



Agenda

Ordinary Meeting of
Council

Tuesday, 19 July 2022



NOTICE OF MEETING

Notice is hereby given that the

Shire of Ravensthorpe

Ordinary Council Meeting

will be held on
Tuesday, 19 July 2022
commencing at 6.00pm

NOTE CHANGE OF VENUE:
Ravensthorpe Council Chambers
Ravensthorpe

Matthew Bird
Chief Executive Officer

Disclaimer

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Please note this agenda contains recommendations which have not yet been adopted by Council.

No responsibility whatsoever is implied or accepted by the Shire of Ravensthorpe for any act, omission, statement or intimation occurring during the Council/Committee meetings or during formal/informal conversations with staff. The Shire of Ravensthorpe disclaims any liability for any loss whatsoever and however caused arising out of reliance by any person or legal entity on any such act, omission, statement or intimation. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broader disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Ravensthorpe during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Ravensthorpe. The Shire of Ravensthorpe warns that anyone who has an application lodged with the Shire of Ravensthorpe must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attached to the decision made by the Shire of Ravensthorpe in respect of the application.

DISCLOSURE OF INTEREST FORM
(Elected Members/Committee Members/Employees/Contractors)

Local Government Act 1995 (Section 5.65, 5.70, 5.71 & 5.71(B))

To: Chief Executive Officer

Name _____

Elected Member Committee Member Employee Contractor

- Ordinary Council Meeting held on _____
- Special Council Meeting held on _____
- Committee Meeting held on _____
- Other _____

Report No _____

Report Title _____

Type of Interest (**see overleaf for further information*)

Proximity Financial Impartiality

Nature of Interest

Extent of Interest (if intending to seek Council approval to be involved with debate and/or vote)

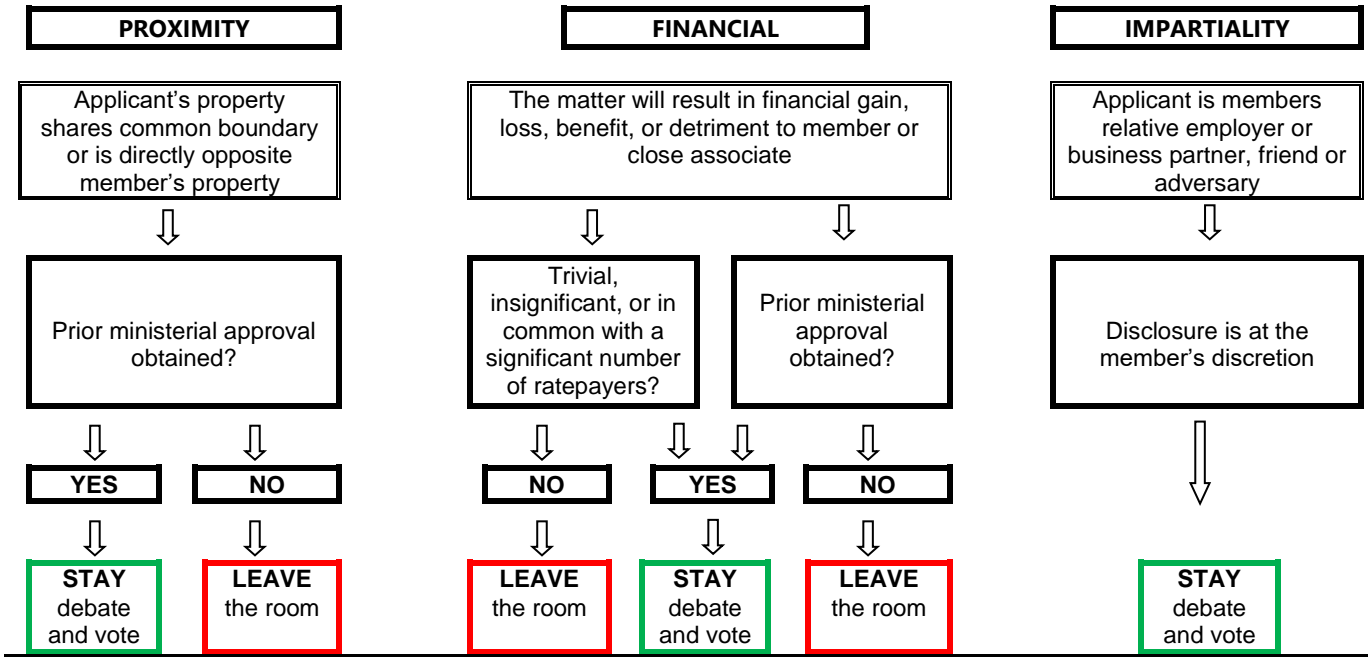
Signed: _____ Date: _____

- **Note 1** - Elected Members/ Committee Members/Employees refer to the Disclosure of Interest Declaration card when disclosure is being read out at Council or Committee Meeting.
- **Note 2**: For Ordinary meetings of the Council, elected members and employees are requested to submit this completed form to the Chief Executive Officer prior to the meeting. Where this is not practicable, disclosure(s) must be given to the Chief Executive Officer prior to the matter being discussed.
- **Note 3**: Employees or Contractors disclosing an interest in any matter apart from at meetings, where there is a conflict of interest including disclosures required by s5.71 are required to submit this form to the CEO as soon as practicable.

CEO: _____ Signed: _____ Date: _____

OFFICE USE ONLY	
<input type="checkbox"/> Particulars recorded in Minutes	<input type="checkbox"/> Particulars recorded in Register

* Declaring an Interest



Local Government Act 1995 – Extract

s.5.60A - Financial Interest

A person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

s.5.60B – Proximity Interest

A person has a proximity interest in a matter if the matter concerns –

- (a) a proposed change to a planning scheme affecting land that adjoins the person's land; or
- (b) a proposed change to the zoning or use of land that adjoins the person's land; or
- (c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.

5.65 - Members' interests in matters to be discussed at meetings to be disclosed.

(1) A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest:

- (a) in a written notice given to the CEO before the meeting; or (b) at the meeting immediately before the matter is discussed. (Penalties apply).
- (2) It is a defence to a prosecution under this section if the member proves that he or she did not know:
 - (a) that he or she had an interest in the matter; or (b) that the matter in which he or she had an interest would be discussed at the meeting.
- (3) This section does not apply to a person who is a member of a committee referred to in section 5.9(2)(f).

5.70 - Employees to disclose interests relating to advice or reports.

(1) In this section: 'employee' includes a person who, under a contract for services with the local government, provides advice or a report on a matter.

- (2) An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.
- (3) An employee who discloses an interest under this section must if required to do so by the council or committee, as the case may be, disclose the extent of the interest. (Penalties apply).

5.71 - Employees to disclose interests relating to delegated functions.

If, under Division 4, an employee has been delegated a power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and:

- (a) in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and (b) in the case of any other employee, must disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter. (Penalties apply)

5.71A. - CEOs to disclose interests relating to gifts in connection with advice or reports

- (1) A CEO who has an interest relating to a gift in a matter in respect of which the CEO proposes to provide advice or a report, directly or indirectly, to the council or a committee must disclose the nature of the interest in a written notice given to the council.
- (2) A CEO who makes a disclosure under subsection (1) must not provide the advice or report unless the CEO is allowed to do so under section 5.71B(2) or (6).
- (3) A CEO who has an interest relating to a gift in a matter in respect of which another employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when the advice or report is provided.

Local Government (Administration) Regulations 1996 – Extract - In this clause and in accordance with Regulation 19AA "Interest" means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an association.

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AGENDA

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 to declare the meeting open.

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

The Shire President advised visitors in adhering to both the *Local Government Act 1995*, and the Shire of Ravensthorpe Meeting Procedures Local Law, it is an offence to record the proceedings of this meeting and asked visitors to switch off any recording devices, including phones.

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

Elected Members:

Cr Keith Dunlop	(Shire President)
Cr Sue Leighton	(Deputy Shire President)
Cr Julia Bell	
Cr Rachel Livingston	
Cr Thomas Major	
Cr Mark Mudie	
Cr Graham Richardson	

Staff:

Matthew Bird	(Chief Executive Officer)
Les Mainwaring	(Executive Manager Corporate Services)
[vacant]	(Executive Manager Infrastructure Services)
Natalie Bell	(Acting Executive Manager Development and Community)
Meredith Lee-Curtis	(Executive Assistant)

VISITORS

APOLOGIES

LEAVE OF ABSENCE

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTIONS TIME

In accordance with section 5.24 of the *Local Government Act 1995*, a 15 minute public question time is made available to allow members of the public the opportunity of questioning Council on matters concerning them.

Council Consideration Towards Public

When public questions necessitate resolutions of Council, out of courtesy and at the Shire President's discretion, the matter is to be dealt with immediately to allow the public to observe the determination of the matter (obviates the need for the public to wait an undetermined period of time).

When a matter is listed on the Agenda and member/s of the public are in attendance to observe the determination of the matter, out of courtesy and at the discretion of the Shire President, the matter is to be brought forward on the agenda and dealt with immediately to allow the public to observe the determination of the matter (again this obviates the need for the public to wait an indeterminate period of time).

5. DECLARATIONS OF INTEREST

6. APPLICATIONS FOR LEAVE OF ABSENCE

The *Local Government Act 1995* (Section 2.25) provides that a Council may, by resolution, grant leave of absence to a member for Ordinary Council Meetings. A member who is absent, without first obtaining leave of the Council, throughout three consecutive Ordinary meetings of the Council is disqualified from continuing his or her membership of the Council.

Disqualification from membership of the Council for failure to attend Ordinary Meetings of the Council will be avoided so long as the Council grants leave prior to the member being absent. The leave cannot be granted retrospectively. An apology for non-attendance at a meeting is not an application for leave of absence.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

ATTACHMENT (YELLOW) – Unconfirmed Minutes of the Ordinary Meeting of Council held on 21 June 2022

7.1 That the Minutes and associated attachments of the Ordinary Meeting of the Shire of Ravensthorpe held on 21 June 2022 be confirmed as a true and correct record.

Moved: _____ Seconded: _____

8. ANNOUNCEMENTS/REPORTS OF ELECTED MEMBERS

9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

The Chief Executive Officer has approved deputations from the following:

Nil.

ATTACHMENT



Minutes (Unconfirmed)

Ordinary Meeting of
Council

Tuesday, 21 June 2022



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MINUTES

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 6.01pm.

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

ELECTED MEMBERS:

Cr Keith Dunlop (Shire President)
Cr Sue Leighton (Deputy Shire President)
Cr Julia Bell
Cr Rachel Livingston
Cr Thomas Major
Cr Mark Mudie
Cr Graham Richardson

STAFF:

Matthew Bird (Chief Executive Officer)
Les Mainwaring (Executive Manager Corporate Services)
[vacant] (Executive Manager Infrastructure Services)
Natalie Bell (Acting Executive Manager Development and Community)
Meredith Lee-Curtis (Executive Assistant)

VISITORS: Mr Ken Norman

APOLOGIES: Nil.

