500	562,255	569,182	6,927	101.23%
Housing		18,200	59,200	44,391	15,320	(29,071)	34.51%
Community Amenities		1,096,509	1,153,509	1,091,941	764,783	(327,158)	70.04% ▲
Recreation and Culture		5,755,832	5,213,712	3,913,875	2,560,124	(1,353,751)	65.41% ▲
Transport		2,702,691	2,809,358	1,950,484	1,353,583	(596,901)	69.40% ▲
Economic Services		314,318	314,318	299,123	260,460	(38,663)	87.07%
Other Property and Services		168,500	284,300	219,648	229,063	9,415	104.29%
		<u>13,947,635</u>	<u>13,733,206</u>	<u>10,505,002</u>	<u>7,854,793</u>	<u>(2,650,209)</u>	<u>74.77%</u>
(Expenses)/(Applications)							
Governance		(1,166,701)	(1,131,701)	(878,990)	(586,389)	292,601	(66.71%) ▲
General Purpose Funding		(283,779)	(283,779)	(209,818)	(159,109)	50,709	(75.83%)
Law, Order, Public Safety		(1,261,693)	(1,262,917)	(959,229)	(781,526)	177,703	(81.47%) ▲
Health		(388,986)	(370,986)	(278,739)	(223,770)	54,969	(80.28%)
Education and Welfare		(1,321,810)	(1,231,810)	(931,640)	(909,560)	22,080	(97.63%)
Housing		(207,737)	(207,737)	(161,048)	(159,032)	2,016	(98.75%)
Community Amenities		(1,580,799)	(1,540,799)	(1,156,956)	(1,103,952)	53,004	(95.42%)
Recreation & Culture		(2,092,512)	(1,975,512)	(1,543,884)	(1,623,793)	(79,909)	(105.18%)
Transport		(5,346,122)	(5,356,122)	(4,065,213)	(4,317,898)	(252,685)	(106.22%) ▲
Economic Services		(456,747)	(465,747)	(318,835)	(284,214)	34,621	(89.14%)
Other Property and Services		(185,534)	(171,734)	(167,100)	(661,743)	(494,643)	(396.02%) ▲
		<u>(14,292,420)</u>	<u>(13,998,844)</u>	<u>(10,671,452)</u>	<u>(10,810,986)</u>	<u>(139,534)</u>	<u>(101.31%)</u>
Net Operating Result Excluding Rates		(344,785)	(265,638)	(166,450)	(2,956,193)	(2,789,743)	1776.02%
Adjustments for Non-Cash							
(Revenue) and Expenditure							
(Profit)/Loss on Asset Disposals	2	(20,200)	(20,200)	(20,200)	0	20,200	0.00%
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0	0.00%
Movement in Employee Benefit Provisions		0	0	0	0	0	0.00%
Rounding		0	0	0	0	0	0.00%
Depreciation on Assets		4,603,791	4,603,791	3,459,052	3,990,654	531,602	(115.37%) ▲
Capital Revenue and (Expenditure)							
Purchase of Land and Buildings	1	(6,050,987)	(5,657,342)	(4,206,553)	(4,107,219)	99,334	(97.64%)
Purchase of Furniture & Equipment	1	(205,167)	(222,167)	(210,908)	(105,010)	105,898	(49.79%) ▲
Purchase of Plant & Equipment	1	(1,100,503)	(1,142,503)	(1,057,557)	(242,700)	814,857	(22.95%) ▲
Purchase of WIP - PP & E	1	0	0	0	0	0	0.00%
Purchase of Infrastructure Assets - Roads	1	(3,860,802)	(3,764,501)	(1,350,661)	(76,191)	1,274,470	(5.64%)
Purchase of Infrastructure Assets - Footpaths	1	(112,500)	(112,500)	0	0	0	0.00%
Purchase of Infrastructure Assets - Drainage	1	(60,200)	(60,200)	(45,126)	(1,476)	43,650	(3.27%)
Purchase of Infrastructure Assets - Parks & Ovals	1	(588,162)	(688,162)	(481,149)	(31,458)	449,691	(6.54%)
Purchase of Infrastructure Assets - Airports	1	(35,000)	(35,000)	0	0	0	0.00%
Purchase of Infrastructure Assets - Other	1	(464,431)	(464,431)	(20,835)	(53,456)	(32,621)	(256.57%)
Proceeds from Disposal of Assets	2	246,000	232,000	83,997	0	(83,997)	0.00%
Repayment of Leases	2	(124,855)	(124,855)	(93,639)	0	0	0.00%
Repayment of Debentures	3	(143,522)	(143,522)	(143,522)	(143,521)	1	(100.00%)
Transfers to Restricted Assets (Reserves)	4	(1,445,128)	(1,445,128)	(1,349,622)	(2,216)	1,347,406	(0.16%)
Transfers from Restricted Asset (Reserves)	4	1,790,665	1,911,697	1,155,930	0	(1,155,930)	0.00%
Net Current Assets July 1 B/Fwd	5	2,979,343	2,979,343	2,979,343	2,979,343	0	(100.00%)
Net Current Assets Year End/To date	5	<u>(81,064)</u>	<u>536,061</u>	<u>3,460,979</u>	<u>4,207,671</u>	<u>746,692</u>	<u>(121.57%)</u>
Amount Raised from Rates		<u>(4,855,379)</u>	<u>(4,955,379)</u>	<u>(4,928,879)</u>	<u>(4,957,114)</u>	<u>(28,235)</u>	<u>100.57%</u>

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

Material Variances Symbol

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

Purpose

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

The Materiality variance adopted by Council is:

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

REPORTABLE OPERATING REVENUE VARIATIONS

04 - Governance

Variance caused by a credit note applied to a prior year invoice.

05 - Law, Order and Public Safety

2022/2023 MAF Grant payments not yet received and Emergency Trailer Sign Grant also yet to be received

07 - Health

2022/2023 Health Licences have been issued and are higher than budgeted

09 - Housing

Income received on a insurance claim for a damaged staff property that was not captured in the budget. Martin and Queen street also have rental income that was not initially budgeted for.

10 - Community Amenities

Commencement of the Weighbridge project and recouping of expenditure from Shire of Jerramungup for the Regional Landfill will occur on completion. Still to recoup Q3 landfill costs from Shire of Jerramungup.

11 - Recreation & Culture

LRCI income not yet received. \$100,000 budget amendment for RAC Hopetoun Coastal Upgrades, works not begun and grant yet to be received. Coastal Hazard grant not yet received.

12 - Transport

Delayed in road projects consequently resulting in delay in grants received by MRWA, Roads to Recovery and Regional Road Group

13 - Economic Services

Timing issue with Lease invoices already raised, however budgets split equally through the year.

REPORTABLE OPERATING EXPENSE VARIATIONS

03 - General Purpose Funding

Rates Legal Fees split over the year, however lower than expected. Valuation fees lower than forecast at this stage.

04 - Governance

Extraordinary election has not occurred therefore no election cost have been realised. Strategic planning projects are in progress so overall expenses are down in comparison to the budget figure.

05 - Law, Order and Public Safety

Bushfire mitigation activities are continuing, however just coming out of fire season expenses lower than budget figure. Ranger expenses lower than expected as while fully staffed resources allocated to the airport with increased activity out there. Ranger also fully staffed so no need for budgeted contact ranger expenses.

07 - Health

Quarter 3 Medical Services Deed Invoice yet to be received

13 - Economic Services

Farm emergency water supply and Control of Declared Weeds expenses significantly under the budget figure.

14 - Other Property & Services

Firebreak compliance works has been required more than predicted In the budget figure. Public works overheads salaries and wages are down due to staff shortages. Fuel stock higher than budgeted due to increased fuel prices. Underestimated Plant depreciation in 22/23 budget.

REPORTABLE NON-CASH VARIATIONS

Depreciation increase on revalued buildings and end of year infrastructure asset additions

REPORTABLE CAPITAL EXPENSE VARIATIONS

2022/2023 Budget adopted end of September which has delayed many projects

REPORTABLE CAPITAL INCOME VARIATIONS

2022/2023 Budget adopted end of September which has delayed many projects

**SHIRE OF RAVENSTHORPE
FOR THE PERIOD ENDED 31 MARCH 2023
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
1121040	RR004	Bedford Harbour Road #4 SLK 19.8 to 24.54	FEB OCM meeting - Reallocation of Roads to Recovery funding	08/23	(118,699)	-	(\$127,767)
1121040	RR011	Moir Road Sealing - SLK TBC	FEB OCM meeting - Reallocation of Roads to Recovery funding	08/23	(302,604)	-	\$293,536
1121040	RR002	Jerdacuttup RTR Road Construction	FEB OCM meeting - Reallocation of Roads to Recovery funding	08/23	421,303	421,303	(\$127,767)
3116		Interim Rates Levied	VGO revaluations and interims	20/23	(100,000)	(105,000)	(\$27,767)
	CC002	Child Care - Other Revenue, Grants, Contributions	Est \$0K - Grant recognised 21/22 Income -\$19800	20/23	19,800	-	(\$47,567)
11301		Income Relating to Other Recreation & Sport	School Oval use claim 20/21	20/23	(18,000)	(90,767)	(\$29,567)
	1118	Recreation Centre Function Centre Hire	No FQM funding for B156 Community Service project	20/23	150,000	-	(\$179,567)
14512		Income relating to Administration	Est \$10K lower contributions, reimb. than expected.	20/23	10,000	(10,000)	(\$189,567)
	1103	Liquid Waste / Septic Fees	Est 35K - Increased usage +\$10K	20/23	(10,000)	(35,000)	(\$179,567)
	1104	Tipsite And Transfer Station Fees	Est 165K - Increased usage +\$30K	20/23	(30,000)	(165,000)	(\$149,567)
10601		Income Relating to Town Planning & Regional Development	Est 25K - Increased develop. +\$17K	20/23	(17,000)	(25,000)	(\$132,567)
11101		Income Relating to Public Halls & Civic Centres	Act \$7037 Est \$12K - Reduced bookings -\$12K	20/23	12,000	(12,000)	(\$144,567)
	1116	Recreation Centre - Gym Membership Fees	Est 50K - Increased Gym usage +\$15K	20/23	(15,000)	(50,000)	(\$129,567)
12601		Income Relating to Aerodromes	Est \$1.2M - Increased Flights +\$225K	20/23	(225,000)	(1,200,000)	\$95,433
12701		Income Relating to Water Transport Facilities	Est 85K - Increased Water usage Lucas +\$65K	20/23	(65,000)	(85,000)	\$160,433
3206		Interest Received Reserve Funds	Est \$40K - Delay in placing TD's -\$10K	20/23	10,000	(40,000)	\$150,433
	CC002	Child Care - Other Revenue, Grants, Contributions	Est \$24K - Lower trainee Inc - \$11K	20/23	11,000	(24,000)	\$139,433
8108		The Cub House Income (GST Free)	Est. to Jan \$183K (Budg \$193K) Reduction \$10K	20/23	10,000	(112,000)	\$129,433
8110		Little Barrens Income (GST Free)	Est. to Jan \$425K (Budg \$495K) Reduction \$70K	20/23	70,000	(216,000)	\$59,433
9131		Other Income Relating to Staff Housing	Est \$41K, Insurance Recov. 4 Daw- +\$41K	20/23	(41,000)	(41,000)	\$100,433
14201		Income Related To Public Works Overhead	Est \$22K Cordingup Dam study - Water Corp reimb.	20/23	(22,000)	(22,000)	\$122,433
14404		Diesel Fuel Rebate	Est \$50K, Increased Diesel Rebate- +\$15K	20/23	(15,000)	(50,000)	\$137,433
14701		Income Relating to Unclassified	Act \$88850 - Recovery of Investment Loss (Lehman Bros 2009)	20/23	(88,800)	(88,800)	\$226,233
5117		Grant/Contribution to (2) Emergency Trailer Signs	\$21K DRF (Disaster Relief Fund) contribution to 2 x Emergency Trailer Signs AP742	20/23	(21,000)	(21,000)	\$247,233
5118		Grant/Contribution to Rural Bushfire Shed Hopetoun	OCM28/02/23 Additional DFES funding \$107,024	20/23	(107,024)	(557,024)	\$354,257
11201		Income Relating to Swimming Areas and Beaches	OCM 28/2/23 \$100K RAC\$80K;HPA\$10K;Horizon\$10K - Hopetoun Foreshore Project - See CapEx Aixxx	20/23	(100,000)	(100,000)	\$454,257
11613		Grant - Local Roads & Community Infrastructure (LRCI R3)	Less LRCI R3A \$513120 due Jul 23 - AB711V	20/23	513,120	(918,629)	(\$58,863)
12213		Grant - MRWA Specific RRG	Defer RG002 -\$143,333, leave RG009, RG3	20/23	143,333	(373,334)	(\$202,196)
12613		Grant - Airport Projects	RADS Airport Master Plan, deferred; OCM 28/2/23	20/23	40,000	-	(\$242,196)
12310		Proceeds on Disposal of Assets	OCM 20/12/22 Non-Trade of P577 Side Tipper No1	20/23	14,000	(120,000)	(\$256,196)
7400		Expenses Relating to Preventative Services - Administration & Inspection	Est.\$60K - Less availability for Health hrs	20/23	(18,000)	60,067	(\$238,196)
	B812	Little Barrens Employee Costs	Est.\$484K down +\$80K	20/23	(80,000)	484,986	(\$158,196)
	CH001	Cub House Employee Costs	Est.\$288K down +\$20K	20/23	(20,000)	288,692	(\$138,196)
	R201	Sealed Airstrip Maintenance	Est \$20K - Up \$10K extra maint. time	20/23	10,000	19,912	(\$148,196)
	O111	Works Administration And Support	ATO Vacancy YTD of \$82.5K; Perm Diff \$44K	20/23	(44,000)	422,342	(\$104,196)
14209		Workers Compensation Payments	Est.\$24K WC Wages- Up \$24K claims ceased Oct '22	20/23	24,000	24,000	(\$128,196)
	O113	Works Staff Training And Seminars	Est.\$20K - Up \$20K Increased works staff training	20/23	20,000	20,000	(\$148,196)
	O116	Works Workcare Insurance Premiums	Est.\$74K - Up \$10K from wages prem. adjustment 21/22	20/23	10,000	73,689	(\$158,196)
	O117	Works Superannuation Expenses	Est.\$180K - down \$58K	20/23	(58,000)	180,707	(\$100,196)
	O169	Eba Allowance	Phone and Casual allowances allocated to jobs direct.	20/23	(16,000)	185	(\$84,196)
14306		Internal Repair Wages	Est.\$24K - down \$15K	20/23	(15,000)	24,645	(\$69,196)
14507		Training Expenses - Admin	Est.\$25K - down \$10K delay in setting up training plans	20/23	(10,000)	25,000	(\$59,196)
4209		GOV - Audit Fees	Annual Audit 21/22 Budget \$30K; Act \$40K to Feb.	20/23	10,000	47,000	(\$69,196)

**SHIRE OF RAVENSTHORPE
FOR THE PERIOD ENDED 31 MARCH 2023**

4214		GOV - Grant Co-contribution Expenditure	Strategic Planning/Comm Engagement: Not expected to be used by 30 June. Defer to 23/24	20/23	(45,000)	-		
	E116	Council Administration Expenses	OK overall E116 for remainder of fire season; Plus OCM 28/02/23 \$4224 Shipping Chain for chaining breaks	20/23	4,224	25,224		(\$24,196)
	R509	Ranger General Administration & Plant Operating Exps	Reduce Ranger Gen Admin Services exp down \$10K	20/23	(10,000)	10,509		(\$18,420)
	BM505	Hopetoun Police Station Building Maintenance	Est \$7K; not signif. But Urgent Repair Dec 2022 of Aircond	20/23	7,000	7,000		(\$25,420)
	BM810	Cub House Building Maintenance	Est. \$16K - up \$10K septic pump replacement; structural report	20/23	10,000	15,758		(\$35,420)
	TP02	Town Planning Consultants	Concept Planning Project \$40K deferred.	20/23	(40,000)	6,000		\$4,580
	BM122	Jerdacuttup Hall	Est \$10K; 30/8/22 letter; Part Contribution for Floor resanding \$5850 & Aircond replacement \$9680 = \$15,530	20/23	10,000	10,492		(\$5,420)
	B156	Community Facilities Activation Plan/Project	No FQM funding for I118	20/23	(150,000)	-		\$144,580
	BM154	Ravensthorpe Recreation Centre	Extra Electrical \$5K; Plumbing \$5K; 3 Solar Panels \$7K; plus \$6K for indoor court resealing	20/23	23,000	26,563		\$121,580
	R253	Airport Master Planning	\$40K land Survey; OCM 28/2 Budget change from \$80K	20/23	(40,000)	40,000		\$161,580
	R345	Led Promotional Signage Hopetoun	LED Promotional Signage Board Hopetoun	20/23	9,000	9,000		\$152,580
	PW05	Private Works - Firebreak Compliance	Est \$44K; completed firebreaks	20/23	28,000	44,000		\$124,580
	O175	Engineering Consulting Services	Est \$27K; Cordingup Dam study \$22K to be reimbursed 14201	20/23	22,000	27,000		\$102,580
	O118	Medical Examinations Staff Time And Doctors Fees	Est:\$14K; additional turnover	20/23	10,000	14,000		\$92,580
	O421	Depot Expendable Stores	Est: \$23K; Add Blue, P&G materials	20/23	20,000	23,000		\$72,580
	O422	Cleaning Expendable Stores	Est: \$23K; Cleaning expendibles centralised	20/23	20,000	23,000		\$52,580
	O114	Occupational Health And Safety Matters	Allow \$48K, YTD \$16K	20/23	(20,000)	48,176		\$72,580
	SP002	Sundry Plant Purchases	Est \$20K; Inc 4"Pump \$9.4K	20/23	15,000	15,000		\$57,580
14303		Fuel & Oils	Est:\$530K: YTD Jan \$311K	20/23	30,000	530,000		\$27,580
14305		Parts & Repairs	OCM 20/12/22 +\$60K Repair of P577 Side Tipper No1	20/23	60,000	60,000		(\$32,420)
14505		Travel, Meals & Accommodation Expenses	Offset with 14512 income, lower accom	20/23	(10,000)	15,000		(\$22,420)
	O159	Temporary Contract Staff	Permanent Diff less \$30K; have not used temp staff YTD.	20/23	(30,000)	40,000		\$7,580
	O127	Computer Software Licence Fees, Software Upgrades And Hardware <\$5000	Altus payroll system upgrade project deferred to 23/24	20/23	(59,800)	97,800		\$67,380
	O132	Staff Recruitment	No major recruitment exps; allow \$10K	20/23	(10,000)	10,000		\$77,380
	R331	Hopetoun Standpipe	Est: \$80K; Dec Act \$33K + Lucas Jan \$17K + Feb \$15K + B \$15K	20/23	40,000	80,000		\$37,380
	AB503	Hopetoun Rural Bushfire Shed	OCM 28/02/23 Increase project funding 5118/181	20/23	107,024	627,024		(\$69,644)
	AB806	Little Barrens Building Upgrades	Est:\$24,363K email update paul 27/2, Curtain/blinds \$6623, Roof Trusses \$10K, Conc Pad & gate \$2240, Kindy Room Toilet partition \$5500.	20/23	(7,877)	18,161		
	AB600A	Cub House - External Cafe Blinds	Est: \$13628 quote	20/23	6,828	7,812		(\$61,767)
	AB803	Cub House Building Upgrades	Trfd to AB806	20/23	(5,500)	(3,816)		(\$68,595)
	AB585	Lot 79 Esplanade Hopetoun Housing Upgrade	Est:\$66K email update paul 22/2, \$19K more shire internal labour than expected; External costs on budget at \$40K	20/23	19,000	21,511		(\$82,095)
	AB711V	Rcp (Shire) Fitout - Contingency	Less LRCI R3A \$513120 due Jul 23 - 11613	20/23	(513,120)	-		\$431,025
	AP742	Emergency Services 2 X Trailer Signs	2 x Trailer Signs for Emergency Messaging. \$21K Contribution from DRF 5117	20/23	42,000	42,000		\$389,025
	RG002	Jerdacuttup Road Slk 5.2 To 10	Defer to 23/24 RRG grant availability. See also -\$143,333 12213 & - \$71,667 Road Reserve 12121	20/23	(215,000)	(207,305)		\$604,025
	C004	Bedford Harbour Road #4 Slk 19.8 To 24.54	Change of Job No: Now Reserve Funded 12121	20/23	118,699	118,699		\$485,326
	AI556	Hopetoun Foreshore Upgrades	OCM 28/02/23 HPA Foreshore Project	20/23	100,000	100,000		\$385,326
	AIO006	School Bus Shelter - Buckie St, Hopetoun	\$10K Completion of Hopy Bus Shelter + \$7K bike racks	20/23	17,000	17,000		\$368,326
12121		Transfer from Reserves - Roads, Bridges, Depots	OCM 28/02/23 Alternate funding for RR004 Bedford Harbour Road +\$118,699, less defer RG005 Jerdacuttup Rd \$71,667 RRG funds 23/24	20/23	(47,032)	(417,865)		\$415,358
12321		Transfer from Plant & Vehicle Reserve	OCM 20/12/22 Repair of P577 Side Tipper \$60K Plus loss of \$14K trade for AP577B New Side Tipper	20/23	(74,000)	(887,013)		\$489,358
					(617,125)	(2,176,600)		\$489,358

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2023

1. ACQUISITION OF ASSETS	2022/2023 Adopted Budget \$	2022/2023 Revised Budget \$	2022/2023 YTD Budget \$	MARCH 2023 Actual \$
The following assets have been acquired during the period under review:				
By Program				
Law, Order & Public Safety				
<u>Fire Prevention & Control</u>				
Hopetoun Rural Bushfire Shed	520,000	627,024	470,268	1,625
Water Tank Installation - Jerdacuttup Bfb	30,635	30,635	0	0
Water Tank Installation - Ravensthorpe North	30,723	30,723	23,040	16,246
Emergency Services 2 X Trailer Signs	0	42,000	31,500	0
<u>Animal Control</u>				
Construct Animal Holding Pen - Hopetoun	0	0	0	0
<u>Law & Order</u>				
Ravensthorpe Ses Building Upgrades 21/22	23,500	23,500	17,622	0
22/23 Senior Ranger Vehicle	60,000	60,000	60,000	0
Education & Welfare				
<u>Child Care Centres</u>				
Little Barrens Building Upgrades	32,240	24,363	13,617	0
Little Barrens - Playground Upgrade	35,000	35,000	0	0
Cub House Building Upgrades	5,500	0	-9	0
Cub House - Structural Repairs	15,000	15,000	11,250	0
Cub House - External Cafe Blinds	6,800	13,628	5,859	0
Cub House - Playground Upgrade	25,000	25,000	0	0
Housing				
<u>Staff Housing</u>				
30 Kingsmill Street, Ravensthorpe	16,800	16,800	0	8,630
4 Daw Street	18,500	18,500	13,869	0
88 Martin St, Ravensthorpe	12,100	12,100	9,054	0
5 Daw Street - Housing Upgrades	8,000	8,000	0	0
Lot 79 Esplanade Hopetoun Housing Upgrade	47,000	66,000	16,128	59,978
<u>Other Housing</u>				
Community Amenities				
<u>Sanitation - Household Refuse</u>				
Regional Landfill - Diesel Pump	10,000	10,000	7,497	0
Ravensthorpe Transfer Shed Improvements	25,650	25,650	19,224	0
Hopetoun Transfer Station	33,000	33,000	0	0
Ravensthorpe Regional Landfill	343,623	343,623	0	33,896
<u>Sewerage</u>				
2019/20 Purchase Plant - Sewerage Fencing	23,790	23,790	23,790	0
Ravensthorpe Effluent Ponds - Restore Banks	60,200	60,200	45,126	1,476
<u>Other Community Amenities</u>				
West Beach Ablutions Updgrade	30,000	30,000	22,500	0
Hopetoun Foreshore Ablutions - Upgrades	41,000	41,000	30,744	12,941
Cemetary - Backhoe Bucket	3,500	3,500	2,619	0
Hopetoun Cemetery Upgrades	60,000	60,000	45,000	0
Recreation and Culture				
<u>Public Halls & Civic Centres</u>				
Ravensthorpe Town Hall - Security Lighting	12,000	12,000	9,000	0
<u>Swimming Areas & Beaches</u>				
Hopetoun Foreshore Upgrade	0	100,000	74,997	0
<u>Other Recreation & Sport</u>				
Munglinup Enclose Verandah For Gym (Lrci)	75,000	75,000	75,000	62,134
New Gym Equipment	56,167	56,167	56,167	61,971
Munglinup Bowling Green -4 Rinks (Lrci R2)	22,000	22,000	0	0
New Goal Posts Ravensthorpe Oval	24,600	24,600	0	0
22/23 Toro Mower - P&G Ravensthorpe	38,000	38,000	38,000	0
<u>Libraries</u>				
Libraries Lending System Upgrade	28,000	28,000	20,997	17,962

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2023

1. ACQUISITION OF ASSETS (Continued)	2022/2023 Adopted Budget \$	2022/2023 Revised Budget \$	2022/2023 YTD Budget \$	MARCH 2023 Actual \$
The following assets have been acquired during the period under review:				
By Program (Continued)				
Recreation and Culture (Continued)				
<i>Other Culture</i>				
Rcp Architect Services	52,750	52,750	39,555	21,800
Rcp Consultants Services	185,920	185,920	139,437	89,375
Rcp Project Management	22,033	22,033	16,524	48,426
Rcp Building Construction (& Builders)	3,664,070	3,664,070	2,748,051	3,739,615
Rcp Project Fees And Charges (Non-Grant)	2,600	2,600	1,944	0
Rcp Demolition	30,000	30,000	22,500	0
Rcp Contingency	73,450	73,450	55,080	0
Rcp Utility Services (External Services)	44,218	44,218	33,156	0
Rcp Landscaping And Playground	0	0	0	2,858
Rcp Public Art	0	0	0	0
Rcp Carpark	0	0	0	0
Rcp (Shire) Admin Building Construction	151,708	151,708	113,778	15,128
Rcp (Shire) Dunnart Building Construction	70,000	70,000	52,497	0
Rcp (Shire) Earthworks Building Construction	0	0	0	0
Rcp (Shire) Project Management	0	0	0	0
Rcp (Shire) Building Construction	90,915	90,915	68,184	0
Rcp (Shire) Demolition	0	0	0	0
Rcp (Shire) Fitout - Contingency	513,120	0	0	5,386
Rcp (Shire) Landscaping	445,700	445,700	334,269	28,600
Rcp (Shire) Public Art	0	0	0	0
Rcp (Shire) Carpark	95,862	95,862	71,883	0
Transport				
<i>Construction - Roads, Bridges, Depots</i>				
Roads Construction Council				
Bedford Harbour Road Construction	0	118,699	89,019	0
Gravel Pit Development	55,000	55,000	55,000	1,885
Roads Mrwa V Of G Constr				
Springdale Road Slk 4 To 5.66	310,000	310,000	310,000	0
Jerdacuttup Road Slk 5.2 To 10	215,000	0	39,850	0
Jerdacuttup Road - Stabilise Pavement &	250,000	250,000	250,000	35,468
Roads To Recovery Construction				
Bedford Harbour Road #4 Slk 19.8 To 24.54	118,699	0	0	5,146
Moir Road Sealing - Slk Tbc	302,604	0	0	0
Jerdacuttup Rtr Road Construction	0	421,303	240,563	0
Fence Road - R2R Funded	55,000	55,000	55,000	26,402
Commodity Route Road Construction				
Tamarine Road Reseal Slk 0.0 To 7.4	415,000	415,000	311,229	7,291
Drainage Construction				
Coxall Road 2X Culvert Replace (Lrci Funded)	0	0	0	0
Bridger Road Culvert	0	0	0	0
Footpath Construction				
Chittick St/Gibson Way/Forrest Way -	75,000	75,000	0	0
Cambewarra Drive Footpath	7,500	7,500	0	0
Bike Paths Master Plan	30,000	30,000	0	0
Bridges Construction				
Jerdacuttup River Bridge - Springdale Road	2,139,499	2,139,499	0	0
Purchase Land - Roadworks And Depots				
Purchase Land & Buildings - Roadworks				
Ravensthorpe Depot Grounds Upgrades	115,555	115,555	115,555	25,934
Purchase Furniture & Equipment - Roads				
Street Furniture - Hopetoun (Dcp Funded)	0	0	0	7,255
Purchase Other Infrastructure - Roads & Depots				
School Bus Shelter - Buckie St, Hopetoun	0	17,000	12,744	8,957

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2023

1. ACQUISITION OF ASSETS (Continued)	2022/2023 Adopted Budget \$	2022/2023 Revised Budget \$	2022/2023 YTD Budget \$	MARCH 2023 Actual \$
The following assets have been acquired during the period under review:				
By Program (Continued)				
<u>Road Plant Purchases</u>				
20/21 Purchase Side Tipper	114,730	114,730	114,730	0
14.6M Tri Axle Low Loader	151,283	151,283	151,283	0
22/23 Plate Compator	15,000	15,000	15,000	12,494
22/23 Excavator	270,000	270,000	270,000	221,400
22/23 Service Truck Replacement	130,000	130,000	130,000	0
2021/22 Grader	0	0	0	7,688
<u>Aerodromes</u>				
Terminal Improvements	20,700	20,700	15,507	0
Ravensthorpe Airport Fencing - Boundary	35,000	35,000	0	0
Economic Services				
<u>Tourism</u>				
Munglinup Rest Bay Upgrade (Lrci R2)	27,808	27,808	20,835	19,560
Other Property & Services				
<u>Works</u>				
22/23 Bmo Trestle Trailer	7,700	7,700	5,769	0
22/23 Dual Cab Utility - Eto	60,000	60,000	45,000	1,053
22/23 Dual Cab Utility - Works Supervisor	60,000	60,000	45,000	65
22/23 Dual Cab Utility - Ato	60,000	60,000	45,000	0
22/23 Dual Cab Utility - Cleaners	50,000	50,000	37,494	0
22/23 Single Cab Utility - Cleaners	50,000	50,000	37,494	0
<u>Administration</u>				
Computer Upgrades	20,000	20,000	20,000	8,797
Office Furniture And Painting	90,000	90,000	90,000	68
Administration Office Photocopier	11,000	11,000	11,000	0
	<u>12,477,752</u>	<u>12,146,806</u>	<u>7,372,789</u>	<u>4,617,510</u>
By Class				
Land	0	0	0	0
Buildings	6,050,987	5,657,342	4,206,553	4,107,219
Furniture & Equipment	205,167	222,167	210,908	105,010
Plant & Equipment	1,100,503	1,142,503	1,057,557	242,700
Infrastructure - Roads	3,860,802	3,764,501	1,350,661	76,191
Infrastructure - Footpaths	112,500	112,500	0	0
Infrastructure - Drainage	60,200	60,200	45,126	1,476
Infrastructure - Parks & Ovals	588,162	688,162	481,149	31,458
Infrastructure - Airports	35,000	35,000	0	0
Infrastructure - Other	464,431	464,431	20,835	53,456
	<u>12,477,752</u>	<u>12,146,806</u>	<u>7,372,789</u>	<u>4,617,510</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2023

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)	
			2022/2023 Adopted Budget \$	2022/2023 YTD Actual \$	2022/2023 Adopted Budget \$	2022/2023 YTD Actual \$	2022/2023 Adopted Budget \$	2022/2023 YTD Actual \$
			Transport					
Duraquip Side Tipper No 1	P611	P577	24,900		14,000		0	0
14.6m Tri Axle H P Low Loader S/T	P556	P556	0		35,000		(10,900)	0
8 Wheel Tipper - DAF	P559A	P559A	94,000		65,000		35,000	0
Hino Dual Cab (Road Crew)	P578A	P578A	3,600		20,000		(29,000)	0
Public Works Overheads							16,400	0
18/19 Toyota Hilux Dual Cab - (Pool Car)	P638B	P638B	27,400		17,000		0	0
Toyota Hilux 4X4 Utility - Works Supervisor	P698A	P698A	38,600		35,000		(10,400)	0
18/19 Toyota Hilux - Admin Tech Officer	P702B	P702B	32,800		30,000		(3,600)	0
Triton Xtra Cab	P632A	P632A	4,500		15,000		(2,800)	0
Mitsubishi Triton	P705	P705	0		15,000		10,500	0
							15,000	0
							0	0
			225,800.00	0.00	246,000.00	0.00	20,200.00	0.00

By Class of Asset	Asset #	Plant #	Written Down Value		Sale Proceeds		Profit(Loss)	
			2022/2023 Adopted Budget \$	2022/2023 YTD Actual \$	2022/2023 Adopted Budget \$	2022/2023 YTD Actual \$	2022/2023 Adopted Budget \$	2022/2023 YTD Actual \$
			Plant & Equipment					
Duraquip Side Tipper No 1	P611	P577	24,900	0	14,000	0	(10,900)	0
14.6m Tri Axle H P Low Loader S/T	P556	P556	0	0	35,000	0	35,000	0
8 Wheel Tipper - DAF	P559A	P559A	94,000	0	65,000	0	(29,000)	0
Hino Dual Cab (Road Crew)	P578A	P578A	3,600	0	20,000	0	16,400	0
18/19 Toyota Hilux Dual Cab - (Pool Car)	P638B	P638B	27,400	0	17,000	0	(10,400)	0
Toyota Hilux 4X4 Utility - Works Supervisor	P698A	P698A	38,600	0	35,000	0	(3,600)	0
18/19 Toyota Hilux - Admin Tech Officer	P702B	P702B	32,800	0	30,000	0	(2,800)	0
Triton Xtra Cab	P632A	P632A	4,500	0	15,000	0	10,500	0
Mitsubishi Triton	P705	P705	0	0	15,000	0	15,000	0
0	0	0	0	0	0	0	0	0
			225,800.00	0.00	246,000.00	0.00	20,200	0.00

Summary

	2022/2023 Adopted Budget \$	2022/2023 YTD Actual \$
Profit on Asset Disposals	76,900	0.00
Loss on Asset Disposals	(56,700)	0.00
	<u>20,200</u>	<u>0.00</u>

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

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2023

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-22	Principal Repayments		Principal Outstanding		Interest Repayments	
		2022/2023 Adopted Budget \$	2022/2023 YTD Actual \$	2022/2023 Adopted Budget \$	2022/2023 YTD Actual \$	2022/2023 Adopted Budget \$	2022/2023 YTD Actual \$
Housing							
Loan 145 Staff Housing	117,270	37,986	37,985	79,284	79,285	4,390	2,605
Loan 147 Other Housing	187,726	18,188	18,188	169,538	169,538	7,716	5,876
Recreation and Culture							
Loan 146 Hopetoun Community Centre	269,699	15,130	15,130	254,569	254,569	11,628	7,595
Transport							
Loan 138D Town Street	0	0	0	0	0	0	186
Loan 144 Town Street	0	0	0	0	0	0	104
Loan 143B Refinance	105,022	38,200	34,018	66,822	71,004	3,931	2,333
Loan 138E Refinance	159,917	34,018	38,200	125,899	121,717	6,143	3,715
	839,634	143,522	143,521	696,112	696,113	33,808	22,414

(*) 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-22	Principal Repayments		Principal Outstanding		Interest Repayments	
		2022/2023 Adopted Budget \$	2022/2023 YTD Actual \$	2022/2023 Adopted Budget \$	2022/2023 YTD Actual \$	2022/2023 Adopted Budget \$	2022/2023 YTD Actual \$
Law, Order & Public Safety							
Lease Contract 939384 CESO Vehicle	16,538	13,726	0	2,812		122	0
Community Amenities							
Lease Contract 908707	451,069	75,632	0	375,437		13,165	0
Lease Contract 915953	147,179	35,497	0	111,682		6,283	0
	614,786	124,855	0	489,931	0	19,570	0

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2023

	2022/2023 Adopted Budget \$	2022/2023 YTD Actual \$
4. RESERVES		
Cash Backed Reserves		
(a) Plant Reserve		
Opening Balance	276,503	276,503
Amount Set Aside / Transfer to Reserve	867,219	364
Amount Used / Transfer from Reserve	<u>(813,013)</u>	<u>0</u>
	<u>330,709</u>	<u>276,867</u>
(b) Emergency Farm Water Reserve		
Opening Balance	12,295	12,295
Amount Set Aside / Transfer to Reserve	365	123
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>12,660</u>	<u>12,418</u>
(c) Building Reserve		
Opening Balance	305,726	305,726
Amount Set Aside / Transfer to Reserve	161,089	403
Amount Used / Transfer from Reserve	<u>(336,679)</u>	<u>0</u>
	<u>130,136</u>	<u>306,129</u>
(d) Road & Footpath Reserve		
Opening Balance	299,396	299,396
Amount Set Aside / Transfer to Reserve	328,027	394
Amount Used / Transfer from Reserve	<u>(370,833)</u>	<u>0</u>
	<u>256,590</u>	<u>299,790</u>
(e) Swimming Pool Upgrade Reserve		
Opening Balance	45,253	45,255
Amount Set Aside / Transfer to Reserve	1,345	60
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>46,598</u>	<u>45,315</u>
(f) Recreation Reserve		
Opening Balance	20,000	20,000
Amount Set Aside / Transfer to Reserve	20,594	26
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>40,594</u>	<u>20,026</u>
(g) Airport Reserve		
Opening Balance	340,656	340,656
Amount Set Aside / Transfer to Reserve	10,126	342
Amount Used / Transfer from Reserve	<u>(47,500)</u>	<u>0</u>
	<u>303,282</u>	<u>340,998</u>
(h) Waste & Sewerage Reserve		
Opening Balance	319,282	319,282
Amount Set Aside / Transfer to Reserve	29,490	421
Amount Used / Transfer from Reserve	<u>(202,640)</u>	<u>0</u>
	<u>146,132</u>	<u>319,703</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2023

	2022/2023 Adopted Budget \$	2022/2023 YTD Actual \$
4. RESERVES (Continued)		
(i) IT & Equipment Reserve		
Opening Balance	20,000	20,000
Amount Set Aside / Transfer to Reserve	25,594	26
Amount Used / Transfer from Reserve	(20,000)	0
	<u>25,594</u>	<u>20,026</u>
(j) Leave Reserve		
Opening Balance	43,015	43,015
Amount Set Aside / Transfer to Reserve	1,279	57
Amount Used / Transfer from Reserve		0
	<u>44,294</u>	<u>43,072</u>
Total Cash Backed Reserves	<u><u>1,336,589</u></u>	<u><u>1,684,344</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	867,219	364
Emergency Farm Water Reserve	365	123
Building Reserve	161,089	403
Road & Footpath Reserve	328,027	394
Swimming Pool Upgrade Reserve	1,345	60
Recreation Reserve	20,594	26
Airport Reserve	10,126	342
Waste & Sewerage Reserve	29,490	421
IT & Equipment Reserve	25,594	26
Leave Reserve	1,279	57
	<u>1,445,128</u>	<u>2,216</u>
Transfers from Reserves		
Plant Reserve	(813,013)	0
Emergency Farm Water Reserve	0	0
Building Reserve	(336,679)	0
Road & Footpath Reserve	(370,833)	0
Swimming Pool Upgrade Reserve	0	0
UHF Repeater Reserve	0	0
Airport Reserve	(47,500)	0
Waste & Sewerage Reserve	(202,640)	0
State Barrier Fence Reserve	(20,000)	0
Leave Reserve	0	0
	<u>(1,790,665)</u>	<u>0</u>
Total Transfer to/(from) Reserves	<u><u>(345,537)</u></u>	<u><u>2,216</u></u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2023

4. RESERVES (Continued)

Cash Backed Reserves (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Plant Reserve

To be used to assist in the purchasing of major plant and machinery.