ON LEAVE OF ABSENCE: Nil.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Ms Karen Sinclair

Question 1:

Why is water still being trucked to Ravensthorpe from Hopetoun every day, it has been ongoing for now years, we have had some very wet years, so why isn't the Ravensthorpe town dam supplying water to the town, with the cost of fuel and every day running costs of the trucks, how can it be a viable proposition. Surely something can be done to upgrade the Ravensthorpe town dam.

Officer Response to Question 1:

As noted correctly by elected members at the meeting this issue is the responsibility of Water Corporation however Shire Officers have investigated the issue. The matter was raised with Water Corporation, and they have provided the below response that has also been sent directly to Ms Sinclair.

"As you are no doubt aware, there has been below average rainfall received in your area over the last number of years which has led to a reduced natural recharge of the dam network in the Ravensthorpe area. The dam network relies on rainfall and surface water runoff from our catchment areas to replenish the potable water source. Our dams, for a number of physical water quality (i.e., turbidity), dam safety and capacity reasons, can only be drawn from at specific water levels. So, whilst it may appear that there is water in the Ravensthorpe Dam network to draw from there are a number of factors, some mentioned, as to why this has not been possible for periods of time over the last number of years.

Carting water intermittently from Hopetown to Ravensthorpe has been one of the more cost efficient and effective interim contingencies in place, enabling us to continue to provide potable water to the community Ravensthorpe whilst we are unable to draw from the local source. Hopetown draws its water from an alternate groundwater source which has had and continues to have adequate capacity to supply both communities as required. We have received some good rainfall and decent natural recharge in recent months and are very recently in a position to cease carting from Hopetown in the not-too-distant future. We are planning to recommence extraction from the local dam network once all water quality assessments have been rigorously undertaken and confirmed against the Australian Drinking Water Guidelines (the ADWG).

Whilst the long-term climate modelling would suggest that we can expect a continuing trend of below average rainfall, we do have medium term plans to expand the catchment area of our dam network which should assist us to maximise the capture surface water runoff when available. Other capital investment opportunities to make the most of rainfall or alternate sources water are always being investigated. In the short to medium term, water carting will continue to form part of our contingency to meet community demand should it be deemed necessary." – Water Corporation

Ms Elizabeth Aberline

Question 1:

Elizabeth submitted a CDF application in 2019 for a Piano, and would like to know what the outcome was?

Officer Response to Question 1:

In addition to responses provided by elected members at the meeting Shire Officers investigated the issue. The matter was raised with the Hopetoun CRC office and no immediate need for the piano item was identified. The Shire CEO discussed the matter further with Ms Aberline noting there are existing pianos located at the Seniors Citizen building and on stage at the Community Centre. Ms Aberline was advised to enlist the support of an appropriate local community group to identify it as an item of need and to seek funding for the item under the auspices of that group.

Ms Elizabeth Aberline

Question 2:

Fishing area – front beach not suitable for fishing as children swim there and it can be dangerous if hooks break off. Could a sign be erected saying No Fishing?

Officer Response to Question 2:

The designation of fishing and non-fishing areas should be considered as part of an overall usage and planning review of the Hopetoun Foreshore area. A review of the Foreshore Development Plan is considered timely and may be undertaken subject to Council consideration and approval as part of the 2022/23 Annual Budget adoption.

4. PUBLIC QUESTION TIME

Nil.

5. DECLARATIONS OF INTEREST

Nil.

6. APPLICATIONS FOR LEAVE OF ABSENCE

6.1 CR RACHEL LIVINGSTON HAS REQUESTED LEAVE FOR THE PERIOD 1 AUGUST TO 31 AUGUST 2022, INCLUDING THE ORDINARY COUNCIL MEETING SCHEDULED 16 AUGUST 2022

DECISION

Moved by Cr Leighton, seconded: Cr Mudie

Resolution: 29/22

Cr Rachel Livingston be GRANTED leave for the period 1 August to 31 August 2022, including the Ordinary Council meeting scheduled 16 August 2022.

Voting Requirements: Simple Majority

Carried: 7/0

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 17 MAY 2022

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.

DECISION

Moved by Cr Mudie, seconded: Cr Livingston

Resolution: 30/22

That the Minutes and associated attachments of the Ordinary Meeting of Council of the Shire of Ravensthorpe held 17 May 2022 be CONFIRMED as a true and correct record of the proceedings.

Voting Requirements: Simple Majority

Carried: 7/0

8. ANNOUNCEMENTS/REPORTS OF ELECTED MEMBERS

Cr Rachel Livingston – Attended the CRC Meeting for Children’s Development with Shelley Paine MLC, Member for the Agricultural Region and part of Mark McGowan’s Labor team. A positive meeting. The Munghlinup P&C has submitted a grant application to the Future Fund.

Cr Tom Major – Attended the RAIN Committee meeting on 13 June. The group has many events planned to celebrate their 20th anniversary. The Committee expressed gratitude to the Shire for funding into 2022/23. Jodie Duncan, Chair of RAIN has been appointed to the SEPWA board, which will benefit the agricultural community.

The Tigers Football Club would like to thank Tom and the grounds team for their efforts in getting the oval into great condition.

Cr Graham Richardson – Attended the Hopetoun Progress Association Meeting and advised that the Association’s accounts are in good order. Due to the lack of maintenance over the years, the Units require considerable repairs. The needs of the youth community was discussed.

Cr Sue Leighton reported Telstra issues in Munghlinup and advised that the Black Spot Program 2023 would be accessed to provide a small cell unit at the local caravan park, for emergencies.

Cr Keith Dunlop advised that the Floater Road Deed had been signed and sealed.

9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil.

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

11. MATTERS ARISING FROM COMMITTEES OF COUNCIL

Nil

12. REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.1 COMMUNITY DEVELOPMENT FUND APPLICATIONS 2022/2023

File Reference:	GS.PR.4
Location:	Nil
Applicant:	Nil
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	14 June 2022
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

Summary:

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

Background:

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

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

Comment:

The Community Development Fund will be allocated from within Council's general revenue budget each year with applications for expenditure within the 2022/2023 financial period, closing 29 April 2022.

The Community Development Fund was over-subscribed with 13 applications received requesting a total of \$42,002.04.

An evaluation panel comprising 3 Councillors with Shire executive support assessed the applications using a competitive criteria scoring tool.

The panel recommended 12 applications be supported totalling \$37,002.04 as per the below schedule:-

Organisation	Project	\$
Community Spirit	Insurance	\$3,000
<i>Support the application as it stands</i>		
Hopetoun Community Resource Centre	Freestyle Now Workshops	\$3,650
<i>Support the application as it stands</i>		
Hopetoun Progress Association	Summer Festival	\$5,000
<i>Support the application as it stands</i>		
Jerdacuttup Community Association	Insurance and Electrical Costs	\$4,800
<i>Support the application as it stands</i>		
Mungy Munchkins	Toys	\$1,400
<i>Support the application as it stands.</i>		
Ravensthorpe Agriculture Initiative Network	Review of Strategic Plan	\$3,100
<i>Support the application as it stands.</i>		
Ravensthorpe Parents and Citizens	Medal and Endeavour Awards	\$1,490.64
<i>Support the application as it stands.</i>		
Ravensthorpe Playgroup	Couches	\$3,299
<i>Support the application as it stands.</i>		
Ravensthorpe Tigers and Football Sporting Club	Hockey Goals	\$5,000
<i>Support the application as it stands</i>		
Ravensthorpe Wildflower Show	Hall Hire	\$1,500
<i>Support the application as it stands</i>		
Ravensthorpe District Art Group	Furniture Fit Out	\$5,000
<i>Do not support the application as it stands.</i>		
Ravensthorpe Regional Arts Council	Production Lighting	\$4,762.40
<i>Support the application as it stands</i>		
Ravensthorpe Community Resource Centre	Printer	\$5000.00
<i>TBC</i>		
Total of all Applications		\$47,002.04

Consultation:

- Councillors and Executive Team

Statutory Environment:

Nil.

Policy Implications:

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

Financial Implications:

Any application approved by Council will be listed for funding in the Draft 2022/23 Budget for Councils formal adoption. The recommended applications for support under the CDF in 2022/23 totals \$37,002.04. If Council wish to award the recommended applications, then the amount of \$37,002.04 will be included in the 2022/23 Annual Budget.

Strategic Implications:

Nil.

Sustainability Implications:

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

Risk Implications:

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

Risk Matrix:

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

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

Voting Requirements:

Simple Majority.

OFFICER RECOMMENDATION

That Council ENDORSES:

1. The inclusion of the listed Community Group organisations' Community Development Funding (CDF) applications in the Draft 2022/2023 Budget; and
2. The Chief Executive Officer to advise each group of the status of their application; and

Organisation	Project	\$
Community Spirit	Insurance	\$3,000
Hopetoun Community Resource Centre	Freestyle Now Workshops	\$3,650
Hopetoun Progress Association	Summer Festival	\$5,000
Jerdacuttup Community Association	Insurance and Electrical Costs	\$4,800
Mungy Munchkins	Toys	\$1,400
Ravensthorpe Agriculture Initiative Network	Review of Strategic Plan	\$3,100
Ravensthorpe Parents and Citizens	Medal and Endeavour Awards	\$1,490.64
Ravensthorpe Playgroup	Couches	\$3,299
Ravensthorpe Tigers and Football Sporting Club	Hockey Goals	\$5,000
Wildflower Show Inc.	Hall Hire	\$1,500
Ravensthorpe Regional Arts Council	Production Lighting	\$4,762.40
Total of all Applications		\$37,002.04

3. The Chief Executive Officer to advise the Community Group listed below, that their 2022/2023 Community Development Fund (CDF) application was unsuccessful; and

Organisation	Project	\$
Ravensthorpe District Art Group	Furniture Fit Out	\$5,000

4. That the 2022/2023 Community Development Fund Budget be increased by an additional amount of \$2,002.04, to a total of \$37,002.04, to reflect the successful applications.

Moved: _____ **Seconded:** _____

The Shire President, Cr Keith Dunlop moved an Alternate Motion to lay the matter on the table for consideration at the July Ordinary Meeting of Council.

DECISION:

ALTERNATE MOTION

Moved by Cr Richardson, seconded by Cr Leighton

Resolution: 31/22

That Council lay this matter on the table and defer for consideration at the July Ordinary Meeting of Council.

Voting Requirements: Simple Majority

Carried: 7/0

12. REPORTS OF OFFICERS

12.2 CORPORATE SERVICES

12.2.1 MONTHLY FINANCIAL REPORT – 31 MAY 2022

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Senior Finance Officer
Authorising Officer	Executive Manager Corporate Services
Date:	15 June 2022
Disclosure of Interest:	Nil
Attachment: <u>RED</u>	Monthly Financial Reports for May 2022
Previous Reference:	Nil

Summary:

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

Background:

Council is requested to review the May 2022 Monthly Financial Reports.

Comment:

The May 2022 Monthly Financial Reports are presented for review.

Consultation:

Executive Team

Statutory Environment:

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

Policy Implications:

Nil

Financial Implications:

All expenditure has been approved via adoption of the 2021/22 Annual Budget, or resulting from a Council Motion for a budget amendment.

Strategic Implications:

Outcome 5 – Governance and Leadership:

5.5 The Value of Community Assets is Maintained

5.6 Financial Systems are Effectively Maintained

Sustainability Implications:

Nil.

Economic:

There are no known significant environmental considerations.

Social:

There are no known significant environmental considerations.

Risk Implications:

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

Risk Matrix:

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

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

Moved by Cr Leighton, seconded by Cr Major

Resolution: 32/22

DECISION:

That Council RECEIVE the 31 May 2022 Monthly Financial Reports as presented.

Voting Requirements: Simple Majority

Carried: 7/0

12.2 CORPORATE SERVICES

12.2.2 SCHEDULE OF ACCOUNT PAYMENTS – MAY 2022

File Reference:	GR.ME.8
Location:	Shire of Ravensthorpe
Applicant:	Shire of Ravensthorpe
Author:	Finance Officer
Authorising Officer	Executive Manager Corporate Services
Date:	13 June 2022
Disclosure of Interest:	Nil
Attachments: <u>RED</u>	(a) Schedule of Payments to 31 May 2022 (b) Credit Card Transactions to 31 May 2022 (c) Creditors List of Accounts Paid May 2022
Previous Reference:	Nil

Summary:

This item presents the schedule of payments for Council approval in accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

Background:

Period 01/05/2022 – 31/05/2022

(a) Schedule of Payments to 31 May 2022

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	9,263	891,041	66,300	17,747	0	984,351	334,350
Aug	10,872	1,244,379	154,795	9,740	0	1,419,785	311,991
Sep	5,146	384,151	86,718	10,136	0	486,151	316,212
Oct	8,906	1,293,209	54,405	6,740	0	1,363,289	324,782
Nov	4,730	1,107,352	62,925	9,057	0	1,184,065	318,387
Dec	8,620	951,403	47,297	7,579	0	1,014,899	432,093
Jan	4,727	637,419	49,806	7,628	0	699,579	296,694
Feb	8,794	678,595	343,599	7,340	0	1,038,327	327,345
Mar	6,661	1,180,524	148,074	7,283	0	1,342,542	319,160
Apr	8,675	800,470	80,901	7,377	0	897,423	313,972
May	24,012	812,941	42,053	3,977	0	882,984	326,114
Jun							
Total	100,405	9,981,483	1,136,873	94,634	0	11,313,395	3,621,102
20/21	219,357	8,442,181	965,406	135,103	0	9,762,047	3,790,863
19/20	197,977	8,450,678	997,212	102,791	6,319	9,754,977	3,174,082
18/19	147,967	21,298,438	1,329,904	70,241	13,590	22,860,140	2,219,053
17/18	327,905	18,507,404	209,587	65,010	317,445	19,427,351	2,601,283

Comment:

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

Consultation:

Senior Finance Officer.

Statutory Environment:

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

Policy Implications:

Nil.

Financial Implications:

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

Strategic Implications:

Nil

Sustainability Implications:

- **Environmental:** Not applicable to this specific recurring report.
- **Economic:** Not applicable to this specific recurring report.
- **Social:** Not applicable to this specific recurring report.

Risk Implications:

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

Risk Matrix:

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

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

Moved by Cr Mudie, seconded by Cr Major

Resolution: 33/22

DECISION

That Council ENDORSE: pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the month of May 2022.

Voting Requirements: Simple Majority

Carried: 7/0

12.2 CORPORATE SERVICES

12.2.3 SCHEDULE OF FEES AND CHARGES 2022/2023

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Senior Finance Officer
Authorising Officer	Executive Manager Corporate Services
Date:	15 June 2022
Disclosure of Interest:	Nil
Attachment: GREEN	Draft Schedule of Fees and Charges 2022/2023
Previous Reference:	Nil

Summary:

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

Background:

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

Comment:

The 2022/2023 schedule of fees and charges have been formulated using the 2021/2022 year as a basis. In reference to Council's Long Term Financial Plan, it is proposed that all council fees and charges are increased by 3.5% and rounded to the nearest \$0.10 or dollar as necessary. There has also been a comprehensive review of all programmes with the addition of new fees and charges and an update of some existing fees and charges to cover all areas of business more thoroughly.

The following new fees and charges have been added to the 2022/2023 Schedule of Fees and Charges:

Fee Description	Fee (incl. GST)
Contractor Residential Booking Fees	
Daily Rate - Unit - 2 Bedroom, 1 Bathroom	\$56.00
Weekly Rate - Unit - 2 Bedroom, 1 Bathroom	\$280.00
Daily Rate - Unit - 3 Bedroom, 1 Bathroom	\$62.00
Weekly Rate - Unit - 3 Bedroom, 1 Bathroom	\$310.00
Daily Rate - House - 3 Bedroom, 2 Bathroom	\$70.00
Weekly Rate - House - 3 Bedroom, 2 Bathroom	\$350.00
Daily Rate - House - 4 Bedroom, 2 Bathroom	\$80.00
Weekly Rate - House - 4 Bedroom, 2 Bathroom	\$400.00
Cleaning Fee	\$74.00
Cleaning Fee - where additional cleaning required (per hour)	\$74.00
Residential Booking Bond	\$200.00

Fee Description	Fee (incl. GST)
After Hours Impound Release of Dog	\$50.00
After Hours Impound Release of Cat	\$50.00
Private Works - Undertaken by contractor	at cost + 25%
Hopetoun Community Centre – Hall & Kitchen Only - Maximum Daily Charge	\$250.00
Hopetoun Community Centre – Hall & Kitchen Only - Hourly Rate	\$50.00

The following fees and charges have been updated for the 2022/2023 Schedule of Fees and Charges:

Fee Description	Fee (incl. GST)
REC Club Affiliation Fees	
Ravensthorpe Tigers Football & Sporting Club (per season)	\$2,642.00
Ravensthorpe Tennis Club (per season)	\$954.00
Ravensthorpe Basketball Association (per season)	\$954.00
Ravensthorpe District High School (per season)	\$1,145.00
Ravensthorpe Airport	
Administration Fee for Unmanned Arrivals Non-Commercial <2,000KG	\$0
Administration Fee for Unmanned Arrivals Commercial and Other (per Monthly Billing Cycle)	\$52.80
Little Barrens - Hopetoun	
Half Day (7:30am to 12:30pm OR 12:30pm to 5:30pm)	\$70.00
Short Day (8:30am to 2:30pm - School Hours)	\$84.00
Full Day - 0-2 years	\$111.00
Full Day - 2-3 years	\$105.00
Full Day - 3-11 years	\$100.00
Hourly Rate	\$23.00
Before School Care	\$23.00
After School Care	\$28.00
Facility Booking Fees	
Hopetoun Community Centre – Includes Hall, Foyer(s), Meeting Room and Kitchen	
Maximum Daily Charge	\$475.00
Hourly Rate	\$95.00
Hopetoun Community Centre - Hall and Kitchen ONLY	
Maximum Daily Charge	\$250.00
Hourly Rate	\$50.00
Ravensthorpe Town Hall - Includes Hall and Kitchen	
Maximum Daily Charge	\$250.00
Hourly Rate	\$50.00
Ravensthorpe Entertainment Centre - Includes Function Room, Meeting Room, Change Rooms, Kitchen and Indoor Courts	
Maximum Daily Charge	\$510.00
Hourly Rate	\$102.00

Fee Description	Fee (incl. GST)
Ravensthorpe Tennis Pavilion - Includes Conference/Function Room, Change Rooms and Kitchen	
Maximum Daily Charge	\$185.00
Hourly Rate	\$37.00
Individual Room Hire	
Meeting Room / Foyer Area - Maximum Daily Charge	\$80.00
Meeting Room / Foyer Area - Hourly Rate	\$16.00
Function Room / Hall Only - Maximum Daily Charge (Not including Kitchen)	\$170.00
Function Room / Hall Only - Hourly Rate (Not including Kitchen)	\$34.00
Half Function Room / Hall Only - Maximum Daily Charge (Not including Kitchen) (REC & HCC Only)	\$95.00
Half Function Room / Hall Only - Hourly Rate (Not including Kitchen) (REC & HCC Only)	\$19.00
Kitchen Only - Maximum Daily Charge	\$185.00
Kitchen Only - Hourly Rate	\$37.00
Indoor Courts Only - Maximum Daily Charge	\$210.00
Indoor Courts Only - Hourly Rate	\$42.00
Change Rooms Only - Maximum Daily Charge	\$80.00
Change Rooms Only - Hourly Rate	\$16.00
Liquor Permit Approval - Refer to Hire Conditions. Note: Police Approval may be required. A Permit will need to be obtained to serve liquor on premises	\$28.50
Late Booking Fee	\$28.50

A significant restructure of the Facility Booking Fees has been undertaken to more effectively represent the available rooms available in Full Facility hire and to bring fees in line with the online booking system to be rolled out in the new financial year.

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

Consultation:

- Chief Executive Officer
- Executive Manager Corporate Services
- Acting Executive Manager Development and Community
- Manager of Childcare Services
- Senior Ranger
- Administration Officers

Statutory Environment:

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

Policy Implications:

Nil.

Financial Implications:

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

Strategic Implications:

Outcome 5 – Governance and Leadership:

5.5 The Value of Community Assets is Maintained

5.6 Financial Systems are Effectively Maintained

Sustainability Implications:

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

Risk Implications:

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

Risk Matrix:

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

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

Moved by Cr Livingston, seconded by Cr Richardson

Resolution: 34/22

DECISION:

That Council by Absolute Majority:

1. **ADOPT the 2022/2023 Schedule of Fees and Charges as presented; and**
2. **ENDORSE the adopted 2022/2023 Schedule of Fees and Charges to be implemented and effective from 1 July 2022.**

Voting Requirements: Absolute Majority

Carried: 7/0

12 REPORTS OF OFFICERS

12.3 INFRASTRUCTURE SERVICES

Nil.

12.4 COMMUNITY AND DEVELOPMENT

Nil.

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

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

Nil.

15 MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS

PROCEDURAL MOTION:

Moved by Cr Mudie, Seconded by Cr Livingston

Resolution: 35/22

That the following matter be regarded as confidential in accordance with Section 5.23 of the Local Government Act 1995.

Procedural Motion put and CARRIED (7/0)

At 6.17pm, the Shire President requested all persons other than Councillors and Council Officers to leave the Council Chamber.

Mr Ken Norman departed the meeting at 6.17pm and did not return.