Emergency Farm Water Reserve

To be used for the repair and/or construction of emergency farm water supplies in the Shire of Ravensthorpe

Building Reserve

To be used for the construction, refurbishment, modification or renovation of all buildings in the Shire of

Road and Footpath Reserve

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

Swimming Pool Upgrade Reserve

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

Recreation Reserve

To be used for the construction, renewal, refurbishment and upgrade of all recreation facilities and

Airport Reserve

To be used for the construction, reconstruction, repairs or modification of facilities including buildings,

Waste and Sewerage Reserve

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

IT & Equipment Reserve

To be used for the upgrade and renewal of hardware, communication and software technological

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 MARCH 2023

	2021/2022 B/Fwd Per 2022/2023 Budget \$	2021/2022 B/Fwd Per Financial Report \$	MARCH 2023 Actual \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	3,376,199	3,309,209	3,682,150
Cash - Restricted Unspent Grants		0	
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	1,615,137	1,682,127	1,684,343
Receivables (Budget Purposes Only)	0	0	0
Rates Outstanding	254,694	255,501	729,911
Sundry Debtors	228,968	272,773	279,340
Provision for Doubtful Debts	0	0	0
Gst Receivable	143,796	147,788	62,924
Accrued Income/Payments In Advance	9,416	954,641	9,416
Payments in Advance	0	0	0
Inventories	25,554	57,073	96,349
	<u>5,653,764</u>	<u>6,679,112</u>	<u>6,544,433</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(386,181)	(386,635)	(25,327)
Accrued Interest On Loans	(17,895)	(27,768)	(17,895)
Accrued Salaries & Wages	(44,293)	(28,180)	0
Income In Advance	(32,261)	(903,010)	0
Gst Payable	(29,329)	(32,513)	(38,731)
Payroll Creditors	(114,053)	(114,053)	(111,856)
Accrued Expenses	0	(128,435)	0
PAYG Liability	0	0	0
Right of Use Assets - Current	(124,397)	(124,855)	(124,855)
Trust	0	0	0
Other Payables	(322,514)	(397,048)	(458,610)
Current Employee Benefits Provision	(520,534)	(567,239)	(567,239)
Current Loan Liability	0	(143,522)	0
	<u>(1,591,457)</u>	<u>(2,853,258)</u>	<u>(1,344,513)</u>
NET CURRENT ASSET POSITION	4,062,307	3,825,854	5,199,920
Less: Cash - Reserves - Restricted	(1,615,137)	(1,682,127)	(1,684,343)
Less: Cash - Unspent Grants - Restricted	0	0	
Less: Movements Associated with Change in Accounting Standards	0		
Add Back : Component of Leave Liability not Required to be Funded	520,534	567,239	567,239
Add Back : Current Loan Liability	0	143,522	0
ADD: Current Portion of Lease Liability	322,514	124,855	124,855
Adjustment for Trust Transactions Within Muni		0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>3,290,218</u>	<u>2,979,343</u>	<u>4,207,671</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2023

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2022/2023 Rate Revenue \$	2022/2023 Interim Rates \$	2022/2023 Back Rates \$	2022/2023 Total Revenue \$	2022/2023 Budget \$
General Rate								
GRV Residential	0.112618	782	12,472,188	1,404,593	(791)	(1,448)	1,402,354	1,404,593
GRV Commercial	0.168599	29	1,233,784	208,015	68,756	1,923	278,694	208,015
GRV industrial	0.138256	36	628,700	86,922			86,922	86,922
GRV - Transient & Short Stay Accom	0.289034	2	1,000,000	289,034	20,763		309,797	289,034
UV - Mining	0.081471	72	2,705,577	220,426	15,861	1,955	238,242	220,426
UV - Other	0.006149	324	349,193,000	2,147,188	1,242	414	2,148,844	2,147,187
Non-Rateable							0	0
Sub-Totals		1,245	367,233,249	4,356,178	105,830	2,844	4,464,852	4,356,177
Minimum Rates	Minimum \$							
GRV Residential	937.00	376	13,498,155	352,312		0	352,312	352,312
GRV Commercial	937.00	14	44,740	13,118		0	13,118	13,118
GRV Industrial	937.00	10	45,268	9,370		0	9,370	10,307
GRV - Transient & Short Stay Accom	915.00	1	0	915		0	915	915
UV - Mining	345.00	62	125,311	21,390		0	21,390	21,390
UV - Other	915.00	104	6,633,252	95,160		0	95,160	95,160
Sub-Totals		567	20,346,726	492,265	0	0	492,265	493,202
				4,848,443			4,957,117	4,849,379
Back Rates								1,000
Interim Rates								5,000
Total Amount Raised From Rates							4,957,117	4,855,379
Ex Gratia Rates		check after rates raised					67,710	67,710
Total Rates							5,024,827	4,923,089

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 MARCH 2023

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 MARCH 2023

8. OPERATING STATEMENT BY PROGRAM

	MARCH 2023 Actual \$	2022/2023 Adopted Budget \$	2021/2022 Actual \$
OPERATING REVENUES			
Governance	(5,608)	20,000	62,937
General Purpose Funding	6,337,404	6,686,214	7,574,066
Law, Order, Public Safety	722,162	1,192,151	484,952
Health	5,437	5,300	15,508
Education and Welfare	569,182	843,300	831,047
Housing	15,320	18,200	64,578
Community Amenities	764,783	1,096,509	816,390
Recreation and Culture	2,560,124	5,755,832	2,185,987
Transport	1,353,583	2,702,691	1,659,932
Economic Services	260,460	314,318	413,178
Other Property and Services	229,063	168,500	493,269
TOTAL OPERATING REVENUE	12,811,910	18,803,014	14,601,844
OPERATING EXPENSES			
Governance	(586,389)	(1,166,701)	(877,349)
General Purpose Funding	(159,109)	(283,779)	(306,010)
Law, Order, Public Safety	(781,526)	(1,261,693)	(1,006,544)
Health	(223,770)	(388,986)	(335,917)
Education and Welfare	(909,560)	(1,321,810)	(1,088,324)
Housing	(159,032)	(207,737)	(265,903)
Community Amenities	(1,103,952)	(1,580,799)	(1,416,863)
Recreation & Culture	(1,623,793)	(2,092,512)	(1,942,924)
Transport	(4,317,898)	(5,346,122)	(5,431,461)
Economic Services	(284,214)	(456,747)	(582,263)
Other Property and Services	(661,743)	(185,534)	(823,681)
TOTAL OPERATING EXPENSE	(10,810,986)	(14,292,420)	(14,077,240)
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>2,000,924</u>	<u>4,510,594</u>	<u>524,604</u>

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

8. OPERATING STATEMENT BY NATURE & TYPE

	MARCH	2022/2023	2021/2022
	2023	Adopted	Actual
	Actual	Budget	Actual
	\$	\$	\$
OPERATING REVENUES			
Rates	5,024,826	4,923,089	4,707,550
Operating Grants, Subsidies and Contributions	1,163,065	1,909,054	4,165,749
Non-Operating Grants, Subsidies and Contributions	3,795,803	8,612,968	2,256,165
Fees and Charges	2,275,176	2,508,918	2,471,915
Service Charges	0	0	0
Interest Earnings	52,352	134,000	55,137
Profit on Asset Disposals	0	76,900	57,579
Proceeds on Disposal of Assets	0	246,000	301,091
Realisation on Disposal of Assets	0	(246,000)	(301,091)
Other Revenue	500,689	638,086	887,749
TOTAL OPERATING REVENUE	12,811,911	18,803,015	14,601,844
OPERATING EXPENSES			
Employee Costs	(3,928,266)	(4,883,741)	(4,939,941)
Materials and Contracts	(2,132,516)	(3,814,351)	(3,233,857)
Utility Charges	(245,231)	(291,730)	(261,083)
Depreciation on Non-Current Assets	(3,990,654)	(4,603,791)	(4,823,315)
Interest Expenses	(22,415)	(53,357)	(88,866)
Insurance Expenses	(239,955)	(240,558)	(342,536)
Loss on Asset Disposals	0	(56,700)	(2,192)
FV Adjustment of Non-Current assets	0	0	0
Other Expenditure	(251,952)	(348,192)	(385,451)
TOTAL OPERATING EXPENSE	(10,810,989)	(14,292,420)	(14,077,241)
CHANGE IN NET ASSETS			
RESULTING FROM OPERATIONS	<u>2,000,922</u>	<u>4,510,595</u>	<u>524,603</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2023

9. STATEMENT OF FINANCIAL POSITION

	MARCH 2023 Actual \$	2021/2022 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	5,366,493	4,991,336
Trade and Other Receivables	1,081,591	1,630,703
Inventories	96,349	57,073
TOTAL CURRENT ASSETS	6,544,433	6,679,112
NON-CURRENT ASSETS		
Other Receivables	10,509	10,509
Inventories	0	0
Property, Plant and Equipment	50,086,493	47,214,767
Infrastructure	117,920,549	120,165,420
TOTAL NON-CURRENT ASSETS	168,017,551	167,390,696
TOTAL ASSETS	174,561,984	174,069,808
CURRENT LIABILITIES		
Trade and Other Payables	652,419	2,017,642
Right of Use Asset	124,855	124,855
Long Term Borrowings	0	143,522
Provisions	567,239	567,239
TOTAL CURRENT LIABILITIES	1,344,513	2,853,258
NON-CURRENT LIABILITIES		
Trade and Other Payables	0	0
Long Term Borrowings	696,112	696,112
Right of Use Assets	576,240	576,240
Provisions	88,145	88,145
TOTAL NON-CURRENT LIABILITIES	1,360,497	1,360,497
TOTAL LIABILITIES	2,705,010	4,213,755
NET ASSETS	171,856,974	169,856,053
Retained Surplus	41,594,615	39,489,972
Reserves - Cash Backed	1,684,343	1,682,127
Revaluation Surplus	128,213,342	128,213,342
TOTAL EQUITY	171,492,301	169,385,441

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2023

10. FINANCIAL RATIOS

	2022 YTD	2021	2020	2019
Current Ratio	6.25	2.19	3.01	1.64
Operating Surplus Ratio	(0.24)	(0.22)	3.29	(0.24)

The above ratios are calculated as follows:

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

ATTACHMENT

12.2 CORPORATE SERVICES

12.2.2 SCHEDULE OF ACCOUNT PAYMENTS – MARCH 2023

File Reference: GR.ME.8
Location: Shire of Ravensthorpe
Applicant: Shire of Ravensthorpe
Author: Accountant
Authorising Officer: Executive Manager Corporate Services
Date: 13 April 2023
Disclosure of Interest: Nil
Attachment: RED Schedule of Payments to 31 March 2023
Credit Card Transactions 31 March 2023
Creditors List of Accounts Paid March 2023

Previous Reference: Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council:

Pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the month of March 2023 be noted.

Moved: _____

Seconded: _____

Carried: /

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
544	02/03/2023	Horizon Power	1253084 HOPETOUN COMMUNITY CENTRE -21/12/2022 - 20/02/2023	1		554.95
INV 21 015 9221/02/2023		Horizon Power	1253084 HOPETOUN COMMUNITY CENTRE -21/12/2022 - 20/02/2023		554.95	
545	16/03/2023	Horizon Power	136499 - HOPETOUN LAMPS - 01/02/2023-28/02/2023	1		4,287.48
INV 2101600301/03/2023		Horizon Power	136499 - HOPETOUN LAMPS - 01/02/2023-28/02/2023		4,287.48	
546	16/03/2023	Synergy	5 DAW STREET - 10/02/2022 - 18/01/2023	1		1,017.49
INV 2057765810/03/2023		Synergy	5 DAW STREET - 10/02/2022 - 18/01/2023		1,017.49	
547	23/03/2023	Commissioner of Police	RENEWAL OF FIRE ARM LICENCE	1		147.00
INV 0999087317/03/2023		Commissioner of Police	RENEWAL OF FIRE ARM LICENCE		147.00	
548	23/03/2023	Horizon Power	1420288 MUNGLINUP TOILETS - 07/01/2023 - 08/03/2023	1		292.05
INV 2016068609/03/2023		Horizon Power	1420288 MUNGLINUP TOILETS - 07/01/2023 - 08/03/2023		292.05	
1069	01/03/2023	1 - BANK FEES	BANK FEES - MAINTENACE FEE	1		20.00
1069	01/03/2023	1 - BANK FEES	BANK FEES - BPAY	1		151.30
1069	03/03/2023	1 - BANK FEES	BANK FEES - MERCHANT FEE	1		311.00
1069	31/03/2023	1 - BANK FEES	LINE OF CREDIT	1		1,500.00
1069	31/03/2023	1 - BANK FEES	DEBIT INTEREST	1		7.67
EFT16265	02/03/2023	4 Rivers Plumbing Gas & Civil Contracting WA	UNBLOCK TOILET AT JUBILEE PARK	1		132.00
INV 0000243728/02/2023		4 Rivers Plumbing Gas & Civil Contracting WA	UNBLOCK TOILET AT JUBILEE PARK		132.00	
EFT16266	02/03/2023	AMPAC Debt Recovery (WA) Pty Ltd	LEGAL CHARGES FOR DEBT RECOVERY 2022/2023 - RATES ONLY	1		5,409.23
INV 93310	10/02/2023	AMPAC Debt Recovery (WA) Pty Ltd	LEGAL CHARGES FOR DEBT RECOVERY 2022/2023 - RATES ONLY		4,551.23	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 93418	17/02/2023	AMPAC Debt Recovery (WA) Pty Ltd	LEGAL CHARGES FOR DEBT RECOVERY 2022/2023 - RATES ONLY		858.00	
EFT16267	02/03/2023	Aerodrome Management Services Pty Ltd	MONTHLY SERVICES FEE - FEBRUARY 2023	1		2,982.67
INV AMSINV20/02/2023		Aerodrome Management Services Pty Ltd	MONTHLY SERVICES FEE - FEBRUARY 2023		2,982.67	
EFT16268	02/03/2023	Albany & Great Southern Pest And Weed Control	EXTERNAL AND INTERNAL TREATMENT FOR THE MANAGEMENT OF SPIDERS TO THE CUB HOUSE CHILDCARE CENTRE AND PLAYGROUND IN RAVENSTHORPE	1		363.00
INV INV-022507/12/2022		Albany & Great Southern Pest And Weed Control	EXTERNAL AND INTERNAL TREATMENT FOR THE MANAGEMENT OF SPIDERS TO THE CUB HOUSE CHILDCARE CENTRE AND PLAYGROUND IN RAVENSTHORPE		363.00	
EFT16269	02/03/2023	Beecroft Plumbing And Gas	REPLACE WATER FILTERS AT THE RAVENSTHORPE ADMIN AND DEPOT BUILDING INCLUDING TRAVEL	1		394.90
INV INV-003026/02/2023		Beecroft Plumbing And Gas	REPLACE WATER FILTERS AT THE RAVENSTHORPE ADMIN AND DEPOT BUILDING INCLUDING TRAVEL		394.90	
EFT16270	02/03/2023	Ceri Fraser	REFUND OF BOND FOR GYM FOB	1		30.00
INV T2097	21/02/2023	Ceri Fraser	REFUND OF BOND FOR GYM FOB	1	30.00	
EFT16271	02/03/2023	Devlyn Construction	PROGRESS CLAIM 15	1		83,483.76
INV 2286	21/02/2023	Devlyn Construction	PROGRESS CLAIM 15		83,483.76	
EFT16272	02/03/2023	Dynasty Embroidery	ANNUAL UNIFORM ORDER INCLUDING EMBROIDERY ON PPE SHIRTS FOR WORKS DEPOT EMPLOYEES	1		4,564.01
INV 0020081625/02/2023		Dynasty Embroidery	ANNUAL UNIFORM ORDER INCLUDING EMBROIDERY ON PPE SHIRTS FOR WORKS DEPOT EMPLOYEES		4,564.01	
EFT16273	02/03/2023	██████████	REIMBURSEMENT FOR DROPBOX	1		153.95
INV REIMBU27/02/2023		██████████	REIMBURSEMENT FOR DROPBOX		153.95	
EFT16274	02/03/2023	Erica Bailey	REFFUND OF BOND FOR GYM FOB	1		30.00
INV T2267	28/02/2023	Erica Bailey	REFFUND OF BOND FOR GYM FOB	1	30.00	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT16275	02/03/2023	Helene Pty Ltd (Lo-Go Appointments)	CONTRACT ADMINISTRATION SERVICES - 30/01/2023 -04/02/2023 - [REDACTED]	1		2,803.62
INV H2097	08/02/2023	Helene Pty Ltd (Lo-Go Appointments)	CONTRACT ADMINISTRATION SERVICES - 30/01/2023 -04/02/2023 - [REDACTED]		1,401.81	
INV H2160	23/02/2023	Helene Pty Ltd (Lo-Go Appointments)	CONTRACT ADMINISTRATION SERVICES 13/02/2023 - 18/02/2023 - [REDACTED]		1,401.81	
EFT16276	02/03/2023	Hinchys Auto Electrics	CHECK SHUTDOWN FAULT ON KOMATSU WA200 LOADER P719 RA-3710 - SUPPLY AND FIT TURBO TIMER PLUS TRAVEL	1		1,405.25
INV 0000044028/02/2023		Hinchys Auto Electrics	CHECK SHUTDOWN FAULT ON KOMATSU WA200 LOADER P719 RA-3710 - SUPPLY AND FIT TURBO TIMER PLUS TRAVEL		1,405.25	
EFT16277	02/03/2023	Hopetoun Bowling Club	CATERING, HIRE OF BOWLING RINK, ADDITIONAL POWER USAGE AND SUPPLIES FOR FEB 23	1		3,142.91
INV 6	24/02/2023	Hopetoun Bowling Club	CATERING, HIRE OF BOWLING RINK, ADDITIONAL POWER USAGE AND SUPPLIES FOR FEB 23		3,142.91	
EFT16278	02/03/2023	Hopetoun Progress Association Inc	SHIRE FUNDING FOR AGED CARE UNIT MANAGEMENT - QTR 1-3 2022/2023	1		15,000.00
INV 1213	24/02/2023	Hopetoun Progress Association Inc	SHIRE FUNDING FOR AGED CARE UNIT MANAGEMENT - QTR 1-3 2022/2023		15,000.00	
EFT16279	02/03/2023	[REDACTED]	REIMBURSEMENT FOR UNIFORM - WORK PANTS	1		184.95
INV REIMBU20/02/2023		[REDACTED]	REIMBURSEMENT FOR UNIFORM - WORK PANTS		184.95	
EFT16280	02/03/2023	Kidsafe WA	PLAYGROUND INSPECTION TRAINING FOR 3 X EMPLOYEES	1		3,300.00
INV 64235	24/02/2023	Kidsafe WA	PLAYGROUND INSPECTION TRAINING FOR 3 X EMPLOYEES		3,300.00	
EFT16281	02/03/2023	LGRCEU	Payroll deductions	1		55.00
INV DEDUCT20/02/2023		LGRCEU	Payroll deductions		33.00	
INV DEDUCT20/02/2023		LGRCEU	Payroll deductions		22.00	

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EFT16282	02/03/2023	Lenon Group	GROWTH STRATEGY AND ACTION PLANS FOR TOURISM, HOUSING, BUSINESS, OPERATIONAL MODEL OF THE RAVENSTHORPE MUSEUM/VISITOR CENTRE	1		15,620.00
INV INV-28	24/02/2023	Lenon Group	GROWTH STRATEGY AND ACTION PLANS FOR TOURISM, HOUSING, BUSINESS, OPERATIONAL MODEL OF THE RAVENSTHORPE MUSEUM/VISITOR CENTRE		15,620.00	
EFT16283	02/03/2023	Michelle Deborah Perkins	REIMBURSEMENT FOR DEC/JAN SCHOOL HOLIDAYS CHILDREN'S PROGRAM	1		126.44
INV REIMBU	20/02/2023	Michelle Deborah Perkins	REIMBURSEMENT FOR DEC/JAN SCHOOL HOLIDAYS CHILDREN'S PROGRAM		126.44	
EFT16284	02/03/2023	Midland Trophies	COUNCIL CHAMBERS NAME PLATES, FREIGHT	1		325.00
INV 21323	10/02/2023	Midland Trophies	COUNCIL CHAMBERS NAME PLATES, FREIGHT		325.00	
EFT16285	02/03/2023	Mount Barren Cafe	CATERING FOR COUNCIL WORKSHOPS ON FNP FIRE AND CAMPGROUNDS DURING PEAK SEASON	1		605.80
INV 0005	17/02/2023	Mount Barren Cafe	CATERING FOR COUNCIL WORKSHOPS ON FNP FIRE AND CAMPGROUNDS DURING PEAK SEASON		382.80	
INV 0009	22/02/2023	Mount Barren Cafe	CATERING FOR SHANE LIDDELOW, GREAT SOUTHERN FOR 13 PEOPLE		223.00	
EFT16286	02/03/2023	Ohura Consulting	ENTERPRISE AGREEMENT NEGOTIATION 2023	1		11,636.35
INV INV-032928	01/2023	Ohura Consulting	ENTERPRISE AGREEMENT NEGOTIATION 2023		7,607.60	
INV INV-035028	02/2023	Ohura Consulting	ENTERPRISE AGREEMENT NEGOTIATION 2023		4,028.75	
EFT16287	02/03/2023	Perfect Computer Solutions Pty Ltd	1 X HP LASERJET PRO M183FW WIRELESS LASER MULTIFUNCTION PRINTER	1		1,310.00
INV 27824	23/02/2023	Perfect Computer Solutions Pty Ltd	IT SERVICE DESK AND ASSOCIATED IT SUPPORT 17/02/2023 - 22/02/2023		340.00	
INV 27851	28/02/2023	Perfect Computer Solutions Pty Ltd	1 X HP LASERJET PRO M183FW WIRELESS LASER MULTIFUNCTION PRINTER		545.00	
INV 27839	28/02/2023	Perfect Computer Solutions Pty Ltd	2022/23 IT SERVICE DESK AND ASSOCIATED IT SUPPORT - 22/02/2023-27/02/2023		425.00	
EFT16288	02/03/2023	R And R Heavy Diesel Services	CARRY OUT 175K SERVICE, INSPECTION AND LUBRICATION ON HINO DUAL CAB P578A RA-290	1		2,442.73

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INV 6551	28/02/2023	R And R Heavy Diesel Services	CARRY OUT 175K SERVICE, INSPECTION AND LUBRICATION ON HINO DUAL CAB P578A RA-290		979.42	
INV 6550	28/02/2023	R And R Heavy Diesel Services	CARRY OUT 70,000KM LUBRICATION SERVICE AND INSPECTION ON FUSO CANTER P511A RA-3512		616.86	
INV 6548	28/02/2023	R And R Heavy Diesel Services	RECTIFY DURACQUIP SIDE TIPPER DOOR FAULT (P585 1TJX-049		846.45	
EFT16289	02/03/2023	Ravensthorpe Agencies	1000L IBC OF AD BLUE	1		2,099.00
INV 14750	24/02/2023	Ravensthorpe Agencies	1000L IBC OF AD BLUE		1,650.00	
INV 14739	24/02/2023	Ravensthorpe Agencies	1 X GAS BOTTLES FOR 79 ESPLANADE, HOPETOUN		180.00	
INV 14801	28/02/2023	Ravensthorpe Agencies	BOOTS LACE/ZIP WHEAT COLOUR		269.00	
EFT16290	02/03/2023	Roselea Trading	Hopetoun Gym Rent	1		1,103.26
INV RENT	01/03/2023	Roselea Trading	Hopetoun Gym Rent		953.15	
INV RATES	01/03/2023	Roselea Trading	Hopetoun Gym Rates		150.11	
EFT16291	02/03/2023	Shire of Ravensthorpe Social Club	Payroll deductions	1		155.00
INV DEDUCT20/02/2023		Shire of Ravensthorpe Social Club	Payroll deductions		155.00	
EFT16292	02/03/2023	Shire of Ravensthorpe- Petty Cash	HOPETOUN PETTY CASH REIMBURSEMENT 4/11/2022-09/01/2023	1		38.35
INV HOPEY J01/03/2023		Shire of Ravensthorpe- Petty Cash	HOPETOUN PETTY CASH REIMBURSEMENT 4/11/2022-09/01/2023		38.35	
EFT16293	02/03/2023	Sigma Chemicals	CHEMICALS FOR POOL	1		2,014.06
INV 166812/02/2023	02/02/2023	Sigma Chemicals	CHLORINE		837.94	
INV 166811/02/2023	02/02/2023	Sigma Chemicals	CHEMICALS FOR POOL		1,176.12	
EFT16294	02/03/2023	South Coast Food Service	SMARTFLOW HAND DRYERS	1		4,702.50
INV 4370044	21/02/2023	South Coast Food Service	SMARTFLOW HAND DRYERS		4,702.50	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT16295	02/03/2023	Stantec Australia Pty Ltd	MECHANICAL, HYDRAULIC, ELECTRICAL ENGINEERING AND CONSULTANCY SERVICES ESD AND ACOUSTIC CONSULTANCY SERVICES - SITE VISIT	1		6,902.50
INV 1905340	13/12/2022	Stantec Australia Pty Ltd	MECHANICAL AND CONSULTANCY SERVICES ESD AND ACOUSTIC CONSULTANCY SERVICES		704.00	
INV 1905340A13	13/12/2022	Stantec Australia Pty Ltd	ELECTRICAL ENGINEERING AND CONSULTANCY SERVICES ESD AND ACOUSTIC CONSULTANCY SERVICES - COURTYARD LIGHTING		2,200.00	
INV 1905340B13	13/12/2022	Stantec Australia Pty Ltd	MECHANICAL, HYDRAULIC, ELECTRICAL ENGINEERING AND CONSULTANCY SERVICES ESD AND ACOUSTIC CONSULTANCY SERVICES - SITE VISIT		3,998.50	
EFT16296	02/03/2023	Telstra Limited	TELSTRA CHARGES TO 10/02/2023	1		16,154.96
INV T311	14/02/2023	Telstra Limited	TELSTRA CHARGES 14/01/2023 - 13/02/2023 - HOPETOUN WORKS DEPOT (EXTRANET)		55.00	
INV T311	14/02/2023	Telstra Limited	TELSTRA CHARGES 14/02/2023 TO 13/03/2023 - HOPETOUN WORKS DEPOT (EXTRANET)		55.00	
INV K 687 058	18/02/2023	Telstra Limited	TELSTRA CHARGES TO 10/01/2023		7,926.98	
INV K 822 460	18/02/2023	Telstra Limited	TELSTRA CHARGES TO 10/02/2023		8,117.98	
EFT16297	02/03/2023	The Brett Wolfe Family Trust	ADVISE ON NEW TURF AREA FOR RCP	1		440.00
INV 1965	12/12/2022	The Brett Wolfe Family Trust	ADVISE ON NEW TURF AREA FOR RCP		440.00	
EFT16298	02/03/2023	Toll IPEC Ipec Pty Ltd	FREIGHT - KARCHER (ROCHER)	1		84.23
INV 0558-S3026	02/2023	Toll IPEC Ipec Pty Ltd	FREIGHT - KARCHER (ROCHER)		84.23	
EFT16299	02/03/2023	Traffic Force	TRAFFIC MANAGMENT PLAN FOR BUSHFIRE MITIGATION ACTIVITY TREATMENT #24738 2022 ROUND 2 MAF GRANT	1		1,695.10
INV 0003232326	02/2023	Traffic Force	TRAFFIC MANAGMENT PLAN FOR BUSHFIRE MITIGATION ACTIVITY TREATMENT #24738 2022 ROUND 2 MAF GRANT		1,695.10	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT16300	02/03/2023	Tredwell Management Services Pty Ltd	ADDITIONAL WORKS - HOPETOUN SPORTS PAVILION MASTER PLAN	1		1,760.00
INV RAV020112/01/2023		Tredwell Management Services Pty Ltd	ADDITIONAL WORKS - HOPETOUN SPORTS PAVILION MASTER PLAN		1,760.00	
EFT16301	02/03/2023	Valeska Bustamante Williams	REFUND OF BOND FOR GYM FOB	1		30.00
INV T2257	28/02/2023	Valeska Bustamante Williams	REFUND OF BOND FOR GYM FOB	1	30.00	
EFT16302	02/03/2023	WINC Australia Pty Ltd	MONTHLY CONSUMABLES ORDER NET54190802	1		416.56
INV 9041755320/02/2023		WINC Australia Pty Ltd	MONTHLY CONSUMABLES ORDER NET54190802		416.56	
EFT16303	09/03/2023	4 Rivers Plumbing Gas & Civil Contracting WA	REPAIR LEAK IN THE RETIC LOCATED ON THE SIDE OF THE DRIVEWAY AT 79 ESPLANADE, HOPETOUN	1		171.60
INV 0000245202/03/2023		4 Rivers Plumbing Gas & Civil Contracting WA	REPAIR LEAK IN THE RETIC LOCATED ON THE SIDE OF THE DRIVEWAY AT 79 ESPLANADE, HOPETOUN		171.60	
EFT16304	09/03/2023	AMPAC Debt Recovery (WA) Pty Ltd	DEBTORS LEGAL EXPENSES FOR DEBT COLLECTION	1		752.15
INV 93517	28/02/2023	AMPAC Debt Recovery (WA) Pty Ltd	DEBTORS LEGAL EXPENSES FOR DEBT COLLECTION		752.15	
EFT16305	09/03/2023	Australia Post	POSTAL CHARGES TO 28/02/2023	1		782.83
INV 1012243603/03/2023		Australia Post	POSTAL CHARGES TO 28/02/2023		782.83	
EFT16306	09/03/2023	Best Office Systems	PRINTER READINGS - HOPETOUN OFFICE	1		191.18
INV 613775	28/02/2023	Best Office Systems	PRINTER READINGS - HOPETOUN OFFICE		191.18	
EFT16307	09/03/2023	CGA Trading Pty Ltd T/A Inkstation	MONTHLY INK ORDER REF 175WDF9J2	1		103.83
INV NS39264122/02/2023		CGA Trading Pty Ltd T/A Inkstation	MONTHLY INK ORDER REF 175WDF9J2		103.83	
EFT16308	09/03/2023	Cleanaway Pty Ltd	RUBBISH COLLECTION FROM STARVATION BAY CAMPGROUND - FEBRUARY 2023	1		1,499.72
INV 2172190428/02/2023		Cleanaway Pty Ltd	RUBBISH COLLECTION FROM STARVATION BAY CAMPGROUND - FEBRUARY 2023		812.14	
INV 2172190528/02/2023		Cleanaway Pty Ltd	RUBBISH COLLECTION FROM STARVATION BAY CAMPGROUND - FEBRUARY 2023		687.58	

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EFT16309	09/03/2023	Community Spirit Newspaper Inc	DOUBLE PAGE ADVERTORIAL X2	1		342.00
INV 0002541002/03/2023		Community Spirit Newspaper Inc	DOUBLE PAGE ADVERTORIAL X2		342.00	
EFT16310	09/03/2023	██████████	REIMBURSEMENT - AIRPORT MAINTENANCE - DRILL, HEX KEYS, TOOLBOX, CRC	1		132.87
INV REIMBU08/03/2023		██████████	REIMBURSEMENT - AIRPORT MAINTENANCE - DRILL, HEX KEYS, TOOLBOX, CRC		132.87	
EFT16311	09/03/2023	Helene Pty Ltd (Lo-Go Appointments)	CONTRACT ADMINISTRATION SERVICES WEEK ENDING 25/02/2023 - ██████████	1		1,401.81
INV H2190	01/03/2023	Helene Pty Ltd (Lo-Go Appointments)	CONTRACT ADMINISTRATION SERVICES WEEK ENDING 25/02/2023 - ██████████		1,401.81	
EFT16312	09/03/2023	Hopetoun Tyres & Batteries	HAULMAX ATT305 DRIVE PLUS DISPOSAL OF OLD FOR RA-3871 P703A	1		11,598.95
INV INV-116505/03/2023		Hopetoun Tyres & Batteries	TYRES for 1TGC-542 P556		693.00	
INV INV-116605/03/2023		Hopetoun Tyres & Batteries	HAULMAX ATT305 DRIVE PLUS DISPOSAL OF OLD FOR RA-3871 P703A		3,960.00	
INV INV-116705/03/2023		Hopetoun Tyres & Batteries	TYRE PLUS DISPOSAL OF OLD FOR P706B GRADER RA-3930		2,950.20	
INV INV-116305/03/2023		Hopetoun Tyres & Batteries	TOYO 120R OPAT2 TYRES FOR RA-292 P699B - TYRES 1HJK-181 P654A		2,992.00	
INV INV-116405/03/2023		Hopetoun Tyres & Batteries	TYRE X 2 PLUS DISPOSAL P556 1TGC-542		1,003.75	
EFT16313	09/03/2023	Inglewood Products Group	TIMBER PROFILING, DELIVERY	1		5,225.00
INV 0007753228/02/2023		Inglewood Products Group	TIMBER PROFILING, DELIVERY		5,225.00	
EFT16314	09/03/2023	Jerramungup Electrical	TO SUPPLY AND INSTALL 4 X REMOTE CEILING FANS WITH LED LIGHTS, 16 X DIMMABLE DOWNLIGHTS THROUGH HOUSE, 3 X DPP AND 1 X 4GANG POWER POINT IN KITCHEN/DINING AT 79 ESPLANADE, HOPETOUN	1		4,180.00
INV INV-407201/03/2023		Jerramungup Electrical	TO SUPPLY AND INSTALL 4 X REMOTE CEILING FANS WITH LED LIGHTS, 16 X DIMMABLE DOWNLIGHTS THROUGH HOUSE, 3 X DPP AND 1 X 4GANG POWER POINT IN KITCHEN/DINING AT 79 ESPLANADE, HOPETOUN		4,180.00	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT16315	09/03/2023	[REDACTED]	SALARY SACRIFICE - [REDACTED] FORTNIGHT ENDING 06/03/2023	1		320.00
INV SAL SAC06/03/2023		[REDACTED]	SALARY SACRIFICE - [REDACTED] FORTNIGHT ENDING 06/03/2023		320.00	
EFT16316	09/03/2023	LGRCEU	Payroll deductions	1		22.00
INV DEDUCT06/03/2023		LGRCEU	Payroll deductions		22.00	
EFT16317	09/03/2023	Lenon Group	QUOTATION FOR A 5-YEAR INTEGRATED ECONOMIC GROWTH STRATEGY AND ACTION PLANS FOR TOURISM, HOUSING, BUSINESS, OPERATIONAL MODEL OF THE RAVENSTHORPE MUSEUM/VISITOR CENTRE	1		608.43
INV INV-29	24/02/2023	Lenon Group	QUOTATION FOR A 5-YEAR INTEGRATED ECONOMIC GROWTH STRATEGY AND ACTION PLANS FOR TOURISM, HOUSING, BUSINESS, OPERATIONAL MODEL OF THE RAVENSTHORPE MUSEUM/VISITOR CENTRE		608.43	
EFT16318	09/03/2023	[REDACTED]	SALARY SACRIFICE - [REDACTED] - FORTNIGHT ENDING 06/03/2023	1		494.00
INV SAL SAC06/03/2023		[REDACTED]	SALARY SACRIFICE - [REDACTED] - FORTNIGHT ENDING 06/03/2023		494.00	
EFT16319	09/03/2023	Lilith Reeves	REIMBURSEMENT FOR STAFF UNIFORM	1		45.00
INV REIMBU15/02/2023		Lilith Reeves	REIMBURSEMENT FOR STAFF UNIFORM		45.00	
EFT16320	09/03/2023	Livingston Medical Pty Ltd	PRE EMPLOYMENT MEDICAL INCL D&A, HEARING, MUSKULOSKELETAL TESTS - STAFF MEMBER	1		543.30
INV 83502	28/02/2023	Livingston Medical Pty Ltd			543.30	
EFT16321	09/03/2023	Lloydey's Power Services	SMOKE ALARMS AND LIGHT AT THE CUB HOUSE RAVENSTHORPE - FREIGHT	1		856.35
INV INV-120128/02/2023		Lloydey's Power Services	SMOKE ALARMS AND LIGHT AT THE CUB HOUSE RAVENSTHORPE - FREIGHT		856.35	
EFT16322	09/03/2023	Matthews Smash Repairs	EXCESS AMOUNT FOR REPAIR WORK TO RA106	1		500.00
INV 12839/2	07/03/2023	Matthews Smash Repairs	EXCESS AMOUNT FOR REPAIR WORK TO RA106		500.00	

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EFT16323	09/03/2023	Meridian Agencies (Weistermann Family Trust)	20X REFLEX PAPER CARTONS	1		1,217.12
INV INV-068701/03/2023		Meridian Agencies (Weistermann Family Trust)	20X REFLEX PAPER CARTONS		699.00	
INV INV-068801/03/2023		Meridian Agencies (Weistermann Family Trust)	6 TAB WHITE DIVIDERS		46.00	
INV INV-068901/03/2023		Meridian Agencies (Weistermann Family Trust)	VARIOUS STATIONARY		472.12	
EFT16324	09/03/2023	██████████	REIMBURSEMENT FOR SANITARY BINS	1		74.95
INV REIMBU08/03/2023		██████████	REIMBURSEMENT FOR SANITARY BINS		74.95	
EFT16325	09/03/2023	R And R Heavy Diesel Services	140,000KM LOGBOOK SERVICE P702B RA-3794	1		883.23
INV 6532	27/02/2023	R And R Heavy Diesel Services	RA106 110,000KM SERVICE		417.83	
INV 6562	02/03/2023	R And R Heavy Diesel Services	140,000KM LOGBOOK SERVICE P702B RA-3794		465.40	
EFT16326	09/03/2023	Ravensthorpe Community Resource Centre	RAVENSTHORPE MASTER PLAN WORKSHOP	1		2,500.00
INV INV-406227/02/2023		Ravensthorpe Community Resource Centre	RAVENSTHORPE MASTER PLAN WORKSHOP		2,500.00	
EFT16327	09/03/2023	Shire of Jerramungup	BUSHFIRE RISK PLANNING COORDINATION FUNDING CONTRIBUTION - 2ND QTR - 01 OCT 2022 - 31 DEC 2022	1		8,017.08
INV 17291	01/03/2023	Shire of Jerramungup	BUSHFIRE RISK PLANNING COORDINATION FUNDING CONTRIBUTION - 2ND QTR - 01 OCT 2022 - 31 DEC 2022		8,017.08	
EFT16328	09/03/2023	Shire of Ravensthorpe Social Club	Payroll deductions	1		150.00
INV DEDUCT06/03/2023		Shire of Ravensthorpe Social Club	Payroll deductions		150.00	
EFT16329	09/03/2023	██████████	SALARY SACRIFICE - ██████████ FORTNIGHT ENDING 06/03/2023	1		450.00
INV SAL SAC06/03/2023		██████████	SALARY SACRIFICE - ██████████ FORTNIGHT ENDING 06/03/2023		450.00	
EFT16330	09/03/2023	Telstra Limited	TELSTRA CHARGES TO 24/02/2023	1		1,971.46
INV T311	25/02/2023	Telstra Limited	TELSTRA CHARGES TO 24/02/2023		1,971.46	
EFT16331	09/03/2023	Toll IPEC Ipec Pty Ltd	FREIGHT - BEST OFFICE	1		36.59
INV 0559-S3005/03/2023		Toll IPEC Ipec Pty Ltd	FREIGHT - BEST OFFICE		36.59	

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EFT16332	09/03/2023	Traffic Force	TRAFFIC MANAGMENT PLAN FOR BUSHFIRE MITIGATION ACTIVITY TREATMENT #18475	1		1,574.10
INV 0003247428/02/2023		Traffic Force	2022 ROUND2 MAF GRANT TRAFFIC MANAGMENT PLAN FOR BUSHFIRE MITIGATION ACTIVITY TREATMENT #18475 2022 ROUND2 MAF GRANT		1,574.10	
EFT16333	09/03/2023	Vanguard Distribution	BROCHURE STORAGE AND MONTHLY DISTRIBUTION COSTS FOR FEB 2023	1		152.20
INV 0003709327/02/2023		Vanguard Distribution	BROCHURE STORAGE AND MONTHLY DISTRIBUTION COSTS FOR FEB 2023		152.20	
EFT16334	09/03/2023	WINC Australia Pty Ltd	MONTHLY CONSUMABLES ORDER NET52830710	1		33.66
INV 9041820027/02/2023		WINC Australia Pty Ltd	MONTHLY CONSUMABLES ORDER NET52830710		33.66	
EFT16335	16/03/2023	4 Rivers Plumbing Gas & Civil Contracting WA	UNBLOCK DISABLED TOILET AT JUBILEE PARK	1		132.00
INV 0000249213/03/2023		4 Rivers Plumbing Gas & Civil Contracting WA	UNBLOCK DISABLED TOILET AT JUBILEE PARK		132.00	
EFT16336	16/03/2023	Accwest Pty Ltd	ASSISTANCE WITH FINANCIAL STATEMENTS & NOTES 2021/22	1		2,640.00
INV 1122	09/03/2023	Accwest Pty Ltd	ASSISTANCE WITH FINANCIAL STATEMENTS & NOTES 2021/22		2,640.00	
EFT16337	16/03/2023	BE Stearne & Co Pty Ltd	HUNTER SPRAYERS AND NOZZLES	1		4,966.36
INV 111607	07/03/2023	BE Stearne & Co Pty Ltd	HUNTER SPRAYERS AND NOZZLES		3,339.64	
INV 111609	07/03/2023	BE Stearne & Co Pty Ltd	HUNTER RETICULATION PARTS		1,626.72	
EFT16338	16/03/2023	BP Australia Pty Ltd	BP FUEL CARD - FEBRUARY 2023	1		2,299.93
INV 1248873528/02/2023		BP Australia Pty Ltd	BP FUEL CARD - FEBRUARY 2023		2,299.93	
EFT16339	16/03/2023	Best Office Systems	TRAVEL TO SERVICE EA PRINTER	1		159.50
INV 614136	14/03/2023	Best Office Systems	TRAVEL TO SERVICE EA PRINTER		159.50	
EFT16340	16/03/2023	Bunnings	ALUMINIUM FENCE POSTS, POOL GATE, FITTING BRACKETS, KWIKFIT KIT, GROUT, SILICONE	1		523.13