15.1 Chief Executive Officer's Key Performance Indicators Performance Review

File Reference:

Location:	Shire of Ravensthorpe
Applicant:	Shire of Ravensthorpe
Author:	CEO
Authorising Officer	Shire President
Date:	15 June 2022
Disclosure of Interest:	Nil
Attachment: Confidential	Attachment 1 – CEO KPI Schedule Independent Report
Previous Reference:	Nil

REASON FOR CONFIDENTIALITY

The Report is **CONFIDENTIAL** in accordance with Section 5.23(2) of the *Local Government Act 1995* which permits the meeting to be closed to the public for business relating to the following reasons:

- a) *a matter affecting an employee/employees*
- b) *personal affairs of any person*
- c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
- e) *a matter that if disclosed, would reveal -*
 - (i) *a trade secret*
 - (ii) *information that has a commercial value to a person; or*
 - (iii) *information about the business, professional, commercial, financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government."*

Elected members are reminded that they are to ensure the information remains CONFIDENTIAL and should not disclose the content of this Report to any other person. To do so would be an improper use of information under s5.93 of the *Local Government Act 1995* and a minor breach under s 5.105 of the *Local Government Act 1995*.

Summary:

This Report seeks Council consideration for the setting of Key Performance Indicators (KPIs) of the Shire of Ravensthorpe Chief Executive Officer (CEO) for the first 6-month probationary period and for the 2022/23 financial year period.

Background:

A role of Council is to annually review the Chief Executive Officer's (CEO) performance and set the current years Key Performance Indicators (KPI's) and CEO remuneration in accordance with the *Local Government Act 1995* section 5.38 and the Salaries and Wages Tribunal (SAT) determination.

At the Special Council Meeting held on 17 December 2021 the following resolution was passed regarding the appointment of the Shire of Ravensthorpe CEO:

Council Resolution - Item 5.1**Res No: 160/21****That Council, by Absolute Majority:**

- 1. Declares that it believes that Matthew Edward Bird is a suitably qualified person to be appointed to the position of Chief Executive Officer for the Shire of Ravensthorpe.**
- 2. Approves the making of an offer of employment to Matthew Edward Bird.**
- 3. Approves the proposed terms of the attached contract of employment to be entered into between the Shire of Ravensthorpe and Matthew Edward Bird.**
- 4. Authorises the President and Acting CEO to affix the Shire's Common Seal to the attached contract of employment between the Shire of Ravensthorpe and Matthew Edward Bird.**

Voting Requirements: Absolute Majority**Carried: 7/0**

As per the approved contract the new CEO commencement date was 21 March 2022 and included an initial probation period being the first six months of the term of the employment contract.

The employment contract also states that an agreed schedule of key performance criteria be established within 3 months of the commencement date.

Comment:

Under the direction of the Shire President the Council contracted independent HR consultancy Anne Banks-McAllister Consulting to work with the CEO to develop the Key Performance Indicators (KPIs) of the Shire of Ravensthorpe Chief Executive Officer (CEO) for the first 6-month probationary period and for the 2022/23 financial year period.

The draft CEO KPI Schedule is included as Confidential Attachment 1 to this report for Council consideration. Included in the attachment is a separate report outlining the process undertaken and recommendation to Council regarding the KPI Schedule from Anne Banks-McAllister Consulting.

Consultation:

The following were consulted in relation to the preparation of the CEO Annual Performance Review KPI schedule;

- Councillors
- Executive Team
- Anne Banks-McAllister Consulting
- WALGA.

Statutory Environment:

Local Government Act 1995, Part 5, Division 4, s 5.38 and Division 2, s5.23 (2)

Policy Implications:

The Model Standards for CEO Recruitment, Performance and Termination pursuant to section 5.39B (2) of the *Local Government Act 1995* was endorsed by Council at the 14 September 2021 OCM, however is yet to be included in the Shire of Ravensthorpe Policy Manual.

Financial Implications:

N/A

Strategic Implications:

This item is relevant to the Councils approved Strategic Community Plan and Corporate Business Plan.

Outcome 5: Governance and Leadership

The Shire of Ravensthorpe partners the community and is an effective advocate and responsible steward.

Sustainability Implications:

- **Environmental:** Not applicable to this specific recurring report.
- **Economic:** Not applicable to this specific recurring report.
- **Social:** Not applicable to this specific recurring report.

Risk Implications:

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

Risk Matrix:

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

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

Moved by Cr Leighton, seconded by Cr Richardson

Resolution: 36/22

DECISION:

That Council by Absolute Majority:-

1. **ENDORSE the CEO KPIs as detailed in the Confidential Attachment 1 for the 6-month probationary period and for the 2022/23 financial year period;**
2. **REQUEST the CEO to implement regular quarterly reporting to Council on the progress of these KPIs;**
3. **REQUEST the CEO to make available the CEO KPI schedule as a public document on the Shire website; and**
4. **AMEND the Officer's Recommendation to KPI 4: Complete Ravensthorpe Community Centre to read 'KPI 4 - Complete the Cultural Precinct Project in Ravensthorpe.**

Voting Requirements: Absolute Majority

Carried: 7/0

16 CLOSURE OF MEETING

The Presiding Member declared the meeting closed at 6.19pm.

These minutes were confirmed at the meeting of 19 July 2022

Signed by the Shire President: _____

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

Date: 19 July 2022

11. MATTERS ARISING FROM COMMITTEES OF COUNCIL

11.1 RAVENSTHORPE BUSH FIRE ADVISORY COMMITTEE (BFAC)

RAVENSTHORPE BUSH FIRE ADVISORY COMMITTEE (BFAC) MEETING MINUTES AND SHIRE OF RAVENSTHORPE 2022/2023 FIRE BREAK NOTICE

File Reference:	ES.ME.1
Location:	Shire of Ravensthorpe
Applicant:	Bush Fire Advisory Committee
Author:	Community Emergency Services Manager
Authorising Officer	Chief Executive Officer
Date:	7 July 2022
Disclosure of Interest:	Nil
Attachments: <u>ORANGE</u>	(a) Draft – Shire of Ravensthorpe Fire Break Notice 2022/2023 (b) Unconfirmed Minutes and attachments of the BFAC meeting (available on the Shire of Ravensthorpe website, Councillor portal)
Previous Reference:	Nil

VOTING REQUIREMENTS

Simple Majority

BUSH FIRE ADVISORY COMMITTEE AND OFFICER RECOMMENDATIONS

That Council:

- RECEIVE the Unconfirmed Minutes of the Bush Fire Advisory Committee Meeting and Annual General Meeting held on 5 July 2022.**
- ENDORSE the following nominations as detailed in the Minutes of the Annual General Meeting held on 5 July 2022:-**

(5) Election of Chairman

Nominee	Nominated By	Seconded	Elected
<i>Keith Rowe</i>	<i>Rod Daw</i>	<i>Gavin Gibson</i>	Yes

(6) Election of Deputy Chairman

Nominee	Nominated By	Seconded	Elected
<i>Bernard Fetherstonhaugh</i>			<i>Declined</i>
<i>Rian Duncan</i>	<i>Richard Norrish</i>	<i>Reece Laycock</i>	Yes

(7) Election of Chief Bush Fire Control Officer

Nominee	Nominated By	Seconded	Elected
<i>Rod Daw</i>	<i>Reece Laycock</i>	<i>Keith Rowe</i>	Yes

(8) Election of Deputy Chief Bush Fire Control Officers

Nominee	Nominated By	Seconded	Elected
<i>Gavin Gibson</i>	<i>Rod Daw</i>	<i>Richard Norrish</i>	Yes
<i>Rian Duncan</i>	<i>Bernard Fetherstonhaugh</i>	<i>Richard Norrish</i>	Yes

(9) Nomination of Fire Weather Officers

In accordance with section 38 of the Bush Fires Act 1954, a local government may appoint persons as authorised Harvest Ban Officers. Harvest Ban Officers can allow burning to proceed on days when a "very high" or "extreme" fire danger is forecast.

Nominee	Nominated By	Seconded	Elected
Mr Rodney Daw	Keith Rowe	Richard Norrish	Yes
Mr Gavin Gibson	Keith Rowe	Richard Norrish	Yes
Mr Bernard Fetherstthonhaugh	Keith Rowe	Richard Norrish	Yes
Mr Andrew Chambers	Keith Rowe	Richard Norrish	Yes
Mr Peter Kuiper	Keith Rowe	Richard Norrish	Yes

OFFICER and COMMITTEE DECISION

Moved: Mr Keith Rowe Seconded: Mr Richard Norrish

That the Committee ENDORSES all nominees elected as Fire Weather Officers for the Shire of Ravensthorpe for a one year term.

That absent nominees be contacted to confirm their willingness to remain as Fire Weather Officers for the Shire of Ravensthorpe for a one year term.

Carried

(10) Confirmation of Elected Fire Control Officers

OFFICER and COMMITTEE DECISION

Moved: Mr Rian Duncan Seconded: Mr Reece Laycock

That the Committee ENDORSES all nominees elected as Fire Control Officers for the Shire of Ravensthorpe for a one year term, as per the list below 'Shire of Ravensthorpe 2022/23 Fire Control Officers', pending email confirmation.

Carried

SHIRE OF RAVENSTHORPE 2022/2023 FIRE CONTROL OFFICERS

NAME	POSITION	BRIGADE	RADIO CALL SIGN
Rod Daw	CBFCO	East Ravensthorpe BFB	6GR / Ravey Chief
Gavin Gibson	DCBFCO	Munglinup BFB	Mungy Base / Mungy 1
Rian Duncan	DCBFCO	West River BFB	West River Base / West River 4
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

NAME	POSITION	BRIGADE	RADIO CALL SIGN
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	
Scott Lawry	FCO	Hopetoun VFES	
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
	FCO	Jerdacuttup BFB	Jerdy 3
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	DCBFCO	Munglinup BFB	Nth Mungy Base / Mungy 2
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	FCO	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

Esperance Shire

Mr Rodney Daw nominated Mr Gavin Gibson and Mr Bernard Fetherstonhaugh.

Seconded by Mr Keith Rowe.

Positions elected unopposed.

Jerramungup Shire

Mr Rian Duncan nominated Mr Peter Kuiper and Mr Brett Kershaw.

Seconded by Mr Richard Norrish.

Positions elected unopposed.

Lake Grace Shire

Mr Reece Laycock nominated Mr Andrew Chambers and Mr Chad Tuckett.

Seconded by Mr Gavin Gibson.

Positions elected unopposed.

- 3. NOTE the Bush Fire Advisory Committee recommendation to continue to allow the use of firepits at Shire designated campgrounds subject to the Shire undertaking appropriate risk assessment and mitigation strategies including the installation of permanent concrete fire rings that are not able to be moved.**

4. **ENDORSE** the Bush Fire Advisory Committee recommendation that the Shire of Ravensthorpe write to the appropriate authorities to register the Bush Fire Advisory Committee's concern regarding the lack of fire-fighting vehicles permanently located at each Shire of Ravensthorpe Brigade Shed, and that the Shire of Ravensthorpe actively **ADVOCATE** to these authorities for increased resourcing for additional equipment and training for the Shire of Ravensthorpe Bush Fire Brigades.
5. **ADOPT** the Bush Fire Advisory Committee recommendations to update the Shire of Ravensthorpe 2022/23 Fire Break Notice as follows:-
 - a) **Rename** the Shire of Ravensthorpe 2022/2023 Fire Break Notice to "Shire of Ravensthorpe 2022/2023 Fire Control Notice and Fire Break Notice", as the Notice contains more information than just firebreak notices;
 - b) **Update** maps including the new fire weather boundaries Pages 18 and 19;
 - c) **Relocation** of maps from pages 2 and 3 to Pages 18 and 19 of the Notice to highlight the importance of dates to be complied with on page 2;
 - d) **Inclusion** of new Australian Fire Danger Rating System and appropriate graphics, pages 4 and 5;
 - e) **Update** Contractor details page 12; and
 - f) **Update** Fire Control Officer (FCO) contact details on the final page.
6. **ADVERTISE** the Bush Fire Notice, elected Fire Control Officers and Fire Weather Officers 2022/23 for the Shire of Ravensthorpe in accordance with s38 (2A) of the *Bush Fires Act 1954*.
7. **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: _____

ATTACHMENT



Shire of Ravensthorpe
Bush Fire Advisory Committee

MINUTES

Meeting held on Tuesday 5th July 2022 at the
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 Bernard Fetherstonhaugh	Deputy Chief Bush Fire Control Officer
Mr Rian Duncan	West River BFB
Mr Andy Daw	East Ravensthorpe BFB
Mr Reece Laycock	North Ravensthorpe BFB
Mr Richard Norrish	Mount Short BFB
Ms Michaela Pritchard	SoR Senior Ranger
Mr Russell Palmer	Community Emergency Services Manager
Mr Mal Grant	SoR Bushfire Risk Planning Coordinator
Ms Vanessa Lipianin	DBCA Senior Operations Officer

Visitors

Mr Matthew Bird	SoR Chief Executive Officer
Ms Natalie Bell	SoR A/Executive Manager Development and Community Services

Welcome Michaela and Vanessa to your first BFAC Meeting.

3. APOLOGIES

Mr Kye Chambers	North Ravensthorpe BFB
Mr Stephen Petersen	DFES District Officer – Esperance
Mr Wes Bailye	DFES Area Officer
Cr Tom Major	SoR Council Representative
Cr Mark Mudie	SoR Council Representative
Mr Gary Webster	Cocanarup BFB
Mr Luke Webster	Cocanarup BFB

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

OFFICER & COMMITTEE DECISION

Moved: Mr Rod Daw Seconded: Mr Gavin Gibson

The minutes of the Bushfire Advisory Committee held on Tuesday 7 September 2021 to be confirmed as a true and correct record of proceedings.

Carried

5. BUSINESS ARISING FROM MINUTES

5.1 Campfires Masons & Starvation Bay. Rod stated the policy has been there a long time and should remain as is. Michaela disagreed that the risk is too high over the peak period. Concerned that these are the only areas where burning is allowed during the prohibited season. Also concerned that pits get moved around and damaged as well as the risk from campers that fire will escape. Proposed that as a minimum, it is kept the same as Esperance and Jerramungup. Isolated, lack of

communications. General discussion followed. Two separate issues here, state of the fire rings and burning in the prohibited season. Show of hands - Leave as is for this season. Shire to assess the risk.

OFFICER & COMMITTEE DECISION

Moved: Mr Keith Rowe

Seconded: Mr Rod Daw

BFAC recommendation to continue to allow the use of firepits at Shire designated campgrounds subject to the Shire undertaking appropriate risk assessment and mitigation strategies including the installation of permanent concrete fire rings that are not able to be moved.

Carried

5.2 Disposal of Fleet vehicles – draft letter was sent out to members. The only comment was that the letter didn't really cover the issue. General discussion followed. Exactly what is the committee requesting as there has been some variations as to the issue. Can this committee send letters to Minister as we are an Advisory Committee. Rod pointed out that the motion will be in the minutes from March last year. (Appendix B). Has been discussed at ROAC. From Matthew Bird, His understanding is that this is an advisory committee to Council and the committee will make a recommendation to the Council. The issue is actually that the brigades aren't getting the equipment they need.

OFFICER & COMMITTEE DECISION

Moved: Mr Keith Rowe

Seconded: Mr Rod Dawe

ENDORSE the BFAC recommendation for the Shire to write to appropriate authorities to register the concern regarding lack of fire fighting vehicles permanently located at each SOR brigade shed, and for the Shire to actively ADVOCATE for increased resourcing for additional equipment and training for SOR Brigades.

Carried

5.3 Seasonal Training – conducted in October. How to proceed for next season?

5.4 Minimum Training standards – Currently Bushfire Safety Awareness and FF Skills. Also need EOI for Ground Controller, FCO, IRS. Advise Russell of training required by brigades.

5.5 Bushfire Local Law – sent to Brian for rewriting. "Council has agreed to leave them as they are for now. The changes in terminology and departments doesn't affect how they work so they agreed not worth the hassle and cost to change."

5.6 WHS Update – several workshops and online sessions – No real change for volunteers. Appendix C from Stephen Petersen. Question from Reece. Do FCOs require a refresher to get up to date? From Russell. Would be a good idea and will try to organise.

5.7 Firebreak Notices – Draft update was sent to committee members for comment. No Comment received. Will be going to Council for endorsement next week.

5.8 Kundip Townsite – No progress since last meeting.

5.9 Mal and DFES Radios – Radios purchased by both shires.

5.10 Trailer and spare tyres – Trailer request not successful but there are other options available. One each spare tyre and rim have been purchased through the Shire and through LGGS funds.

5.11 LGGS Funding – Quick update from Natalie re the Hopetoun Build. Shire needs to complete a RFT then out to tender. Shire is responsible for site works, subdivision and utilities to site. East Ravensthorpe site – steps in place to get this land subdivided.

Appliances. Getting close but will need to keep submitting Risk to Resource applications. Russell also applying for a LT for one of the Shire brigades.

5.12 Records of attendance – These need to be completed for all fires and incidents, both attendance records and notification that the appliance turned out. Adds evidence to the R2R applications. 000 or through Comcen and IRS after the event.

5.13 Cordingup Dam – Update from Matthew Bird. Water Corp want to reduce the size of the dam, want it off their assets. They don't need permission but are talking to land owners and the Shire.

6. CORRESPONDENCE

6.1 – Andy Chapman letter to Minister and Minister's response

6.2 – Assorted emails and circulars WHS updates

6.3 – Covid Updates

6.4 – Letters of Appreciation DBCA – No Tree Hill Fire

6.5 – LG EM Network – FCOs- CBFCO Roles

6.6 – AFDRS Updates (various)

6.7 – Cordingup Dam - email Keith Rowe

6.8 – Fire permits and wineries – email 18/3/22

6.9 – Guidelines for Operating Private Equipment (publication, email 18/03/2022)

6.10- WAFES Conference 9th, 10th September

6.11 - Proposed Advocacy Position on Arrangements for Management of Volunteer Bushfire Brigades

6.12 – LGIS Job Dictionary Volunteer BFFighter

6.13 – Assorted circulars new AFDRS

6.14 – Letter from DAWE regarding burns and mitigation work in the Shire.

6.15 – **LGIS Emergency Management News** Manual Task Risk Register VBFF

7. OFFICERS REPORT

7.1 CBFCO Report – (Appendix G) Detailed report provided including dates of events, incidents and meetings. Concerns raised included burning on mine sites not being reported to Chief, WHS, Covid mandates and LG brigades being taken over by DFES. Also attended two online sessions with other Chiefs re above.

7.2 DBCA Report – Apologies from Vince Hilder. Nil to report other than soon to have full staffing again. Will need to develop skills sets.

7.3 CESM Report – Appendix D

7.4 DFES Report - Appendix E (Apologies from Stephen Petersen, late notice due to unforeseen circumstances.)

7.5 BRMC Report - Appendix F

8. BFAC ITEMS SUBMITTED All three points covered previously in this meeting.

8.1 - Mitigation burning progress

8.2 - Starvation Bay, Mason's Bay fire pits

8.3 – Firebreak Notices

9. GENERAL BUSINESS

9.1 – Fire Permits – Committee decided to leave as is. Permit holders may need to be reminded of the conditions of the permit.

9.2 – Covid Update - Vaccination Evidence and response implications are no longer required. Thankyou for your compliance and assistance during the mandated time.

9.3 – Machinery and private appliance lists – Decided this was not required as FCOs and neighbours know who is available in their areas.

9.4 – ROAC Next meeting Wed 28th September Jerramungup

9.4 – Fire Control Notice – as per 5.7 above.

9.5 – New AFDRS – Implications for FCOs, FWOs Refresher training to be arranged. From Mal, we had the opportunity to have input. Jerramungup and Ravensthorpe now in the same districts.

9.6 – Airport Water. Rod on behalf of Daryl Quin. Concerns re the amount of water at the airport for water bombing. Current supplies are now adequate with the new tank upgrade before last season. General discussion re the suitability of bores for supplying water to the tank from nearby holes previously drilled by mining company.

10. Next Meeting

Tuesday 13th September

11. MEETING CLOSED 19:23

Appendix A

Draft letter to Council and ROAC.

It is the opinion of this committee, notwithstanding Government regulations, that special consideration be given to Local Governments such as Ravensthorpe to retain/receive older/superseded appliances until such times as new fit for purpose appliances can be obtained through normal ESL channels.

Ravensthorpe Shire is relatively isolated and covers an area of 13 551 square km (1.35 Million hectares) of which approximately 2 thirds is natural bush including the world renowned Fitzgerald National Park. The remaining land is predominately agriculture or Mining use.

Emergency Services in the Shire include 8 Bushfire Brigades, 2 SJA Centres, 2 VFES Brigades, 1 Fire and Rescue Brigade and 1 SES Unit. Of the 8 BFBs, only 2 have dedicated sheds with one extra in the planning stage and 2 are without their own appliance. These BGUs are wide spread increasing response times to incidents

Ravensthorpe Shire is historically a high-risk area for fire due to the terrain, large areas of unburnt bush, major access routes and significant infrastructure. Historical fires have travelled quickly and covered extremely large areas. Incident response is typically entirely by volunteers and mainly in privately owned appliances that may not be compliant with modern safety standards.