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INV 2181/9981	16/02/2023	Bunnings	ALUMINIUM FENCE POSTS, POOL GATE, FITTING BRACKETS, KWIKFIT KIT, GROUT, SILICONE		523.13	
EFT16341	16/03/2023	[REDACTED]	REIMBURSEMENT FOR FIRE ARM TRAINING	1		174.70
INV REIMBU09	09/03/2023	[REDACTED]	REIMBURSEMENT FOR FIRE ARM TRAINING		174.70	
EFT16342	16/03/2023	Ceri Fraser	REFUND OF GYM FOB BOND	1		30.00
INV T2097	15/03/2023	Ceri Fraser	REFUND OF GYM FOB BOND	1	30.00	
EFT16343	16/03/2023	Chem Centre	WATER TESTING FOR LICENCE REQUIREMENTS FOR F88/0001E - RAVENSTHORPE WASTE WATER TREATMENT PLANT QUARTERLY TEST	1		220.00
INV 127222S309	03/2023	Chem Centre	WATER TESTING FOR LICENCE REQUIREMENTS FOR F88/0001E - RAVENSTHORPE WASTE WATER TREATMENT PLANT QUARTERLY TEST		220.00	
EFT16344	16/03/2023	Etech WA Pty Ltd T/A Esperance Communication	INSTALL PERMANENT CTAF RADIO IN PRIMARY AIRPORT VEHICLE	1		2,643.20
INV 5203928	07/03/2023	Etech WA Pty Ltd T/A Esperance Communication	INSTALL PERMANENT CTAF RADIO IN PRIMARY AIRPORT VEHICLE		2,643.20	
EFT16345	16/03/2023	HJ Lochner GP	PRE EMPLOYMENT MEDCIAL INCL D&A, HEARING TEST AND MUSKULOSKELETAL NEW STAFF	1		506.00
INV 24888	08/03/2023	HJ Lochner GP	PRE EMPLOYMENT MEDCIAL INCL D&A, HEARING TEST AND MUSKULOSKELETAL NEW STAFF		506.00	
EFT16346	16/03/2023	Helene Pty Ltd (Lo-Go Appointments)	CONTRACT ADMINISTRATION SERVICES- WEEK ENDING 04/03/2023 - [REDACTED]	1		1,401.81
INV H2222	08/03/2023	Helene Pty Ltd (Lo-Go Appointments)	CONTRACT ADMINISTRATION SERVICES- WEEK ENDING 04/03/2023 - [REDACTED]		1,401.81	
EFT16347	16/03/2023	[REDACTED]	REFUND FOR GYM FOB BOND	1		30.00
INV T2190	16/03/2023	[REDACTED]	REFUND FOR GYM FOB BOND	1	30.00	
EFT16348	16/03/2023	Jerramungup Electrical	AIRCONDITIONER SERVICE TO HOPETOUN CRC (LIBRARY)	1		2,612.55
INV INV-406428	02/2023	Jerramungup Electrical	AIRCONDITIONER SERVICE TO HOPETOUN CRC (LIBRARY)		1,578.00	

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INV INV-411115/03/2023		Jerramungup Electrical	AIRCONDITIONER SERVICE AT RAVENSTHORPE WORKS DEPOT& DOCTOR SURGERY		1,034.55	
EFT16349	16/03/2023	Karen Strudwick	Rates refund for assessment A540 2 HOSKING STREET RAVENSTHORPE WA 6346	1		711.58
INV A540	27/02/2023	Karen Strudwick	Rates refund for assessment A540 2 HOSKING STREET RAVENSTHORPE WA 6346		711.58	
EFT16350	16/03/2023	Kindyhub	KINDYHUB AND SMART CENTRAL MONTHLY SUBSCRIPTION - MARCH 2023	1		320.10
INV K0351-1810/03/2023		Kindyhub	KINDYHUB AND SMART CENTRAL MONTHLY SUBSCRIPTION - MARCH 2023		149.60	
INV K0351-1810/03/2023		Kindyhub	KINDYHUB AND SMART CENTRAL MONTHLY SUBSCRIPTION - MARCH 2023		170.50	
EFT16351	16/03/2023	██████████	REIMBURSEMENT FOR FIRST AID REFRESHER	1		160.00
INV REIMBU113/03/2023		██████████	REIMBURSEMENT FOR FIRST AID REFRESHER		160.00	
EFT16352	16/03/2023	Lloydey's Power Services	REPLACE 2 X EXITS AND 2 X EMERGENCY SPITFIRES AND PROGRAM PUMP.	1		831.38
INV INV-120709/03/2023		Lloydey's Power Services	REPLACE 2 X EXITS AND 2 X EMERGENCY SPITFIRES AND PROGRAM PUMP.		831.38	
EFT16353	16/03/2023	Louis Hornibrook	REFUND OF GYM FOB BOND	1		30.00
INV T2269	15/03/2023	Louis Hornibrook	REFUND OF GYM FOB BOND	1	30.00	
EFT16354	16/03/2023	Mackenzies Refrigeration & Air Conditioning Service	SUPLY, INSTALLATION AND REMOVAL OF AIR COND UNITS	1		6,820.55
INV 0001320	08/03/2023	Mackenzies Refrigeration & Air Conditioning Service	SUPLY, INSTALLATION AND REMOVAL OF AIR COND UNITS		6,820.55	
EFT16355	16/03/2023	Nairnup	SUPPLY 120 TONNES OF SCREENED SOIL	1		3,050.41
INV INV-034228/02/2023		Nairnup	SUPPLY 120 TONNES OF SCREENED SOIL		3,050.41	
EFT16356	16/03/2023	Patsy-anne Wootton	REFUND OF GYM FOB BOND	1		30.00
INV T2268	15/03/2023	Patsy-anne Wootton	REFUND OF GYM FOB BOND	1	30.00	

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EFT16357	16/03/2023	R And R Heavy Diesel Services	180,000KM LOGBOOK SERVICE AND INSPECTION ON RA-3359 TOYOTA HILUX P677B	1		1,303.48
INV 6575	09/03/2023	R And R Heavy Diesel Services	TOP UP HYDRAULIC OIL AND REPAIR THE CAP ON BOMAG COMPACTOR P734		363.92	
INV 6576	13/03/2023	R And R Heavy Diesel Services	DIAGNOSE AND RECTIFY WHY ENGINE LIGHT IS ON - HINO 6-WHEELER P718 RA-3751		297.00	
INV 6577	13/03/2023	R And R Heavy Diesel Services	CARRY OUT LUBRICATION AND ADJUST BRAKES ON TRI-AXLE LOW LOADER P556 ITGC-542		222.75	
INV 6586	15/03/2023	R And R Heavy Diesel Services	180,000KM LOGBOOK SERVICE AND INSPECTION ON RA-3359 TOYOTA HILUX P677B		419.81	
EFT16358	16/03/2023	Ralph Cooper and Moonika McHayle	Rates refund for assessment A1188 161 MARR ROAD HOPETOUN 6348	1		1,423.75
INV A1188	27/02/2023	Ralph Cooper and Moonika McHayle	Rates refund for assessment A1188 161 MARR ROAD HOPETOUN 6348		1,423.75	
EFT16359	16/03/2023	Ravensthorpe Community Resource Centre	COMMUNITY MEETING - GRANT INFORMATION SESSION - WED 8 MARCH	1		300.00
INV INV-408510	03/2023	Ravensthorpe Community Resource Centre	COMMUNITY MEETING - GRANT INFORMATION SESSION - WED 8 MARCH		300.00	
EFT16360	16/03/2023	Raymond Richards	REFUND OF GYM FOB BOND	1		30.00
INV T2266	15/03/2023	Raymond Richards	REFUND OF GYM FOB BOND	1	30.00	
EFT16361	16/03/2023	Rodney Clarence Daw	CBFO TELSTRA REIMBURSEMENT TO 10 FEBRUARY 2023	1		79.94
INV REIMBU	13/03/2023	Rodney Clarence Daw	CBFO TELSTRA REIMBURSEMENT TO 10 FEBRUARY 2023		79.94	
EFT16362	16/03/2023	Toll IPEC Ipec Pty Ltd	FREIGHT - CHEMCENTRE	1		27.09
INV 560-S302	12/03/2023	Toll IPEC Ipec Pty Ltd	FREIGHT - CHEMCENTRE		27.09	
EFT16363	16/03/2023	WALGA	COUNCILOR - PROFESSIONALLY SPEAKING COURSE	1		583.00
INV SI-00425	10/03/2023	WALGA	COUNCILOR - PROFESSIONALLY SPEAKING COURSE		583.00	
EFT16364	23/03/2023	Airport Security Pty Ltd	ASIC RENEWAL STAFF MEMBER	1		240.00
INV INV1557	30/03/2023	Airport Security Pty Ltd	ASIC RENEWAL STAFF MEMBER		240.00	

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EFT16365	23/03/2023	Australian Taxation Office (ATO)	BAS RETURN FOR FEBRUARY 2023	1		67,711.49
INV BAS FEB21/03/2023		Australian Taxation Office (ATO)	BAS RETURN FOR FEBRUARY 2023		67,711.49	
EFT16366	23/03/2023	Carlingup Grazing	HIRE OF TELEHANDLER, POLE TOP FIRE ELVERTON ROAD RAVENSTHORPE. JANUARY 8 2023	1		528.00
INV 086	03/02/2023	Carlingup Grazing	HIRE OF TELEHANDLER, POLE TOP FIRE ELVERTON ROAD RAVENSTHORPE. JANUARY 8 2023		528.00	
EFT16367	23/03/2023	Cleanaway Pty Ltd	RUBBISH COLLECTION FROM MASONS BAY CAMPGROUND - JAN 2023	1		1,376.92
INV 2171821531/01/2023		Cleanaway Pty Ltd	RUBBISH COLLECTION FROM MASONS BAY CAMPGROUND - JAN 2023		1,376.92	
EFT16368	23/03/2023	Community Spirit Newspaper Inc	DOUBLE PAGE ADVERTORIAL PAGE 12 & 13 ISSUE 4	1		342.00
INV 0002543116/03/2023		Community Spirit Newspaper Inc	DOUBLE PAGE ADVERTORIAL PAGE 12 & 13 ISSUE 4		342.00	
EFT16369	23/03/2023	Corsign WA	CUSTOM SIGN 900 X 600 ROAD CLOSED SIGNS TO SUIT SWING STAND	1		825.00
INV 0007367213/03/2023		Corsign WA	CUSTOM SIGN 900 X 600 ROAD CLOSED SIGNS TO SUIT SWING STAND		825.00	
EFT16370	23/03/2023	Dynasty Embroidery	UNIFORMS FOR WORKS DEPOT	1		940.72
INV 0020085002/03/2023		Dynasty Embroidery	UNIFORMS FOR WORKS DEPOT		940.72	
EFT16371	23/03/2023	Eagle Petroleum (WA) Pty Ltd aft Eagle Petroleum (WA) Unit Trust	SUPPLY OF FUEL FOR COCANARUP FIRE TRUCK FOR THE FITZGERALD PARK FIRE FEBRUARY 2023	1		355.59
INV 0131987	28/02/2023	Eagle Petroleum (WA) Pty Ltd aft Eagle Petroleum (WA) Unit Trust	SUPPLY OF FUEL FOR COCANARUP FIRE TRUCK FOR THE FITZGERALD PARK FIRE FEBRUARY 2023		355.59	
EFT16372	23/03/2023	██████████	SALARY SACRIFICE FOR ██████████ - FORTNIGHT ENDING 20/03/2023	1		470.00
INV SAL SAC20/03/2023		██████████	SALARY SACRIFICE FOR ██████████ - FORTNIGHT ENDING 20/03/2023		470.00	
EFT16373	23/03/2023	Esperance Weekender	ADVERT FOR NEW ONLINE CAMPING BOOKING SYSTEM	1		170.00

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INV INV2837	23/12/2022	Esperance Weekender	ADVERT FOR NEW ONLINE CAMPING BOOKING SYSTEM		170.00	
EFT16374	23/03/2023	Helene Pty Ltd (Lo-Go Appointments)	CONTRACT ADMINISTRATION SERVICES WEEK ENDING 11/03/2023 - [REDACTED]	1		2,803.62
INV H2254	16/03/2023	Helene Pty Ltd (Lo-Go Appointments)	CONTRACT ADMINISTRATION SERVICES WEEK ENDING 11/03/2023 - [REDACTED]		1,401.81	
INV H2284	22/03/2023	Helene Pty Ltd (Lo-Go Appointments)	CONTRACT ADMINISTRATION SERVICES WEEK ENDING 18/03/2023 - [REDACTED]		1,401.81	
EFT16375	23/03/2023	Hopetoun Painting Service	PREPARE AND PAINT NEW DOORS	1		1,606.00
INV INV-130822	03/2023	Hopetoun Painting Service	PREPARE AND PAINT NEW DOORS		1,606.00	
EFT16376	23/03/2023	Hopetoun Tyres & Batteries	1 X 17.5R25 MICHELIN XTL TYRE GRADER PLUS O-RING P584A RA-3762, STRIP AND REPAIR 11R22.5 FOR P580A RA-142 MACK 2 P/MOVER PLUS UNI-SEAL, CONSUMABLES, EXTENSION VALVE	1		8,840.70
INV INV-188	19/03/2023	Hopetoun Tyres & Batteries	4 X 11R22.5 LOAD RUNNER LR718A TYRES P722 1TQX-844 SIDE TIPPER		1,798.50	
INV INV-118719	03/2023	Hopetoun Tyres & Batteries	REPAIRS TO TYRE - CESM VEHICLE		62.70	
INV INV-119019	03/2023	Hopetoun Tyres & Batteries	STRIP & FIT 11R22.5 PLUS DISPOSAL, RADIAL PATCH, O-RING ON P721 RA3751 HINO PRIME MOVER		1,496.00	
INV INV-118919	03/2023	Hopetoun Tyres & Batteries	1 X 17.5R25 MICHELIN XTL TYRE GRADER PLUS O-RING P584A RA-3762, STRIP AND REPAIR 11R22.5 FOR P580A RA-142 MACK 2 P/MOVER PLUS UNI-SEAL, CONSUMABLES, EXTENSION VALVE		2,986.50	
INV INV-118619	03/2023	Hopetoun Tyres & Batteries	REPLACE DAMAGED TYRES		2,497.00	
EFT16377	23/03/2023	Jerdacuttup Community Association Inc.	CDF Grant	1		4,383.39
INV 01/2023	16/03/2023	Jerdacuttup Community Association Inc.	CDF Grant		4,383.39	
EFT16378	23/03/2023	[REDACTED]	SALARY SACRIFICE FOR [REDACTED] - FORTNIGHT ENDING 20/03/2023	1		320.00
INV SAL SAC20	03/2023	[REDACTED]	SALARY SACRIFICE FOR [REDACTED] - FORTNIGHT ENDING 20/03/2023		320.00	
EFT16379	23/03/2023	Kevin Dormstaedter	REFUND FOR GYM FOB BOND	1		30.00

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INV T2144	20/03/2023	Kevin Dormstaedter	REFUND FOR GYM FOB BOND	1	30.00	
EFT16380	23/03/2023	Kleen West Distributors	PAPER HANDTOWELS, SOAP DISPENSERS	1		2,524.17
INV 0007718716/02/2023		Kleen West Distributors	SECURITEX HR GLOVES X 8 BOXES AND KWD DEGREASER		362.78	
INV 0007840308/03/2023		Kleen West Distributors	CC8SWART COFFEE CUP EARTH S/W 8OZ ART X1000		148.83	
INV 0078426	09/03/2023	Kleen West Distributors	12 X JUMBO T/ROLL, 8 X TOILET ROLL P400 BI, 10 X SPRAY BOTTLES 750 + CHEM TRIGG		1,004.96	
INV 0078480	10/03/2023	Kleen West Distributors	PAPER HANDTOWELS, SOAP DISPENSERS		1,007.60	
EFT16381	23/03/2023	LGRCEU	PAYROLL DEDUCTIONS FOR LGRCEU	1		132.00
INV DEDUCT20/03/2023		LGRCEU	PAYROLL DEDUCTIONS FOR LGRCEU		132.00	
EFT16382	23/03/2023	Leisure Industry Group Australia	NEW RAVENSTHORPE GYM EQUIPMENT	1		11,883.74
INV 244	10/03/2023	Leisure Industry Group Australia	NEW RAVENSTHORPE GYM EQUIPMENT		11,883.74	
EFT16383	23/03/2023	██████████	SALARY SACRIFICE FOR ██████████ - FORTNIGHT ENDING 20/03/2023	1		494.00
INV SAL SAC20/03/2023		██████████	SALARY SACRIFICE FOR ██████████ - FORTNIGHT ENDING 20/03/2023		494.00	
EFT16384	23/03/2023	██████████	SALARY SACRIFICE FOR ██████████ - FORTNIGHT ENDING 20/03/2023	1		400.00
INV SAL SAC20/03/2023		██████████	SALARY SACRIFICE FOR ██████████ - FORTNIGHT ENDING 20/03/2023		400.00	
EFT16385	23/03/2023	Luke Bell	REFUND FOR GYM FOB BOND	1		30.00
INV T2302	22/03/2023	Luke Bell	REFUND FOR GYM FOB BOND	1	30.00	
EFT16386	23/03/2023	Madden Rural	EARPLUGS, RIGGER GLOVES	1		158.91
INV INV-189808/03/2023		Madden Rural	EARPLUGS, RIGGER GLOVES		158.91	
EFT16387	23/03/2023	Mhairi Kelly	REFUND OF GYM FOB BOND	1		30.00
INV T2210	20/03/2023	Mhairi Kelly	REFUND OF GYM FOB BOND	1	30.00	

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EFT16388	23/03/2023	Mira Anna Kleinhenz	REFUND FOR GYM FOB BOND	1		30.00
INV T2143	20/03/2023	Mira Anna Kleinhenz	REFUND FOR GYM FOB BOND	1	30.00	
EFT16389	23/03/2023	Perfect Computer Solutions Pty Ltd	SUPPLY OF 1 X SURFACE GO3 LTE TABLET WITH KEYBOARD/COVER AND PEN	1		2,395.00
INV 27639	24/11/2022	Perfect Computer Solutions Pty Ltd	SUPPLY OF 1 X SURFACE GO3 LTE TABLET WITH KEYBOARD/COVER AND PEN		1,630.00	
INV 27856	16/03/2023	Perfect Computer Solutions Pty Ltd	IT SERVICE DESK AND ASSOCIATED IT SUPPORT - 28/02/2023 - 15/03/2023		765.00	
EFT16390	23/03/2023	R And R Heavy Diesel Services	CARRY OUT 500 HR SERVICE AND INSPECTION, FILL OUT SAMPLES AND POST - KOMATSU GD655-5 GRADER, RA-3508	1		4,491.93
INV 6549	28/02/2023	R And R Heavy Diesel Services	50,000KM LOGBOOK SERVICE AND INSPECTION - ROTATE WHEELS - TOYOTA FORTUNA RA-025		354.60	
INV 6585	15/03/2023	R And R Heavy Diesel Services	500HOUR SERVICE AND INSPECTION ON CAT D5 DOZER RA-3060		1,391.32	
INV 6588	16/03/2023	R And R Heavy Diesel Services	60,000KM LOGBOOK SERVICE AND INSPECTION ON RA-682 P683C TOYOTA KLUGER		560.02	
INV 6589	16/03/2023	R And R Heavy Diesel Services	CARRY OUT 500 HR SERVICE AND INSPECTION, FILL OUT SAMPLES AND POST - KOMATSU GD655-5 GRADER, RA-3508		2,185.99	
EFT16391	23/03/2023	Ritu Jayaswal	REFUND FOR GYM FOB BOND	1		30.00
INV T2289	22/03/2023	Ritu Jayaswal	REFUND FOR GYM FOB BOND	1	30.00	
EFT16392	23/03/2023	Rodriguez Alexandre	GYM FOB BOND REFUND	1		30.00
INV T2224	22/03/2023	Rodriguez Alexandre	GYM FOB BOND REFUND	1	30.00	
EFT16393	23/03/2023	Seek Limited	SEEK ADVERT- TRAINEE CUSTOMER SERVICE OFFICER	1		335.50
INV 6352673	21/03/2023	Seek Limited	SEEK ADVERT- TRAINEE CUSTOMER SERVICE OFFICER		335.50	
EFT16394	23/03/2023	Shire of Ravensthorpe- Petty Cash	HOPETOUN PETTY CASH REIMBURSEMENT - 20/01/2023 - 09/03/2023	1		48.90
INV HOPEY F21/03/2023		Shire of Ravensthorpe- Petty Cash	HOPETOUN PETTY CASH REIMBURSEMENT - 20/01/2023 - 09/03/2023		48.90	

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EFT16395	23/03/2023	██████████	SALARY SACRIFICE FOR ██████████ - FORTNIGHT ENDING 20/03/2023	1		539.00
INV SAL SAC20/03/2023		██████████	SALARY SACRIFICE FOR ██████████ - FORTNIGHT ENDING 20/03/2023		450.00	
INV REIMBU21/03/2023		██████████	REIMBURSEMENT FOR CPR TRAINING		89.00	
EFT16396	23/03/2023	State Library of Western Australia	FREIGHT RECOUP JANUARY TO JUNE 2023	1		354.75
INV RI03478816/03/2023		State Library of Western Australia	FREIGHT RECOUP JANUARY TO JUNE 2023		354.75	
EFT16397	23/03/2023	The Trustee for GT MAJOR CONTRACTING TRUST	WORK COMPLETED FEB 1 - MAR 10 INCLUDING PRESENTATION TO COUNCIL	1		1,320.00
INV 90	10/03/2023	The Trustee for GT MAJOR CONTRACTING TRUST	WORK COMPLETED FEB 1 - MAR 10 INCLUDING PRESENTATION TO COUNCIL		1,320.00	
EFT16398	23/03/2023	Tilman Schmuck	REFUND FOR GYM FOB BOND	1		30.00
INV T2187	20/03/2023	Tilman Schmuck	REFUND FOR GYM FOB BOND	1	30.00	
EFT16399	23/03/2023	Toll IPEC Ipec Pty Ltd	FREIGHT - PATHWEST	1		78.05
INV 0561-S30:19/03/2023		Toll IPEC Ipec Pty Ltd	FREIGHT - PATHWEST		78.05	
EFT16400	23/03/2023	Traffic Force	G0132 REPEAT GENERIC TRAFFIC MANAGEMENT PLAN	1		1,173.70
INV 0003252028/02/2023		Traffic Force	G 0413 - 2023 PRESCRIBED BURNS AND WILDFIRE TRAFFIC MANAGEMENT PLAN		415.80	
INV 0032530	11/03/2023	Traffic Force	G0132 REPEAT GENERIC TRAFFIC MANAGEMENT PLAN		757.90	
EFT16401	23/03/2023	WA Fuel Supply PTY LTD	21,391LITRES DIESEL - FEBRUARY 2023	1		43,203.62
INV 0011200908/03/2023		WA Fuel Supply PTY LTD	21,391LITRES DIESEL - FEBRUARY 2023		43,203.62	
EFT16402	23/03/2023	Water Technology Pty Ltd	HOPETOUN COASTAL HAZARD RISK MANAGEMENT ADAPTATION PLAN 13/12/2022 - 28/02/2023	1		2,629.00
INV WT0110528/02/2023		Water Technology Pty Ltd	HOPETOUN COASTAL HAZARD RISK MANAGEMENT ADAPTATION PLAN 13/12/2022 - 28/02/2023		2,629.00	
EFT16403	30/03/2023	4 Rivers Plumbing Gas & Civil Contracting WA	REPLACE BALL VALVE INGOUND	1		294.80
INV 0000255721/03/2023		4 Rivers Plumbing Gas & Civil Contracting WA	REPLACE BALL VALVE INGOUND		162.80	

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INV 0000255822/03/2023		4 Rivers Plumbing Gas & Civil Contracting WA	UNBLOCK THE MENS AND DISABLED TOILETS AT JUBILEE PARK		132.00	
EFT16404	30/03/2023	ABCO Products PTY LTD	3 X ENVIROPLUS LONG DROP TREATMENT CRYSTALS E-ZYME 2.5KG , 3 X ENVIROPLUS LONG DROP TREATMENT CRYSTALS E-ZYME 2.5KG EACH CODE 120281 3 X ENVIROPLUS AIR FRESHENER & TOILET BLUE CONCENTRATE E-FRESH 20L	1		1,056.03
INV 861255	24/03/2023	ABCO Products PTY LTD	3 X ENVIROPLUS LONG DROP TREATMENT CRYSTALS E-ZYME 2.5KG , 3 X ENVIROPLUS LONG DROP TREATMENT CRYSTALS E-ZYME 2.5KG EACH CODE 120281 3 X ENVIROPLUS AIR FRESHENER & TOILET BLUE CONCENTRATE E-FRESH 20L		1,056.03	
EFT16405	30/03/2023	ASSA ABLOY	CUT KEYS, DEAD BOLT CYLINDER	1		1,378.67
INV IN02452328/03/2023		ASSA ABLOY	CUT KEYS, DEAD BOLT CYLINDER		1,378.67	
EFT16406	30/03/2023	Albany Lock and Security	SALTO FOBS	1		1,290.00
INV 0003196427/03/2023		Albany Lock and Security	SALTO FOBS		1,290.00	
EFT16407	30/03/2023	██████████	REIMBURSEMENT FOR FIRST AID COURSE	1		225.60
INV REIMBU27/03/2023		██████████	REIMBURSEMENT FOR FIRST AID COURSE		159.20	
INV REIMBU27/03/2023		██████████	REIMBURSEMENT FOR STAFF UNIFORM		66.40	
EFT16408	30/03/2023	Best Office Systems	PRINTER READINGS - RAVENSTHORPE OFFICE - 20/02/2023 - 20/03/2023	1		3,270.30
INV 614412	26/03/2023	Best Office Systems	PRINTER READINGS - RAVENSTHORPE OFFICE - 20/02/2023 - 20/03/2023		1,700.87	
INV 614751	28/03/2023	Best Office Systems	PRINTER READINGS - HOPETOUN OFFICE - 20/03/2023 - 20/04/2023		1,479.28	
INV 614750	28/03/2023	Best Office Systems	PRINTER READINGS - RAVENSTHORPE DEPOT - 20/02/2023 - 20/03/2023		90.15	
EFT16409	30/03/2023	Callum Duffield	REFUND FOR GYM FOB BOND	1		30.00

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INV T2307	28/03/2023	Callum Duffield	REFUND FOR GYM FOB BOND	1	30.00	
EFT16410	30/03/2023	Devlyn Construction	HEAD CONTRACTOR WORKS FOR THE RAVENSTHORPE CULTURAL PRECINCT - RETENTION CLAIM	1		163,576.91
INV 2302	16/03/2023	Devlyn Construction	HEAD CONTRACTOR WORKS FOR THE RAVENSTHORPE CULTURAL PRECINCT - RETENTION CLAIM		163,576.91	
EFT16411	30/03/2023	Dynasty Embroidery	3 X CLOSED FRONT HI VIS SHIRTS SIZE 3XL WITH SHIRE LOGO	1		111.54
INV 0020093815/03/2023		Dynasty Embroidery	3 X CLOSED FRONT HI VIS SHIRTS SIZE 3XL WITH SHIRE LOGO		111.54	
EFT16412	30/03/2023	Green Haven Tourist Park	DRAINAGE WORKS ON ELSTON STREET	1		8,830.25
INV INV-238627/03/2023		Green Haven Tourist Park	DRAINAGE WORKS ON ELSTON STREET		8,830.25	
EFT16413	30/03/2023	Hopetoun Community Resource Centre	PROVISION OF LIBRARY SERVICES 2022/2023 - 2ND QTR	1		35,090.00
INV 1395	22/03/2023	Hopetoun Community Resource Centre	ASSISTANCE WITH VISITOR SERVICING 2022-23		5,500.00	
INV 1396	22/03/2023	Hopetoun Community Resource Centre	PROVISION OF LIBRARY SERVICES 2022/2023 - 2ND QTR		29,590.00	
EFT16414	30/03/2023	KMP Unit Trust T/AS BROCKS	2 CARTONS - 200X200MM K22 STRATOS IVORY	1		112.00
INV 3088	24/03/2023	KMP Unit Trust T/AS BROCKS	2 CARTONS - 200X200MM K22 STRATOS IVORY		112.00	
EFT16415	30/03/2023	Komatsu Australia Pty Ltd	PURCHASE OF PC138US_11 CRAWLER EXCAVATOR	1		243,540.00
INV 8506357208/03/2023		Komatsu Australia Pty Ltd	PURCHASE OF PC138US_11 CRAWLER EXCAVATOR		243,540.00	
EFT16416	30/03/2023	Livingston Medical Pty Ltd	PRE EMPLOYMENT MEDICAL INC D&A, HEARING TEST AND MUSKULOSKELETAL - NEW STAFF MEMBER	1		528.50
INV 4-136-1	21/03/2023	Livingston Medical Pty Ltd	PRE EMPLOYMENT MEDICAL INC D&A, HEARING TEST AND MUSKULOSKELETAL - NEW STAFF MEMBER		528.50	
EFT16417	30/03/2023	Local Government Professionals Australia WA	CUSTOMER COMPLAINTS RESOLUTION PROGRAM AND PROJECT MANAGEMENT ESSENTIALS-[REDACTED]	1		2,030.00
INV 35353	22/03/2023	Local Government Professionals Australia WA	CUSTOMER COMPLAINTS RESOLUTION PROGRAM AND PROJECT MANAGEMENT ESSENTIALS-[REDACTED]		1,015.00	

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INV 35352	22/03/2023	Local Government Professionals Australia WA	CUSTOMER COMPLAINTS RESOLUTION PROGRAM AND PROJECT MANAGEMENT ESSENTIALS		1,015.00	
EFT16418	30/03/2023	Moore Australia (WA) Pty Ltd	2023 BUDGET WORKSHOP - 21 MAR 2023 - LIVESTREAM ATTENDANCE	1		1,705.00
INV 3161	19/01/2023	Moore Australia (WA) Pty Ltd	2023 BUDGET WORKSHOP - 21 MAR 2023 - LIVESTREAM ATTENDANCE		1,155.00	
INV 3254	14/02/2023	Moore Australia (WA) Pty Ltd	2022/23 WA LOCAL GOVERNMENT RATES COMPARISON REPORT		550.00	
EFT16419	30/03/2023	Office of the Auditor General	ANNUAL AUDIT 2021-2022	1		44,000.00
INV INV-068127/03/2023		Office of the Auditor General	ANNUAL AUDIT 2021-2022		44,000.00	
EFT16420	30/03/2023	Perfect Computer Solutions Pty Ltd	SURFACE PRO WITH COVER AND STYLUS	1		3,092.50
INV 27883	23/03/2023	Perfect Computer Solutions Pty Ltd	2022/23 IT SERVICE DESK AND ASSOCIATED IT SUPPORT - 15/03/2023 - 21/03/2023		637.50	
INV 27884	23/03/2023	Perfect Computer Solutions Pty Ltd	SURFACE PRO WITH COVER AND STYLUS		2,455.00	
EFT16421	30/03/2023	Petra Sorgo	REFUND FOR GYM FOB BOND	1		30.00
INV T2271	28/03/2023	Petra Sorgo	REFUND FOR GYM FOB BOND	1	30.00	
EFT16422	30/03/2023	R And R Heavy Diesel Services	SERVICE AND REPAIR OF MT SHORT BFB APPLIANCE	1		2,680.66
INV 6608	23/03/2023	R And R Heavy Diesel Services	LUBRICATION SERVICE AND INSPECTION, DIAGNOSE ENGINE OIL LEAK, REPLACE OIL PRESSURE SENSOR WASHER GASKET ON P676A FUSO CANTER RA-206		830.02	
INV 6613	27/03/2023	R And R Heavy Diesel Services	SERVICE AND REPAIR OF MT SHORT BFB APPLIANCE		1,850.64	
EFT16423	30/03/2023	Ravensthorpe Community Resource Centre	COMMUNITY DEVELOPMENT FUND - ON BEHALF OF RAVENSTHORPE PLAYGROUP - COUCHES FROM FLORISSONS	1		3,299.00
INV 4057	21/02/2023	Ravensthorpe Community Resource Centre	COMMUNITY DEVELOPMENT FUND - ON BEHALF OF RAVENSTHORPE PLAYGROUP - COUCHES FROM FLORISSONS		3,299.00	
EFT16424	30/03/2023	Ravensthorpe Handgun Club W38	USE OF RANGE FOR 3X STAFF FIREARM TRAINING- 16 MARCH 2023	1		135.00

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INV 2	25/03/2023	Ravensthorpe Handgun Club W38	USE OF RANGE FOR 3X STAFF FIREARM TRAINING- 16 MARCH 2023		135.00	
EFT16425	30/03/2023	Resolve Group Pty Ltd	BCA COMPLIANCE CONSULTANCY SERVICES AND CERTIFICATION SERVICES	1		2,090.00
INV 107189.5	20/03/2023	Resolve Group Pty Ltd	BCA COMPLIANCE CONSULTANCY SERVICES AND CERTIFICATION SERVICES		2,090.00	
EFT16426	30/03/2023	Scott Smalley Partnership PTY LTD	4TH STAGE OF COMPLETION	1		18,348.00
INV 3570	15/03/2023	Scott Smalley Partnership PTY LTD	4TH STAGE OF COMPLETION		18,348.00	
EFT16427	30/03/2023	Telstra Limited	TELSTRA CHARGES TO 10/04/2023	1		8,061.33
INV K434551418	03/2023	Telstra Limited	TELSTRA CHARGES TO 10/04/2023		8,061.33	
EFT16428	30/03/2023	WINC Australia Pty Ltd	MONTHLY WINC ORDER NET54345249	1		499.27
INV 9042037422	03/2023	WINC Australia Pty Ltd	MONTHLY WINC ORDER NET54345249		395.04	
INV 9042038023	03/2023	WINC Australia Pty Ltd	MONTHLY WINC ORDER NET54345249		104.23	
EFT16429	21/03/2023	BANKWEST Corporate Mastercard	FEBRUARY 2023 STATEMENT - RUSSELL PALMER	1		3,670.25
INV FEB 202321	03/2023	BANKWEST Corporate Mastercard	FEBRUARY 2023 STATEMENT - TED KILBEY	1	383.72	
INV FEB 202321	03/2023	BANKWEST Corporate Mastercard	FEBRUARY 2023 STATEMENT - LES MAINWARING	1	726.00	
INV FEB 202321	03/2023	BANKWEST Corporate Mastercard	FEBRUARY 2023 STATEMENT - MATTHEW BIRD	1	430.90	
INV FEB 202321	03/2023	BANKWEST Corporate Mastercard	FEBRUARY 2023 STATEMENT - PAUL SPENCER	1	922.05	
INV FEB 202321	03/2023	BANKWEST Corporate Mastercard	FEBRUARY STATEMENT - EVELYN HOUGHTON	1	292.64	
INV FEB 202321	03/2023	BANKWEST Corporate Mastercard	FEBRUARY 2023 STATEMENT - RUSSELL PALMER	1	968.93	
INV FEB 202321	03/2023	BANKWEST Corporate Mastercard	BANKWEST CREDIT CARD - FEB 2023 - CREDIT NOTE AND INTEREST		-53.99	
DD6628.1	06/03/2023	Aware Super	Payroll deductions	1		8,985.32
INV SUPER	06/03/2023	Aware Super	Superannuation contributions	1	8,813.32	
INV DEDUCT06	03/2023	Aware Super	Payroll deductions	1	111.30	

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INV DEDUCT06/03/2023		Aware Super	Payroll deductions	1	60.70	
DD6628.2	06/03/2023	IOOF Employer Super	Payroll deductions	1		1,675.60
INV SUPER	06/03/2023	IOOF Employer Super	Superannuation contributions	1	575.60	
INV DEDUCT06/03/2023		IOOF Employer Super	Payroll deductions	1	1,100.00	
DD6628.3	06/03/2023	Hostplus Superannuation	Superannuation contributions	1		768.51
INV SUPER	06/03/2023	Hostplus Superannuation	Superannuation contributions	1	768.51	
DD6628.4	06/03/2023	C-Bus Super	Superannuation contributions	1		870.07
INV SUPER	06/03/2023	C-Bus Super	Superannuation contributions	1	870.07	
DD6628.5	06/03/2023	MLC Superannuation	Superannuation contributions	1		518.66
INV SUPER	06/03/2023	MLC Superannuation	Superannuation contributions	1	518.66	
DD6628.6	06/03/2023	██████████ LTD ATF Alaska Superannuation Fund	Superannuation contributions	1		491.17
INV SUPER	06/03/2023	██████████ PTY LTD ATF Alaska Superannuation Fund	Superannuation contributions	1	491.17	
DD6628.7	06/03/2023	IOOF Lifetrack Personal Super	Superannuation contributions	1		430.04
INV SUPER	06/03/2023	IOOF Lifetrack Personal Super	Superannuation contributions	1	430.04	
DD6628.8	06/03/2023	Australian Super Pty Ltd	Superannuation contributions	1		828.25
INV SUPER	06/03/2023	Australian Super Pty Ltd	Superannuation contributions	1	828.25	
DD6628.9	06/03/2023	VIC Super	Payroll deductions	1		35.28
INV SUPER	06/03/2023	VIC Super	Superannuation contributions	1	17.64	
INV DEDUCT06/03/2023		VIC Super	Payroll deductions	1	17.64	
DD6676.1	07/03/2023	Childcare EasyPay	Childcare Easypay Direct Debit Processing Fees - February 2023	5		89.69
INV 007721-207/03/2023		Childcare EasyPay	Childcare Easypay Direct Debit Processing Fees - February 2023	5	49.35	

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INV 007738-2	07/03/2023	Childcare EasyPay	Childcare Easypay Direct Debit Processing Fees - February 2023	5	40.34	
DD6683.1	31/03/2023	Department of Transport (Shire Licensing)	DOT PAYMENT BY AUTHORITY - MARCH 2023	1		26,307.75
INV MAR 2023	1/03/2023	Department of Transport (Shire Licensing)	DOT PAYMENT BY AUTHORITY - MARCH 2023	1	26,307.75	
DD6683.2	23/03/2023	Water Corporation	WATER CORP PAYMENT BY AUTHORITY - MARCH 2023	1		73,869.31
INV MAR 2022	3/03/2023	Water Corporation	WATER CORP PAYMENT BY AUTHORITY - MARCH 2023	1	73,869.31	
DD6683.3	28/03/2023	Synergy	SYNERGY PAYMENT BY AUTHORITY - MARCH 2023	1		5,816.93
INV MAR 2022	8/03/2023	Synergy	SYNERGY PAYMENT BY AUTHORITY - MARCH 2023	1	5,816.93	
DD6683.4	27/03/2023	Westnet Pty Ltd	WESTNET PAYMENT BY AUTHORITY - MARCH 2023	1		18.50
INV MAR 2022	7/03/2023	Westnet Pty Ltd	WESTNET PAYMENT BY AUTHORITY - MARCH 2023	1	18.50	
DD6683.5	30/03/2023	WA Treasury Corporation (WATC)	WA TREASURY PAYMENT BY AUTHORITY - LOAN REPAYMENT AND INTEREST - MARCH 2023	1		12,172.18
INV MAR 2023	03/03/2023	WA Treasury Corporation (WATC)	WA TREASURY PAYMENT BY AUTHORITY - LOAN REPAYMENT AND INTEREST - MARCH 2023	1	12,172.18	
DD6683.6	15/03/2023	SG Fleet	SG FLEET PAYMENT BY AUTHORITY - MARCH 2023	1		13,237.11
INV MAR 2021	5/03/2023	SG Fleet	SG FLEET PAYMENT BY AUTHORITY - MARCH 2023	1	13,237.11	
DD6628.10	06/03/2023	Commonwealth Essential Super	Superannuation contributions	1		254.05
INV SUPER	06/03/2023	Commonwealth Essential Super	Superannuation contributions	1	254.05	
DD6628.11	06/03/2023	Public Sector Superannuation Accumulation Plan (PSSap)	Superannuation contributions	1		193.08
INV SUPER	06/03/2023	Public Sector Superannuation Accumulation Plan (PSSap)	Superannuation contributions	1	193.08	
DD6628.12	06/03/2023	Australian Superannuation (Formally Westscheme)	Payroll deductions	1		1,882.66
INV SUPER	06/03/2023	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	1,565.54	
INV DEDUCT	06/03/2023	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	55.00	