Major infrastructure and significant areas potentially threatened in the event of fire include but are not limited to:

- coastal town of Hopetoun – major tourist destination – recently impacted by wildfire started by lightning

- Large mines including First Quantum, Galaxy/Allkem and Medallion Metals

- Major highway to Esperance – significant tourist, agricultural and industrial use

- Fitzgerald River National Park – Internationally significant and unique biodiversity

- Towns of Ravensthorpe, Munghlinup and Jerdacuttup. – surrounded by bush and including schools

- Several areas and sites of historical and cultural significance

- School bus and tourist routes

Appendix B

Extract from BFAC Meeting Minutes March 2021

Disposal of fleet – Mr Barnes Fetherstonhaugh asked if there are any changes in being able to purchase decommissioned fleet locally rather than it going back to Perth. Mr Ashley Peczka advised DFES hands are tied until State Government review and amends their State Disposal Policy. Mr Derek Jones advised there is momentum from the Bushfire Operations Committee (BOC) for change, but is hampered by the Dept of Treasury.

OFFICER & COMMITTEE DECISION

Moved: Mr Bernard Fetherstonhaugh

Seconded: Mr Andrew Chambers

A letter to be sent and to be discussed ROAC;

- 1) To extend life span of current fleet to be redeployed in shortfall areas, until new builds are made available.**
- 2) Option for decommissioned fleet to be tendered locally, before leaving the area.**

Carried

Appendix C

“WHS – From a Shire perspective, BFAC meetings need to have an agenda item to discuss WHS issues and the Shire is meant to have a way for safety issues to be reported. Not sure about Ravensthorpe but most Shires don't have this in place. What they are using is the online reporting system on the Volunteer Portal. Report is sent to the CESM for them to decide if it is a DFES or LG issue.”

CESM Report
BFAC July 2022

Today marks 11 months in the CESM position. Thanks for your support. It's been an interesting and challenging year in many ways. Following are some of the incidents and achievements since last meeting and the main focusses for the next months.

- a) Fires and weather events as outlined in other reports to this committee including the Hopetoun fires and April severe weather event.
- b) Covid complications to our business as usual.
- c) Two 200 000 litre water tanks funded through - STATE GOVERNMENT WA RECOVERY PLAN – WATER TANK ALLOCATIONS have been ordered, one for Beatty Road, North Ravensthorpe and one for Springdale Road Jerdacuttup. Expected completion is August 2022.
- d) Planning for the Hopetoun Rural Bushfire Brigade shed build in Blue Vista progressing with tenders for the build and costings of utility connections and site works being sought.
- e) Subdivision of land donated by Rod and Lyn Daw for the building of East Ravensthorpe BFB is also progressing. Complications involving the Main Roads road reserve and possible realignment of the Highway are being worked through with Main Roads.
- f) Ravensthorpe Fire Control Notices for 2022/2023 are in final draft form awaiting Council approval. Changes made for this year's notices are:
 - renaming to "Fire Control Notice and Fire Break Notice" (The notice contains more than just firebreak notices);
 - updated maps including the new fire weather boundaries Pages 18 and 19;
 - relocation of maps from pages 2 and 3 to Pages 18 and 19 of the notice to highlight the importance of dates to be complied with on page 2;
 - Inclusion of new Australian Fire Danger Rating System and appropriate graphics pages 4 and 5;
 - Subtle changes to the wording of some sections;
 - Updated Contractor details page 12; and
 - Updated FCO contact details final page
- g) As of Friday 10 June 2022, vaccination mandates for emergency services volunteers and restrictions for building access to DFES premises have been lifted. Thanks for the support received by brigades.

Membership updates. Volunteer insurance costs are a large part of our LGGS. Volunteers not current but still on lists are therefore costing money that could be spent elsewhere. I am requesting that Brigade Captains and Secretaries look at their current membership lists and consider updating these to more accurately reflect the membership base of their Brigades. Volunteer recognition, medals and awards. I appreciate that many members "don't volunteer for the recognition" but they are still entitled to awards and recognition of service. I am

intending to send out lists of members entitlement to awards for brigade leadership to check and do with as they see fit on this matter.

PPC purchases – I now have some in stock. I will be filling outstanding orders previously sent to me then new as they come in. If you have previously given me an order that wasn't completely filled, let me know what is still missing. It is important that our active volunteers are adequately protected using correct PPC/PPE for their safety and so we are compliant with WHS requirements. This hasn't changed. Please note though, these are for qualified, active volunteers only and are to be retained by the Brigade if a volunteer leaves the brigade. To fully equip a volunteer costs about \$1000. It is the Brigade's responsibility to keep track of who has what.

While on the requirements for active volunteers, now is a good time to talk about training.

- Basic requirements are for volunteers to have Bushfire Safety Awareness and Firefighting Skills or the previous equivalent. I will send out the current lists of qualified members to each brigade. Members not showing as qualified can either complete an appropriate course, undergo a GAP course if suitably experienced or provide proof of previous training. Please let me know what training you require and when (month, time of week) approximate numbers...
- Several other courses can be made available for suitable volunteers. See the pathway diagram being circulated tonight and let me know if you are interested in attending a course.
- Rural Fire Awareness will be run again this year for seasonal workers and farm staff and/or family members. Again, let me know when would be the best time for this to happen.

Truck servicing schedule is now out. Check and let me know if this doesn't suit.

Defibs should now be out to all brigades – in the trucks. 3 here to pick up tonight.

AFDRS changes. The new rating system will be going live on 1st September.

DFES Conference, 9th and 10 September. Registrations close 11th July.

I am on leave for a week from Friday this week.

RATs, brigade lists, some fuel cards and other assorted at back of room for collection.

I would like to leave you with this extract from September 1847

An Ordinance to diminish the Dangers resulting from Bush Fires.

WHEREAS it is expedient so far as may be possible to prevent the evils which result from what are commonly called " Bush Fires"—Be it therefore enacted, by His Excellency the Governor of Western Australia and its Dependencies, by and with the advice and consent of the Legislative Council thereof, that any person who shall be convicted of either wilfully or through carelessness setting fire to any Grass, Stubble, shrub, or other natural vegetation whatsoever, at any time between the first day of September in any year, and the first day of April in the year next thereafter following, shall forfeit and pay for every such offence a sum not exceeding fifty pounds.....

...or a boy under the age of sixteen years, it shall be lawful for the convicting Justices at their discretion, in lieu of other punishment, to order he be publicly flogged, receiving any number of lashes not exceeding fifty

Russell Palmer

CESM Ravensthorpe and Jerramungup

Appendix E

DFES Report

A few points for tonight.

Recently had an onsite meeting with Ngadju TO's and CEO to explore possible radio repeater sites on the southern boundary of Frank Hahn National Park. The first meeting was unsuccessful, but we are going to arrange another meeting to look at other sites close by. If successful, the linked repeater network will go through the Ravensthorpe control network greatly improving comms in the NE of the Ravensthorpe shire and potentially linking into Lake Grace shire as well..

Please thank all the brigades who assisted in mitigation burns and fires earlier this year. A big thanks to Mal Grant for all the works he has done. Would be great to have a Mal in every shire.

Given the uncertainty of the AFDRS and the imposing of HVMB there is no issue with the shire sticking with the current rules. I.e. do what you are currently doing for the next twelve months to see how it plays out. The only exception is when a TFB is imposed, and all shires will need to issue HVMB's at the new trigger of an FBI of 50.

Kind Regards,

Steve Petersen.

District Officer Esperance.

Shire of Ravensthorpe Bushfire Advisory Committee

Meeting Tuesday 5th July 2022

Bushfire Risk Mitigation Coordinator Report

Appendix F

BRMC Report

Bushfire Mitigation mechanical and chemical works have been progressed in the Shire over the last four months, some great results with key focus on Ravensthorpe town site parkland clearing in woodlands and prescribed burn boundary preparation works, there are six additional treatments remaining to be undertaken in the Ravensthorpe TS and Coombee road on the return of the Contractor back to the Ravensthorpe Shire

5 Prescriptions for the Shire of Ravensthorpe vested Crown reserves have been developed and signed off on in preparation for implementation and delivery an additional 8 prescriptions for the Shire vested reserves are to be completed,

DFES have signed off on 6 additional prescriptions around Hopetoun and there are an additional 4 DFES prescriptions to prepare for the Ravensthorpe TS,

Key focus of prescribed burns this winter and early spring are:

- Blu Vista subdivision protection program by burning Laurina road and Hopetoun Ravensthorpe road reserves,
- Completion of the Jerdacuttup TS protection program,
- Continuation of the burning of windrowed heaps of debris Ravensthorpe, sewer treatment plant,
- Continuation of the prescribed burning program around Hopetoun TS which has been expanded given the outcome of the Friday 11th February bushfire, includes three parcels of PP in Seaview Estate subdivision,
- Delivery of a Landcorp, now Development WA, prescribed burn in Hopetoun TS,
- Delivery of the Water Corporation borefield prescribed burn on the western boundary of Krystal Park subdivision,
- Munglinup TS prescribed burn north side of Town within the South Coast Highway road reserve,
- Delivery of an additional two prescribed burns around Mason Bay and Starvation Bay recreation sites,

The emergency exit out of the Beach Barren Estate Subdivision project has been commenced with the Shire undertaking the works using the Bushfire Mitigation treatment funds sourced for the job,

Traffic Management Plan for the Blu Vista planned prescribed burn has been approved by MRWA for the management of traffic along the Hopetoun Ravensthorpe road,

Traffic Management Plan for the South Coast Highway in Munglinup is progressing,

Developed a Briefing Paper for the Shire of Ravensthorpe Councillors on the State Bushfire Risk Management Program and how this ties in with the Shire and the history of the works undertaken in the Shire to date, attached?

Shire of Ravensthorpe have now purchased a Flamethrower, four additional fire bugs and 1 Isuzu truck rim and tyre, DFES through the LGGS have approved the purchase of an additional Isuzu truck rim and tyre, trailer available through the Shire for use to transport equipment into the field in the event of a bushfire,

Malcom Grant

Appendix G

CBFCO report for the period 1/9/21 to ~~20/11/21~~ ^{12/11/22} ^(was to be 15/3)

6/9 Masons bay prescription burn to the N and NW of the campground ^{Now to 5/1/22}

7/9 Capital grants scheme for 21/22 scrutinized

New CESH discussions with he and area manager re changes to the law and pre harvest requirements + ^{manabughter legislation}

BFAC ^{7/9}

8/9 Inspection of bush at NE section of the shire with Dave Atkins DBCA . Plan coming for better protection

All trucks serviced in this period --- Problems again with HR truck and will be out of action again for awhile

DBCA had a good 20 km burn at the NE corner of our shire

9/9 WA govt announce a \$ 5.6 billion surplus . yet we struggle to get sufficient fire equipment and protection

CEO Gavin Pollock left town , I didn't get a chance to thank him for his support

10/9 Perused and approved Jerdacuttup burns with Mal Grant

Discussions re updating our Risk to Resource document

14/9 Discussions with Boxwood Hills and Bremer Bay guys re proposed burns

15/9 DOAC meeting at Gnowangerup

16/9 Delivered fire trucks then interview with acting CEO Brian Jones re signing of prescription burns

21/9 Completed 6 prescription burns at Jerdacuttup , Then in the evening did a Hazard reduction burn behind the Hospital

22/9 Discussions with the Gnowangerup chief re new laws and enquiry re our law that no firefighter is allowed on the fireground unless they have completed a level 1.2.3 fire course

4/10 Munglinup AGM and discussions with Esperance chief and Kingsley Scott re trucks and new WHS laws

5/10 Russell Palmer discussions re new WHS laws

6/10 Rural fire awareness course at R -- 32 attended

DFES replacement programme for 22/23 received

13/10 Problems with the Hopetoun Rural truck being addressed

^{13/10} Mount Short AGM

Questions re variation of prohibited and restricted burning times

^{14/10} Jerdacuttup AGM

16/10 Cocanarup AGM

18/10 Discussions with Mal Grant re fire issues

21/10 Airport exercise

22/10 Fire at Galaxy not reported to us - they claimed they don't have to under the mining act

28/10 Hi season truck and LT arrived for East Ravensthorpe brigade and LT for Munglinup and truck for North Ravensthorpe brigade

Early November Bushfire radios serviced

✓ 4/11 Fire in Esperance shire but only 8 km from our SE corner we attended

✗ 14/11 Header fire at Chambers Moolyall creek -- believe header destroyed but have not seen the report yet

18/11 Gnowangerup chief has questions re firefighters and the job . what is our shires position?

22/10 Russell Palmer with a copy of Gnowangerup direction - no trailers at fires

29/10 Mal Grant - re tree harvesting at Masons bay and Springdale roads

26/10 North Ravensthorpe with concerns re the late delivery of their hi season truck

✗ The moral of all brigades is really good and we are looking forward to a quite season although it is unlikely we will dodge the usual 30

ROD



Shire of Ravensthorpe

Bush Fire Advisory Committee

AGM MINUTES

Meeting held on Tuesday 5th July 2022 at the

Ravensthorpe Entertainment Centre

6. ELECTION OF DEPUTY CHAIRMAN

Nominee	Nominated By	Seconded	Elect
Bernard Fetherstonhaugh			Declined
Rian Duncan	Richard Norrish	Reece Laycock	Y

7. ELECTION OF CHIEF BUSH FIRE CONTROL OFFICER

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

8. ELECTION OF DEPUTY CHIEF BUSH FIRE CONTROL OFFICERS

Nominee	Nominated By	Seconded	Elect
Gavin Gibson	Rod Daw	Richard Norrish	Y
Rian Duncan	Bernard Fetherstonhaugh	Richard Norrish	Y

9. NOMINATION FIRE WEATHER OFFICERS

Nominee	Nominated By	Seconded	Elect
Mr Rodney Daw	Keith Rowe	Richard Norrish	Y
Mr Gavin Gibson	Keith Rowe	Richard Norrish	Y
Mr Bernard Fetherstonhaugh	Keith Rowe	Richard Norrish	Y
Mr Andrew Chambers	Keith Rowe	Richard Norrish	Y
Mr Peter Kuiper	Keith Rowe	Richard Norrish	Y

OFFICER & COMMITTEE DECISION

Moved: Mr Keith Rowe Seconded: Richard Norrish

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 Rian Duncan

Seconded: Mr Reece Laycock

1) To endorse all Fire Control Officers as per the attached 2022/23 list pending email confirmation

Carried



**SHIRE OF RAVENSTHORPE
2022/23 FIRE CONTROL OFFICERS**

NAME	POSITION	BRIGADE	RADIO CALL SIGN
Rod Daw	CBFCO	East Ravensthorpe BFB	6GR / Ravey Chief
Gavin Gibson	DCBFCO	Munglinup BFB	Mungy Base / Mungy 1
Rian Duncan	DCBFCO	West River BFB	West River Base / West River 4
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	
Scott Lawry	FCO	Hopetoun VFES	
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
	FCO	Jerdacuttup BFB	Jerdy 3
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	DCBFCO	Munglinup BFB	Nth Mungy Base / Mungy 2
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	FCO	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

- **Esperance Shire**

Mr Rodney Daw nominated Mr Gavin Gibson and Mr Bernard Fetherstonhaugh. Seconded by Mr Keith Rowe.
Positions elected unopposed.

- **Jerramungup Shire**

Mr Rian Duncan nominated Mr Peter Kuiper and Mr Brett Kershaw. Seconded by Mr Richard Norrish.
Positions elected unopposed.

- **Lake Grace Shire**

Mr Reece Laycock nominated Mr Andrew Chambers and Mr Chad Tuckett. Seconded by Mr Gavin Gibson.
Positions elected unopposed.

At 1725hrs, Returning Officer Mr Matthew Bird congratulated all recipients and handed the meeting to the incoming Chairperson Mr Keith Rowe.

Mr Keith Rowe also congratulated newly elected Fire Control Officers. A letter to be sent to Mr Doug Bray, thanking him for his service.

12. General Business

Nil

Closure of Meeting

The Chairperson closed the meeting at 1726hrs

Next Meeting: Tuesday 15 March 2023

Shire of
RAVENSTHORPE
FIRE CONTROL NOTICE
AND FIRE BREAK NOTICE
2022/2023

**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 **Sunday, 31 October 2022**; 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 Sunday, 30 April 2023.**

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 Fire Break Notice and is issued under *Section 33(1) Bush Fires Act 1954.*

**FOR ALL FIRE & EMERGENCIES
000**

**HARVEST BAN HOTLINE
08 9839 0035**

**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 2022	Restricted Burning Time, Permits required
1 November - 31 January 2023	PROHIBITED BURNING
1 February - 30 June 2023	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;
 - * Queens Birthday: Monday 26th September 2022
 - * Labour Day: Monday 6th March 2023
 - * Easter: 7th - 10th April 2023
 - * Anzac Day: Tuesday 25th April 2023
- Burning is **PROHIBITED** on Sundays, **except** between 1 March to 19 September every year.

2. OTHER IMPORTANT DATES

1 September 2022	Applications for individual Bushfire Management Plan - Last Day!
1 October 2022	Applications for Variation to the Fire Control Notice - Last Day!
30 October 2022	Last Day! for your property to be compliant to this notice
31 October - 4 November 2022	FIRE BREAK INSPECTION Dates for when properties will undergo their inspection for compliance to this Notice
31 October 2022 - 30 April 2023	FIRE BREAK COMPLIANCE PERIOD Properties must be maintained to the requirements of this Fire Break 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 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;
- For rural small holdings and rural residential lots to have a fire unit carrying a minimum of 400lt present at all times; and
- For town site blocks to have a hose connected to running water that can reach the whole burn area.

4. CAMPING & COOKING FIRES

Pursuant to *Section 25(1a) Bushfires 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.

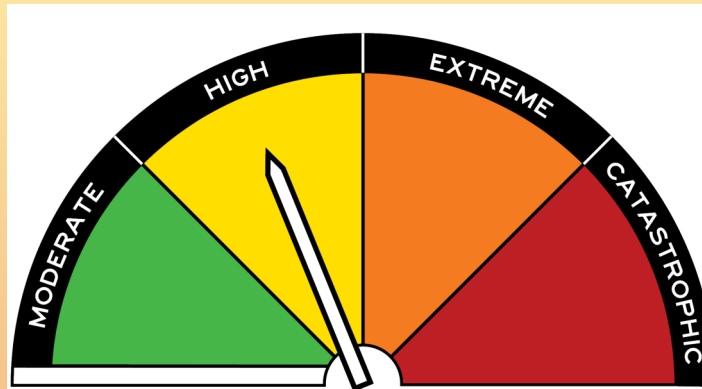
Lighting of fires in the open air in the Shire of Ravensthorpe, for the purpose of camping and cooking, is permitted during the period 30 April to 19 September, without a permit to burn.

All open 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

From September 1st 2022, Australians will have a simplified, action-oriented Fire Danger Rating System.

Fire Danger Ratings describe the potential level of danger should a bushfire 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 3,000m² or less;
 - i. Reduce **fire fuel*** from the whole of land such that fuel loads are maintained to a maximum of **2 tonnes per hectare***. Isolated trees and managed shrubs may generally be retained.
- b. Where the area of land exceeds 3,000m²;
 - 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.
- 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
Fire Break.



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 Conservation, Rural Small Holdings less than 100Ha:
 - i. Areas of unmanaged pasture or grassland must have a 3 metre wide **bare earth firebreak*** constructed and maintained inside ALL external boundaries. (refer to diagram 5.1);
 - 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.

Diagram 6.1;

3 metre wide Bare Earth
Fire Break 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 which includes areas known as Blue-Vista, Dunns Swamp, Krystal Park, Lakes Entrance, Seaview Estate, Steeredale Estate and Whale Bay Estate, you must:

- a. Clear either a 3 metre wide **bare earth firebreak*** or a 3 metre wide mulched/slashed fire break 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 (parkland cleared) 1 metre wide, around Power Infrastructure e.g. Metre Box, Poles and Underground 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

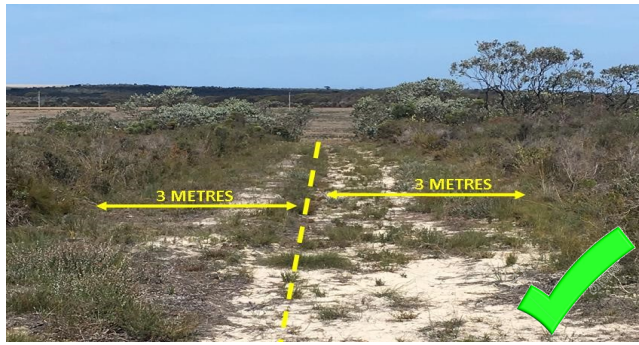


Diagram 7.2;
Unmanaged pasture /
grassland maintained
no greater than 10cm



8. PLANTATIONS:

(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

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



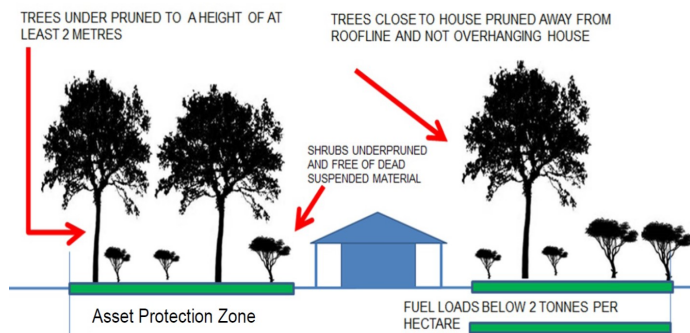
Providing you with information and community warnings about emergencies, Fire Danger Ratings and declared Total Fire Bans

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 to and maintained at **two tonnes per hectare***;
- c. All grasses **within** the APZ are to be maintained to a height no greater than 100mm;
- d. 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%;
- e. 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;
- f. 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;
- g. Firewood piles to be stored a safe distance away from buildings and no greater than 1m in height; and,
- h. 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. CONTRACTOR LIST

Below is a list of local contractors, in no specific order, available for landowners/occupiers to choose from and to engage with to assist in preparing your property.