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INV DEDUCT	06/03/2023	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	137.11	
INV DEDUCT	06/03/2023	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	125.01	
DD6628.13	06/03/2023	Spaceship Superannuation	Superannuation contributions	1		254.05
INV SUPER	06/03/2023	Spaceship Superannuation	Superannuation contributions	1	254.05	
DD6628.14	06/03/2023	WA Local Government Super Plan	Payroll deductions	1		1,945.63
INV DEDUCT	06/03/2023	WA Local Government Super Plan	Payroll deductions	1	360.00	
INV DEDUCT	06/03/2023	WA Local Government Super Plan	Payroll deductions	1	200.02	
INV DEDUCT	06/03/2023	WA Local Government Super Plan	Payroll deductions	1	995.90	
INV DEDUCT	06/03/2023	WA Local Government Super Plan	Payroll deductions	1	72.43	
INV DEDUCT	06/03/2023	WA Local Government Super Plan	Payroll deductions	1	61.30	
INV DEDUCT	06/03/2023	WA Local Government Super Plan	Payroll deductions	1	51.20	
INV DEDUCT	06/03/2023	WA Local Government Super Plan	Payroll deductions	1	204.78	
DD6628.15	06/03/2023	BT Super for Life	Superannuation contributions	1		583.92
INV DEDUCT	06/03/2023	BT Super for Life	Payroll deductions	1	309.73	
INV SUPER	06/03/2023	BT Super for Life	Superannuation contributions	1	274.19	
DD6628.16	06/03/2023	BUSSQ	Superannuation contributions	1		496.01
INV DEDUCT	06/03/2023	BUSSQ	Payroll deductions	1	120.98	
INV SUPER	06/03/2023	BUSSQ	Superannuation contributions	1	375.03	
DD6628.17	06/03/2023	Colonial First State	Superannuation contributions	1		1,053.94
INV DEDUCT	06/03/2023	Colonial First State	Payroll deductions	1	25.00	
INV DEDUCT	06/03/2023	Colonial First State	Payroll deductions	1	250.96	
INV SUPER	06/03/2023	Colonial First State	Superannuation contributions	1	777.98	
DD6628.18	06/03/2023	MLC MasterKey Business Super	Superannuation contributions	1		455.24

Date: 12/04/2023
 Time: 9:49:46AM

Shire of Ravensthorpe
Creditor list of accounts March 2023

USER: Wendy Spaans
 PAGE: 27

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV DEDUCT	06/03/2023	MLC MasterKey Business Super	Payroll deductions	1	167.31	
INV SUPER	06/03/2023	MLC MasterKey Business Super	Superannuation contributions	1	287.93	
DD6628.19	06/03/2023	BT Super	Superannuation contributions	1		1,789.96
INV SUPER	06/03/2023	BT Super	Superannuation contributions	1	1,789.96	
DD6628.20	06/03/2023	The Trustee for Ronnie and Evelyn Superannuation	Superannuation contributions	1		382.50
INV SUPER	06/03/2023	The Trustee for Ronnie and Evelyn Superannuation	Superannuation contributions	1	382.50	
DD6628.21	06/03/2023	Rest Superannuation	Superannuation contributions	1		389.55
INV SUPER	06/03/2023	Rest Superannuation	Superannuation contributions	1	389.55	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	Municipal Bank Account	1,150,224.48
5	Childcare Operating Account	89.69
TOTAL		1,150,314.17

02 FEBRUARY 2023 - 01 MARCH 2023

All credit card purchased items have accompanying receipts, purchase orders or statutory declarations

Business Credit Card - Matthew Bird

Date	Payment to	Description	Amount	GST
7/02/2023	Ravy Country Kitchen	Catering for Council	\$ 163.40	\$ 14.85
16/02/2023	Bankwest	Credit Adjustment	-\$ 53.20	
21/02/2023	Eagle Roadhouse Ravensthorpe	Dfes Fire Catering	\$ 239.50	\$ 21.77
24/02/2023	WANEWSDTI	Newspaper subscription	\$ 28.00	\$ 2.55
Total Purchases for M.Bird			\$ 377.70	\$ 39.17

F*

Business Credit Card - Leslie Mainwaring

Date	Payment to	Description	Amount	GST
10/02/2023	Business Name Renewal	12 month renewal of Business names for Fitzgeral Coast & Fitzgerald Biosphere	\$ 198.00	\$ 18.00
22/02/2023	Lavazza	Coffee Pods	\$ 528.00	\$ -
				\$ -
Total Purchases for L. Mainwaring			\$ 726.00	\$ 18.00

F*

Business Credit Card - Evelyn Houghton

Date	Payment to	Description	Amount	GST
7/02/2023	Hopetoun IGA	Various food items	\$ 163.17	\$ 1.64
9/02/2023	Ravensthorpe Pharmacy	Sudocrem baby cream	\$ 21.99	\$ 2.00
21/02/2023	Eagle Roadhouse Ravensthorpe	Meals for staff meeting	\$ 71.85	\$ 6.53
22/02/2023	FE Daw & Sons	Varous food items	\$ 15.63	\$ -
25/02/2023	Skytec Gateway	Accessories	\$ 20.00	\$ 1.82
				\$ -
Total Purchases for E. Houghton			\$ 292.64	\$ 11.99

F*

Business Credit Card - Edward Kilbey

Date	Payment to	Description	Amount	GST
2/02/2023	Gaylene Ann Weisterman	White Board Cleaner	\$ 11.98	\$ 1.09
2/02/2023	Ravensthorpe Building Supplies	AA Batteries	\$ 19.49	\$ 1.77
3/02/2023	Ravensthorpe Agencies	Nipple, socket, Thread tape	\$ 22.30	\$ 2.03
8/02/2023	Ravensthorpe Building Supplies	Pop up sprinkler	\$ 10.30	\$ 0.94
9/02/2023	Marbet International	Bed sheet sets	\$ 105.64	\$ 9.60
14/02/2023	Ravensthorpe Building SUPplies	Wheel cut off	\$ 29.50	\$ 2.68
20/02/2023	Ravy Country Kitchen	Meals for training	\$ 59.50	\$ 5.41
21/02/2023	FE Daw & Sons	Toolbox meeting supplies	\$ 58.11	\$ -
24/02/2023	Ravensthorpe Building Supplies	Screws	\$ 27.90	\$ 2.54
28/02/2023	Annual Fee		\$ 39.00	\$ -
Total Purchases for E.Kilbey			\$ 383.72	\$ 26.06

F*

Business Credit Card - Russell Palmer

Date	Payment to	Description	Amount	GST
6/02/2023	Ravy Country Kitchen	Meals for fire	\$ 135.50	\$ 12.39
6/02/2023	BP Raventhorpe	East Ravy LT Fuel (DFES)	\$ 160.25	\$ 14.57
7/02/2023	BP Raventhorpe	East Ravy 2.4Fuel (DFES)	\$ 141.80	\$ 12.89
8/02/2023	BP Raventhorpe	Coconarup 2.4 Diesel P688	\$ 226.61	\$ 20.60
8/02/2023	BP Raventhorpe	Coconarup 2.4 Diesel P688	\$ 210.01	\$ 19.09
9/02/2023	Eagle Roadhouse Ravensthorpe	Diesel	\$ 77.81	\$ 7.07
23/02/2023	Gaylene Ann Weisterman (Meridian Agencies)	Charge/Sync Cable	\$ 16.95	\$ 1.54
Total Purchases for R. Palmer			\$ 968.93	\$ 8.61

Business Credit Card - Paul Spencer

Date	Payment to	Description	Amount	GST
21/02/2023	Eagle Roadhouse Ravensthorpe	Meals for Fire	\$ 776.00	\$ 70.55
25/02/2023	Hopetoun Fuel Service	Fuel P698A	\$ 50.00	\$ 4.55
28/02/2023	ECTM	Wheel allignment P698A	\$ 96.05	\$ 8.73
Total Purchases for R. Palmer			\$ 922.05	\$ 8.73

Business Credit Card - Miscellaneous Fees and Charges Bankwest

Date	Payment to	Description	Amount	GST
16/02/2023	Bankwest	Interest Adjustment	-\$ 0.79	
Total fees and charges			-\$ 0.79	\$ -
Total Bankwest Corporate MasterCard Statement			\$ 3,670.25	\$ -

ATTACHMENT

12.2 CORPORATE SERVICES

12.2.3 SHIRE OF RAVENSTHORPE 2021/2022 ANNUAL REPORT AND ANNUAL ELECTORS MEETING

File Reference:

Location:	Shire Ravensthorpe
Applicant:	N/A
Author:	Executive Manager Corporate Services
Authorising Officer	Chief Executive Officer
Date:	13 April 2023
Disclosure of Interest:	Nil
Attachments: <u>RED</u>	Attachment 1: 2021/2022 Shire of Ravensthorpe Annual Report

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council BY AN ABSOLUTE MAJORITY:

- 1) ACCEPT the 2021/2022 Annual Report (Attachment 1) in accordance with Section 5.54 of the *Local Government Act 1995*; and**
- 2) AGREE the Annual General Meeting of Electors be held on Tuesday, 9 May 2023.**

Moved: _____

Seconded: _____

Carried BY AN ABSOLUTE MAJORITY: /



SHIRE OF RAVENSTHORPE

2021/2022
ANNUAL REPORT



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Acknowledgement of Country

The Shire of Ravensthorpe acknowledges the Noongar people as the native title holders of the lands in the Wagyl Kaip/Southern Noongar region together with all native title holders throughout the Shire.

We pay respect to the Elders, past, present and emerging and extend that respect to all Aboriginal Australians living within the Shire of Ravensthorpe.



Kukenarup Memorial


Now our ancestors' restless spirits can sleep peacefully knowing they are not forgotten and their ordeal is recognized and acknowledged.

Annie Dab

Yey Nyoodok
nitja nyininy

Now you are here
Listen Breathe





As required by the *Local Government Act 1995* and associated regulations the Annual Report for 2021/22 provides an overview of the operations, activities and major projects undertaken by the Shire for that period, and includes major initiatives proposed to commence or to continue in the next financial year.

The performance of the Council is assessed against the Vision, Mission, Strategic Goals, Outcomes and Strategies as set out in the Shire of Ravensthorpe Strategic Community Plan 2020-2030 and the Actions contained in the Corporate Business Plan 2020-2024.

These plans provide strategic focus for elected members and the organisation and affirms our commitments to the community.



Shire of Ravensthorpe

65 Morgans Street (PO Box 43), Ravensthorpe WA 6346
Hopetoun Community Centre, Veal Street, Hopetoun WA 6348

T: 08 9839 0000 F: 08 9838 1282

E: shire@ravensthorpe.wa.gov.au

W: www.ravensthorpe.wa.gov.au



Vision

A growing community, thriving and resilient, sharing our natural wonderland with the world.

Our Values

The community can rely on us for:

- *Passionate commitment to service;*
- *Proudly promoting and advocating for our community;*
- *Clear and regular communication;*
- *Openly reporting on progress and listening to community feedback.*

Photo credit:
Graham Richardson

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Elected Members





About us ...

The Shire of Ravensthorpe encompasses the settlements of Ravensthorpe, Hopetoun, Jerdacuttup, Munglinup and Fitzgerald and is located within the picturesque Fitzgerald Biosphere Coast region.

Located five hours south east of Perth, two hours west of Esperance and three hours east of Albany, the Shire of Ravensthorpe covers an area of 13,551kms square.

Approximately two-thirds of the Shire is natural bushland, made up of reserves, vacant crown land and a world-class national park; all of which are rich in geology, native flora and fauna including many rare species. In addition, the unique marine life, grand headlands, rugged river valleys and pristine beaches all contribute towards the region's international status as a Biosphere Reserve. The primary industries include mining, farming and tourism.

Ravensthorpe was initially known as the Phillips River Goldfield and was discovered in 1892 with the find of small quantities of gold in association with copper and iron pyrites. It was not until 1898 that auriferous quartz reefs were discovered, the first government smelter became operational in 1904. Eventually, the Goldfield produced 83,469.67 oz gold from 18,220 tons of ore in addition to 472.2 oz of alluvial gold.

It is known that the Dunn brothers first came to the region in 1868 and leased the pastoral property of Cocanarup to establish a sheep station. Farming infrastructure was erected on the Phillips River and stores were brought in from Mary Ann Haven (now Hopetoun).

Prospectors set up a camp which they called Hawk's Nest, halfway between the Floater and Cattlin mines. Eventually, the town of Ravensthorpe was surveyed in 1900 and gazetted in 1901 with the Shire around it covering some 13,151 km².

The population of Ravensthorpe and the Goldfields peaked in 1911, when in excess of 2,000 people (police records 2011) lived there, mostly associated with gold mining.

More about us ...

The Fitzgerald River National Park boasts a rich diversity of native and rare plant species. It's one of Australia's largest parks and home to 75 species of endemic plants, found nowhere else.

Centuries ago, the first sea-faring Europeans to look upon the area now known as the Fitzgerald River National Park saw little to attract them. Dutchman Pieter Nuyts, in 1627, Englishman George Vancouver in 1791 and, Frenchman Bruni d'Entrecasteaux in 1792 all noted the barrenness of the land they observed from their passing ships.

Much later, in 1840-41, Edward Eyre would traverse the Great Australian Bight, from Adelaide to Albany. *"Most properly has it been called Mount Barren for a more wretched looking country never existed than that around it"* were the words he recorded in his journal about the area.

Although the Barren Ranges (East, West and Middle) still bear the name that reflects those early opinions, the region around Fitzgerald River National Park is now, somewhat ironically, acknowledged as being one of the world's richest in terms of plant diversity.

In 1978 the park and surrounding area was gazetted under UNESCO's internationally recognised 'Man and Biosphere' program. It is one of two Biosphere reserves in Western Australia (the other being Prince Regent Nature Reserve in the Kimberley) and 14 in the whole country. The park is designated as the 'core area' of the Fitzgerald Biosphere Reserve.

A beautiful and family friendly place to settle that offers a healthy lifestyle, the Shire of Ravensthorpe is made up of strong communities, with locals who are passionate about agriculture, art, history, the environment, sport and recreation.





- Sealed road
- Unsealed road
- 4-WD track (selected)
- Footpath (selected)
- Route of old railway
- Shire boundary
- 120° E (WA time meridian)
- Visitor information centre
- Visitor information bay
- Police station
- Unheated/premium/diesel
- LPG Autogas
- Townsite or community centre
- Rural residential estate
- Post Office
- Bank or bank agency, ATM
- Telecentre with internet access and library
- Caravan park (outside townsites)
- Campsite with toilet and picnic area
- Boat ramp
- Small boat anchorage
- Airport with sealed runway
- Airstrip (Authorised Landing Area)
- Wind power generator
- Mountain summit
- Roadside lookout, with parking
- Picnic area outside campsite
- Wheat bin
- Golf course
- Camel farm
- Working mine
- Old poppet head
- FITZGERALD RIVER NATIONAL PARK
- Road condition and access sign
- Information & entry fee collection
- Ranger's cottage
- Central wilderness for walkers only (see note in box at bottom left)



Roads in the Park are usually closed after rain. Consult road information signs (marked X on map) or a visitor information centre, or phone a ranger. Some roads and facilities are being upgraded 2019-2023 and closures are anticipated. Ring 138138 or 95333090.

Many trails are intended for experienced hikers and are not suitable for casual walkers. The coastal footpath is scheduled for upgrading and walkers are advised to notify a ranger before departing. Ring 95333090 or 95385943



STATISTICS

2021 ABS CENSUS DATA



2,157

Population



9,833

square km
Land Area



19.6%

Couples with children



4.1%

Aboriginal & Torres Strait
Islander Population



\$1,677

Median weekly
household income



61%

Participation rate
(population in labour force)



2.7%

Unemployment Rate



23%

Trade Qualification
(Certificate)



\$230

Avg Weekly Mortgage
Repayment



\$245

Avg Weekly Rent
Payment



Shire President's Message



There is no doubt that the year of 2021-22 highlighted the resilience of our community and its ability to survive everything that was thrown at it. It made me, and all the Councillors, immensely proud.

From the disruption in our administration to the February fires, and the 1 in 50-year rain event in the following days. Our works team, administration, volunteers and locals have worked tirelessly, and showed that with determination and hard work, together we can achieve great things.

Thank you to everyone who stepped up and helped. Not only did we keep our ongoing commitments running, but took in our stride these additional challenges, and I firmly believe in and appreciate the dedication to the success of our Shire.

We also saw a number of welcome changes with the appointment of our new CEO, Matthew Bird; new Executive Manager of Infrastructure Services, Paul Spencer, and a restructure of our executive and management team, which has put the Shire in a good position to build on our combined accomplishments.

We can now look forward to sustained growth for the foreseeable future, maintaining the communities priorities and planning to make our Shire's livability even better.

The year saw the close out of a number of Federal and State grant projects adding to the attractiveness of our Shire. The Ravensthorpe Cultural Precinct also took shape with the culmination of many years of planning finally coming out of the ground.

This structural timber and timber clad building will see the co-location of a number of community groups providing additional and fit-for-purpose space for the community to work and enjoy, a real positive for our cultural and service groups.

The Wildflower Show also celebrated its 40th year with a hugely successful event which showcases the extraordinary diversity and brilliance of the natural environment that our Shire has to offer.

And while this officially takes place in September, the planning and work happens months in advance.

Our Shire has always been acknowledged as one of the great locations where visitors can find unsurpassed natural beauty and diversity of flora and fauna, including the Fitzgerald Biosphere and the Ravensthorpe Ranges.

Visitors to our region saw a healthy up-tick, which has sustained itself well past the restrictions of COVID. Our inclusion in the Genestreams and Songlines project also saw a move to reconciliation and acknowledgement of our past and a new celebration of what we can achieve with a better sense of inclusiveness.

As a great agricultural region that is also becoming a recognised player in the mining sector, we have the chance to provide a sustainable lifestyle for both our existing and new residents.

Add to this, our success in winning an NBN Fibre to the Premises upgrade for the Ravensthorpe townsite, new and emerging cleaner energies, including being selected as a town in the new Synergy EV highway project, and in rare mineral supply, we are well placed to become a more attractive and livable community.

Continuing to work hard with our regional partners, we are forming a more collaborative and solutions-oriented approach to the issues found in these remote and regional areas. We actively partner with like-minded Shires and continue to advocate and influence decisions that will affect our Shire to find mutually beneficial pathways to encourage change.

I look forward to the coming year and working for the community, and believe that together, with our team, our tirelessly positive volunteers, our businesses and our residents, we will continue to be a place where people want to both live and visit.



KEITH DUNLOP

Shire President





Chief Executive Officer's Message

I would like to start this message by thanking the Ravensthorpe Council for placing their trust in me via my appointment as CEO for the Shire of Ravensthorpe.

I consider this a great privilege and will do my very best to represent the best interests of the Ravensthorpe community.

As I only commenced the role in March 2022 I would like to thank both Brian Jones and Gary Clark for their efforts in performing the CEO role in acting capacities for the most part of the 2021/22 period.

Ravensthorpe boasts a large number of unique qualities. The district has experienced strong economic growth in 2021/22 generated from resurgent mining activity, agriculture and a growing tourism sector, all set within an exceptional natural environment that includes some 600,000 hectares of native bushland, much of this is highly prized and boasting biodiversity values found nowhere else in the world.

As a traditionally strong agriculture district we are fortunate this sector has continued to perform well and farming families continue to deliver benefits across all sectors of the community.

The Shire's level of volunteerism is a high 26%, well above the WA state and national averages, and reflects the commitment of those local residents to create a strong sense of community.

Of note, I've been very impressed with the presence of an active local creative industries sector and the services delivered by highly capable Community Resource Centres.

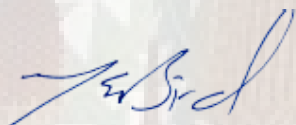
The global appetite for rare minerals has reignited mining and exploration interest in our region. According to the Department of Mining Industry Regulation and Safety (DMIRS) data, the Shire of Ravensthorpe ranked 12th across all WA local government authorities in terms of mineral value extracted in 2021/22.

The Shire is now looking to better align our strategic objectives with our local resource company partners with the overall goal to improve the livability of the Ravensthorpe region.

From an organisational perspective, we have been focused on reviewing the Shire's operational structure to more evenly spread the leadership responsibilities and to significantly improve the Shire's employee culture.

Better communication across the numerous Shire work sites has also been an important outcome achieved with staff overall well-being in the workplace also significantly improved.

Thank you to the Shire's executive management team and all team members for your efforts in 2021/22.



MATTHEW BIRD
Chief Executive Officer



Executive Managers

THE PEOPLE BEHIND THE SHIRE



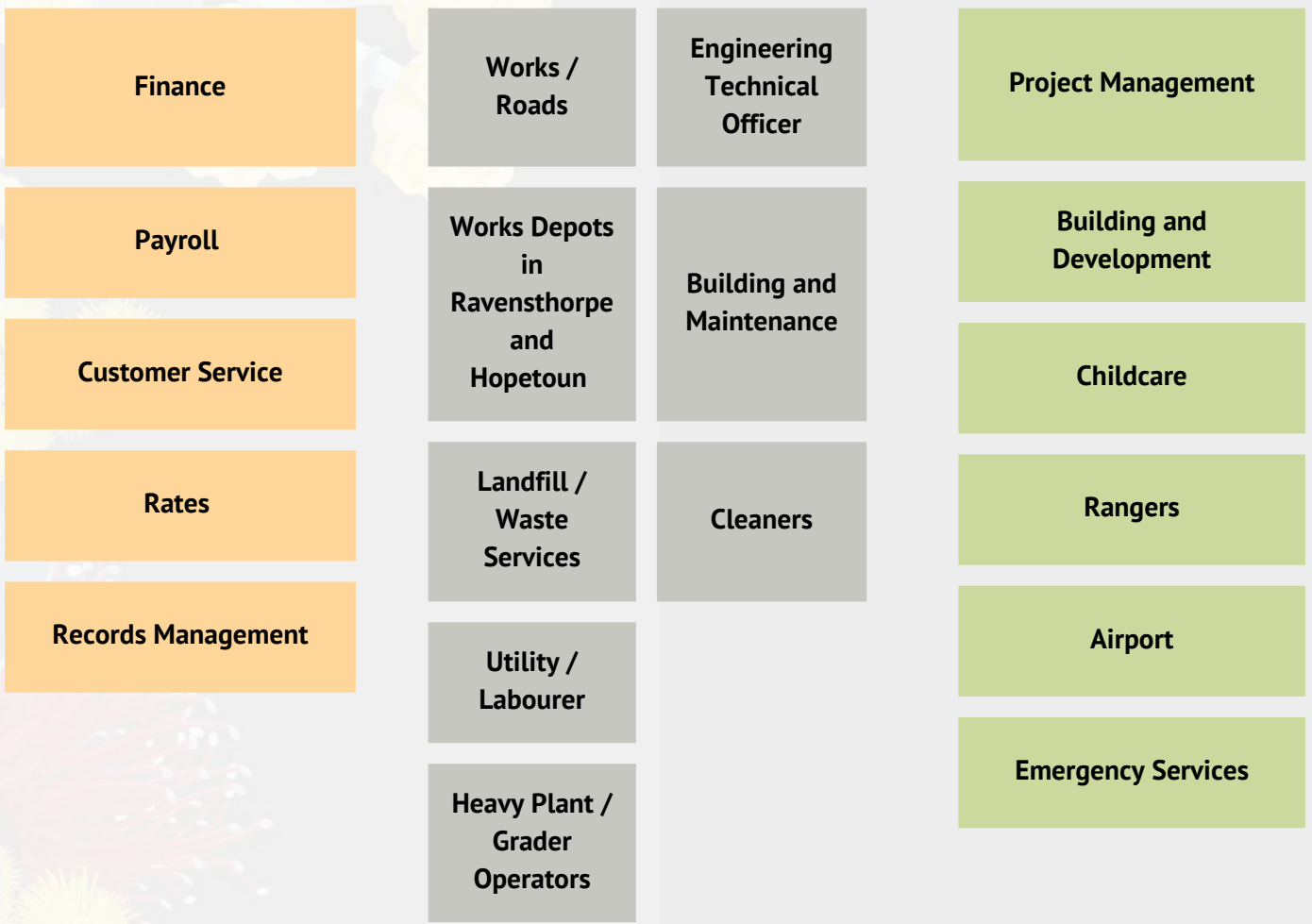
LES MAINWARING
EXECUTIVE MANAGER
CORPORATE SERVICES



PAUL SPENCER
EXECUTIVE MANAGER
INFRASTRUCTURE
SERVICES



NATALIE BELL
A/EXECUTIVE MANAGER
DEVELOPMENT AND
COMMUNITY SERVICES



Elected Members 2021/22



Cr Keith Dunlop
Shire President



Cr Julia Belli
Deputy Shire President



Cr Ian Goldfinch



Cr Sue Leighton



Cr Mark Mudie



Cr Tom Major



Cr Graham Richardson

Meeting Attendance

Elected Members	Ordinary Council Meetings (11)	Special Council Meetings	Audit Committee Meetings
Shire President Cr Keith Dunlop (2023)			
Deputy Shire President Cr Julia Belli			
Cr Ian Goldfinch			
Cr Sue Leighton (2023)			
Cr Tom Major (2025)			
Cr Mark Mudie			
Cr Graham Richardson (2023)			

Draft to be completed

Grants and Special Projects

2021/22 saw great leaps in the Ravensthorpe Cultural Precinct project.

The structural frame commenced on 1 February 2022 and was completed 14 February. By June 2022 the roof and a majority of the external cladding was in place, with works then moving inside.

The project has not been without its challenges due to COVID related impacts, seeing delays in supply chains, huge price increases in both materials and labour, and contractor shortages as a result of continuing relief packages in other areas of the construction industry.

The builder, Devlyn, did a great job keeping the build on track. Whilst the building work continued, several packages being managed directly by the Shire including the carpark, landscaping and Fitzgerald building refurbishment are still to be completed.

Fortunately, the Australian Government has been appraised of the difficulties being faced by rural and regional communities in particular and have granted extensions of time for the project to March 2023.

Work also continued into the 2021/22 financial year with the Drought Communities Program projects, the Local Roads and Infrastructure Rounds 1, 2 and 3 projects and several smaller State Government Grant projects, totalling some \$8,526,805 in direct grant funding.

State Government grant funding for the Shire's Sport & Recreation Grant Master Plan, the Bike Plan, the Cultural Awareness project and the Bushfire Mitigation Activity Fund 2021 Round 1 were added, plus the Foundation for Rural & Regional Renewal Hopetoun Community Networking support – LED Community Noticeboard, totalling some \$337,631.

Similar issues and constraints due to COVID, supply shortages, resource shortages, price increases, and relief packages that brought on a surge in the building industry in 2020/21 were experienced, however with the exception of some ongoing works, all were completed within the grant milestones, totalling 52 projects for the Shire.



Funding Source	Program/Initiative	Activity	Amount
Funding Granted 2020/2021			
Australian Government	Building Better Regions Fund (Round 4)	Ravensthorpe Cultural Precinct	\$5,275,800
Australian Government	Drought Communities Program	23 various projects	\$1,000,000
Australian Government	Local Roads and Community Infrastructure Phase 1	12 various projects	\$513,120
Australian Government	Local Roads and Community Infrastructure Phase 2	6 various projects	\$383,035
Australian Government	Local Roads and Community Infrastructure Phase 3	Ravensthorpe Cultural Precinct	\$1,026,240
Australian Government	Communities Combating Pest and Weed Impacts During Drought Program	Pest and Weed Control - 5 activities	\$94,468
WA State Government	Community Sport & Recreation Facility Fund	Hopetoun Oval Irrigation	\$94,142
WA State Government	Community Housing Organisation Maintenance Grants Program	Dunn Street Seniors Structural Repairs	\$20,000
WA State Government	Western Australian Planning Commission	Hopetoun CHRMAP	\$100,000
WA State Government	Small Grants Program	Ravensthorpe Information Bay upgrade	\$20,000
Funding Granted 2020			\$8,526,805
Funding Granted 2021/2022			
WA State Government	Community Sport & Recreation Facility Fund	Shire of Ravensthorpe Sport & Recreation Grant Master Plan	\$13,333
WA State Government	WA Bicycle Network Grant Program	Shire of Ravensthorpe Bike Plan	\$15,000
WA State Government	LGS&CI WA - Connecting to Country 2020 to 2023 Funding Program	Ravensthorpe Cultural Awareness Project	\$12,000
Foundation for Rural & Regional Renewal	Future Drought Fund's Networks to Build Drought Resilience	Hopetoun Community Networking Support - LED Community Noticeboard	\$39,298
WA State Government	Bushfire Mitigation Activity Fund 2021 Round 1	Bushfire Mitigation - SoR vested Crown Reserves	\$258,000
Funding Granted 2021			\$337,631
TOTAL - \$8,864,436			

The following provides a list of the works undertaken within the guidelines of the various grants:-

Grant	Projects	Status
BBRF	Ravensthorpe Cultural Precinct	by March 2023
LRCI 3	Ravensthorpe Cultural Precinct	by March 2023
Drought Communities Program	RRAC - In The House Program	Completed
	Ravensthorpe & Districts Arts Council	Completed
	Hopetoun Senior Citizens Centre Upgrade	Completed
	Two Mile Ablution Block - Hopetoun	Completed
	North Ravensthorpe Hall Painting	Completed
	Jerdacuttup Hall Ceiling Repair	Completed
	Fitzgerald Hall Water Supply Project	Completed
	Munglinup Community Centre Carpet Tiles	Completed
	Hopetoun - Bus Shelter	Completed
	McCulloch Park Playground Upgrade - Hopetoun	Completed
	Basketball Hoops - Hopetoun	Completed
	Dual Irrigation - Hopetoun Ovals	Completed
	Maitland Street Park Playground Upgrade	Completed
	Skate Park Shade and Seating	Completed
	Hosking Street - Concrete Footpath Construction	Completed
	Street Furniture - Hopetoun	Completed
	Hopetoun Information Bay	Completed
	Tourism Promotion And Branding	Completed
	Hopetoun Roundabout And Entry Landscaping	Completed
	Masons Bay - bay numbers	Completed
	Starvation Bay - bay numbers and new ablution block	Completed
	Illuminating Silo Art Work	Completed
	Local Roads & Community Infrastructure- Phase 1 (LRCI1)	Surgery Upgrade Ravensthorpe
Surgery Upgrade - Hopetoun		Completed
Little Barrrens - Painting		Completed
Hopetoun Foreshore - Beach Shelter		Completed

Grant	Projects	Status
Local Roads & Community Infrastructure- Phase 1 (LRCI1) Cont'd	Hopetoun Sports Pavilion - Kitchen	Completed
	Hopetoun Sports Pavilion - Timber Sealing And Painting	Completed
	Ravensthorpe Rec Centre - Hot Water System	Completed
	Hopetoun Sports Pavilion - Undercroft Ceiling Replacement	Completed
	Fitzgerald Road Floodway Sealing	Completed
	Cowel Road Floodway Sealing	Completed
	Tamarine Road Patch And Seal Repairs	Completed
	Coxall Road 2X Culvert Replace	Completed
Local Roads and Community Infrastructure – Phase 2 (LRCI2)	Munglinup - Enclose verandah	Completed
	Munglinup Bowling Green - 4 Rinks	Completed
	Hopetoun Visitor Information Board Expanded for Tourism	by Feb 2023
	Munglinup Rest Bay Upgrade	by Feb 2023
	Munglinup Water Catchment Dam	Completed
	Weed Eradication	Completed
Communities Combating Pest and Weed Impacts During Drought Program	Pest flora and Fauna eradication	Acquitted in April 2022 for funded amount \$94,468.00
Community Sport and Recreation Facility Fund	Hopetoun Oval Irrigation and new water tanks	Acquitted in March 2022 for reduced amount \$83,222
Community Housing Organisation Maintenance Grants Program	Dunn St Seniors Structural repairs	Acquitted in June 2022 for reduced amount \$1,800
Western Australian Planning Commission	Hopetoun – Coastal Hazard and Risk Management Adaptation Plan	by June 2023
Small Grants Program	Ravensthorpe Information Bay Upgrade	by December 2022
Community Sport and Recreation Facility Fund	Shire of Ravensthorpe Sport & Recreation Master Plan	Completed
WA Bicycle Network Grant Program	Shire of Ravensthorpe Bike Plan	Completed
Local Government, Sport & Cultural Industries WA - Connecting to Country 2020 to 2023 funding program	Ravensthorpe Cultural Awareness Project	Completed
Future Drought Fund's Networks to Build Drought Resilience	Hopetoun Community Networking support – LED Community Noticeboard	by September 2022
Bushfire Mitigation Activity Fund 2021 Round 1	Bushfire Mitigation Shire of Ravensthorpe vested Crown reserves	Acquittal due 2 December 2022

Airport

The Airport continued to grow over the 2021/22 financial year with an average of 47 flights a month compared to the previous year's average of 32.

In August, the Airport Reporting Officer moved on and the role was applied for and appointed to the Shire's then Ranger.

In June our Airport Terminal Attendant also moved away and found themselves an exciting new opportunity elsewhere.

Ground Handling was provided to Skippers Aviation for 3x Dash 8s and 1x F100 as well as Virgin Australia Regional Airlines 1x F100.

Compliance continued to be improved with forward planning for Water Bomber operations over the summer period, Farmers annual seeding and harvest and the implementation of a Wildlife Hazard Management Plan.

Projects/ Upgrades at the Airport included the purchase and installation of 6 outdoor benches for the undercover area, two new larger baggage barrows, the baggage area doors were replaced by a sliding door for OHS reasons, and the terminal got a fresh look with new vinyl flooring and paint.

The Regional Airports Development Scheme also partially funded replacement of all of the runway low intensity runway lights, CCTV camera on the apron and access gates as well as the creation of the Wildlife Hazard Management Plan.

Rangers

Dogs & Cats

The Rangers have been increasing community awareness for owner's requirements under the Dog Act 1976 and Shire of Ravensthorpe Dog Local Law 2010.

The Shire received 75 new dog registrations and renewals since January 2022. The Rangers also impounded 6 dogs and 8 cats since the beginning of 2022 with 7 cats being rehomed to SAFE Esperance.

2021/2022	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Arrivals	956	946	1084	892	1005	833	818	797	996	843	925	1053	11148
Departures	770	805	1000	870	908	1037	832	1068	1009	1257			
Total Passengers	1588	1602	1996	1713	1833	2090	1700	2159	2136	2446			
Turn-arounds	45	41	57	48	61	62	35	51	48	49			



Fire & Emergency Services

Bush Fire Mitigation Activity Fund 2021 Round 1 Grant

125 bushfire mitigation treatments have been delivered with this Grant across the Shire vested Crown reserves over the last 12 months each with a specific focus of reducing the potential for impact on life and property values from bushfires.

22 prescribed burns over an area of around 465 ha have been undertaken around the town sites, subdivisions and recreation sites along the coastline over the last 12 months.

This has been largely achieved with fantastic support from Shire staff and volunteer Bushfire brigade members from around the Shire.

The Shire also delivered an important re-sheeting of the alternative egress out of the Beach Barren/Dunn Swamp subdivision north of Hopetoun town site in order to provide a safe alternative access out of the subdivision in the event of a bushfire.

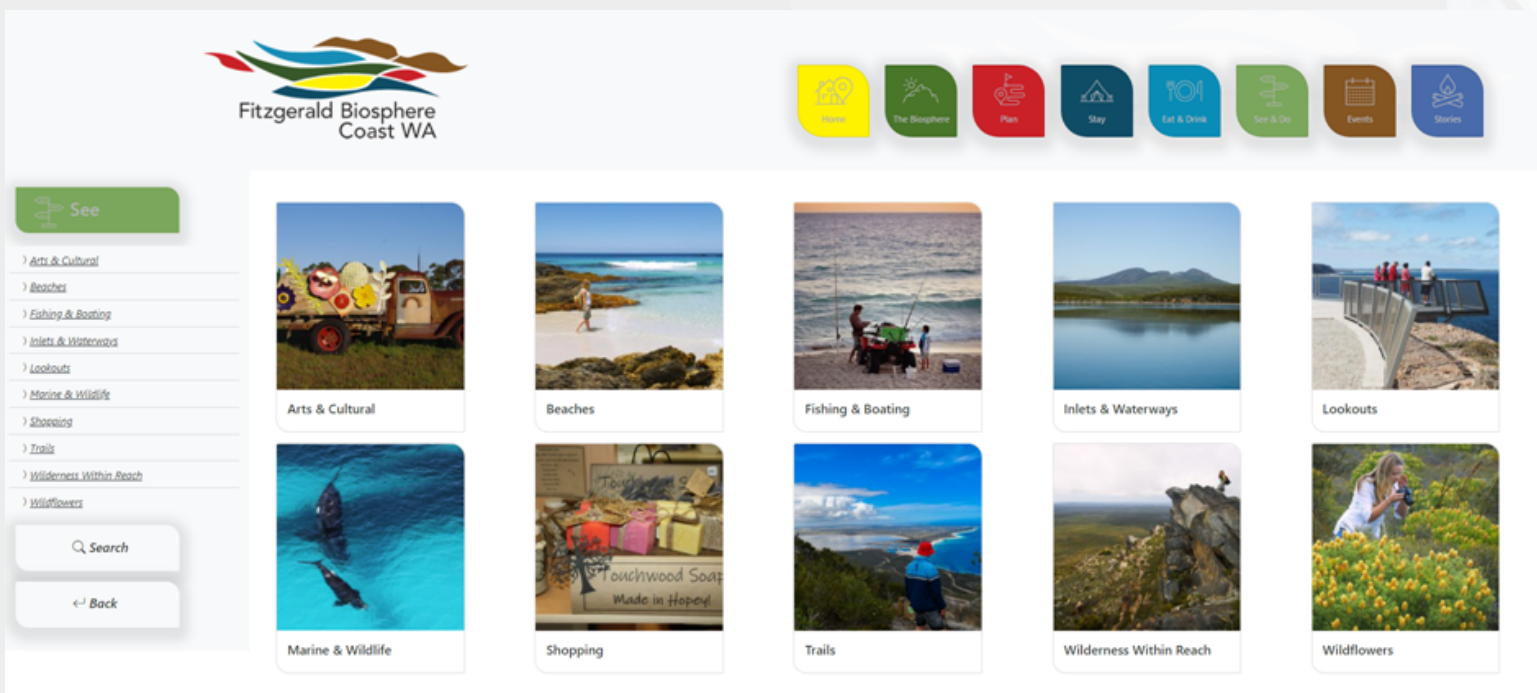
This grant program managed by DFES has contributed significant outcomes for improved protection of assets around the Shires' town sites and will be a very important program to maintain in the future, especially given the extent of elevated available fuel loads in the Crown lands across the Shire.



Tourism



In August 2021 the new self-service visitor information touchscreen became operational. The intention was for visitors to be able to obtain information about where to stay, what to see and do during their visit to the region as well as to provide important notices such as road closures, maps, uploaded videos and events information. The touchscreen will be supported by visitor interface from staff at the Hopetoun CRC.



SHOEMAKER LEVY OVERPASS PROJECT



April 2022 saw the completion of the successfully erected conveyor overpass for the Shoemaker Levy Overpass Project.

The conveyor overpass spans the South Coast Highway, enabling ore to be transported from the Shoemaker Levy pit to the processing plant.

Just as exciting for our region is the giant public artwork that is now visible on both sides of the conveyor overpass as you drive along South Coast Highway. The 100 metre long artwork has been created by well-known artist Amok Island, who also created a similarly locally themed work on the Ravensthorpe silos a few years ago. The artwork is called "The Honey Eaters", and features New Holland Honey Eaters flying among *Eucalyptus Purpurata*, a tree found only in the Ravensthorpe area.



2021/2022 Annual Financial Report



SHIRE OF RAVENSTHORPE
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

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The Shire of Ravensthorpe conducts the operations of a local government with the following community vision:


Growing our Community

Principal place of business:
65 Morgans Street
RAVENSTHORPE WA 6346

SHIRE OF RAVENSTHORPE
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

The attached financial report of the Shire of Ravensthorpe for the financial year ended 30 June 2022 is based on proper accounts and records to present fairly the financial position of the Shire of Ravensthorpe at 30 June 2022 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the 24 day of February 2023



Chief Executive Officer

Matthew Bird



SHIRE OF RAVENSTHORPE
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2022



	NOTE	2022 Actual	2022 Budget	2021 Actual
		\$	\$	\$
Revenue				
Rates	26(a),2(a)	4,784,298	4,777,428	4,585,295
Operating grants, subsidies and contributions	2(a)	4,165,748	1,937,785	3,354,082
Fees and charges	2(a)	2,395,166	2,635,580	2,094,179
Interest earnings	2(a)	55,138	59,000	61,239
Other revenue	2(a)	887,760	5,881,312	710,925
		12,288,110	15,291,105	10,805,720
Expenses				
Employee costs		(4,939,942)	(4,657,494)	(4,750,882)
Materials and contracts		(3,233,863)	(9,079,213)	(2,783,456)
Utility charges		(261,084)	(241,187)	(250,566)
Depreciation	9(a)	(4,823,317)	(5,004,073)	(4,744,964)
Finance costs	2(b)	(77,896)	(80,660)	(84,601)
Insurance		(342,536)	(236,818)	(322,740)
Other expenditure	2(b)	(396,420)	(336,703)	(412,333)
		(14,075,058)	(19,636,148)	(13,349,542)
		(1,786,948)	(4,345,043)	(2,543,822)
Capital grants, subsidies and contributions	2(a)	2,256,166	8,979,138	2,427,893
Profit on asset disposals	9(b)	57,579	57,092	5,378
Loss on asset disposals	9(b)	(2,192)	(26,543)	(66,112)
		2,311,553	9,009,687	2,367,159
Net result for the period	25(b)	524,605	4,664,644	(176,663)
Other comprehensive income for the period				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	16	10,304,732	0	0
Total other comprehensive income for the period	16	10,304,732	0	0
Total comprehensive income for the period		10,829,337	4,664,644	(176,663)

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



SHIRE OF RAVENSTHORPE
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2022



	NOTE	2022 \$	2021 \$
CURRENT ASSETS			
Cash and cash equivalents	3	4,991,336	4,774,669
Trade and other receivables	5	1,749,611	1,609,832
Other financial assets	4(a)	0	1,000,000
Inventories	6	57,073	25,554
TOTAL CURRENT ASSETS		6,798,020	7,410,055
NON-CURRENT ASSETS			
Trade and other receivables	5	10,509	11,317
Property, plant and equipment	7	46,551,407	32,970,155
Infrastructure	8	120,165,419	122,213,484
Right-of-use assets	10(a)	663,359	792,451
TOTAL NON-CURRENT ASSETS		167,390,694	155,987,407
TOTAL ASSETS		174,188,714	163,397,462
CURRENT LIABILITIES			
Trade and other payables	11	1,192,506	1,006,524
Other liabilities	12	903,010	701,771
Lease liabilities	10(b)	124,855	124,397
Borrowings	13	143,522	426,653
Employee related provisions	14	608,272	520,534
TOTAL CURRENT LIABILITIES		2,972,165	2,779,879
NON-CURRENT LIABILITIES			
Lease liabilities	10(b)	576,240	701,095
Borrowings	13	696,112	839,634
Employee related provisions	14	88,145	70,781
Other provisions	15	364,674	344,032
TOTAL NON-CURRENT LIABILITIES		1,725,171	1,955,542
TOTAL LIABILITIES		4,697,336	4,735,421
NET ASSETS		169,491,378	158,662,041
EQUITY			
Retained surplus		39,595,911	36,739,134
Reserve accounts	29	1,682,127	4,014,299
Revaluation surplus	16	128,213,340	117,908,608
TOTAL EQUITY		169,491,378	158,662,041

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



SHIRE OF RAVENSTHORPE
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2022



	NOTE	RETAINED SURPLUS \$	RESERVE ACCOUNTS \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 1 July 2020		37,482,189	3,447,907	117,908,608	158,838,704
Comprehensive income for the period					
Net result for the period		(176,663)	0	0	(176,663)
Total comprehensive income for the period		(176,663)	0	0	(176,663)
Transfers from reserves	29	951,393	(951,393)	0	0
Transfers to reserves	29	(1,517,785)	1,517,785	0	0
Balance as at 30 June 2021		36,739,134	4,014,299	117,908,608	158,662,041
Comprehensive income for the period					
Net result for the period		524,605	0	0	524,605
Other comprehensive income for the period	16	0	0	10,304,732	10,304,732
Total comprehensive income for the period		524,605	0	10,304,732	10,829,337
Transfers from reserves	29	2,561,780	(2,561,780)	0	0
Transfers to reserves	29	(229,608)	229,608	0	0
Balance as at 30 June 2022		39,595,911	1,682,127	128,213,340	169,491,378

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



SHIRE OF RAVENSTHORPE
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2022



	NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		4,765,869	4,702,128	4,657,108
Operating grants, subsidies and contributions		4,310,862	1,301,014	4,136,074
Fees and charges		2,395,166	2,710,880	2,094,177
Interest received		55,138	59,000	61,239
Goods and services tax received		831,135	749,974	988,606
Other revenue		908,402	5,881,312	710,925
		13,266,572	15,404,308	12,648,129
Payments				
Employee costs		(4,819,898)	(4,657,494)	(4,678,386)
Materials and contracts		(3,120,737)	(8,894,128)	(2,902,213)
Utility charges		(261,084)	(241,187)	(250,566)
Finance costs		(68,023)	(80,660)	(84,601)
Insurance paid		(342,536)	(236,818)	(322,740)
Goods and services tax paid		(879,030)	(749,974)	(905,146)
Other expenditure		(396,420)	(336,703)	(412,333)
		(9,887,728)	(15,196,964)	(9,555,985)
Net cash provided by (used in) operating activities	17(b)	3,378,844	207,344	3,092,144
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	7(a)	(5,042,656)	(10,260,209)	(2,327,771)
Payments for construction of infrastructure	8(a)	(1,125,728)	(3,373,639)	(2,116,635)
Non-operating grants, subsidies and contributions		2,256,166	8,979,138	2,771,925
Proceeds from financial assets at amortised cost		1,000,000	0	0
Proceeds from sale of property, plant & equipment	9(b)	301,091	275,549	237,743
Net cash provided by (used in) investing activities		(2,611,127)	(4,379,161)	(1,434,738)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	28(a)	(426,653)	(426,653)	(218,282)
Payments for principal portion of lease liabilities	28(d)	(124,397)	(124,398)	(121,000)
Net cash provided by (used in) financing activities		(551,050)	(551,051)	(339,282)
Net increase (decrease) in cash held		216,667	(4,722,868)	1,318,124
Cash at beginning of year		4,774,669	5,767,812	3,456,545
Cash and cash equivalents at the end of the year	17(a)	4,991,336	1,044,944	4,774,669

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



SHIRE OF RAVENSTHORPE
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2022



	NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
NET CURRENT ASSETS - At start of financial year - surplus/(deficit)	27(b)	1,687,461	1,585,809	1,753,621
OPERATING ACTIVITIES				
Revenue from operating activities (excluding general rate)				
Rates (excluding general rate)	26(a)	130,419	128,971	121,991
Operating grants, subsidies and contributions		4,165,748	1,937,785	3,354,082
Fees and charges		2,395,166	2,635,580	2,094,179
Interest earnings		55,138	59,000	61,239
Other revenue		887,760	5,881,312	710,925
Profit on asset disposals	9(b)	57,579	57,092	5,378
		7,691,810	10,699,740	6,347,794
Expenditure from operating activities				
Employee costs		(4,939,942)	(4,657,494)	(4,750,882)
Materials and contracts		(3,233,863)	(9,079,213)	(2,783,456)
Utility charges		(261,084)	(241,187)	(250,566)
Depreciation	9(a)	(4,823,317)	(5,004,073)	(4,744,964)
Finance costs		(77,896)	(80,660)	(84,601)
Insurance		(342,536)	(236,818)	(322,740)
Other expenditure		(396,420)	(336,703)	(412,333)
Loss on asset disposals	9(b)	(2,192)	(26,543)	(66,112)
		(14,077,250)	(19,662,691)	(13,415,654)
Non-cash amounts excluded from operating activities	27(a)	4,806,746	4,973,524	5,222,840
Amount attributable to operating activities		(1,578,694)	(3,989,427)	(1,845,020)
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions		2,256,166	8,979,138	2,427,893
Proceeds from disposal of assets	9(b)	301,091	275,549	237,743
Purchase of property, plant and equipment	7(a)	(5,042,656)	(10,260,209)	(2,327,771)
Purchase and construction of infrastructure	8(a)	(1,125,728)	(3,373,639)	(2,116,635)
Amount attributable to investing activities		(3,611,127)	(4,379,161)	(1,778,770)
FINANCING ACTIVITIES				
Repayment of borrowings	28(a)	(426,653)	(426,653)	(218,282)
Payments for principal portion of lease liabilities	28(d)	(124,397)	(124,398)	(121,000)
Transfers to reserves (restricted assets)	29	(229,608)	(172,479)	(1,517,785)
Transfers from reserves (restricted assets)	29	2,561,780	2,857,852	951,393
Amount attributable to financing activities		1,781,122	2,134,322	(905,674)
Surplus/(deficit) before imposition of general rates		(1,721,238)	(4,648,457)	(2,775,843)
Total amount raised from general rates	26(a)	4,653,879	4,648,457	4,463,304
Surplus/(deficit) after imposition of general rates	27(b)	2,932,641	0	1,687,461

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



SHIRE OF RAVENSTHORPE
FOR THE YEAR ENDED 30 JUNE 2022
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**SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with the Local Government Act 1995 and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the Local Government Act 1995 read with the Local Government (Financial Management) Regulations 1996 prescribe that the financial report be prepared in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The Local Government (Financial Management) Regulations 1996 specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

The local government reporting entity

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

Judgements and estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, and infrastructure.
- estimation uncertainties made in relation to lease accounting
- estimation of useful lives of non-current assets

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES

(a) Revenue

Contracts with customers

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Timing of revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	When rates notice is issued
Specified area rates	Rates charge for specific defined purpose	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	When rates notice is issued
Service charges	Charge for specific service	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants with no contract commitments	General appropriations and contributions with no reciprocal commitment	No obligations	Not applicable	Not applicable	When assets are controlled
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	On payment and issue of the licence, registration or approval
Pool inspections	Compliance safety check	Single point in time	Equal proportion based on an equal annually fee	None	After inspection complete based on a 4 year cycle
Other inspections	Regulatory Food, Health and Safety	Single point in time	Full payment prior to inspection	None	Revenue recognised after inspection event occurs

**SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

2. REVENUE AND EXPENSES (Continued)

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Timing of revenue recognition
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Output method based on regular weekly and fortnightly period as proportionate to collection service
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	On entry to facility
Airport landing charges	Permission to use facilities and runway	Single point in time	Monthly in arrears	None	On landing/departure event
Property hire and entry	Use of halls and facilities	Single point in time	In full in advance	Refund if event cancelled within 7 days	On entry or at conclusion of hire
Memberships	Gym and pool membership	Over time	Payment in full in advance	Refund for unused portion on application	Output method Over 12 months matched to access right
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Output method based on provision of service or completion of works
Sale of stock	Aviation fuel, kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Output method based on goods
Commissions	Commissions on licencing and ticket sales	Over time	Payment in full on sale	None	When assets are controlled
Reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	When claim is agreed

Consideration from contracts with customers is included in the transaction price.

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES (Continued)

Revenue Recognition

Revenue recognised during the year under each basis of recognition by nature or types of goods or services is provided in the table below:

For the year ended 30 June 2022

Nature or type	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	4,784,298	0	4,784,298
Operating grants, subsidies and contributions	4,165,748	0	0	0	4,165,748
Fees and charges	1,839,620	0	555,546	0	2,395,166
Interest earnings	0	0	0	55,138	55,138
Other revenue	816,642	0	0	71,118	887,760
Non-operating grants, subsidies and contributions	0	2,256,166	0	0	2,256,166
Total	6,822,010	2,256,166	5,339,844	126,256	14,544,276

For the year ended 30 June 2021

Nature or type	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	4,585,295	0	4,585,295
Operating grants, subsidies and contributions	3,354,082	0	0	0	3,354,082
Fees and charges	1,568,092	0	526,087	0	2,094,179
Interest earnings	0	0	0	61,239	61,239
Other revenue	635,299	0	0	75,626	710,925
Non-operating grants, subsidies and contributions	0	2,427,893	0	0	2,427,893
Total	5,557,473	2,427,893	5,111,382	136,865	13,233,613

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES (Continued)

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
(a) Revenue (Continued)				
Interest earnings				
Interest on reserve funds		10,139	20,000	17,784
Rates instalment and penalty interest (refer Note 26(e))		43,384	35,000	31,782
Other interest earnings		1,615	4,000	11,673
		55,138	59,000	61,239
(b) Expenses				
Auditors remuneration				
- Audit of the Annual Financial Report		28,000	28,000	30,000
- Audit cost over-runs		43,974	0	0
- Other services		5,160	5,500	0
		77,134	33,500	30,000
* The Actual 2022 amount of \$71,974 relates to the audit of the 2020-21 Annual Financial Report, which was paid in the 2021-22 financial year. The indicative fee for the 2021-22 audit is \$40,000.				
Finance costs				
Borrowings	28(a)	55,057	57,821	58,365
Lease liabilities	28(d)	22,839	22,839	26,236
		77,896	80,660	84,601
Other expenditure				
Write-off of unrecoverable rate debt		0	0	287
Library and other recreational and cultural costs		109,972	109,800	102,002
Governance		181,568	210,903	190,851
Sundry expenses		104,880	16,000	119,193
		396,420	336,703	412,333

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

3. CASH AND CASH EQUIVALENTS

Note	2022	2021
	\$	\$
Cash at bank and on hand	4,991,336	4,774,669
Total cash and cash equivalents	4,991,336	4,774,669
Held as		
- Unrestricted cash and cash equivalents	2,278,917	934,895
- Restricted cash and cash equivalents	2,712,419	3,839,774
	4,991,336	4,774,669

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Restricted financial assets

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserves, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor or legislation.

Details of restrictions on financial assets can be found at Note 17.

4. OTHER FINANCIAL ASSETS

(a) Current assets

Financial assets at amortised cost

Financial assets at amortised cost

Term deposits

Held as

- Unrestricted other financial assets at amortised cost

- Restricted other financial assets at amortised cost

	2022	2021
	\$	\$
Financial assets at amortised cost	0	1,000,000
	0	1,000,000
Financial assets at amortised cost		
Term deposits	0	1,000,000
	0	1,000,000
Held as		
- Unrestricted other financial assets at amortised cost	0	0
- Restricted other financial assets at amortised cost	0	1,000,000
	0	1,000,000

SIGNIFICANT ACCOUNTING POLICIES

Other financial assets at amortised cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 24 (i)) due to the observable market rates.

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

Financial assets at fair value through profit and loss

The Shire classifies the following financial assets at fair value through profit and loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Shire has not elected to recognise fair value gains and losses through other comprehensive income.

Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 22.

**SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

5. TRADE AND OTHER RECEIVABLES

Current

	Note	2022 \$	2021 \$
Rates receivable		333,370	297,611
Trade and other receivables		272,774	258,850
GST receivable		147,793	99,898
Receivables for employee related provisions	14	41,033	54,499
Payments in advance		954,641	844,124
Other receivables		0	54,850
		1,749,611	1,609,832

Non-current

Pensioner's rates and ESL deferred		10,509	11,317
		10,509	11,317

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for grants, contributions, reimbursements, and goods sold and services performed in the ordinary course of business.

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 22.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

**SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

6. INVENTORIES

Current	Note	2022	2021
		\$	\$
Fuel and materials		57,073	25,554
		57,073	25,554

The following movements in inventories occurred during the year:

Balance at beginning of year	25,554	2,358
Inventories expensed during the year	(410,361)	(192,593)
Additions to inventory	441,880	215,789
Balance at end of year	57,073	25,554

SIGNIFICANT ACCOUNTING POLICIES

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

7. PROPERTY, PLANT AND EQUIPMENT

(a) Movements in Balances

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Note	Land	Buildings - Non Specialised	Buildings - Specialised	Total buildings	Total land and buildings	Furniture and Equipment	Plant And Equipment	Total property, plant and equipment
		\$	\$	\$	\$		\$	\$	\$
Balance at 1 July 2020		2,189,991	2,404,698	22,871,514	25,276,212	27,466,203	396,695	4,651,905	32,514,803
Additions		0	0	1,070,296	1,070,296	1,070,296	32,060	1,066,442	2,168,798
Disposals	9(b)	0	0	0	0	0	0	(298,477)	(298,477)
Depreciation	9(a)	0	(36,212)	(616,453)	(652,665)	(652,665)	(102,585)	(659,719)	(1,414,969)
Balance at 30 June 2021		2,189,991	2,368,486	23,325,357	25,693,843	27,883,834	326,170	4,760,151	32,970,155
Comprises:									
Gross balance amount at 30 June 2021		2,189,991	2,505,048	25,776,970	28,282,018	30,472,009	560,371	7,260,290	38,292,670
Accumulated depreciation at 30 June 2021		0	(136,562)	(2,451,613)	(2,588,175)	(2,588,175)	(234,201)	(2,500,139)	(5,322,515)
Balance at 30 June 2021		2,189,991	2,368,486	23,325,357	25,693,843	27,883,834	326,170	4,760,151	32,970,155
Additions		0	109,491	3,858,847	3,968,338	3,968,338	52,016	1,022,302	5,042,656
Disposals	9(b)	0	0	0	0	0	0	(245,704)	(245,704)
Revaluation increments / (decrements) transferred to revaluation surplus	16	1,931,209	(359,692)	8,733,215	8,373,523	10,304,732	0	0	10,304,732
Depreciation	9(a)	0	(35,964)	(621,714)	(657,678)	(657,678)	(88,964)	(732,601)	(1,479,243)
Transfers		0	84,663	(127,278)	(42,615)	(42,615)	1,426	0	(41,189)
Balance at 30 June 2022		4,121,200	2,166,984	35,168,427	37,335,411	41,456,611	290,648	4,804,148	46,551,407
Comprises:									
Gross balance amount at 30 June 2022		4,121,200	15,899,252	35,298,908	51,198,160	55,319,360	613,813	7,902,468	63,835,641
Accumulated depreciation at 30 June 2022		0	(974,042)	(12,888,707)	(13,862,749)	(13,862,749)	(323,165)	(3,098,320)	(17,284,234)
Balance at 30 June 2022		4,121,200	14,925,210	22,410,201	37,335,411	41,456,611	290,648	4,804,148	46,551,407

**SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

7. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Land and buildings					
Land	2	Market approach using recent or estimated observable market data for similar properties	Independent Registered Valuers	June 2022	Observable or estimated open market values / price per square metre
Buildings - non-specialised	2	Market approach using recent or estimated observable market data for similar properties	Independent Registered Valuers	June 2022	Observable or estimated open market values / price per square metre
Buildings - specialised	3	Cost approach using depreciated replacement cost	Independent Registered Valuers	June 2022	Construction costs and current conditions (level 2), residual values and remaining useful life assessments (level 3) inputs
<p>Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.</p> <p>During the period there were no changes in the valuation techniques used by the Shire to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.</p>					
(ii) Cost					
Furniture and equipment					
Plant and equipment					

SHIRE OF RAVENSTHORPE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2022

8. INFRASTRUCTURE

(a) Movements in Balances

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

Note	Infrastructure - Roads	Infrastructure - Pathways	Infrastructure - Parks and Reserves	Infrastructure - Drainage	Regional Landfill Rehabilitation	Other Infrastructure	Infrastructure - Airport	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2020	95,111,443	1,112,168	3,389,480	17,387,066	0	4,537,568	1,760,027	123,297,752
Additions	1,312,070	0	431,020	16,037	324,189	48,068	(14,749)	2,116,635
Depreciation	(2,340,279)	(111,706)	(127,132)	(372,477)	(32,419)	(137,983)	(78,907)	(3,200,903)
Balance at 30 June 2021	94,083,234	1,000,462	3,693,368	17,030,626	291,770	4,447,653	1,666,371	122,213,484
Comprises:								
Gross balance at 30 June 2021	140,080,843	2,234,123	4,107,416	28,025,290	324,189	5,214,045	1,869,113	181,855,019
Accumulated depreciation at 30 June 2021	(45,997,609)	(1,233,661)	(414,048)	(10,994,664)	(32,419)	(766,392)	(202,742)	(59,641,535)
Balance at 30 June 2021	94,083,234	1,000,462	3,693,368	17,030,626	291,770	4,447,653	1,666,371	122,213,484
Additions	493,858	30,869	391,952	17,552	0	175,247	16,250	1,125,728
Depreciation	(2,373,083)	(111,706)	(129,741)	(372,691)	(10,806)	(137,984)	(78,971)	(3,214,982)
Transfers	0	0	41,189	0	0	0	0	41,189
Balance at 30 June 2022	92,204,009	919,625	3,996,768	16,675,487	280,964	4,484,916	1,603,650	120,165,419
Comprises:								
Gross balance at 30 June 2022	140,574,698	2,264,992	4,545,292	28,042,842	324,189	5,389,291	1,885,363	183,026,667
Accumulated depreciation at 30 June 2022	(48,370,689)	(1,345,367)	(548,524)	(11,367,355)	(43,225)	(904,375)	(281,713)	(62,861,248)
Balance at 30 June 2022	92,204,009	919,625	3,996,768	16,675,487	280,964	4,484,916	1,603,650	120,165,419

**SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

8. INFRASTRUCTURE (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Infrastructure - Roads	3	Cost approach using depreciated replacement cost (Gross Revaluation method)	Independent Registered Valuers	June 2019	Construction costs and current conditions (level 2), residual values and remaining useful life assessments (level 3) inputs
Infrastructure - Pathways	3	Cost approach using depreciated replacement cost (Gross Revaluation method)	Independent Registered Valuers	June 2019	Construction costs and current conditions (level 2), residual values and remaining useful life assessments (level 3) inputs
Infrastructure - Parks and Reserves	3	Cost approach using depreciated replacement cost	Management Valuation	June 2019	Construction costs and current conditions (level 2), residual values and remaining useful life assessments (level 3) inputs
Infrastructure - Drainage	3	Cost approach using depreciated replacement cost (Gross Revaluation method)	Independent Registered Valuers	June 2019	Construction costs and current conditions (level 2), residual values and remaining useful life assessments (level 3) inputs
Other infrastructure	3	Cost approach using depreciated replacement cost	Management Valuation	June 2019	Construction costs and current conditions (level 2), residual values and remaining useful life assessments (level 3) inputs
Infrastructure - Airports	3	Cost approach using depreciated replacement cost	Management Valuation	June 2019	Construction costs and current conditions (level 2), residual values and remaining useful life assessments (level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

9. FIXED ASSETS

(a) Depreciation

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Buildings - Non Specialised	7(a)	35,964	36,634	36,212
Buildings - Specialised	7(a)	621,714	675,363	616,453
Furniture and Equipment	7(a)	88,964	111,911	102,585
Plant And Equipment	7(a)	732,601	600,643	659,719
Infrastructure - Roads	8(a)	2,373,083	2,553,032	2,340,279
Infrastructure - Drainage	8(a)	372,691	406,339	372,477
Regional Landfill Rehabilitation	8(a)	10,806	0	32,419
Infrastructure - Pathways	8(a)	111,706	121,861	111,706
Infrastructure - Parks and Reserves	8(a)	129,741	138,689	127,132
Other Infrastructure	8(a)	137,984	150,528	137,983
Infrastructure - Airport	8(a)	78,971	86,080	78,907
Right-of-use assets - plant and equipment	10(a)	129,092	122,993	129,092
		4,823,317	5,004,073	4,744,964

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Buildings - non-specialised	30 to 50 years
Buildings - specialised	30 to 50 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Infrastructure - Roads	
formation	not depreciated
pavement	20 to 50 years
seal - bituminous seals	20 years
seal - asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
Sewerage piping	100 years
Water supply piping and drainage systems	75 years
Infrastructure - Pathways	20 years
Infrastructure - Drainage	75 to 100 years
Infrastructure - Parks and Reserves	20 to 50 years
Infrastructure - Other	20 to 50 years
Infrastructure - Airports	20 to 50 years
Right of use assets - plant and equipment	Lease remainder
Regional Landfill Rehabilitation	30 years

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

9. FIXED ASSETS (Continued)

(b) Disposals of assets

	2022 Actual Net Book Value	2022 Actual Sale Proceeds	2022 Actual Profit	2022 Actual Loss	2022 Budget Net Book Value	2022 Budget Sale Proceeds	2022 Budget Profit	2022 Budget Loss	2021 Actual Net Book Value	2021 Actual Sale Proceeds	2021 Actual Profit	2021 Actual Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant And Equipment	245,704	301,091	57,579	(2,192)	245,000	275,549	57,092	(26,543)	298,477	237,743	5,378	(66,112)
	245,704	301,091	57,579	(2,192)	245,000	275,549	57,092	(26,543)	298,477	237,743	5,378	(66,112)

The following assets were disposed of during the year.

	2022 Actual Net Book Value	2022 Actual Sale Proceeds	2022 Actual Profit	2022 Actual Loss
Plant and Equipment				
Health				
Toyota Hilux (RA025)	28,922	39,091	10,169	0
Recreation and culture				
Toyota Hilux (RA279)	26,537	36,364	9,827	0
Transport				
Case Tractor and Attachments	32,032	42,000	9,968	0
Toyota Hilux (RA292)	24,010	21,818	0	(2,192)
Toyota Hilux (RA3421)	21,407	33,636	12,229	0
Toyota Hilux (RA3603)	23,696	25,455	1,759	0
Toyota Hilux (RA93)	24,868	28,182	3,314	0
Other property and services				
Toyota Prado (CEO)	64,232	74,545	10,313	0
	245,704	301,091	57,579	(2,192)

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

9. FIXED ASSETS (Continued)

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for indicators of impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets that are land, buildings, infrastructure and investment properties acquired between scheduled revaluation dates of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next revaluation date in accordance with the mandatory measurement framework.

Revaluation

The fair value of land, buildings, infrastructure and investment properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the Shire.

Revaluation (continued)

At the end of each period the carrying amount for each asset class is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires land, buildings, infrastructure, investment properties and vested improvements to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Depreciation

The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

Depreciation on revaluation

When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

SHIRE OF RAVENSTHORPE
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FOR THE YEAR ENDED 30 JUNE 2022

10. LEASES

(a) Right-of-Use Assets

Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year.	Note	Right-of-use assets - plant and equipment \$	Right-of-use assets Total \$
Balance at 1 July 2020		872,597	872,597
Additions		48,946	48,946
Depreciation		(129,092)	(129,092)
Balance at 30 June 2021		792,451	792,451
Depreciation	9(a)	(129,092)	(129,092)
Balance at 30 June 2022		663,359	663,359

The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the entity is the lessee:

		2022 Actual \$	2021 Actual \$
Depreciation on right-of-use assets	9(a)	(129,092)	(129,092)
Interest expense on lease liabilities	28(d)	(22,839)	(26,236)
Total amount recognised in the statement of comprehensive income		(151,931)	(155,328)
Total cash outflow from leases		(147,236)	(147,236)
(b) Lease Liabilities			
Current		124,855	124,397
Non-current	28(d)	576,240	701,095
		701,095	825,492

SIGNIFICANT ACCOUNTING POLICIES

Leases

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Details of individual lease liabilities required by regulations are provided at Note 28(d).

Right-of-use assets - valuation measurement

Right-of-use assets are measured at cost. This means that all right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not included in the Statement of Financial Position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 9 under revaluation for details on the significant accounting policies applying to vested improvements.

Right-of-use assets - depreciation

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shorter. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the Shire anticipates to exercise a purchase option, the specific asset is amortised over the useful life of the underlying asset.

SHIRE OF RAVENSTHORPE
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11. TRADE AND OTHER PAYABLES

Current

Sundry creditors
 Prepaid rates
 Accrued salaries and wages
 GST payable
 Bonds and deposits held
 Accrued expenses
 Payroll creditors
 Accrued Interest on loans
 Contract retention

	2022	2021
	\$	\$
	386,635	643,768
	77,869	61,347
	28,180	44,293
	32,518	0
	127,282	123,704
	128,435	0
	114,054	115,517
	27,768	17,895
	269,765	0
	1,192,506	1,006,524

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

Financial liabilities are initially recognised at fair value when the Shire becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services.

The amounts are unsecured, are recognised as a current liability and are usually paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

Prepaid rates

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises revenue for the prepaid rates that have not been refunded.

**SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

12. OTHER LIABILITIES

Current

Contract liabilities

Reconciliation of changes in contract liabilities

Opening balance

Additions

Revenue from contracts with customers included as a contract liability at the start of the period

	2022	2021
	\$	\$
	903,010	701,771
	903,010	701,771
	701,771	0
	903,010	701,771
	(701,771)	0
	903,010	701,771

The Shire expects to satisfy the performance obligations from contracts with customers unsatisfied at the end of the reporting period to be satisfied within the next 12 months.

Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

SIGNIFICANT ACCOUNTING POLICIES

Contract liabilities

Contract liabilities represent the Shire's obligation to transfer goods or services to a customer for which the Shire has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

Capital grant/contribution liabilities

Capital grant/contribution liabilities represent the Shire's obligations to construct recognisable non-financial assets to identified specifications to be controlled the Shire which are yet to be satisfied. Capital grant/contribution liabilities are recognised as revenue when the obligations in the contract are satisfied.

Non-current capital grant/contribution liabilities fair values are based on discounted cash flows of expected cashflows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 24(i)) due to the unobservable inputs, including own credit risk.

**SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

13. BORROWINGS

	Note	2022			2021		
		Current	Non-current	Total	Current	Non-current	Total
Secured		\$	\$	\$	\$	\$	\$
Debentures		143,522	696,112	839,634	426,653	839,634	1,266,287
Total secured borrowings	28(a)	143,522	696,112	839,634	426,653	839,634	1,266,287

Secured liabilities and assets pledged as security

Debentures, bank overdrafts and bank loans are secured by a floating charge over the assets of the Shire of Ravensthorpe.

SIGNIFICANT ACCOUNTING POLICIES

Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 24(i)) due to the unobservable inputs, including own credit risk.

Risk

Information regarding exposure to risk can be found at Note 22.

Details of individual borrowings required by regulations are provided at Note 28(a).

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

14. EMPLOYEE RELATED PROVISIONS

Employee Related Provisions

Current provisions

Employee benefit provisions

Annual Leave

Long Service Leave

Non-current provisions

Long Service Leave

	2022	2021
	\$	\$
	310,667	315,507
	297,605	205,027
	608,272	520,534
	88,145	70,781
	88,145	70,781
	696,417	591,315

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

Amounts are expected to be settled on the following basis:

Less than 12 months after the reporting date

More than 12 months from reporting date

Note	2022	2021
	\$	\$
	310,302	259,526
	386,115	331,789
	696,417	591,315
	41,033	54,499

Expected reimbursements of employee related provisions from other WA local governments included within other receivables

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

The Shire's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related provisions in the Statement of Financial Position.

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

Other long-term employee benefits

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

15. OTHER PROVISIONS

	Note	Make good provisions	Total
	\$	\$	\$
Opening balance at 1 July 2021			
Non-current provisions		344,032	344,032
		344,032	344,032
Additional provision		20,642	20,642
Balance at 30 June 2022		364,674	364,674
Comprises			
Non-current		364,674	364,674
		364,674	364,674

Make good provisions

A Waste Management Agreement exists between the Shire of Ravensthorpe and the Shire of Jerramungup for a Regional Landfill Facility on Reserve 7380.

Clause 8(2)c of the Agreement allows each party to agree on a percentage share of capital costs for the purpose of future rehabilitation costs. The current cost estimate of rehabilitation of \$551,122 over 30 years of cell life provides an annualised cost of \$18,371 to be shared by each of the local governments. On 4 June 2021 both parties agreed to cost share of 60% Shire of Ravensthorpe and 40% Shire of Jerramungup.

The cost share agreement is to be reviewed by both parties every three (3) years (next due in the 2023 / 2024 financial year).

SIGNIFICANT ACCOUNTING POLICIES

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

16. REVALUATION SURPLUS

	2022 Opening Balance	2022 Revaluation Increment	2022 Revaluation (Decrement)	Total Movement on Revaluation	2022 Closing Balance	2021 Opening Balance	2021 Closing Balance
	\$	\$	\$	\$	\$	\$	\$
Revaluation surplus - Land - Freehold Land and Buildings	14,350,694	10,664,424	(359,692)	10,304,732	24,655,426	14,350,694	14,350,694
Revaluation surplus - Plant And Equipment	377,471	0	0	0	377,471	377,471	377,471
Revaluation surplus - Infrastructure - Roads	79,779,389	0	0	0	79,779,389	79,779,389	79,779,389
Revaluation surplus - Infrastructure - Drainage	18,729,137	0	0	0	18,729,137	18,729,137	18,729,137
Revaluation surplus - Infrastructure - Pathways	901,302	0	0	0	901,302	901,302	901,302
Revaluation surplus - Infrastructure - Parks and Reserves	2,470,157	0	0	0	2,470,157	2,470,157	2,470,157
Revaluation surplus - Infrastructure - Airport	209,281	0	0	0	209,281	209,281	209,281
Revaluation surplus - Other Infrastructure	1,091,177	0	0	0	1,091,177	1,091,177	1,091,177
	117,908,608	19,397,639	(359,692)	19,037,947	128,213,340	117,908,608	117,908,608

Movements on revaluation of property, plant and equipment (including infrastructure) are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

17. NOTES TO THE STATEMENT OF CASH FLOWS

(a) Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Cash and cash equivalents	3	4,991,336	1,044,944	4,774,669

Restrictions

The following classes of financial assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:

- Cash and cash equivalents	3	2,712,419	1,324,708	3,839,774
- Financial assets at amortised cost	4	0	0	1,000,000
		<u>2,712,419</u>	<u>1,324,708</u>	<u>4,839,774</u>

The restricted financial assets are a result of the following specific purposes to which the assets may be used:

Contract liabilities from contracts with customers	12	903,010	0	701,771
Bonds and deposits held	11	127,282	0	123,704
Restricted reserve accounts	29	1,682,127	1,324,708	4,014,299
Total restricted financial assets		<u>2,712,419</u>	<u>1,324,708</u>	<u>4,839,774</u>

**(b) Reconciliation of Net Result to Net Cash Provided
By Operating Activities**

Net result		524,605	4,664,644	(176,663)
Non-cash items:				
Depreciation/amortisation		4,823,317	5,004,073	4,744,964
(Profit)/loss on sale of asset		(55,387)	(30,549)	60,734
Changes in assets and liabilities:				
(Increase)/decrease in trade and other receivables		(138,971)	65,000	580,878
(Increase)/decrease in inventories		(31,519)	85	(23,196)
Increase/(decrease) in trade and other payables		185,982	185,000	(95,563)
Increase/(decrease) in employee related provisions		105,102	0	72,496
Increase/(decrease) in other provisions		20,642	0	344,032
Increase/(decrease) in contract liabilities		201,239	(701,771)	356,387
Non-operating grants, subsidies and contributions		(2,256,166)	(8,979,138)	(2,771,925)
Net cash provided by/(used in) operating activities		<u>3,378,844</u>	<u>207,344</u>	<u>3,092,144</u>

(c) Undrawn Borrowing Facilities

Credit Standby Arrangements

Bank overdraft limit		500,000		500,000
Credit card limit		26,000		26,000
Credit card balance at balance date		(5,967)		(17,747)
Total amount of credit unused		<u>520,033</u>		<u>508,253</u>

Loan facilities

Loan facilities - current		143,522		426,653
Loan facilities - non-current		696,112		839,634
Total facilities in use at balance date		<u>839,634</u>		<u>1,266,287</u>

**SHIRE OF RAVENSTHORPE
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FOR THE YEAR ENDED 30 JUNE 2022**

18. CONTINGENT LIABILITIES

Contaminated Sites

There are no contingent liabilities related to contaminated sites. A provision has been created for the restoration of the Ravensthorpe Regional Waste Facility. Refer note 15 Other Provisions.

19. CAPITAL COMMITMENTS

	2022	2021
	\$	\$
Contracted for:		
- capital expenditure projects	2,017,203	1,572,142
- plant & equipment purchases	260,436	668,821
	2,277,639	2,240,963
Payable:		
- not later than one year	2,277,639	2,240,963

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

20. RELATED PARTY TRANSACTIONS

(a) Elected Member Remuneration

Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Cr Keith Dunlop, Shire President			
President's annual allowance	13,800	13,800	13,400
Meeting attendance fees	21,000	21,000	20,300
Annual allowance for ICT expenses	1,200	1,200	1,100
Travel and accommodation expenses	4,072	1,571	4,071
	40,072	37,571	38,871
Cr Sue Leighton, Deputy Shire President			
Deputy President's annual allowance	2,419	0	0
Meeting attendance fees	14,000	14,000	12,343
Annual allowance for ICT expenses	1,200	1,200	998
Travel and accommodation expenses	2,554	1,571	1,144
	20,173	16,771	14,485
Cr Julia Bell			
Meeting attendance fees	7,723	0	0
Annual allowance for ICT expenses	662	0	0
Travel and accommodation expenses	148	0	0
	8,533	0	0
Cr Rachel Livingston			
Meeting attendance fees	7,723	0	0
Annual allowance for ICT expenses	662	0	0
	8,385	0	0
Cr Tom Major			
Meeting attendance fees	14,000	14,000	13,600
Annual allowance for ICT expenses	1,200	1,200	1,100
Travel and accommodation expenses	187	1,571	390
	15,387	16,771	15,090
Cr Mark Mudie			
Meeting attendance fees	14,000	14,000	13,600
Annual allowance for ICT expenses	1,200	1,200	1,100
Travel and accommodation expenses	3,295	1,571	2,486
	18,495	16,771	17,186
Cr Graham Richardson			
Meeting attendance fees	14,000	14,000	13,600
Annual allowance for ICT expenses	1,200	1,200	1,100
Travel and accommodation expenses	1,980	1,574	1,489
	17,180	16,774	16,189
Cr Jules Belli (former Councillor and Deputy Shire President)			
Deputy President's annual allowance	1,012	3,450	3,350
Meeting attendance fees	4,109	14,000	13,600
Annual allowance for ICT expenses	352	1,200	1,100
Travel and accommodation expenses	438	1,571	809
	5,911	20,221	18,859
Cr Ian Goldfinch (former Councillor)			
Meeting attendance fees	3,119	14,000	13,600
Annual allowance for ICT expenses	267	1,200	1,100
Travel and accommodation expenses	0	1,571	0
	3,386	16,771	14,700
TOTAL	137,522	141,650	135,380

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

20. RELATED PARTY TRANSACTIONS (Continued)

(a) Elected Member Remuneration (Continued)

Fees, expenses and allowances to be paid or reimbursed to elected council members.

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
President's annual allowance	13,800	13,800	13,400
Deputy President's annual allowance	3,431	3,450	3,350
Meeting attendance fees	99,674	105,000	100,643
Annual allowance for ICT expenses	7,943	8,400	7,598
Travel and accommodation expenses	12,674	11,000	10,389
20(b)	137,522	141,650	135,380

(b) Key Management Personnel (KMP) Compensation

The total of compensation paid to KMP of the Shire during the year are as follows:

	2022 Actual	2021 Actual
	\$	\$
Short-term employee benefits	502,945	586,444
Post-employment benefits	51,682	65,008
Employee - other long-term benefits	3,781	8,905
Employee - termination benefits	71,584	0
Council member costs	137,522	135,380
20(a)	767,514	795,737

Short-term employee benefits

These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

Post-employment benefits

These amounts are the current-year's cost of the Shire's superannuation contributions made during the year.

Other long-term benefits

These amounts represent annual leave and long service leave entitlements accruing during the year.

Termination benefits

These amounts represent termination benefits paid to KMP (Note: may or may not be applicable in any given year).

Council member costs

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

(c) Transactions with related parties

Transactions between related parties and the Shire are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guarantees exist in relation to related parties at year end.

In addition to KMP compensation above the following transactions occurred with related parties:

	2022 Actual	2021 Actual
	\$	\$
Short term employee benefits - other related parties	40,211	123,209
Amounts payable to related parties:		
Trade and other payables	0	1,412

**SHIRE OF RAVENSTHORPE
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FOR THE YEAR ENDED 30 JUNE 2022**

20. RELATED PARTY TRANSACTIONS (Continued)

(d) Related Parties

The Shire's main related parties are as follows:

i. Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any council member, are considered key management personnel.

ii. Other Related Parties

An associate person of KMP was employed by the Shire under normal employment terms and conditions.

Any entity that is controlled by or over which KMP, or close family members of KMP, have authority and responsibility for planning, directing and controlling the activity of the entity, directly or indirectly, are considered related parties in relation to the Shire.

iii. Entities subject to significant influence by the Shire

An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence. Significant influence may be gained by share ownership, statute or agreement.

**SHIRE OF RAVENSTHORPE
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FOR THE YEAR ENDED 30 JUNE 2022**

21. JOINT ARRANGEMENTS

Share of joint operations

The Shire of Ravensthorpe together with the City of Kalgoorlie-Boulder and with the Shires of Coolgardie, Dundas, Esperance, Laverton, Leonara, Menzies, Ngaanyatjaraku and Wiluna had a joint arrangement with regard to the provision of a Regional Record service up until 30 June 2022. The only asset under this joint arrangement was a building. With the winding up of the arrangement on 30 June, the building was revalued down to \$0 on 30 June 2022.

The Shire of Ravensthorpe's one-tenth share of this asset is included in Land and Buildings is as follows:

	2022 Actual	2021 Actual
	\$	\$
Buildings - non specialised	0	72,500
Less accumulated depreciation	0	(11,600)
	0	60,900

The Shire of Ravensthorpe together with the Shire of Jerramungup, have entered into a joint operation with regard to a regional waste management facility located on Reserve 7380, Moir Road Ravensthorpe.

The agreement between both Shires govern the operation of the waste facility, covering operating and capital costs, responsibilities of the two Shires, setting of fees and charges, record keeping etc. The Shire of Ravensthorpe is responsible for the day to day management of the facility. Key operating decisions in relations to the operating cost and future capital cost of the facility are to be agreed by both Shires.

The regional waste facility commenced its operation in February 2018. Building of the facility was fully funded and is recognised in the financials of the Shire of Ravensthorpe as outlined below:

	2022 Actual	2021 Actual
	\$	\$
Other Infrastructure	2,194,385	2,194,385
Less: accumulated depreciation	(390,546)	(317,474)
	1,803,839	1,876,911

**SHIRE OF RAVENSTHORPE
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FOR THE YEAR ENDED 30 JUNE 2022**

21. JOINT ARRANGEMENTS (Continued)

The apportionment of annual facility operating costs between the Shires of Ravensthorpe and Jerramungup is determined by the percentage of total waste tonnage (measured in cubic metres) delivered to the Facility by each Shire in the preceding financial year.

The Shire of Ravensthorpe's share of annual operating cost is determined by its percentage of total waste tonnage (measured in cubic metres) delivered to the facility by both parties in the proceeding year. This is estimated to be 74.5% for Ravensthorpe and 25.5% for Jerramungup.

	2022 Actual	2021 Actual
Ravensthorpe		
Income	146,061	91,301
Expense	(245,990)	(247,473)
	(99,929)	(156,172)
Jerramungup		
Income	0	0
Expense	(84,199)	(84,705)
	(84,199)	(84,705)
Total		
Income	146,061	91,301
Expense	(330,189)	(332,178)
	(184,128)	(240,877)

SIGNIFICANT ACCOUNTING POLICIES

Joint operations

A joint operation is a joint arrangement where the Shire has joint control with another party to the joint arrangement. All parties to joint arrangements have rights to the assets, and obligations for the liabilities relating to the arrangement.

Assets, liabilities, revenues and expenses relating to the Shire's interest in the joint operation are accounted for in accordance with the relevant Australian Accounting Standard.

SHIRE OF RAVENSTHORPE
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22. FINANCIAL RISK MANAGEMENT

This note explains the Shire's exposure to financial risks and how these risks could affect the Shire's future financial performance.

Risk	Exposure arising from	Measurement	Management
Market risk - interest rates	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
Credit risk	Cash and cash equivalents, trade receivables, financial assets and debt investments	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The Shire does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council. The finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

(a) Interest rate risk

Cash and cash equivalents

The Shire's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the Shire to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the Shire to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents, term deposits, and Treasury bonds held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	\$	\$	\$	\$
2022					
Cash and cash equivalents	0.0017%	4,991,336	0	4,991,336	0
2021					
Cash and cash equivalents	0.09%	4,774,669	0	3,214,339	1,560,330
Financial assets at amortised cost	0.55%	1,000,000	1,000,000	0	0

Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2022	2021
	\$	\$
Impact of a 1% movement in interest rates on profit and loss and equity*	49,913	47,747

* Holding all other variables constant

Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs.

The Shire manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The Shire does not consider there to be any interest rate risk in relation to borrowings.

Details of interest rates applicable to each borrowing may be found at Note 28(a).

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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22. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk

Trade and Other Receivables

The Shire's major receivables comprise rates annual charges and user fees and charges. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The Shire manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the Shire to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The Shire is able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2021 or 1 July 2022 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of ratepayers and residents to settle the receivables. Housing prices and unemployment rates have been identified as the most relevant factor in repayment rates, and accordingly adjustments are made to the expected credit loss rate based on these factors.

The loss allowance as at 30 June 2022 and 30 June 2021 for rates receivable was determined as follows:

	Less than 1 year past due	More than 1 year past due	More than 2 years past due	More than 3 years past due	Total	Note
30 June 2022						
Rates receivable						
Expected credit loss	0.14%	0.14%	0.14%	0.14%	0.14%	
Gross carrying amount	4,606	162,817	68,383	97,564	333,370	5
Loss allowance	6	228	96	137	467	
30 June 2021						
Rates receivable						
Expected credit loss	0.00%	0.00%	0.00%	0.00%		
Gross carrying amount	64,212	84,718	60,097	88,584	297,611	5
Loss allowance	0	0	0	0	0	

The loss allowance as at 30 June 2022 and 30 June 2021 was determined as follows for trade receivables.

	Less than 30 days past due	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total	
30 June 2022						
Trade and other receivables						
Expected credit loss	0.28%	0.28%	0.28%	0.28%	0.28%	
Gross carrying amount	14,303	1,847	2,411	213,180	231,741	5
Loss allowance	40	5	7	597	649	
30 June 2021						
Trade and other receivables						
Expected credit loss	0.03%	0.49%	0.89%	1.55%		
Gross carrying amount	192,363	10,436	45,639	10,412	258,850	5
Loss allowance	58	51	406	161	676	

No expected credit losses were recognised as at 30 June 2022 and 30 June 2021 as the amounts are immaterial.

SHIRE OF RAVENSTHORPE
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FOR THE YEAR ENDED 30 JUNE 2022

22. FINANCIAL RISK MANAGEMENT (Continued)

(c) Liquidity risk

Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The Shire manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 17(c).

The contractual undiscounted cash flows of the Shire's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year \$	Due between 1 & 5 years \$	Due after 5 years \$	Total contractual cash flows \$	Carrying values \$
<u>2022</u>					
Trade and other payables	1,192,506	0	0	1,192,506	1,192,506
Borrowings	169,615	480,019	319,081	968,715	839,634
Contract Liabilities	903,010	0	0	903,010	903,010
Lease liabilities	130,577	522,310	112,296	765,183	701,095
	<u>2,395,708</u>	<u>1,002,329</u>	<u>431,377</u>	<u>3,829,414</u>	<u>3,636,245</u>
<u>2021</u>					
Trade and other payables	1,006,524	0	0	1,006,524	1,006,524
Borrowings	303,666	518,478	550,492	1,372,636	1,266,287
Contract Liabilities	701,771	0	0	701,771	701,771
Lease liabilities	130,577	522,309	242,873	895,759	825,492
	<u>2,142,538</u>	<u>1,040,787</u>	<u>793,365</u>	<u>3,976,690</u>	<u>3,800,074</u>

**SHIRE OF RAVENSTHORPE
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FOR THE YEAR ENDED 30 JUNE 2022**

23. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD

There have been no material events after the reporting period which would materially impact the financial report of the Shire for the year ended 30 June 2022 or which would require a separate disclosure.

24. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire's intentions to release for sale.

c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) Statement of Financial Position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

f) Superannuation

The Shire contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

g) Fair value of assets and liabilities

Fair value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Interest earnings

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

i) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

j) Impairment of assets

In accordance with Australian Accounting Standards the Shire's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regularity to ensure the carrying value does not differ materially from that which would be determined using fair value at the end of the reporting period.

k) Initial application of accounting standards

During the current year, no new or revised Australian Accounting Standards and Interpretations were compiled, became mandatory and were applicable to its operations.

New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- AASB 2020-1 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current
- AASB 2020-3 Amendments to Australian Accounting Standards - Annual Improvements 2018-2020 and Other Amendments
- AASB 2021-2 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies or Definition of Accounting Estimates
- AASB 2021-7 Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections

It is not expected these standards will have an impact on the financial report.

**SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

25. FUNCTION AND ACTIVITY

(a) Service objectives and descriptions

Shire operations as disclosed in this financial report encompass the following service orientated functions and activities.

PROGRAM NAME AND OBJECTIVES

ACTIVITIES

GOVERNANCE

To provide a decision making process for the efficient allocation of scarce resources.

Administration and operation of facilities and services to members of Council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific Council services.

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

To provide services to help ensure a safer community.

Supervision of various local laws relating to fire prevention, emergency services and animal control.

HEALTH

To provide an operational framework for environmental and community health.

Food quality and pest control, maintenance and contributions to health services and facilities.

EDUCATION AND WELFARE

To meet the needs of the community in these areas.

Operation and provision of retirement units and Aged Care services. Operation of the Cub House Long Day Care facility in Ravensthorpe.

HOUSING

Help ensure adequate housing for Council staff.

Maintenance of staff and rental housing.

COMMUNITY AMENITIES

Provide services required by the community.

Rubbish collection services, operation of tips, noise control, administration of the town planning scheme, maintenance of cemeteries, control and maintenance of coastal reserves and other community / environmental services.

RECREATION AND CULTURE

To establish and effectively manage infrastructure and resources which will help the social and well being of the community.

Maintenance of halls, sporting complexes, resource centres, parks and gardens and TV / Radio rebroadcast.

TRANSPORT

To provide effective and efficient transport services to the community.

Construction and maintenance of streets, roads, bridges, cleaning and lighting of streets, parking facilities, traffic signs, depot maintenance and airstrip maintenance.

ECONOMIC SERVICES

To help promote the Shire and its economic wellbeing.

The regulation and provision of tourism, area promotion, building control, noxious weeds, vermin control and water supply including stand pipes.

OTHER PROPERTY AND SERVICES

To monitor and control Shire's overhead operating accounts.

Private works operations, plant repairs and operations costs. Also provide for Department of Transport licensing and services to the Future Fund. Costs associated with operation of the Bankwest ATM.

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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25. FUNCTION AND ACTIVITY (Continued)

(b) Income and expenses

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
Income excluding grants, subsidies and contributions			
Governance	58,949	40,000	38,941
General purpose funding	4,840,738	4,805,128	4,624,865
Law, order, public safety	44,287	35,300	39,689
Health	15,508	9,291	5,200
Education and welfare	691,167	774,380	593,540
Housing	64,578	11,800	5,700
Community amenities	752,033	765,300	766,515
Recreation and culture	146,987	71,264	41,686
Transport	970,191	860,000	786,451
Economic services	318,379	287,000	281,627
Other property and services	277,124	5,750,949	272,802
	8,179,941	13,410,412	7,457,016
Grants, subsidies and contributions			
Governance	4,000	4,000	0
General purpose funding	2,733,328	1,036,229	2,008,641
Law, order, public safety	440,666	1,217,353	621,193
Education and welfare	139,880	303,000	90,276
Community amenities	64,358	284,000	10,601
Recreation and culture	2,038,998	7,029,502	1,869,411
Transport	689,741	933,225	973,447
Economic services	94,798	99,614	98,968
Other property and services	216,145	10,000	109,438
	6,421,914	10,916,923	5,781,975
Total Income	14,601,855	24,327,335	13,238,991
Expenses			
Governance	(877,350)	(887,656)	(936,216)
General purpose funding	(306,010)	(300,523)	(264,572)
Law, order, public safety	(1,006,550)	(1,141,282)	(1,065,400)
Health	(335,919)	(386,177)	(284,441)
Education and welfare	(1,088,323)	(1,244,462)	(1,067,497)
Housing	(265,902)	(206,101)	(223,538)
Community amenities	(1,416,864)	(1,586,199)	(1,451,979)
Recreation and culture	(1,942,925)	(2,058,964)	(1,872,522)
Transport	(5,431,464)	(5,384,635)	(5,036,366)
Economic services	(582,262)	(669,916)	(519,920)
Other property and services	(823,681)	(5,796,776)	(693,203)
Total expenses	(14,077,250)	(19,662,691)	(13,415,654)
Net result for the period	524,605	4,664,644	(176,663)

SHIRE OF RAVENSTHORPE
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FOR THE YEAR ENDED 30 JUNE 2022

25. FUNCTION AND ACTIVITY (Continued)

(c) Fees and Charges (including Service Charges)

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
General purpose funding	37,534	24,000	28,400
Law, order, public safety	44,287	35,300	39,641
Health	5,339	5,200	5,200
Education and welfare	257,981	754,380	252,480
Housing	18,864	11,800	5,700
Community amenities	562,980	600,000	604,666
Recreation and culture	122,149	59,900	62,493
Transport	968,065	825,000	778,269
Economic services	318,379	287,000	281,627
Other property and services	59,588	33,000	35,703
	2,395,166	2,635,580	2,094,179

(d) Total Assets

	2022	2021
	\$	\$
Governance	20,000	100,291
General purpose funding	5,069,329	1,621,149
Law, order, public safety	1,039,089	2,295,826
Health	159,675	381,446
Education and welfare	1,784,786	2,494,976
Housing	628,546	3,585,249
Community amenities	1,148,348	6,919,310
Recreation and culture	10,787,356	19,261,102
Transport	152,417,360	120,053,314
Economic services	201,309	1,062,392
Other property and services	932,914	3,584,604
Unallocated	2	2,037,803
	174,188,714	163,397,462

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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26. RATING INFORMATION

(a) General Rates

RATE TYPE Rate Description	Rate in \$	Number of Properties	2021/22 Actual Rateable Value \$	2021/22 Actual Rate Revenue \$	2021/22 Actual Interim Rates \$	2021/22 Actual Back Rates \$	2021/22 Actual Total Revenue \$	2021/22 Budget Rate Revenue \$	2021/22 Budget Interim Rate \$	2021/22 Budget Back Rate \$	2021/22 Budget Total Revenue \$	2020/21 Actual Total Revenue \$
Gross Rental Valuations												
Residential	0.121852	785	10,992,116	1,339,233	131	0	1,339,364	1,339,233	5,000	1,000	1,345,233	1,298,986
Commercial	0.136830	33	1,434,092	196,227	0	0	196,227	196,227	0	0	196,227	181,906
Industrial	0.160607	35	512,772	82,355	0	0	82,355	82,355	0	0	82,355	79,187
Transient and Short Stay Accommodation	0.327462	2	852,800	279,260	0	0	279,260	279,260	0	0	279,260	268,519
Unimproved Valuations												
Mining	0.085928	73	295,976,000	210,305	2,704	11	213,020	206,504	0	0	206,504	200,662
Other	0.007008	326	2,447,481	2,074,200	35	911	2,075,146	2,070,943	0	0	2,070,943	1,988,081
Sub-Total		1,254	312,215,261	4,181,580	2,870	922	4,185,372	4,174,522	5,000	1,000	4,180,522	4,017,341
Minimum payment	Minimum \$											
Gross Rental Valuations												
Residential	905	373	1,061,206	337,565	0	0	337,565	337,565	0	0	337,565	325,380
Commercial	905	10	46,665	9,050	0	0	9,050	8,145	0	0	8,145	7,830
Industrial	905	12	45,268	10,860	0	0	10,860	10,860	0	0	10,860	10,440
Transient and Short Stay Accommodation	884	0	0	0	0	0	0	0	0	0	0	0
Unimproved Valuations												
Mining	333	61	119,193	20,864	0	0	20,864	20,313	0	0	20,313	17,600
Other	884	102	6,161,700	90,168	0	0	90,168	91,052	0	0	91,052	85,000
Sub-Total		558	7,434,032	468,507	0	0	468,507	467,935	0	0	467,935	446,250
		1,812	319,649,293	4,650,087	2,870	922	4,653,879	4,642,457	5,000	1,000	4,648,457	4,463,591
Discounts on general rates (Refer note 26(d))							0				0	(287)
Total amount raised from general rates							4,653,879				4,648,457	4,463,304
Rates (excluding general rates)												
Specified Area Rates	Rate in \$ or Minimum											
Ravensthorpe - GRV	0.02407	134	2,132,624	51,324	168	0	51,492	50,432	0	0	50,432	48,391
Ravensthorpe - Minimum	207	80	418,715	16,560	0	0	16,560	16,560	0	0	16,560	16,000
Munglinup - GRV	0.02749	7	58,968	1,621	0	0	1,621	1,621	0	0	1,621	1,566
Munglinup - Minimum	207	4	27,872	828	0	0	828	828	0	0	828	800
Sewerage - 1st Fixture - Minimum	155	5	0	775	472	0	1,247	828	0	0	828	1,000
Sewerage - Additional - Minimum	125	40	0	5,000	0	0	5,000	5,031	0	0	5,031	5,000
Ex-gratia Rates												
Ex-gratia Rates							53,671	53,671	0	0	53,671	49,234
Sub-Total		270	2,638,179	76,108	640	0	130,419	128,971	0	0	128,971	121,991
Discounts on specified area and ex gratia rates (Refer note 26(d))							0				0	0
Concessions on specified area and ex gratia rates (Refer note 26(d))							0				0	0
Total amount raised from rates (excluding general rates)							130,419				128,971	121,991
Total Rates							4,784,298				4,777,428	4,585,295

The entire balance of rates revenue has been recognised at a point in time in accordance with AASB 1058 *Income for not-for-profit entities*.

SHIRE OF RAVENSTHORPE
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26. RATING INFORMATION (Continued)

(b) Specified Area Rate

Specified Area Rate	Purpose of the rate	Area/properties Rate Imposed	2021/22 Actual Rate Applied to Costs	2021/22 Actual Rate Set Aside to Reserve	2021/22 Actual Reserve Applied to Costs	2021/22 Budget Rate Applied to Costs	2021/22 Budget Rate Set Aside to Reserve	2021/22 Budget Reserve Applied to Costs
			\$	\$	\$	\$	\$	\$
Ravensthorpe - GRV	The Effluent Specified Area Rate income services the maintenance and upgrade of the Ravensthorpe and Munglinup sewerage systems.	Ravensthorpe and	51,492	0	0	50,432	0	0
Ravensthorpe - Min			16,560	0	0	16,560	0	0
Munglinup - GRV		Munglinup	1,621	0	0	1,621	0	0
Munglinup - Min			828	0	0	828	0	0
Sewerage - 1st Fixture - Min			1,247	0	0	828	0	0
Sewerage - Additional			5,000	0	0	5,031	0	0
Sewerage - Additional - Min			0	0	0	0	0	0
			76,748	0	0	75,300	0	0

(c) Service Charges

The Shire did not levy service charges during the current reporting period

(d) Discounts, Incentives, Concessions, & Write-offs

The Shire did not apply any waivers, concessions, incentives or discounts for the current reporting period.

SHIRE OF RAVENSTHORPE
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26. RATING INFORMATION (Continued)

(e) Interest Charges and Instalments

Instalment Options	Date Due	Instalment Plan Admin Charge \$	Instalment Plan Interest Rate %	Unpaid Rates Interest Rate %
Option One				
Single full payment	13/10/2021	0	0.00%	7.00%
Option Two				
First instalment	13/10/2021	0	0.00%	7.00%
Second instalment	13/12/2021	10	5.50%	7.00%
Third instalment	14/02/2022	10	5.50%	7.00%
Fourth instalment	15/04/2022	10	5.50%	7.00%
		2022 Actual \$	2022 Budget	2021 Actual \$
Charges on instalment plan		10,350	11,000	10,500
Interest on instalment plan		14,857	15,000	13,950
Interest on unpaid rates		28,527	20,000	17,832
		53,734	46,000	42,282

SHIRE OF RAVENSTHORPE
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27. RATE SETTING STATEMENT INFORMATION

		2021/22 Budget	2021/22	2020/21
	2021/22	(30 June 2022	(1 July 2021	(30 June 2021
Note	Carried Forward)	Carried Forward)	Brought Forward)	Carried Forward
	\$	\$	\$	\$
(a) Non-cash amounts excluded from operating activities				
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> .				
Adjustments to operating activities				
Less: Profit on asset disposals	9(b)	(57,579)	(57,092)	(5,378)
Movement in pensioner deferred rates (non-current)		808	0	0
Add: Loss on disposal of assets	9(b)	2,192	26,543	66,112
Add: Depreciation	9(a)	4,823,317	5,004,073	4,744,964
Non-cash movements in non-current assets and liabilities:				
Pensioner deferred rates		0	0	614
Employee benefit provisions		17,366	0	(10,879)
Other provisions		20,642	0	344,032
Accruals Interest and Wages		0	0	83,375
Non-cash amounts excluded from operating activities		4,806,746	4,973,524	5,222,840
(b) Surplus/(deficit) after imposition of general rates				
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.				
Adjustments to net current assets				
Less: Reserve accounts	29	(1,682,127)	(1,324,708)	(4,014,299)
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings	13	143,522	0	426,653
- Current portion of lease liabilities	10(b)	124,855	124,397	124,397
- Employee benefit provisions		520,536	593,456	520,534
Total adjustments to net current assets		(893,214)	(606,855)	(2,942,715)
Net current assets used in the Rate Setting Statement				
Total current assets		6,798,020	2,530,755	7,410,055
Less: Total current liabilities		(2,972,165)	(1,923,900)	(2,779,879)
Less: Total adjustments to net current assets		(893,214)	(606,855)	(2,942,715)
Net current assets used in the Rate Setting Statement		2,932,641	0	1,687,461

SHIRE OF RAVENSTHORPE
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28. BORROWING AND LEASE LIABILITIES

(a) Borrowings

Particulars	Note	Actual							Budget			
		Principal at	New Loans	Principal	Principal at 30	New Loans	Principal	Principal at	Principal at 1	New Loans	Principal	Principal at
		1 July 2020	During 2020-21	Repayments	June 2021	During 2021-22	Repayments	30 June 2022	July 2021	During 2021-22	Repayments	30 June 2022
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Housing												
Staff Housing		190,080	0	(35,888)	154,192	0	(36,923)	117,269	154,192	0	(36,922)	117,270
Other Housing (Daw Street)		222,334	0	(17,015)	205,319	0	(17,593)	187,726	205,318	0	(17,592)	187,726
Recreation and Culture												
Hopetoun Community		298,392	0	(14,091)	284,301	0	(14,602)	269,699	284,301	0	(14,602)	269,699
Transport												
Town Streets		262,693	0	(30,559)	232,134	0	(232,134)	0	232,135	0	(232,135)	0
Town Streets		107,876	0	(52,612)	55,264	0	(55,264)	0	55,265	0	(55,265)	0
Refinance		170,227	0	(32,140)	138,087	0	(33,065)	105,022	138,087	0	(33,065)	105,022
Refinance		232,967	0	(35,977)	196,990	0	(37,072)	159,918	196,989	0	(37,072)	159,917
Total Borrowings	13	1,484,569	0	(218,282)	1,266,287	0	(426,653)	839,634	1,266,287	0	(426,653)	839,634

All loan repayments were financed by general purpose revenue.

Borrowing Interest Repayments

Purpose	Note	Function and activity	Loan Number	Institution	Interest Rate	Actual for year ending	Budget for year ending	Actual for year ending
						30 June 2022	30 June 2022	30 June 2021
						\$	\$	\$
Housing								
Staff Housing		Housing	145	WA Treasury	2.86%	(5,491)	(5,453)	(5,444)
Other Housing (Daw Street)		Housing	147	WA Treasury	3.36%	(8,346)	(8,312)	(7,974)
Recreation and Culture								
Hopetoun Community		Recreation and culture	146	WA Treasury	3.59%	(13,901)	(12,157)	(11,428)
Transport								
Town Streets		Transport	138D	WA Treasury	6.57%	(14,724)	(16,766)	(16,929)
Town Streets		Transport	144	WA Treasury	4.98%	(2,073)	(2,978)	(4,556)
Refinance		Transport	143B	WA Treasury	2.86%	(2,943)	(4,884)	(4,875)
Refinance		Transport	138E	WA Treasury	3.02%	(7,579)	(7,271)	(7,159)
Total Interest Repayments	2(b)					(55,057)	(57,821)	(58,365)

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

28. BORROWING AND LEASE LIABILITIES (Continued)

(b) New Borrowings - 2021/22

The Shire had no new borrowings for the financial year ended 30 June 2022.

(c) Unspent Borrowings

The Shire had no unspent borrowings for the financial year ended 30 June 2022.

(d) Lease Liabilities

Purpose	Note	Actual							Budget			
		Principal at 1 July 2020	New Leases During 2020-21	Principal Repayments During 2020-21	Principal at 30 June 2021	New Leases During 2021-22	Principal Repayments During 2021-22	Principal at 30 June 2022	Principal at 1 July 2021	New Leases During 2021-22	Principal Repayments During 2021-22	Principal at 30 June 2022
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Law, Order and Public Safety												
Holden Colorado		32,851	0	(16,313)	16,538	0	(16,538)	0	16,538	0	(16,538)	0
Community Amenities												
Bomag Compactor		619,439	0	(71,248)	548,191	0	(73,406)	474,785	548,192	0	(73,407)	474,785
Komatsu Wheel Loader		294,202	0	(33,439)	260,763	0	(34,453)	226,310	260,763	0	(34,453)	226,310
Total Lease Liabilities	10(b)	946,492	0	(121,000)	825,492	0	(124,397)	701,095	825,493	0	(124,398)	701,095

Lease Interest Repayments

Purpose	Note	Function and activity	Lease Number	Institution	Interest Rate	Actual for year ending 30 June 2022	Budget for year ending 30 June 2022	Actual for year ending 30 June 2021	Lease Term
						\$	\$	\$	
Law, Order and Public Safety									
Holden Colorado		Law, order, public safety	939384	SG Fleet	1.36%	(122)	(122)	(345)	3 years
Community Amenities									
Bomag Compactor		Community amenities	908707	SG Fleet	3.00%	(15,390)	(15,390)	(17,550)	10 years
Komatsu Wheel Loader		Community amenities	915953	SG Fleet	3.00%	(7,327)	(7,327)	(8,341)	10 years
Total Interest Repayments	2(b)					(22,839)	(22,839)	(26,236)	

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

29. RESERVE ACCOUNTS

	2022 Actual Opening Balance	2022 Actual Transfer to	2022 Actual Transfer (from)	2022 Actual Closing Balance	2022 Budget Opening Balance	2022 Budget Transfer to	2022 Budget Transfer (from)	2022 Budget Closing Balance	2021 Actual Opening Balance	2021 Actual Transfer to	2021 Actual Transfer (from)	2021 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	42,906	109	0	43,015	42,854	214	0	43,068	42,686	220	0	42,906
Plant And Vehicle Reserve	1,038,065	2,621	(764,183)	276,503	1,036,963	5,172	(987,212)	54,923	900,487	954,645	(817,067)	1,038,065
Emergency Farm Water Reserve	12,264	30	0	12,294	12,249	61	0	12,310	12,201	63	0	12,264
Building Reserve	1,721,169	99,557	(1,515,000)	305,726	1,719,473	68,784	(1,515,000)	273,257	1,386,509	457,151	(122,491)	1,721,169
Road And Footpath Reserve	498,003	33,528	(232,135)	299,396	497,519	34,751	(267,135)	265,135	395,961	102,042	0	498,003
Swimming Pool Upgrade Reserve	45,141	114	0	45,255	45,086	225	0	45,311	44,909	232	0	45,141
Airport Reserve	381,953	9,165	(50,462)	340,656	381,488	1,903	(88,505)	294,886	379,993	1,960	0	381,953
Waste And Sewerage Reserve	274,798	44,484	0	319,282	274,449	21,369	0	295,818	285,161	1,472	(11,835)	274,798
State Barrier Fence Reserve	0	0	0	0	0	0	0	0	0	0	0	0
Recreation Reserve	0	20,000	0	20,000	0	20,000	0	20,000	0	0	0	0
IT and Equipment Reserve	0	20,000	0	20,000	0	20,000	0	20,000	0	0	0	0
Floater Road Reserve	0	0	0	0	0	0	0	0	0	0	0	0
	4,014,299	229,608	(2,561,780)	1,682,127	4,010,081	172,479	(2,857,852)	1,324,708	3,447,907	1,517,785	(951,393)	4,014,299

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserves - cash/financial assets backed.

In accordance with Council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of Reserve	Anticipated date of use	Purpose of the reserve
Leave Reserve	Ongoing	To fund long service leave and non-current annual leave requirements.
Plant And Vehicle Reserve	Ongoing	To assist in the purchasing of major plant and machinery.
Emergency Farm Water Reserve	Ongoing	For repair and / or construction of emergency farm water supplies.
Building Reserve	Ongoing	For construction, refurbishment, modification or renovation of all buildings.
Road And Footpath Reserve	Ongoing	For construction, rejuvenation, resealing or repair to the road and footpath network.
Swimming Pool Upgrade Reserve	Ongoing	For major repairs or renovations of the Ravensthorpe Swimming Pool.
Airport Reserve	Ongoing	For construction, reconstruction, repairs or modifications of activities including buildings, tarmac, airstrip and associated infrastructure at the Ravensthorpe Airport.
Waste And Sewerage Reserve	Ongoing	For repair and / or construction of waste and sewerage facilities.
State Barrier Fence Reserve	Ongoing	For extension of the State Barrier Fence from Ravensthorpe to Esperance.
Recreation Reserve	Ongoing	For construction, renewal, refurbishment and upgrade of all recreation facilities and reserves.
IT and Equipment Reserve	Ongoing	For the upgrade and renewal of hardware, communication and software technology systems and machinery.
Floater Road Reserve	Ongoing	To hold pre-paid funds for the sealed section of Floater Road.



Shire of Ravensthorpe

65 Morgans Street (PO Box 43), Ravensthorpe WA 6346

Hopetoun Community Centre, Veal Street, Hopetoun WA 6348

T: 08 9839 0000 F: 08 9838 1282

E: shire@ravensthorpe.wa.gov.au

W: www.ravensthorpe.wa.gov.au

ATTACHMENT

12. REPORTS OF OFFICERS

12.4 DEVELOPMENT AND COMMUNITY SERVICES

12.4.1 DEVELOPMENT APPLICATION – FAMILY DAY CARE – LOT 445 (30) WILKINSON STREET, HOPETOON

File Reference:	P23-06
Location:	Lot 445 (30) Wilkinson Street, Hopetoun
Applicant:	Julie-Ann Brennan
Author:	Peter Wilks
Authorising Officer	Chief Executive Officer
Date:	13 April 2023
Disclosure of Interest:	Nil
Attachments:	1. Plans of Proposal 2. Photos of Property 3. Applicants Response to Objections 4. Letters of Support (5) 5. Objections (3)
Previous Reference:	N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council approve Development Application P23-06 for a Family Day Care at Lot 445 (30) Wilkinson Street, Hopetoun subject to the following conditions:

- 1. Development shall be carried out and fully implemented in accordance with the details indicated on the stamped approved plan(s) unless otherwise required or agreed in writing by the Shire of Ravensthorpe.**
- 2. The approved Family Day Care must not display a sign exceeding 0.2 square metres in area.**
- 3. The approved Family Day Care must not cause injury to or prejudicially affect the amenity of the neighbourhood.**
- 4. The approved Family Day Care must not require the provision of any essential service main of a greater capacity than normally required in the zone in which it is located.**
- 5. This planning approval relates to the land the subject of the application and the applicant only, and cannot be assigned to any other person or transferred to any other property or premises.**
- 6. All car parking, pick up and setdown areas are to be accommodated on the existing driveway.**
- 7. All stormwater and drainage run off from all roofed and impervious areas is to be retained on-site to the satisfaction of the Shire of Ravensthorpe (Building Services).**
- 8. The provision of all services, including augmentation of existing services, necessary as a consequence of any proposed development shall be at the cost of the developer and at no cost to the Shire of Ravensthorpe.**

9. The development hereby approved must not create community safety concerns, or otherwise adversely affect the amenity of the subject locality by reason of (or the appearance or emission of) smoke, fumes, noise, vibration, odour, vapour, dust, waste water, waste products or other pollutants.
10. The Family Day Care hereby approved is not to be expanded without further planning consent.
11. Family Day care from a private dwelling in a family or domestic environment is not to include more than (7) children including the operators own children within the premises cared for the purposes of Family Day Care within the meaning of Education and Care Services National Regulations 2012 at any one time.
12. No more than 5 children being preschool age or under Preschool - Kindy are to be cared for.
13. The proposed operations, during and after construction, are required to comply with the Environmental Protection (Noise) Regulations 1997.
14. The applicant is responsible for the removal of any waste, refuse or discarded materials from adjoining properties where the material has originated from the development hereby approved.
15. No parking or display of vehicles and/or storage of equipment shall occur within the road verge area at any time.
16. All vehicles must be located entirely on the site during loading and unloading of goods and passengers associated with the use of the site.
17. A copy of the public liability insurance for the business is to be provided to the Shire of Ravensthorpe prior to commencement of use.

And the following advice notes:

1. The development is to comply with the Building Code of Australia, Building Regulations and the *Local Government Act 1995*.
2. It is the responsibility of the developer to search the title of the property to ascertain the presence of any easements and/or restrictive covenants that may apply.
3. Electricity Providers have requested the Shire to advise Applicants that certain restrictions regarding the installation of conductive materials near network assets. Applicants are advised to contact the local electricity providers for the Ravensthorpe region to ascertain whether any restrictions affect their proposed development.
4. The approved development is required to comply with the following legislation (as amended from time to time):
 - *Health (Miscellaneous Provisions) Act 1911*
 - *Occupational Safety and Health Regulations 1996*
 - *Sewerage (Lighting, Ventilation & Construction) Regulations 1971*
 - *Food Act 2008*
 - *Food Regulations 2009*
 - *Health Act (Laundries and Bathrooms) Regulations 1971*

5. **The development is defined as a “Food Business” under the *Food Act 2008*. The development must comply with the Food Act 2008 and Food Regulations 2009 and the Australian New Zealand Food Standards Code.**
6. **In accordance with the provisions of the Food Act 2008 and Food Regulations 2009 an application to register the food business hereby permitted must be submitted and approved by the Shire of Ravensthorpe (Health Services) prior to the commencement of operations.**
7. **The development the subject of this development approval is required to comply with the Shire of Ravensthorpe Health Local Laws.**
8. **In accordance with the provisions of the Children and Community Services Act 2004, an application for a family day care licence must be submitted to, and approval granted by the Department for Communities prior to the commencement of the development.**
9. **This development approval does not remove or affect any statutory responsibility the owner may have under the Child Care Services (Family Day Care) Regulations 2006 as amended. The owner is advised to contact the Department for Communities before commencing the development to ensure statutory responsibilities are met. Further information can be obtained from Department for Communities, which is responsible for licensing and monitoring child care services through its Child Care Licensing and Standards Unit, on (08) 6210 3333 or at www.communities.wa.gov.au.**

Moved: _____

Seconded: _____

Carried: /

To Whom It May Concern

The Purpose of this letter is to outline the operational hour of my Family Daycare business, the amount of children I care for and food prepared on premises.

Y Name I Julie-Ann Brennan. I'm the owner – operator f Hopetouns Little Dolphins Family Daycare. I am a sole trader and am licensed to provide educational, care for up to seven children at any one time. My operating hours are as follows:

Registered 24/7

Monday 7.30am – 5.30pm

Tuesday 7.30am – 5.30pm

Wednesday 7.30am – 5.30pm

Thursday 7.30am – 5.30pm

Friday 7.30am – 5.30pm

Saturday upon prior request

Sunday upon prior request

I prepare three meals per day for ll children.

Morning Tea - comprising of fruit, toast, water and milk

Lunch - Home cooked meals e.g., Spaghetti Bolognaise, sausage casserole and mash potatoes & vegetable.

Afternoon Tea – Sandwiches, cakes and slices, yoghurts and fruit platter.

If you require any more information, please don't hesitate to contact me

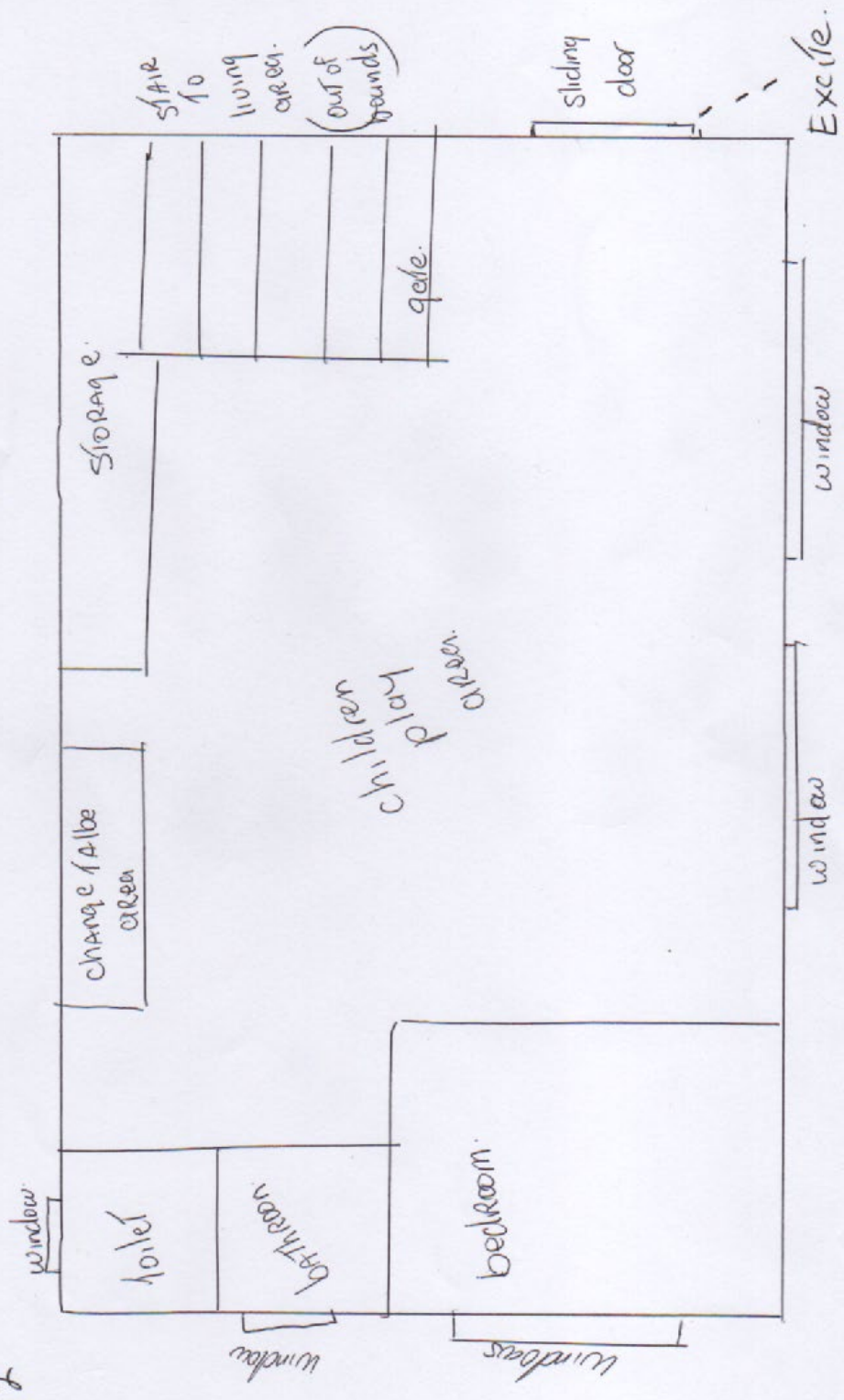
Ja Brennan

Julie - ann Brennan.

attachment
x

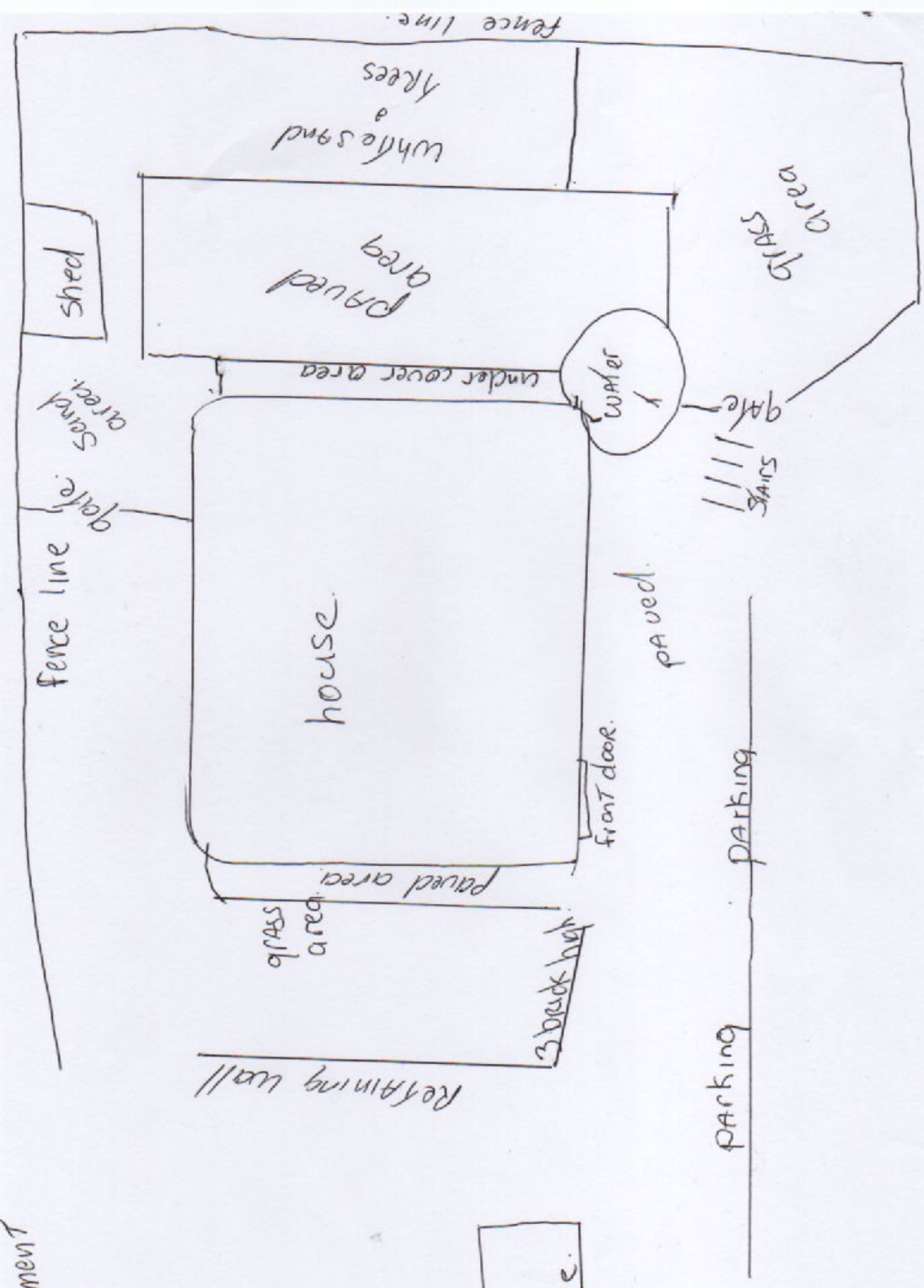
up stairs is Ms Brennan living area.

Attachment
2



Lower floor - Day care only

Attachment 1



shed - storage.

30 Wilkinson Street



AREIAL VIEW OF PROPERTY



DAY CARE SPACE



DAYCARE SPACE



ENTANE TO DAYCARE DOWN STAIRS



PARKING AREA







From: [REDACTED]
To: [REDACTED]
Subject: Business Application for Julie Brennan
Date: Friday, 24 March 2023 1:56:33 PM
Attachments: [REDACTED]

Senior Planning Officer

23rd March 2023

Shire of Ravensthorpe

Dear Mr. Wilks,

Thank you for your email that I received yesterday, about the objections from some of the residents of Hopetoun relating to my application to establish a family daycare at 30 Wilkinson Street, Hopetoun.

From reading the objections, I believe that the residents are under the impression that I propose to open a daycare *centre*, which is not the case.

My proposal is to open a Family Daycare to offer care for children in small groups in a home environment.

My operating times will be Monday to Thursday from 7:00am to 5:00pm.

Family day care educators must abide by strict educator-to-child ratios, which dictate one educator to a maximum of seven children with no more than five children under school age at a time. This means, I am able to care for a maximum number of 5 children during the day and 2 for before and after school care.

I operate as a sole trader and will also live at the property so there will not be other staff members at the premises.

Please see below my responses to each of the objections and how I plan to mitigate the concerns raised.

Objection 1

The objection refers to a childcare centre, which as detailed above is not what I have proposed.

The objection also raises concern about disrupting the peace and quiet for the residents.

The maximum amount of children would be 5 during the day and 2 before and after school. The majority of their time will be spent inside where they will have a 2 hour rest period, morning and afternoon tea and lunch. Weather permitting, the children will spend some time outside where I will supervise them playing in a structured manner.

I am happy to work with surrounding residents to come to a compromise about a reasonable amount of time for the children to be able to play outside and they will always be supervised.

The inside area of the home that will be used for the daycare is on the ground level and set back into the hill, so it is mostly underground and towards the front of the property. The noise from inside does not travel up into the backyard and the properties at the rear. Please refer to the attached photos of the property. I will have my private living quarters on the top level of the home.

A family daycare business would not generate any more noise than a family with children living in the property.

The name of my business has not been registered as yet. I am still using my old business name at present. I am waiting on Shire approval before sending the application of the name change. The name "Hopetoun's Little Dolphin Family Day Care" is my proposed name upon approval.

Objection 2

This objection also relates to the noise of a Centre, which as mentioned, it is not and I refer to my comments above to mitigate this.

I don't believe this business would have an impact on the value of surrounding properties as it is still a residential property, not a daycare centre. As I mentioned, it is similar to a family living in the house.

Regarding the concern about rubbish and odors. I would have the same amount of rubbish as a normal household with a family and will dispose of my rubbish in the bins which are collected with normal rubbish collection. I would dispose of old and broken toys in the bin and if there were any larger items I would take them to the tip. The owners of the property are happy to give me their tips passes they received with their Shire Rates. I have no intention of using the vacant block next door as a dumping ground.

Fencing – the properties backyard is fully fenced and secured with a lockable gate as shown in the attached photos. Children will be supervised at all times and they will always remain within the property.

Parking – there is plenty of room on the property for parents to drop off and pick up their children and park in the driveway, as shown in the attached photos. As mentioned, there are no other staff or visitors and if I notice that there is any congestion I will stagger start and finish times of the children. I will display signage for the parents instructing them where they can and cannot park.

I have all the insurance that I am required to have. You cannot operate a Family Day Care without all the required insurances. Attached is a copy of the insurance cover.

Objection 3

This objection relates to the possible disruption to mine workers who are on shift work. I am happy to work with the resident and plan my program around their roster and only have the children outside when they are not sleeping during the day.

As discussed, I believe the residents that have opposed this application are of the assumption that this business will be a daycare centre and I hope my responses have shown that I am committed to operating a small, intimate, home based family daycare facility that will not cause disruption to the surrounding properties.

I have included letters of support from community members in Hopetoun who are in support of the family daycare. My landlord as also submitted a letter of support including photos of the house inside, outside and an aerial view.

I truly believe that my services will be an asset to Hopetoun and will bring additional child care needs to this community. I have spoken to some parents in the area who have informed me they are in need of another childcare option. This will benefit not only the parents i have spoken to but also the community. As per the information given on the few opposed reasons for my acceptance, please know I do not want to upset or invade in anyone's home routine in the area and want to assist the famiies with this beneficial service.

I will be having an open house when I'm settled, where I would like to invite the neighbors and shire members. This way you are all able to see how I plan to operate my business and i can answer any quetions or concerns.

Please can you acknlowedge this request as a matter of urgency as i have organise, planned and made all required payments to move into this beautiful shire, however with my income for daily living is for running a family child care at my soon to be residence. I have everything in place with the big change of location and am just waiting on this one major permission.

I would very much appreciate your consideration on pushing this important decision for shire approval as i haven't got any other means for income until this decision has been made.

If you require any further information please do not hesitate to contact me.

Yours sincerely

Julie Brennan

Attachments

Support letter 

Photographs of 

Support letter 

Photos of property

Message protected by MailGuard: e-mail anti-virus, anti-spam and content filtering.
<https://www.mailguard.com.au/mg>

[Report this message as spam](#)

This will have a huge impact on ours and others in the vicinity's lifestyle. We are retirees and others around are also, therefore we are home most of the time and enjoying the peace and quiet which we have enjoyed for the last 23 years in our house. - This will not impact anyones lifestyle as we operate like a small family at home with 4 children under school age and a max of 7 children total. The children stay to a normal family home routine and have quiet time, rest time and some outside play time. This will be no greater noise than a family moving into the house.

I am concerned that more people were not informed and I think as homeowners and ratepayers we should have been. I'm also concerned that this Julie-Anne Brennan has already registered her business name "Hopetouns Little Dolphins Family Daycare". If this is only a proposal and not something definitely going ahead, then why has she already paid out to have the business registered. This was a requirement for my service provider to be able to continue operating my current business this has no reflection on the council already approving.

In her proposal she states that she is licensed to provide care for up to seven children but then goes on to state that she prepares three meals a day for 11 children ??? This is incorrect. Any given licence to a family day care operator can have no more than 7 children total at one time, this includes 4 under school age and 3 school age children that will only attend outside school hours.

A Day Care environment, as I'm sure everyone will appreciate, is the opposite of a peaceful, quiet and tranquil way of life that the applicant's neighbors had envisioned for their retirement years. It also makes me question the viability of investment in the construction of a new home on my property, in addition to the negative impact on the long term value of my property. I feel that providing the community with a quality child care option that is highly regulated and under many compliance obligations to keep the premises tidy, free of rubbish and removing any items that cause harm to a child will actually be of great value to the location and a reason for people to choose the area so they have access to family child care. Again, this service is NOT run like a traditional child care center. We are no different to a family moving in. If anything we are even a better option as we have to keep the quality of our environment extremely high to stay licensed.

I am afraid that I must Appeal against the proposed activity.

1 My house is rented to mining workers often on night shift, this may mean loss of income.

2 I have received no information about the proposal, nor to its size, and hours of the day it will operate.

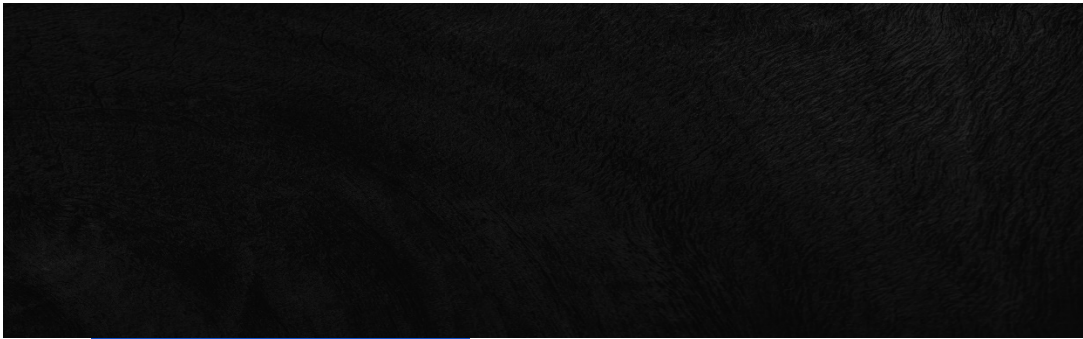
3 My appeal is against excessive noise.

4 This is a residential area and should not have an active business with the general public coming and going to its door.

Again this is a misunderstanding of what is actually proposed and I feel it is a shame that what has been communicated has been misinterpreted to be a large centre moving in and having a high volume of children through the door.

Family day care is one of the largest growing industries and is the large services biggest competitors as we provide high quality child care options in a home environment with an average of 4 small children at any one time throughout the day. My operating hours will be: 7.30am to 5.30pm

So I cannot see this impacting the neighbours at all.
The service I am working with Elite FDC has currently over 100 educators in all towns across WA and we have never had a single noise complaint.



23 March 2023

Dear Shire of Ravensthorpe Council Members,

We are the owners of 30 Wilkinson Street, Hopetoun and are writing in support of the proposed Family Daycare at our property.

We were notified late last year that our tenant was vacating and instead of advertising the property for lease, we specifically reached out to Julie-Ann Brennan to ask her if she would like to privately rent the property and run her home daycare. We did that because we recognized a need within the community for more choice and flexibility for childcare and wanted to assist in offering another service to members of the community.

We are both local business owners with 3 children, one of which is 12 months old. We have been juggling the care of the baby between ourselves and family so that we can both work without having to put our son in a daycare center. Rachel has been limiting her work hours due to a lack of a childcare option that we are comfortable with. We feel that the more flexible, intimate home daycare with a maximum of 5 full time children and one dedicated care giver for our child would suit us and we would be more inclined to enroll him in Julie's daycare so we can work.

Whilst there has been an overwhelmingly positive response from the community, we understand there has been some concerns raised regarding the disruption a family daycare may cause for surrounding residents who may be shift workers or issues with parking availability, adequate fencing and rubbish disposal. We have had extensive communication with Julie about how the daycare will run and the suitability of the property.

The property has a fully enclosed and secure backyard, a large front driveway with more than adequate space for drop off and pick up. We have absolutely no reason to believe that Julie would dump any rubbish whatsoever on surrounding properties and we will provide

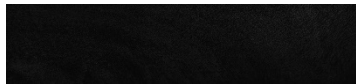
her with our tip passes. Julie is happy to work with the neighbors and adjust her education program so that there is no noise disruption to surrounding shift workers when they need to sleep during the day. The inside area that will be used for the daycare is virtually all underground and at the front of the property so there won't be any noise when the children are inside.

The last thing we want is to cause disruption to the neighbors and we are dedicated to working closely with Julie to mitigate any issues or concerns. We are confident that she will adjust her program if required so that there is no noise or traffic disruption to surrounding residents and we will do everything we can to support her in that.

We want to emphasize the fact that a family daycare is very different from a daycare center where there is only allowed to be a maximum of 5 children full time and 2 additional before and after school care children during weekdays. We don't see it as being any different to our family moving into our property with our 3 children who have friends over and have fun and play in the backyard all throughout the week and weekends.

Thank you for taking the time to consider the planning application and we hope a suitable resolution can be reached.

Kind regards.





7 April 2023

To whom it may concern – proposed Family Day Care 30 Wilkinson St Hopetoun WA 6348

Today I visited the proposed family day care and met with Julie Brennan. I wanted to see for myself what the centre was about.

As a qualified Early Childhood Educator, I found Julie and her home well suited for family day care, and was amazed to see what Julie had set up and how much work she has put into the area that she plans to use. Julie has thought of everything from play area's inside and outside, sleeping rooms, change rooms, parking and noise levels.

Access is not a problem for parent when dropping their children. Parking is very easy to see and negotiate with ample parking for drop of and pick up. I can not see there being a problem for the street.

This is a much needed business for our town and gives parents a choice of where they send their children as Family Day Care can run all year round and provide a much needed break.

After meeting Julie, I wish her all the best with her Family Day Care and I am sure the 7 children will be nurtured and educated in the best way possible.

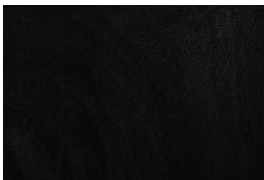
Info Child care in Hopetoun:

When BHP started operating in Hopetoun a Child Care Centre was run out of 41 France Street with a limit of 10 children. There were no complaints re setting it up, noise or parking in that area.

There was also a Family Day Care set up at 14 Gordon Street over time to help parents out when the mine closed. There were no complaint re noise, parking or setting this place up.

Thanking you





Matthew Bird
Chief Executive Officer
Shire of Ravensthorpe
PO Box 43
Ravensthorpe, 6346

11 April 2023

Dear Matthew

RE: Family Day Care – 30 Wilkinson Street Hopetoun

I am writing to you today to submit a comment in favour of the proposed family day care application for the property at 30 Wilkinson Street Hopetoun WA 6348.

I am aware of objections placed with council regarding this application.

As a business owner in Hopetoun, I do believe that this proposed facility could be of real benefit to our community.

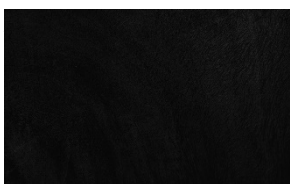
The proposed facility would not be any more children at a single property than have been living in properties around Hopetoun, we recently had a family with eight children residing within the townsite.

The applicant can offer services not currently on offer with the existing shire operated childcare on Buckie Street, in addition she has flexibility in her service offering, earlier starts and later finishes as required by her clients.

Currently the existing facility offers no childcare facilities during Hopetoun's busiest summer tourist period, from prior to Christmas until after the New Year. It is at this time that our business requires all staff to be able to work, making women with young children difficult to employ.

I would like to think that we could offer other options around childcare to suit the needs of our community. I am happy to discuss further if you require.

Best Regards



From: [REDACTED]
To: [REDACTED]
Subject: 30 Wilkinson St, Hopetoun - Day Care application
Date: Monday, 20 March 2023 2:13:14 AM

For the attention of Matthew Bird, Lani Diederiks and Peter Wilks,

I am the owner of 32 Wilkinson Street, Hopetoun and the adjacent neighbor of the applicant.

Thank you for advising me of the application for a Day Care business to be owned and operated by the incoming tenant of the above property. I understand the application is currently under consideration by the Shire, and I offer the following in response.

I understand approval of the application is at the *discretion* of the Shire, so I respectfully ask that during the process, Shire members take a moment and consider very seriously how they would feel if this business was being proposed adjacent to their place of residence. A Day Care environment, as I'm sure everyone will appreciate, is the *opposite* of a peaceful, quiet and tranquil way of life that the applicant's neighbors had envisioned for their retirement years. It also makes me question the viability of investment in the construction of a new home on my property, in addition to the negative impact on the long term value of my property.

For any commercial enterprise to be compatible in a residential area, the Shire's responsibility should be to determine (if it is even feasible) how minimal disturbance and nuisance will be assured to nearby residents, and the reality is that that is impossible.

I also understand by the pre-emptive actions by the applicant that this process would appear to her merely a formality, but if that is the case, that would be very disturbing to me.

Prior to a decision being made, the following issues need to be addressed, and I request a formal response by the applicant and/or the Shire:

Noise, rubbish odours and discarded toys are inevitable, so I would like to know what action the Shire would take when complaints were received. As I have a vacant lot next door, my property is the obvious dumping ground, whether intentional or not. I would expect the costs of clearing my property of rubbish, and toy removal would be borne by the applicant, and enforced by the Shire.

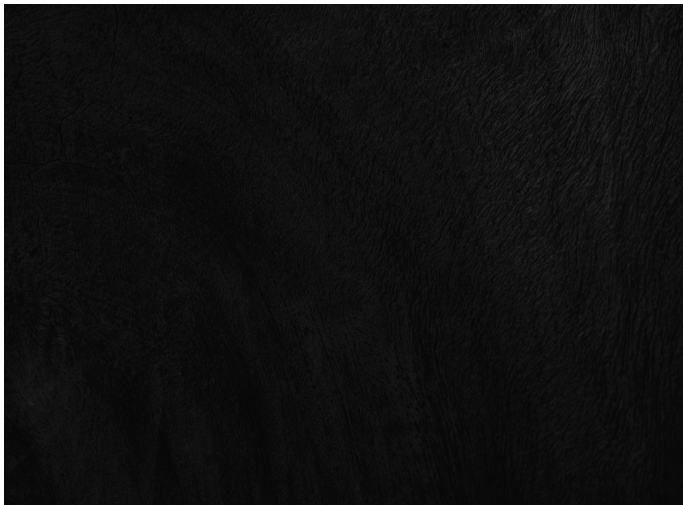
Adequate fencing to ensure the children remain within the confines of the applicant's property.

Adequate parking at the applicant's property for drop-off and pick-up of children. On-site parking for staff and visitors? What impact would additional vehicle traffic have on the street? Preserving the general amenity of the area by minimizing impact of additional vehicles, ensuring safety and the like for the existing residents should be of paramount importance to the Shire.

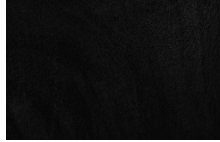
Adequate public liability insurance carried by the Applicant.

Once a response has been received, I trust further discussion will be in order, and I look forward to hearing from you in due course.

Warmest Regards,



From: [REDACTED]
Sent: Monday, 20 March 2023 8:58 AM
To: Ravensthorpe Shire <shire@ravensthorpe.wa.gov.au>
Subject: PROPOSED FAMILY DAY CARE 30 WILKINSON ST, HOPETOUN



Matthew Bird
Chief Executive Officer
Ravensthorpe Shire

Dear Sir,

RE: PROPOSED FAMILY DAY CARE 30 WILKINSON ST, HOPETOUN

My sister [REDACTED] has brought to my attention a proposal to open a family day care centre at 30 Wilkinson St, Hopetoun.

I am an adjoining land owner, 27 Raglan St.

My concerns are as follows:

Noise and the like and impact on amenity more generally. As an aged pensioner I would find excessive noise disruptive.

I will be extending and enclosing the balcony area at the rear of the property. The possibility that restrictions will be placed on the design of a future building extension as result of this proposal being successful.

That a family child care facility on an adjoining property will have a significant negative impact on my property value and saleability.

Yours faithfully

[REDACTED]

From: [Matthew Bird](#)
To:
Cc: [C](#) RE: Proposed Day Care, Hopetoun
Subject: Tuesday, 21 March 2023 8:29:54 AM
Date: [image001.jpg](#)
Attachments: [image002.png](#)

Thanks noted and I'll pass on to appropriate officers handling the application.

Kind regards

Matthew Bird
Chief Executive Officer



65 Morgans Street, Ravensthorpe WA 6346 | PO Box 43, Ravensthorpe WA 6346
T: 08 9839 0000 | **M:** 0417 909 280 | **E:** ceo@ravensthorpe.wa.gov.au
W: www.ravensthorpe.wa.gov.au

The Shire of Ravensthorpe acknowledges the Wudjari peoples of the Wagyl Kaip and Southern Noongar Land Estate as the traditional custodians of this land and we pay our respects to their Elders past, present and emerging.



From: **Sent:** Tuesday, 21 March 2023 7:34 AM
To: Matthew Bird <ceo@ravensthorpe.wa.gov.au>
Subject: Proposed Day Care, Hopetoun

To the Chief Executive Officer,
RAVENSTHORPE SHIRE COUNCIL

Re: Day Care Centre in Wilkinson St, Hopetoun

I am afraid that I must Appeal against the proposed activity.

! My house is rented to mining workers often on night shift, this may mean loss of income.

2 I have received no information about the proposal, nor to its size, and hours of the day it will operate.

3 My appeal is against excessive noise.

4 This is a residential area and should not have an active business with the general public coming and going to its door.

Message protected by MailGuard: e-mail anti-virus, anti-spam and content filtering.

<https://www.mailguard.com.au/mg>

[Report this message as spam](#)

ATTACHMENT

12.4 DEVELOPMENT AND COMMUNITY SERVICES

12.4.2 HOPETOUN SPORTING PRECINCT MASTER PLAN

File Reference:	A14127
Location:	Veal Street, Hopetoun
Applicant:	Shire of Ravensthorpe
Author:	A/Executive Manager Development and Community Services
Authorising Officer	Chief Executive Officer
Date:	13 April 2023
Disclosure of Interest:	Nil
Attachments: <u>GREEN</u>	Hopetoun Sporting Precinct Concept Plan – Final Report
Previous Reference:	N/A

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council endorse the Shire of Ravensthorpe – Hopetoun Sporting Precinct Final Concept Plan for public comment.

Moved: _____

Seconded: _____

Carried: /

SHIRE OF RAVENSTHORPE HOPETOUN SPORTING PRECINCT CONCEPT PLAN



Acknowledgments

Tredwell would like to thank the following people and/or organisations for their contribution to the development of the Hopetoun Sporting Precinct Concept Plan:

- Natalie Bell - Acting Executive Manager Development and Community Services, Shire of Ravensthorpe
- Matthew Bird - Chief Executive Officer, Shire of Ravensthorpe
- Shire of Ravensthorpe Councillors
- Key Stakeholders and Community Members

Tredwell acknowledges the Wagyl Kaip and Southern Noongar people as the traditional custodians of this land and acknowledges their continuing connection to land and community. We pay our respects to the people, to their culture and to their Elders, past and present.

Revision	Date	Details	Authorised
R0	30/09/2022	Draft Concept Plan & Report	Tredwell
R1	23/12/2022	Final Concept Plan & Report	Tredwell

Disclaimer

We make every reasonable effort to ensure the information we source for your report is true, correct and accurate and that we fully and properly represent our findings to you.

We endeavour only to work with reputable and experienced partners to obtain information and prepare our findings. Despite these efforts, the content and information provided by any third party is outside of our control and we do not make any warranty, representation or guarantee that such information is true, correct and free from errors or omissions.

We will take all reasonable steps to verify any information obtained by us from third parties however we are not liable, whether directly or indirectly, for any loss, cost, expense, claim or inconvenience arising as a result of your use of such information.

For further information:

Tredwell Management Services

TREDWELL

T: (08) 82346387

E: admin@tredwell.com.au

W: www.tredwell.com.au

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Introduction



Project Background & Objectives


Like many other regional municipalities, the Shire of Ravensthorpe has made significant investments in its sport and recreation assets which have been built over decades and are dispersed throughout the Shire. Maintenance and development has often been ad-hoc, and the facilities have rarely been designed for multi-use. In addition, the way the community has participated and volunteered in sport and recreation has changed over time and there is a need to look at smarter ways to use, build and maintain sport and recreation infrastructure.

Council has identified that there is a need to review and upgrade the Hopetoun Sporting Precinct. The *Shire of Ravensthorpe Sport and Recreation Master Plan (2022)*, which was developed by the Shire of Ravensthorpe and Tredwell in collaboration with the local community and key stakeholders, also found that several of the existing facilities at the Hopetoun Sporting Precinct require renewal to meet modern standards.

This Concept Plan contains background information, demographic, trends and site analysis, consultation findings, guiding principles, concept design plan and staging plan which has been developed in collaboration with the Project Manager and key stakeholders.

Project Methodology

A four-stage methodology has been undertaken to ensure that all of the project requirements outlined in the project brief are addressed. The four stages are:

- 
- Stage 1: Start-up, Audit and Background Review
 - Stage 2: Community and Stakeholder Consultation
 - Stage 3: Draft Hopetoun Sporting Precinct Concept Plan
 - Stage 4: Final Hopetoun Sporting Precinct Concept Plan

Demographic Analysis (2021)

Population

In the 2021 Census, there were 1,115 people in Hopetoun. From 2016 to 2021 the population in Hopetoun increased by 24.6%.

Age

The median age of people in Hopetoun was 46 years. The age groups with the largest percentage of the population are those aged 60-64 years (9.5%), 0-4 years (8.6%) and 30-34 years (7.7%).

Income

The median weekly personal income for people aged 15 years and over in Hopetoun was \$748 compared with \$848 in Western Australia.

Education

In Hopetoun, 9.9% of people were in preschool, 27% in primary school, 10.2% in secondary school, and 11.3% in a tertiary or other institution.

Cultural Diversity

Aboriginal and/or Torres Strait Islander people made up 4% of the population in Hopetoun. In Hopetoun, 68.4% of people were born in Australia. The most common countries of birth other than Australia were England 5.3%, South Africa 3.7%, New Zealand 2.8%, Philippines 1.5% and Thailand 0.6%.

Families

Of the families in Hopetoun, 30.7% were couple families with children, 56.2% were couple families without children and 12.4% were one parent families.

Sport & Recreation Trends

A wide range of factors will need to be considered during the development of the Concept Plan. A variety of reports and studies over recent times have identified various trends that are likely to influence Australian sport and recreation over the coming years. These trends are listed over the following pages.



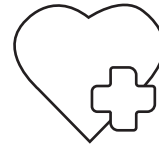
Increasing popularity of individualised sport and fitness activities such as yoga, gym, aerobics and jogging)that align with increasingly busy lifestyles.



Increasing popularity of adventure, extreme and lifestyle sports, especially among younger people.



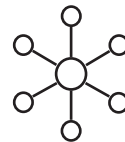
Activities are becoming more geared towards the ageing and more culturally diverse Australian population, changing both the types of sports we play and how we play them.



Governments are increasingly incorporating sport and recreation into various policies to tackle a range of issues from childhood obesity through to community wellbeing and female participation.



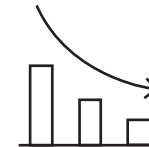
Trend towards participation in sports that receive a higher salary at the elite level, placing pressures on less financially backed sports.



Greater pressures on loosely organised community sporting clubs to become organisations with corporate structures and formal governance.



Rising cost of sport participation which is now becoming a barrier for some members of the community.



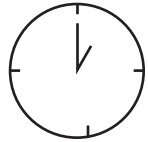
Physical education is becoming increasingly marginalised in schools, with less teaching hours and declining rates of teachers trained to deliver sports programs.



Inactivity in children is growing, linked to a decline in sport in schools, less active commuting and changing recreation behaviours.



Sport and physical activity opportunities will need to be diversified and expanded to meet the needs of the growing cohort of older Australians.



Australians now have less time available for sport and recreation, and a smaller proportion of that time is spent being physically active. Traditional sport formats require a significant time commitment and may be adversely impacted.



The community's sport and recreation preferences are continually changing over time, and this has a direct impact on how the sport, recreation and open space facility network will be utilised.



Technological advancements have introduced a wide range of fitness apps that promote participation in physical activity and provide a platform where the individual user can promote and compete against themselves or other individuals on specific challenges.



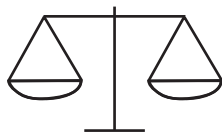
Sport is being transformed by technology. Social technologies have created online sports communities outside traditional club structures.



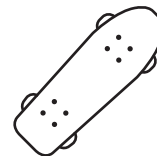
Broadly speaking, participation rates in traditional organised sports are declining, with preferences trending towards activities such as walking, cycling, mountain biking and other informal recreation activities that can be undertaken when the participant desires, offering them greater flexibility and control.



The emergence of nature based tourism and increasing visitor numbers will place additional pressures on certain open spaces, particularly national parks, regional open spaces and other popular and accessible locations.



Sport is becoming increasingly professional and commercial. The benefits from this trend are being shared unevenly, resulting in potentially negative impacts on 'smaller' sports, such as declining participation rates and reducing the diversity overall.



Modified formats of the more traditional organised sports are also increasing in popularity (e.g. T20, AFL 9s), as are other sports previously considered as extreme or niche interest activities (e.g. BMX and skateboarding).



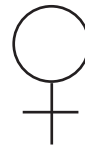
The open space network plays a critical role in the facilitation of structured and unstructured sport and recreation. Open space is becoming increasingly linked to climate change adaptation policies, with forward planning required to ensure that open spaces are resilient to the challenges arising from climate change and adaptive measures implemented wherever possible.



Potential impacts of climate change include the risk of increased summer temperatures, prolonged periods of extreme/high temperatures and droughts, increased rainfall intensity and damaged infrastructure from extreme heat and flooding. All these factors will impact upon the delivery of facilities and programs that support structured and unstructured physical participation.



The visitor economy is now recognised at all levels of government as an intrinsic, sustainable and driving part of economic development, creating long term improvements in the liveability of cities, towns and rural life and significantly improving the prosperity of Australian communities. The open space network and sport and recreation facilities form a critical component of the infrastructure that supports the visitor economy, facilitating access to visitor destinations and experiences, offering sport and recreation participation opportunities and playing host to a wide range of community events.



The emergence of female participation in traditionally male dominated sports has exploded in recent years. This is placing pressure on facilities both from a capacity and functionality perspective (e.g. changeroom design and access). Ensuring that existing and newly developed facilities are universally accessible and sporting organisations governance arrangements and cultures are inclusive and supportive of female participation is essential.



Public, private and community partnerships with schools and private providers across local, state and federal levels of government are essential moving forward to ensure resources are maximised and sustainable services are provided. Examples include publicly accessible school facilities and private/public partnerships for the delivery of infrastructure such as stadiums and aquatic facilities.



Asset management is a key requirement and focus of local government who own and control vast amounts of infrastructure including sporting facilities, open spaces and recreation areas. Ensuring that contemporary asset management principles are applied is a necessity, as is identifying lifecycle costings for proposed new facilities.

Community Sporting Hubs

Community expectations and demand for accessible, integrated and well-designed sport and recreation facilities are increasing across Western Australia and the nation. National and state governments, as well as other funding bodies, are encouraging the development of multi-use, shared and co-located facilities to achieve various policy objectives and high returns on investment.

A community sporting hub is a model where progressive sports clubs cooperate to achieve best-practice outcomes for their members and the wider community. Community sporting hubs are conveniently located public places, facilitating access to a wide range of community activities, programs, services and events and can be a single building or several buildings with associated outdoor social meeting areas to deliver services and activities.

Community sporting hubs can be cost effective in delivering a range of community services, sharing resources and linking other activity areas, audiences and target groups.

Typically a community sporting hub would:

- Provide for a compatible range of services/ functions that are co-located
- Provide facilities used by a diverse range of community organisations, agencies and groups on both permanent and casual basis
- Provide opportunities for the co-location of key service delivery
- Be located within or close to population centres and in close proximity to public transport
- Be economically viable and provide opportunities for community partnerships where resources are shared and efficiencies can be demonstrated
- Possibly include health and aged care, family and children's services, social and recreation and lifelong learning

Multi-use sporting hubs are a variation of community sporting hubs, multi-use and shared use community facilities. Multi-use sporting hubs utilise a range of shared sporting services within one combined location under a single management arrangement. This provides a more effective and viable operation.

Hopetoun Sporting Precinct

Hopetoun is a regional coastal town located around 575 kilometres south-east of Perth. Hopetoun is within the Local Government Area (LGA) of the Shire of Ravensthorpe, which is located in the southern Goldfields-Esperance region of Western Australia.

The main sport and recreation hub within Hopetoun is the Hopetoun Sporting Precinct which is ideally located in the centre of town off Veal Street. Hopetoun Sporting Precinct is surrounded by residential housing and educational facilities and is within walking distance to the beach, shops and cafe's.

The Hopetoun Sporting Precinct is a district sized facility and is home to the following clubs and associations:

- Hopetoun Bowling Club
- Southerners Sporting Club (Australian rules football, netball, hockey)
- Hopetoun Fishing Competition
- Hopetoun Primary School
- Informal users (tennis, basketball, skatepark, dog walking)

Tredwell have developed a flexible, multi-use sporting hub concept design that provides a range of modern, shared and accessible sporting services for existing and future user groups, clubs and the broader community.

Background Review

A wide range of policies, plans and strategic directions are relevant to the development of sport and recreation facilities of this nature, including various federal, state and local level documents. Partnerships and cross-agency collaboration allow effective planning for sport and recreation facilities.

The following documents were reviewed to inform the development of the Concept Plan, with the key findings from each document summarised over the following pages.

Federal Level Documents

- *Sport 2030* (Sport Australia, 2018)
- *Blueprint for an Active Australia* (Heart Foundation, 2019)

State Level Documents

- *Facility Planning Guide Sport and Recreation Facilities* (Department of Sport and Recreation, 2007)
- *Guide to shared use facilities in the sport and recreation community* (Department of Sport and Recreation)

Local Level Documents

- *Shire of Ravensthorpe Strategic Community Plan 2020-2030* (Localise)
- *Recreation Asset Management Plan* (Shire of Ravensthorpe, 2020)
- *Service Delivery and Community Planning Survey* (Shire of Ravensthorpe, 2016)
- *Disability Access and Inclusion Plan 2019-2024* (Shire of Ravensthorpe)
- *Shire of Ravensthorpe Tourism Strategy* (Evolve Solutions, 2010)
- *Long Term Financial Plan 2020-2030* (Shire of Ravensthorpe)

Federal Level Documents

Sport 2030



Vision for Australian Sport in 2030:

“Australia is the world’s most active and healthy sporting nation, known for its integrity and excellence”.

Mission:

- Reduce inactivity by 15% by 2030
- International sporting success
- A fair, safe and strong sport sector
- A thriving sport and recreation industry

Strategic Priorities:

- • Build a more active Australia
- • Achieving sporting excellence
- • Safeguarding the integrity of sport
- • Strengthening Australia’s sport industry

State Level Documents

Blueprint for an Active Australia



Importance of Sport and Active Recreation:

The value of sport has been calculated to be of great value to the Australian economy. It provides an estimated \$83 billion in combined economic, health and educational benefits each year, with a return on investment of \$7 for every dollar spent. In 2017, it was estimated that sport creates \$29 billion of net health benefits each year.

Implement policies to promote sport and active recreation, such as:

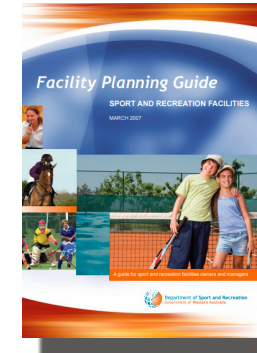
- Continue funding local government to maintain, improve and expand sport and recreation facilities
- Develop public open-space policies
- Protect existing public open space
- Design for 'multifunctional open space'.
- Facilitate cooperative planning, funding and management partnerships

- Joint use agreements to overcome resource constraints/ensure equitable access
- Strengthen corporate and governance structures
- All-weather sports pitches such as artificial playing surfaces

Improve sport and recreational facilities, such as:

- The quality and functions of public open spaces to attract more user groups
- Sports buildings (e.g. pavilions, clubhouses, change rooms should be valued and maintained)
- Sports building design should also consider inclusion of ancillary facilities that help enable people to participate
- Identify opportunities to integrate sports activities and equipment with other uses
- Integrating fitness trails and outdoor gym equipment into public open spaces

Facility Planning Guide Sport and Recreation Facilities



The Facility Planning Guide Sport and Recreation Facilities (Department of Sport and Recreation, 2007) sets out four key principles of facility provision. These principles provide a planning framework for sport and recreation facilities.

Planning:

- Ensure the proposed facility is justified, feasible and supports the organisation's strategic plan
- Coordinate planning with other facility providers and government agencies
- Undertake community consultation throughout the facility planning process
- Ensure that various options have been considered for location

Management:

- Maximise access and opportunity
- Develop a management plan to reflect operational strategies and design priorities

Design:

- Develop a design brief that reflects the needs of potential users and staff
- Design the facility to be practical, flexible, adaptable, multi-functional, energy efficient and low maintenance
- Design using life-cycle cost principles

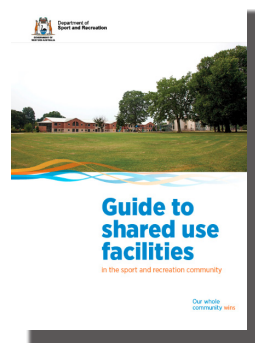
Financial:

- Obtain capital funding from various sources
- Assess short and long term viability against the aim of the facility, its operating philosophy and projected operating costs
- Detail facility maintenance strategies in an asset management plan
- Develop a life-cycle cost plan

The five key phases in the facility planning process for a sport and recreation facility are:

- Phase 1, Part 1 – Needs Assessment
- Phase 1, Part 2 – Decision
- Phase 2, Part 1 – Feasibility Study
- Phase 2, Part 2 – Decision
- Phase 3 – Design
- Phase 4 – Construction
- Phase 5 – Evaluation

Guide to shared use facilities in the sport and recreation community



Key benefits of shared use facilities include:

- Enabling local government to better meet the growing needs and demands of emerging and existing communities
- Allowing local governments to partner with schools to better deliver outcomes for community health and wellbeing
- Increasing the capacity for schools to provide accessible community facilities
- Minimising the duplication of facilities by maximising public access
- Facilitating the delivery of programs and activities where resources are limited
- Maximising opportunities for cost-efficient sharing (e.g. maintenance, staffing, energy)
- Expanding community use by maximising the return on local government investment
- Delivering infrastructure earlier than anticipated by aggregating resources

The guiding principles of a shared use facility:

- A diverse group of users who should have the ability to access a range of facilities
- The facilities should be 'fit for purpose'
- The facilities should be open and accessible at the agreed times
- There should be access to supporting amenities such as toilets and car parking
- Facilities should be maintained to appropriate and compliant health and safety standards
- Playing fields and courts should be maintained according to location and frequency of use in compliance with health and safety standards

Key objectives:

- Providing new facilities or improving access to existing facilities for the community that maximises the conduct of cultural, social, recreational, sporting and other activities
- Managing shared facilities equitably, affordably and appropriately to maximise participation and access
- Maintaining shared facilities to the appropriate standard to maximise bookings and to promote availability and accessibility
- Deriving income from shared facilities to be directed as agreed to schools and local government for funding and maintenance

Local Level Documents

Shire of Ravensthorpe Strategic Community Plan 2020-2030



The *Strategic Community Plan 2020-2030* sets out the community’s vision and priorities for the future, and the key strategies Council will focus on to achieve these aspirations.

Vision:

“A growing community, thriving and resilient, sharing our natural wonderland with the world”.

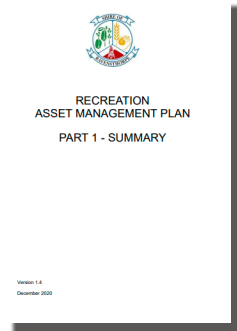
Outcomes:

Key outcomes include economy, community, built environment, natural environment and governance and leadership.

Highest priorities for improvement:

- Seniors, disability and youth services
- Roads, bridges and drainage
- Community engagement and communications
- Waste management
- Environmental health
- Environmental management

Recreation Asset Management Plan

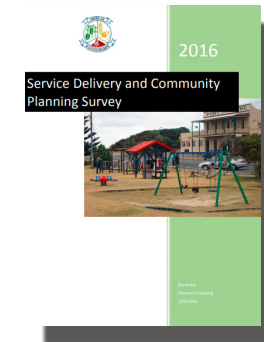


The *Recreation Asset Management Plan* (Shire of Ravensthorpe, 2020) outlines the activities that will be carried out over the 15 years from 2020. In the future, it will also detail the service levels the Shire will provide and the resources required to deliver them.

Historically, the Shire has not routinely monitored any service performance indicators for recreation services. As such, there is a lack of clear links between the assets owned, the service quality and service outputs. That is, it is unclear as to what recreation services the community requires and is willing and able to pay for.

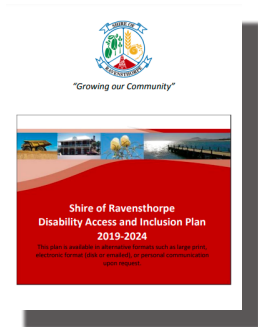
Moving forward, the Shire’s recreation service may experience some service demand change. Influences such as business needs and preferences, climate change, government policy, legislation and compliance, litigation, technology and visitor changes are regarded as likely to have the greatest affect.

Service Delivery and Community Planning Survey



The Shire conducts a community survey every two years to gauge community satisfaction and sentiment regarding the level of service and range of services delivered. The community’s feedback is critically important in terms of the Shire’s budgeting, forward planning and determining the level of service that the Shire delivers across a broad range of community programs, facilities and transport assets. The areas of medical services, tourism, youth and environment evoked the strongest survey responses.

Disability Access and Inclusion Plan 2019-2024

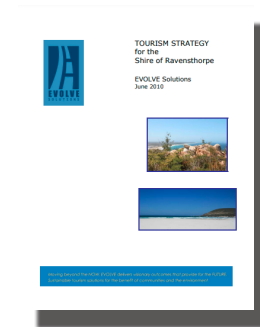


The *Disability Access and Inclusion Plan 2019-2024* outlines the ways in which the Shire will continue to ensure that people with a disability have equal access to its facilities, information and services.

The Shire’s interpretation of being an accessible and inclusive community is ensuring that all Council venues, facilities and services, both in-house and contracted, are openly accessible to people with disability.

This document exists to ensure barriers to access and inclusion are addressed, and facilities and services are well planned for. People with a disability who reside in regional areas have a right, as far as is reasonable, to expect to have access to similar services provided to people with a disability who reside in metropolitan areas.

Shire of Ravensthorpe Tourism Strategy



The *Shire of Ravensthorpe Tourism Strategy* (Evolve Solutions, 2010) assessed the position of the Shire in relation to tourism development and has recommended a range of strategies to grow visitation to the area. The closure of the Ravensthorpe Nickel Mine in 2009 resulted in a decrease in population, potential loss of services and underutilisation of infrastructure. It is important to re-evaluate the tourism industry and determine a strategy to assist it to grow to support the local economy and help optimise infrastructure investment.

The Strategy outlines the following vision for tourism:

“Visitors to Hopetoun Ravensthorpe fall in love with feeling that they have escaped the rat-race in a surprisingly short time and arrived at another world, where they are privileged to experience weird and wonderful unique natural features whilst comforted and treated by friendly welcoming locals”.

Long Term Financial Plan 2020-2030



The *Long Term Financial Plan 2020-2030* presents a financial analysis of strategic objectives defined in the integrated planning framework documents. The *Long Term Financial Plan 2020-2030* also provides a guide, establishes a framework for decision making and gives an insight into the financial sustainability of the Shire by addressing operating and capital requirements.

While rate revenue is generally the Shire’s main source of revenue, the Shire is heavily reliant on federal and state government grant funding to maintain operations and to provide funding for the renewal of key infrastructure assets.

While the asset renewal funding ratio is meeting the minimum requirement of 75% and trending upwards in the later years, the consumption of aged assets and general asset sustainability remains a serious challenge. The Shire will vigorously pursue grant funding, review levels of service and look at increasing source revenue to improve renewal funding capacity.

02

Site Analysis



Existing Site Layout

The following map identifies the existing facilities and infrastructure located at the Hopetoun Sporting Precinct.

LEGEND

- ① Site Entry/Exit Point
- ② Informal Car parking
- ③ Tennis and Netball Courts
- ④ Netball Dugouts
- ⑤ Former Playground
- ⑥ Hopetoun Bowling Green
- ⑦ Hopetoun Bowling Club Facilities
- ⑧ Hopetoun Sporting Pavilion
- ⑨ Australian Rules Football Dugouts
- ⑩ Australian Rules Football Oval
- ⑪ Cricket Nets
- ⑫ Former Basketball Courts
- ⑬ Basketball Half Courts
- ⑭ Hopetoun Skatepark
- ⑮ Picnic Table and Shelter
- ⑯ Hockey Dugouts
- ⑰ Cricket Oval and Hockey Pitch
- ⑱ Hopetoun Cricket Pavilion
- ⑲ Hopetoun Primary School
- Site Boundary



Key Existing Facilities

The *Shire of Ravensthorpe Sport and Recreation Master Plan (2022)* identified the key existing facilities throughout the Shire of Ravensthorpe (including the facilities at the Hopetoun Sporting Precinct) and their condition through an extensive audit process, which involved an initial desktop analysis and subsequent on-ground site visits.

The condition assessment ratings are based on the system outlined in the Institute of Public Works Engineering Australasia’s (IPWEA) Condition Assessment and Asset Performance Guidelines, as outlined below.

1. Very Good Condition: Only normal maintenance required
2. Minor Defects Only: minor maintenance required (5%)
3. Maintenance Required: significant maintenance required (10-20%)
4. Requires Renewal: significant upgrade/renewal required (20-40%)
5. Asset Unserviceable: over 50% of asset requires replacement

1. Hopetoun Tennis and Netball Courts



Map Reference	3
Facility Hierarchy	Local
Key Activities	Netball, Tennis
Support Facilities	Netball Courts x2, Tennis Courts x3, Netball Goals, Tennis Nets, Lighting Towers x4, Dugout x1, Seating, Perimeter Fencing and Gate, Hopetoun Sporting Pavilion, Parking Area
Facility Condition	Minor Defects Only
Facility Usage	Community Recreation and Organised Sport

2. Hopetoun Bowling Club Facilities



Map Reference	6, 7
Facility Hierarchy	District
Key Activities	Bowling
Support Facilities	Maintenance and Storage Shed, Bar and Kitchen, Lighting Towers x4, Seating, Shelter, Perimeter Fencing and Gate, Hopetoun Sporting Pavilion Parking Area
Facility Condition	Minor Defects Only
Facility Usage	Community Recreation and Organised Sport

3. Hopetoun Sporting Pavilion



4. Australian Rules Football Oval



5. Cricket Nets



Map Reference	8
Facility Hierarchy	District
Key Activities	Services Australian Football, Netball, Tennis, Cricket and Hockey, Community Events and Activities
Support Facilities	Canteen and Kitchen, Toilets and Showers, Changerooms, Parking Area, Clubroom, Storage Room
Facility Condition	Requires Renewal
Facility Usage	Community Recreation and Organised Sport

Map Reference	10
Facility Hierarchy	District
Key Activities	Australian Football
Support Facilities	Football Goals, Dugouts, Hopetoun Sporting Pavilion
Facility Condition	Minor Defects Only
Facility Usage	Community Recreation and Organised Sport

Map Reference	11
Facility Hierarchy	Local
Key Activities	Cricket Practice
Support Facilities	Cricket Pitch x2, Fencing, Hopetoun Sporting Pavilion, Parking Area
Facility Condition	Maintenance Required
Facility Usage	Community Recreation

6. Former Basketball Courts



7. Basketball Half Courts



8. Hopetoun Skatepark



Map Reference	12
Facility Hierarchy	Local
Key Activities	Car Parking, Basketball
Support Facilities	Basketball Hoop and Backboard x1, Fencing, Hopetoun Sporting Pavilion, Hopetoun Skatepark
Facility Condition	Asset Unserviceable
Facility Usage	Community Recreation

Map Reference	13
Facility Hierarchy	Local
Key Activities	Basketball
Support Facilities	Picnic Table and Seating, Shelter, Basketball Hoops and Backboards x2, Hopetoun Sporting Pavilion, Hopetoun Skatepark
Facility Condition	Minor Defects Only
Facility Usage	Community Recreation

Map Reference	14
Facility Hierarchy	Local
Key Activities	Skateboarding, Scootering, BMXing
Support Facilities	Skate Bowl and Rails, Picnic Table and Seating, Shelter, Hopetoun Sporting Pavilion
Facility Condition	Minor Defects Only
Facility Usage	Community Recreation

9. Cricket Oval and Hockey Pitch



10. Hopetoun Cricket Pavilion



Map Reference	17
Facility Hierarchy	Local
Key Activities	Hockey, Cricket
Support Facilities	Hockey Goals, Dugouts x2, Synthetic Cricket Pitch, Cricket Pavilion, Lighting Towers, Seating, Parking Area
Facility Condition	Minor Defects Only
Facility Usage	Community Recreation and Organised Sport

Map Reference	18
Facility Hierarchy	Local
Key Activities	Cricket
Support Facilities	Canteen, Shelter, Seating
Facility Condition	Requires Renewal
Facility Usage	Organised Sport

Surrounding Land Use

There are an array of various land uses surrounding the Hopetoun Sporting Precinct. These have been considered in the development of the Concept Plan to ensure that the design fits within and compliments its bordering land uses.

As visible in the aerial image on the following page, the site is surrounded by residential properties (yellow), educational institution (blue), nature reserves (green) and community facility (red).

The central location of the Hopetoun Sporting Precinct provides easy access to the grounds for local residents and those travelling from out of town. There are numerous community facilities located within walking distance of the Hopetoun Sporting Precinct which highlights the sites convenient and functional location. These facilities include the Hopetoun Primary School, Hopetoun Community Resource Centre, accommodation options, shops, cafes and other sporting amenities.

Legend

- Residential
- Educational
- Park/Reserve
- Community Facility



Open Space & Vegetation

As shown in the following aerial image, the Hopetoun Sporting Precinct contains a substantial amount of open green space including the two ovals which facilitate several different sports including Australian Rules Football (northern oval) and hockey and cricket (southern oval). The precinct also has additional pockets of underutilised open space located across the site, including the site of the former playground and the site of the former basketball courts, which could be developed or allow for the expansion of existing buildings/infrastructure.

The boundary of the southern oval is well vegetated and contains numerous established native trees. The majority of this vegetation is situated on the eastern and southern boundaries of the southern oval, with smaller pockets scattered throughout the site. The native vegetation provides a unique and secluded feel to the site. The Concept Plan will need to ensure that the site retains its significant trees into the future.

Legend

- Existing Open Space
- Existing Vegetation



Topography

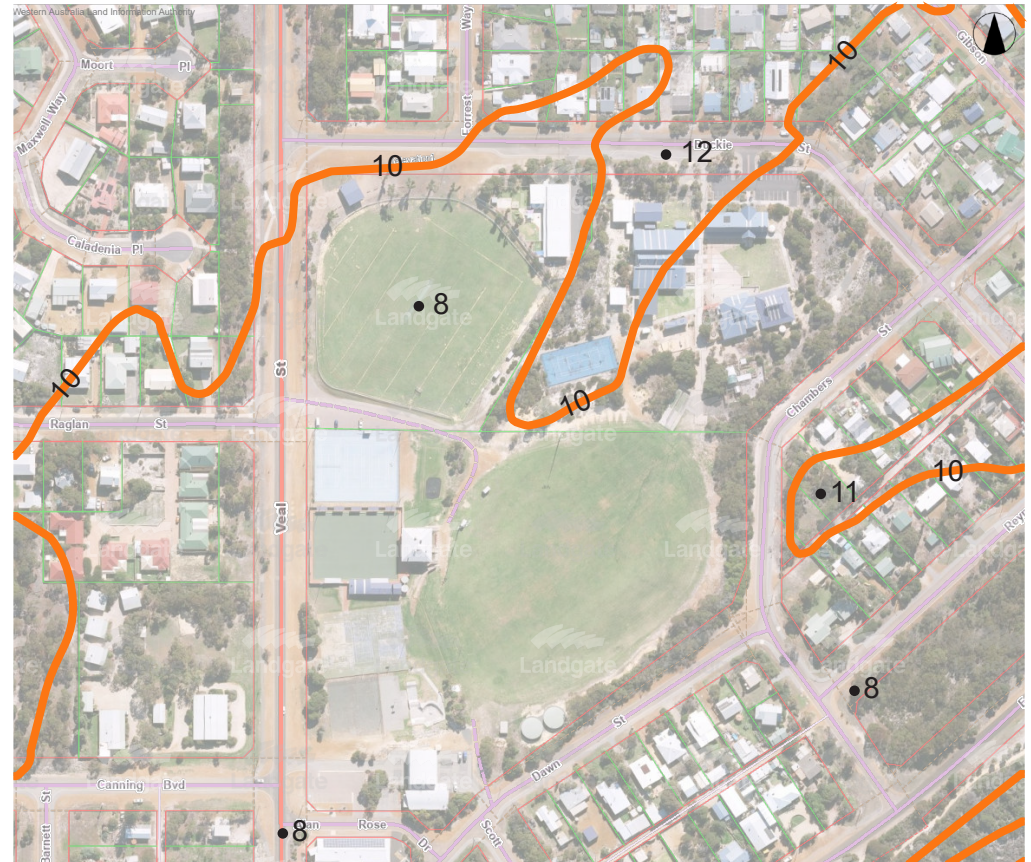
The topography of the site needs to be considered in the development of the Concept Plan in order to minimise cost implications and provide the most suitable layout.

As shown in the following aerial image, the topography across the site is relatively flat, particularly where there is existing infrastructure and open space. This is beneficial as it provides numerous development opportunities and will ensure that any proposed developments will not be impacted or restricted by undulating or sloping terrain, ultimately reducing project costs and providing more opportunities.

It is important to consider the key undulating/sloping areas which may impact on any future development opportunities. These areas include the northern boundary of the site near the Hopetoun Cricket Pavilion, the centre of the northern oval near the cricket pitch and the area between the courts at the Hopetoun Primary School and the southern oval.

Legend

- Contour
- Elevation Point



Access & Circulation

To ensure a highly connected and accessible design, it is important to consider the access and circulation of the site. There are two vehicles access points off Veal Street, including a primary gated vehicle access point and a secondary vehicle access point. There is another secondary vehicle access point located off Dawn Street.

The primary vehicle access point traverses from Veal Street up to the Hopetoun Sporting Pavilion. The primary vehicle access point also acts as an informal parking area (currently unmarked) and is primarily used for school pick-ups/drop-offs and to access the Hopetoun Sporting Precinct for organised sport and community recreation.

The secondary vehicle access point off Veal Street provides an access point to the informal overflow parking area (former basketball courts) and through to the oval. The secondary vehicle access point off Dawn Street also provides an access point through to the oval. The primary vehicle access point and both of the secondary vehicle access points have gravel finishes.

The primary pedestrian access point traverses from Veal Street, through to the Hopetoun Primary School and up to the Hopetoun Sporting Pavilion.

A key consideration for the Concept Plan is that informal access points can impact traffic flow and increase congestion on busy game days. Another consideration is that the location of vehicle and pedestrian access points can have a significant impact on safety due to interactions between vehicles and pedestrians.

Legend

- ↔ Existing Primary Vehicular Access
- ↔ Existing Secondary Vehicular Access
- ↔ Existing Pedestrian Circulation



03

Consultation



Sport & Recreation Master Plan

Prior to the development of the Hopetoun Sporting Precinct Concept Plan, Tredwell was engaged to develop a Sport and Recreation Master Plan for the Shire of Ravensthorpe. The development of this Master Plan involved extensive consultation with the local community and key stakeholders including representatives from the State Government, peak bodies and state sporting associations and sport and recreation clubs and user groups throughout the Shire.

The consultation undertaken as part of the Master Plan involved a community online survey, community drop-in session and key stakeholder and small group interviews.

The key consultation findings (issues and potential improvements and opportunities) relating to the Hopetoun Sporting Precinct are summarised below.

Key Issues

- Current parking situation (i.e. interaction between pedestrians and vehicles)
- Lack of storage space
- Changerooms and toilets do not meet modern standards and universal design guidelines
- Lack of shade/seating for spectators
- Turf issues on the hockey oval

Potential Improvements & Opportunities

- Develop Hopetoun Sporting Precinct into a multi-purpose space
- Redevelop Hopetoun Sporting Pavilion, including the toilets and changerooms
- Provide more storage space
- Provide a first aid room
- Develop an oval facing veranda and undercover area
- Upgrade current lighting to LED floodlighting
- Install shade over the Hopetoun Skatepark
- Develop a youth space at the site of the old basketball courts
- Provide a formal parking area
- Upgrade the football and hockey/cricket oval turf in sections that are uneven and consider repairing/replacing the reticulation
- Provide sheltered seating for spectators at the football and hockey/cricket ovals
- Upgrade and expand existing hockey dugouts
- Upgrade and extend existing netball dugouts and provide sheltered seating for spectators
- Replace existing netball rims
- Upgrade and expand existing football dugouts
- New perimeter fencing for the bowling green (non-rust/wind resistant material)
- Install a nature playground and pump tracks

Hopetoun Workshop

A key component of developing the Concept Plan includes engaging with the local community and key stakeholders. As part of the initial stages of the project, Tredwell conducted a local community and key stakeholder workshop at the Hopetoun Sporting Pavilion. The following organisations/groups were represented at the workshop:

- Shire of Ravensthorpe
- Southerners Sporting Club
- Hopetoun Bowling Club
- First Quantum Minerals
- Hopetoun Community Resource Centre
- Hopetoun Primary School
- Ravensthorpe Regional Arts Council
- Fitzgerald Business Network
- Youth Representative
- Local Residents

The workshop involved two group activities. The first activity was an interactive exercise to identify an overarching vision for the Hopetoun Sporting Precinct. The second activity was an interactive exercise to identify the strengths, weaknesses, opportunities and threats of the Hopetoun Sporting Precinct.

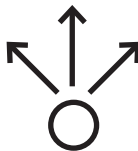
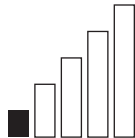
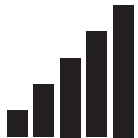
A summary of the key findings from each activity are included over the following pages.

Brainstorm of an Overarching Vision

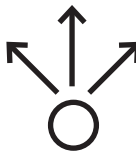
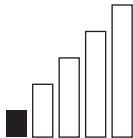
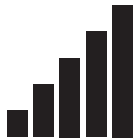
Theme	Description
Precinct Design	<ul style="list-style-type: none"> • Inviting and reflective of the ocean environment • A safer space for users and visitors • Protection from the elements (e.g. wind) • Improve vehicle access • Create a cohesive design which connects all facilities and users • Provide opportunities for all age groups • Provision of multi-functional spaces • Maximise the usage of available space • Create a vibrant space which can be used all year round and throughout the week
Infrastructure & Facilities	<ul style="list-style-type: none"> • Provide suitable infrastructure to support the current sporting groups • Provide a new fit for purpose and multi-use building which is centrally located • Provide multi-use and flexible facilities • Development of an amphitheatre • Development of a youth and arts centre • Suitable development of the empty space adjacent to the skatepark • Provide a playground • Improve/extend storage facilities • Improve lighting to ensure that the precinct is well lit and usable for extended periods
Recreation	<ul style="list-style-type: none"> • Good pathway network and development of a running track (potentially around the perimeter) • Potential to create a designated dog park • Provision of a communal area with BBQ amenities • Provision of flexible recreation opportunities • Replace the word 'sporting' in 'Hopetoun Sporting Precinct' with 'recreation' to capture the broader user groups

Brainstorm of an Overarching Vision

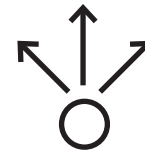
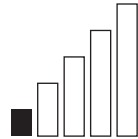
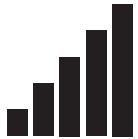
Theme	Description
Vehicles & Pedestrians	<ul style="list-style-type: none"> • Improve safety for pedestrians by improving vehicle access, parking and circulation • Improve vehicular traffic flow (e.g. by installing fencing)
Viewing	<ul style="list-style-type: none"> • Provision of viewing opportunities from vehicles • Improve spectator facilities as they are currently not well catered for • Provide viewing opportunities for all sports
Management	<ul style="list-style-type: none"> • Develop a suitable management and governance model (e.g. shared management) • Sustainable operational management model
Commercial Opportunities	<ul style="list-style-type: none"> • Provide events to attract visitors • Explore commercial food and beverage opportunities to attract a broader range of visitors



Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> Community driven and investment from clubs and user groups Strong community sporting clubs Expansive site with plenty of space Relatively flat site Centrally located site Growing and diverse population in Hopetoun and with many families Many varying active user groups Hopetoun Primary School use the oval daily and the greater site for cross country events The community generally have a similar vision for the precinct 	<ul style="list-style-type: none"> Currently uninviting (e.g. poorly designed and dated) The oval is on a higher level than the facility which creates difficulties for viewing opportunities Currently not spectator friendly Currently only caters to sport Plenty of unused space Poor overall site layout (e.g. flow, function and connectivity) The Hopetoun Bowling Club facilities are disconnected and require improved access Parking area is poorly designed which poses a risk to pedestrians Lack of landscaping Lack of storage space Lack of adequate lighting Safety issues at night time (i.e. due to poor lighting) 	<ul style="list-style-type: none"> Potential to create a more integrated space Integration of the multi-use courts at Hopetoun Primary School for community use Opportunity to use the new facility for emergency/disaster evacuations Consider providing a space for camping overflow Consider relocating the Hopetoun Gym into the new facility Potential for indoor sports such as netball, basketball and badminton Consider a welcoming, modern and sustainable facility design An inclusive space which caters to lower socio-economic groups Provision of a purpose built facility Consider a facility which increases tourism Consider food and beverage opportunities 	<ul style="list-style-type: none"> Limited access to funding The time involved in applying for grants and funding The time involved in developing a new facility Potential lack of follow through if the Concept Plan is too unrealistic Community resistance to change Potential public liability issues Lack of resources Cost of developing the new facility Current availability of tradespeople and materials Volunteer availability Lack of participation in sport and recreation Potential population downturn Potential mining closures and economic downturn Poor planning and lack of consultation



Strengths	Weaknesses	Opportunities	Threats
	<ul style="list-style-type: none"> No public toilets and the private toilets are in poor condition Lack of all-weather facilities (e.g. undercover area) Lack of seating Limited technology and no access to the internet Currently poor facility management and decision making 	<ul style="list-style-type: none"> Consider how the facility will cater for multiple user groups (e.g. provision of separate rooms) Potential to use the facility all year round Provide links to key site amenities Improve site access and egress Provide pathways throughout the site Provide cycle path access Install exercise equipment Potential to increase recreation (e.g. accommodate the arts) Potential for a youth and arts centre near the skatepark More social aspects to attract a broader demographic including picnics, events and festivals Engage all age groups and increase membership Family opportunities that are safe and secure 	<ul style="list-style-type: none"> No management model Issues with facility maintenance The elements (e.g. wind, rain, salt water etc.) Invasive fauna (e.g. rabbits)



Strengths	Weaknesses	Opportunities	Threats
		<ul style="list-style-type: none"> • Potential for a pump track area, new playground and nature play • Provision of natural shelters (e.g. trees) and enhanced landscaping • Create a 360-degree viewing platform • Increase storage space • Upgrade the power onsite • Upgrade the lighting onsite • Provide toilets to the Hopetoun Bowling Club and replace the shade cloths with structural roofing • Opportunity to demolish the current facility and develop a new facility where the former playground was located • Potential funding from the local mining companies 	

04

Vision & Principles



Vision

A vision has been created that seeks to reflect the aspirations of key stakeholders and the community for the Hopetoun Sporting Precinct. The achievement of this vision requires partnerships between the Shire, the broader community, sport and recreation clubs and user groups, state and federal governments, agencies, and peak bodies.

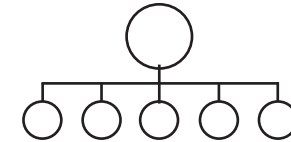


“The Hopetoun Sporting Precinct will become a flexible and multi-use sport and recreation hub that provides a range of modern, shared and accessible sport and recreation facilities and services for existing and future user groups, clubs and the broader community”

Guiding Principles

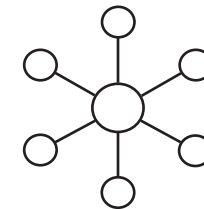
When planning to meet future community infrastructure needs and developing strategies and projects for delivery, a number of common principles apply to ensure long term viability, suitability and ease of access for the facility and service users. The general principles and approaches to the development of community facilities are outlined over the following pages and guide the design and development of the Hopetoun Sporting Precinct Concept Plan.

Hierarchy of Development



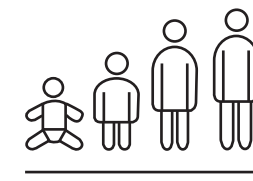
The key to a successful network of facilities is the organisation of facilities within a hierarchy framework.

Catering for a Defined Catchment



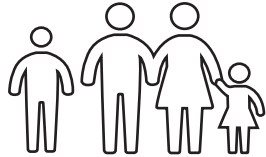
Ideally, facilities should be central to a catchment with equitable access.

Accessibility



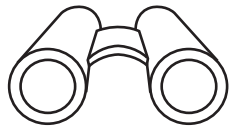
Should be readily accessible to people of all abilities and be compliant with the requirements of the *Disability Discrimination Act 1992* and *Australian Standards 1428*.

Equity



Should be readily accessible by all members of the community irrespective of age, mobility, sexual orientation, gender, cultural background or religious belief.

Visible



Facilities are generally located to promote visibility and accessibility to maximise use and services to meet identified social needs.

Location



As a general principle, community facilities should ideally be located within 400 metres walking distance of a regular public transport stop.

Co-location



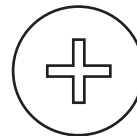
The focus is on integrated/co-located facilities, programs and services to maximise opportunity, use and benefit.

Service Integration



Design community buildings to enable the sharing of resources and increase the level of service integration.

Flexibility of Use



Facilities should be designed, built and managed to maximise flexibility in use (particularly multiple uses), so they can respond and adapt as needs change.

Social Connectivity



Programs, activities and services offered should respond to the needs and interests of the people who live and work nearby and should foster long term social benefits for the community.

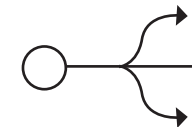
Design

Site specific



The design should be presented as a reflection of local culture.

Adaptation



Community facilities should be of sufficient size and design to enable expansion/adaptation (both internally and externally). Future-proof community infrastructure to ensure it can respond to changing demographic and technical requirements.

05

Concept Plan



Concept Plan Design

The Draft Concept Plan was issued to the community and key stakeholders for feedback. The feedback received was then collated and presented to the key stakeholders for consideration and agreement. The Final Concept Plan design is reflective of the information gathered from the site analysis, current trends, community and key stakeholder consultation and guiding principles. The Final Concept Plan design ensures that the Hopetoun Sporting Precinct will effectively cater to the needs of the local community, clubs, user groups and visitors for generations to come.

Throughout the development of the Concept Plan, it was identified that the Hopetoun Sporting Pavilion requires renewal to meet modern standards and to become universally accessible, environmentally sound, contemporary and multi-purpose. The Concept Plan proposes demolition of the existing Hopetoun Sporting Pavilion and recommends that a new multi-use pavilion is developed which incorporates all sport and recreation pursuits.

The new double storey multi-use pavilion will cater to all clubs and user groups and will allow viewing of all playing fields and courts. The pavilion will include the following features:

- Indoor gym (relocate existing gym from the Hopetoun Industrial Area)
- Storage space for each sport
- Toilets and changerooms (male, female, unisex)
- First aid room

- Memorabilia cabinets
- Commercial bar and kitchen, community space/function room and meeting room
- Solar paneling

A new indoor sports facility will replace two of the existing tennis/netball courts. This facility will include two indoor courts, seating and storage, and will provide a connection to the pavilion's lower level for access to changerooms and toilets.

The wider Hopetoun Sporting Precinct will also feature upgrades and improvements, which are reflective of the aspirations of key stakeholders and the local community. There is increasing demand for active recreation, both in Hopetoun and globally. The new precinct will include the following features which cater for active recreation:

- New fenced playgrounds with supporting shade shelter and seating (x2)
- Improvements to the basketball half court, with relocation of the existing basketball hoop, poles and backboard
- New concrete pump track
- Minor upgrades to the existing skatepark
- New fitness stations (x4)
- Upgrades to the basketball backboards and conversion of the court surface to outdoor sports tiles at the Hopetoun Primary School
- New Hopetoun Youth and Arts Centre
- New pedestrian access/recreational pathway

The new precinct will also feature general upgrades and improvements which have been identified throughout the site analysis and consultation phases of the project. These upgrades and improvements will enhance the existing infrastructure and overall site to better serve the clubs and user groups, and include:

- New formalised car parking areas (including ACROD parking bays)
- New all abilities access ramp
- Installation of electronic scoreboards
- Upgrades to, and extension of the existing netball dugouts, provision of sheltered seating and replacement of netball hoops
- New rust/wind resistant fencing to perimeter of bowling green, replacement of shade cloths and installation of unisex toilet and BBQ area adjacent to the undercover area
- New shade shelters, picnic tables, commercial outdoor BBQs and bench seating
- New plaza and function area and sheltered terraced grassed viewing area
- Upgrades to the football oval and hockey pitch turf and cricket nets
- Upgrades to, and expansion of existing football and hockey dugouts
- Upgrades to the football, hockey, tennis, netball and bowling lighting to LED floodlighting
- Informal oval parking

The following page displays the Concept Plan for the Hopetoun Sporting Precinct.

LEGEND

- ① Vehicular entrance point
- ② New 'Hopetoun Sporting Precinct' entrance sign
- ③ New formalised carparking area (including ACROD)
- ④ New turning circle and drop-off area
- ⑤ Remove 2 outdoor tennis courts and formalise one new mixed use outdoor netball and tennis court to the west to allow room for 2 new indoor courts (7), and replace outdoor netball hoops
- ⑥ New two storey multi-use sports pavilion catering to all site user groups, including a gym (relocated from the Hopetoun industrial area), storage space for each sport, toilets and changerooms (male, female, unisex), first aid room, memorabilia cabinets, meeting room, commercial bar, kitchen, community space/function room, and solar paneling on the upper floor. Upper floor opens up to football oval and lower floor to the indoor courts (7)
- ⑦ New indoor sports facility including two netball/basketball courts, bleacher seating and storage areas. Connects to the new multi-use pavilion's lower level for access to changerooms and toilets
- ⑧ New rust/wind resistant fencing to perimeter of bowling green, replace shade cloths with solid roofing, install unisex toilet adjacent to the undercover area, and new bbq area in south western corner
- ⑨ Plaza and outdoor function area
- ⑩ Upgrade and expand existing football dugouts
- ⑪ New stairs
- ⑫ New all abilities access ramp
- ⑬ Sheltered terraced grassed viewing area
- ⑭ New 4x8m shelter, picnic tables, and commercial outdoor BBQ
- ⑮ New playground
- ⑯ New Hopetoun Youth and Arts Centre building, including covered outdoor youth space to north
- ⑰ New concrete pump track with shade shelter
- ⑱ New playground with supporting shade shelter and fencing
- ⑲ Improved 3x3 basketball court including re-located basketball hoop, poles and backboard
- ⑳ Minor upgrades to existing skate park
- ㉑ Upgrade uneven sections and repair reticulation on football oval
- ㉒ Upgrade cricket nets to meet Cricket Australia Community Cricket Facility Guidelines
- ㉓ Upgrade and expand existing dugouts
- ㉔ Upgrade uneven sections and repair reticulation on hockey pitch
- ㉕ Retain existing cricket pavilion and upgrade
- ㉖ New sheltered spectator seating
- ㉗ New pedestrian access/recreational pathway
- ㉘ New fitness station
- ㉙ Upgrade basketball backboards and convert court surface to outdoor sports tiles
- ㉚ New electronic scoreboard
- ㉛ Existing shade shelter and picnic bench
- ㉜ New informal parking area to allow viewing from vehicles
- ㉝ Main entrance for school deliveries
- Enhanced landscaping and planting across site
- Upgrade football, hockey, tennis, netball and bowling lighting to LED floodlighting to support night training and games



TREDWELL
 Tredwell Management Services
 209b Henley Beach Road
 Torrensville, SA 5031
 Phone: 08 8234 6387

Client
Shire of Ravensthorpe
 65 Morgans St, Ravensthorpe
 WA 6348, Australia

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Project
SOUTHERNERS SPORTING COMPLEX
 Veal Street, Hopetoun WA 6348

Drawing Title
FINAL CONCEPT PLAN

Drawn: AP
 Checked: NT

Scale 1:1500 @ A3
 0 20 40m

Rev.	Date	Description

FINAL CONCEPT

Drawing No. **SPC_01** Revision **R1**

06

Funding



Funding Opportunities

Ideally, enhancements to sport and recreation facilities can be funded (at least in part) through revenue streams associated with the facility. In addition, a variety of external funding sources are available for the implementation of sport and recreation facility plans. These funding sources change regularly, and it is important to contact the funding agency/organisation to obtain up to date details on guidelines and project eligibility.

This section provides examples of current funding streams which may be applicable to implementation of the Concept Plan.

Federal Government

Sport Australia

Sport Australia provides opportunities for individuals and organisations to receive funding through the Australian Government.

Refer: https://www.sportaus.gov.au/grants_and_funding

Capability Building Grant Program

Sport Australia has developed the Capability Building Grant Program to provide investment opportunities for small and medium sports to help build their capability or support participation planning.

The program aims to support sports with a small or medium club membership to:

- Improve their governance maturity
- Develop strategies to recruit and retain volunteers
- Create resources and online content to support learning and educational opportunities
- Undertake research to inform participation, planning, product design and engagement

Refer: https://www.sportaus.gov.au/grants_and_funding/capability-building-grant-program

Building Better Regions Fund

The Building Better Regions Fund supports the Australian Government's commitment to create jobs, drive economic growth and build stronger regional communities into the future. The fund invests in projects located in, or benefiting eligible areas outside the major capital cities of Sydney, Melbourne, Brisbane, Perth, Adelaide and Canberra. Grant funding is available through the Infrastructure Projects Stream or the Community Investments Stream.

Refer: <https://www.regional.gov.au/regional/programs>

State Government

Community Sporting and Recreation Facilities Fund (CSRFF)

CSRFF exemplifies the WA Government's commitment to the development of sustainable infrastructure for sport and recreation across the State.

The purpose of the program is to provide WA Government financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation.

The program aims to increase participation in sport and recreation, with an emphasis on physical activity, through rational development of sustainable, good quality, well-designed and well-utilised facilities.

Through CSRFF, the State Government will invest annually in the development of high-quality physical environments in which people can enjoy sport and recreation. There is \$12.5 million available for allocation in the 2022/23 funding round.

Eligibility criteria includes:

- Local governments
- Not-for-profit sport, recreation, or community organisations (must be incorporated)

Refer: <https://www.dlgsc.wa.gov.au/funding/sport-and-recreation-funding/community-sporting-and-recreation-facilities-fund>

Every Club Grant Scheme

The Every Club Grant Scheme provides funding that enables organisations to support sport and recreation clubs to build their organisational capacity and capability with a focus on governance, planning and management practices.

The grant scheme is part of the broader Every Club Program aimed at providing a holistic, accessible and sustainable model of club support to sport and recreation clubs across WA.

Refer: <https://www.dlgsc.wa.gov.au/funding/sport-and-recreation-funding/every-club-grant-scheme>

Club Night Lights Program

The Club Night Lights Program exemplifies the State Government's commitment to the development of sustainable floodlighting infrastructure for sport across the State.

The purpose of the program is to provide financial assistance to community groups and local governments to develop sports floodlighting infrastructure. The program aims to maintain or increase participation in sport and recreation with an emphasis on physical activity, through rational development of good quality, well-designed and well-utilised facilities.

Through the Club Night Lights Program, an amount of \$10 million will be allocated from 2021-22 through to the 2024-25 financial year towards floodlighting infrastructure. The maximum grant offered for standard grant applications is one third of the total estimated project cost (excluding GST) up to a maximum grant of \$1 million. Some applications will be eligible for up to one half of the project cost. This eligibility will be measured against key development principles.

Examples of projects which will be considered for funding include:

- Providing floodlighting to community training and/or local match play standard where existing facilities do not meet training standard
- Meeting strategic objectives for state sporting associations by providing facilities for competition play at formally identified locations
- Replacing aging metal-halide floodlighting with energy efficient LED floodlighting to community training and/or community match play standard
- Power upgrades directly linked to the development of lighting

Refer: <https://www.dlgsc.wa.gov.au/funding/sport-and-recreation-funding/club-night-lights-program/club-night-lights-program-guidelines>

Innovation Challenge Program

The Innovation Challenge Program, administered by DLGSC in partnership with Healthway, is a grants program for organisations, providing investment for innovative projects that increase physical activity participation in the community.

The program is designed to encourage business innovation and the use of technology to drive and grow sport and recreation. Projects will be supported based on community need, innovation, sustainability of outcomes and consideration of return on investment.

Eligibility criteria includes:

- Incorporated sport, recreation and community organisations and associations
- Local governments, tertiary institutions or community-based organisations who partner with a sport and active recreation organisation (Healthway only)

Refer: <https://www.dlgsc.wa.gov.au/funding/sport-and-recreation-funding/innovation-challenge-program>

Local Government

As the largest provider of sport and recreation facilities, local governments make significant investments into facilities, programs, and services.

Where funding objectives align with Council's objectives, funding is often distributed to community organisations to support the development of successful sport, recreation, and community facilities in their local area.

This may be through a capital works program, grant or loan (sometimes low interest). There is also a provision within the *Local Government Act* to raise a levy to fund specific projects.

Other Funding Bodies

Australian Sports Foundation

The Australian Sports Foundation has been helping athletes, sporting clubs and organisations fundraise for more than 30 years.

The money raised by the Australian Sports Foundation is granted to fund programs designed to increase healthy activity levels and grow participation in sport.

The Australian Sports Foundation focuses on helping kids get active, on breaking down the barriers of entry for women, and on bringing more diversity to sport and access for all.

Refer: www.asf.org.au

Trusts and Foundations

There are many trusts and foundations established in Australia with a number providing funding for sport and recreation projects. Often, they are established by large corporations.

Refer: www.philanthropy.org.au

Commercial and Private Sector Funding

Commercial and private sector funding is often used by sporting and community organisations to assist with facility developments and ongoing operations. Opportunities such as facility naming rights and in-kind donations are available for new facility developments and upgrades.

Associations, Clubs and Peak Bodies

Club and association contributions toward facility development and other initiatives is common. This may include funds generated through fundraising, loans and savings. Peak bodies may also have funding available which could be contributed towards sport and recreation projects.

Examples of funding opportunities for sport and recreation facilities through associations and peak bodies are listed below.

- The Australian Cricket Infrastructure Fund (ACIF) provides funding for community cricket facility projects, with a focus on growing participation and promoting accessibility and inclusivity. The ACIF will contribute up to \$4.65 million in 2022/23 for community facility projects. Refer: <https://www.wacricknet.com.au/support/facilities-and-infrastructure>
- The National Court Rebate (NCR) is Tennis Australia's facility funding program assisting affiliated venues, local councils and schools. Projects supported by the program range from developing new courts, upgrading existing facilities, building or line marking Tennis Hot Shots courts, integrated gate access technology and strategy and planning. Refer: <https://www.tennis.com.au/clubs/funding-and-facilities/national-court-rebate-scheme>

07

Management



Facility Management Options

In relation to the governance and management models of sport and recreation facilities, there are three common management structures, including:

- Direct management
- Indirect management
- Independent management

There are a number of options for Council to consider in the future management of the facility, including:

- The new facility can be directly managed by Council Staff
- The new facility may be placed at 'arms length' under a management agreement arrangement with an organisation (e.g. a specialist management group)
- The new facility may be leased to an organisation such as a sports club or similar

The following information presents an overview of the options available to Council and the benefits and constraints associated with each of these.

Direct Management (In House)

Direct management is where the local government retains total control and accountability for the operation of its facility through directly employed staff. Direct management options include:

- Managed and operated directly by Council employees
- Managed by a Committee under the *Local Government Act* using employees
- Managed by a Committee under the *Local Government Act* using contract labour and support services

Indirect Management (Arm's Length)

Indirect management is where the operation of the facility is placed at 'arms lengths' from the local government, while retaining effective control through the terms of its membership of a 'body corporate' formed to manage the facility. The 'body corporate' generally consists of representatives from each of the clubs and user groups. Indirect management options include:

- Managed by an incorporated association (or a company limited by guarantee) comprising representatives of Council and user groups
- Managed in partnership with Council via an incorporated association (or a company limited by guarantee) comprising representatives of Council and a specialist management agency
- Managed by a specialist management agency which has a management services agreement with Council

Independent Management (Outside)

Independent management is where the local government leases the facility to a private operator or independent organisation (usually with conditions for access, user charges etc.). Independent management options include:

- Managed by private (commercial) individual or organisation through a lease
- Managed by single or composite user group (sporting or community organisation) through a lease
- Managed by a specialist management agency through a lease

Management Option	Benefits	Constraints
Direct Management	<ul style="list-style-type: none"> The facility owner has complete control over centre operations Most suitable option if there is a need to provide social services/ programs that may need financial support 	<ul style="list-style-type: none"> Recreation administrators and program staff often work evenings and weekends. Overtime and penalty rates set by awards can result in higher staffing costs. These increases may be avoidable where alternative management structures are used Where only a few staff are employed at the facility, the owner may need to provide administrative support for the centre manager (e.g. banking, financial reports, assistance with taking bookings and key collection, secretarial, IT and mail services)
Indirect Management	<ul style="list-style-type: none"> The owner has less administrative responsibility Management 'freed up' to operate independently of the owner organisation. This may present opportunities to improve operational efficiency and adopt a more commercial approach The contract can be structured to increase the reliability of the centre's operating budget Where financial performance falls short of budget projections the contractor would normally be liable for the loss. Where an operational surplus is realised, the contractor normally retains the excess, or it may be reserved for capital purchases or improvements Financial incentives are often built into the contract to encourage the operator to succeed 	<ul style="list-style-type: none"> Owner has minimal control over day to day operations Potential for reduced social benefit as the contractor may only offer profitable programs and competitions and may disregard the social needs of the broader community Facility owner is usually required to pay a management fee to the contractor
Independent Management	<ul style="list-style-type: none"> The owner has no day to day administrative responsibility The owner has minimal financial risk The lessee may invest funds in the facility if they have sufficient tenure to generate an acceptable return on their investment 	<ul style="list-style-type: none"> Difficult to lease a centre that projects an operating deficit The degree of control that the facility owner has over centre operations is limited by the way the lease agreement is structured Broader community benefits sought by the facility owner must be specified in the lease agreement The lessee retains operational profits Difficult for either party to withdraw from or change the terms of the lease without the consent of both parties

Tredwell Management Services

TREDWELL

T: (08) 82346387

E: admin@tredwell.com.au

W: www.tredwell.com.au