HOPETOUN BASED	
Belli Mini Earthworks - Greg Belli	0427 027 003
Fitzgerald Contracting - Scott Lawry	0434 023 868
Hopetoun Slashing Services - Kevin Hallam	0429 049 114
Indiji Flora - Tim Nolan	0408 919 213
KD Roy Contracting - Keith Roy	0412 435 459
Southern Mulching Services - Lindsay Freegard	0407 443 244
RAVENSTHORPE BASED	
GD Walker - Gary Walker	0429 155 351
GE & JJ Fairhead - Geoff Fairhead	0429 389 023
I & K Dickinson - Ian Dickinson	0428 381 259
Ravensthorpe Bulk Haulage - Wayne Daw	0427 381 497
Tanya's Gardening & Lawnmowing Service	0447 319 178

PLEASE NOTE:

The Shire of Ravensthorpe accepts no responsibility either implied or inferred for any works carried out by the above contractors. The engagement of a contractor is between the landowner/occupier and the contractor; therefore the landowner/occupier is the legal identity responsible in making sure contractors carry out the required works in accordance to this notice.



12. 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; and,

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 Fire Break 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 Fire Break 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 (Fire Break 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

13. APPLICATION TO VARY REQUEST

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

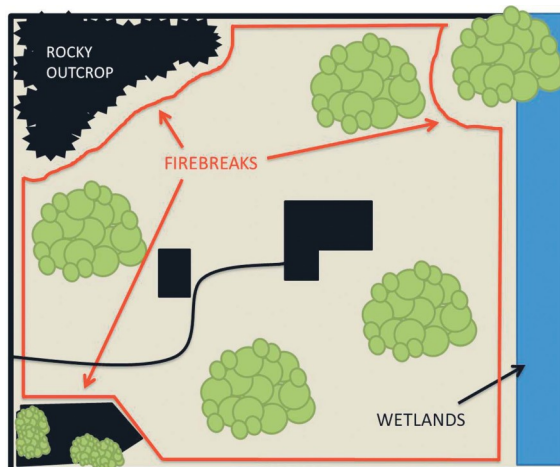
(a) **Variations:**

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 Bushfire Prone Areas (SPP3.7) and associated Guidelines. This **Bushfire Management Plan*** is to be approved by the Shire of Ravensthorpe.

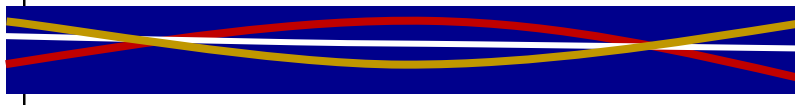
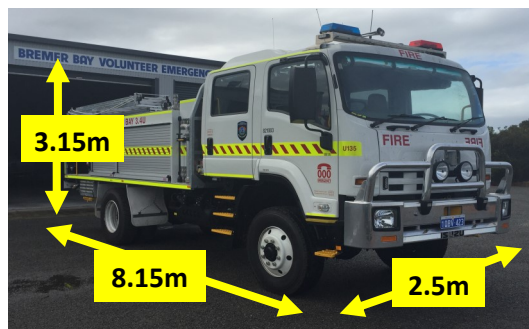
Proposals for a **Bushfire Management Plan*** (BMP) for permission to provide alternative fire mitigation measures on the land must be provided to the Shire no later than **1 September**.

- (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.

14. 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.



15. 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) **Tonnes per Hectare:**
- 2 tonnes per hectare = 200 grams (2 handfuls) fire fuel per square metre
 - 8 tonnes per hectare = 800 grams (8 handfuls) fire fuel per square metre



Pictured: The recommended level of leaf litter for 1 square metre within the Asset Protection Zone. As a guide this equates to 2 heaped handfuls of leaf litter spread evenly over 1 square metre.

(g) **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 bushfire. Including but not limited to;

- Heavy leaf litter on the ground, dead leaves in gutters, fallen branches and any combustible vegetation in clusters. Of particular concern are 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.

It does not include;

- Vegetable gardens, tended lawns, landscaped gardens (including deciduous or ornamental planted trees), isolated planted shrubs, established natural or planted trees that, in the opinion of an authorised officer of the Shire of Ravensthorpe, do not constitute 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.



BECOME A EMERGENCY SERVICES VOLUNTEER TODAY!

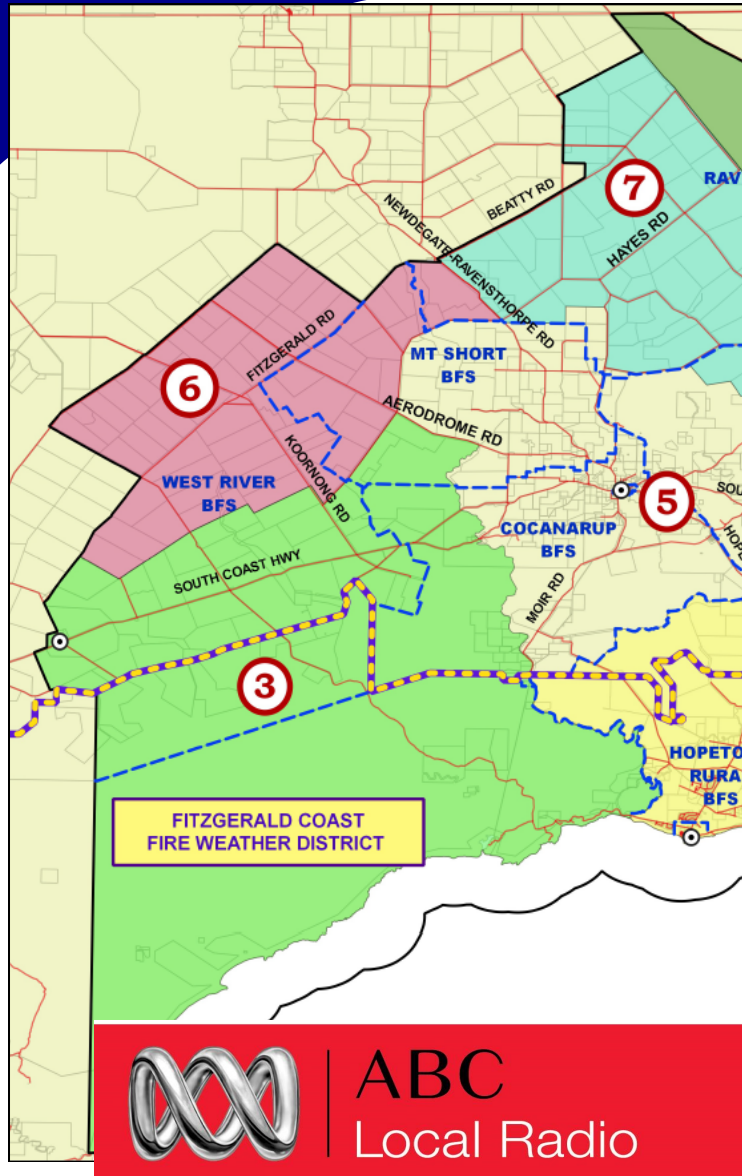
“Our communities are served by dedicated group of emergency services volunteers, who require your help today!

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

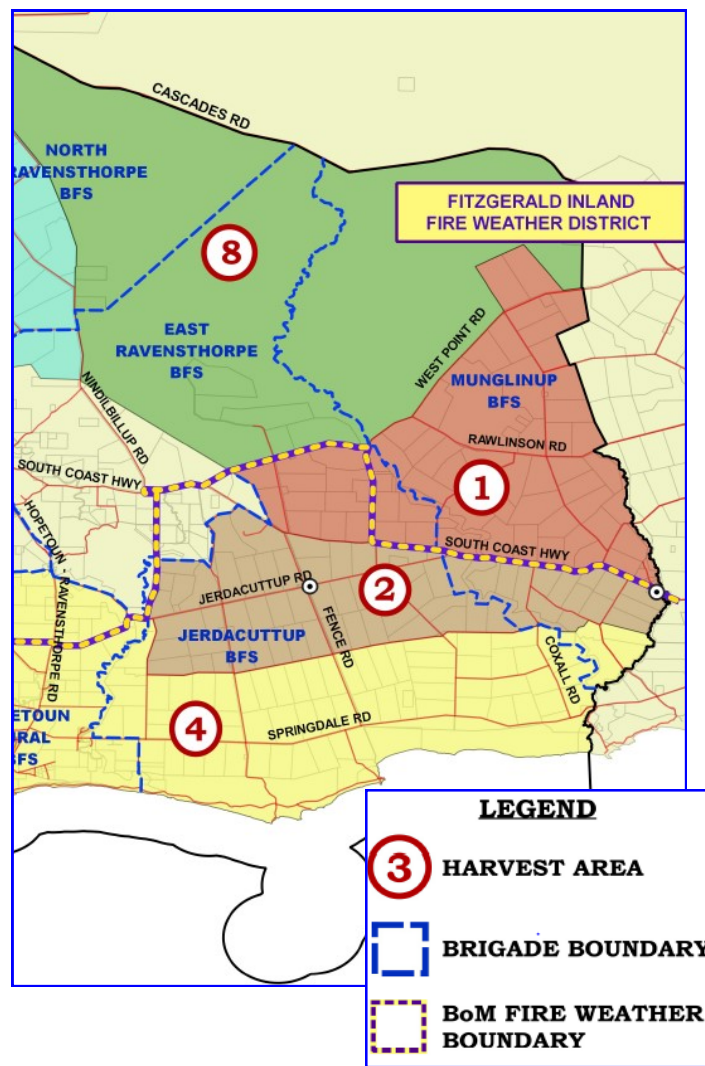


ABC
Local Radio

HARVEST & VEHICLE MOVEMENT BAN / FIRE BAN INFORMATION

All Harvest & Vehicle Movement Bans and Fire Bans will be communicated via the Shire's SMS system, Harvest Ban Hotline (Ph: 08 9839 0035) or on ABC local radio 558AM / 837AM at the following times; 10:05am, 12:35pm and 2:05pm weekdays, 12:35pm and 2:05pm weekends.

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
HARVEST BAN HOTLINE		08 9839 0035
Chief Bush Fire Control Officer -	Rod Daw	0429 396 010
Community Emergency Services Officer -	Russell Palmer	0438 498 221
Shire Ranger		0427 977 489
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 BFS	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
	Doug Bray	0429 396 026
	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	Gavin Gibson	0427 751 062
	Barnes Fetherstonhaugh	0427 751 089
NORTH RAVENS- THORPE BFB	Reece Laycock	0428 380 094
	Andrew Chambers	0429 380 084
	Kye Chambers	0428 380 094
	Chad Tuckett	0429 109 591
RAVEY VFRS	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

12. **REPORTS OF OFFICERS**

12.1 **EXECUTIVE SERVICES**

12.1.1 NEW POLICY – A5 LEASES AND LICENCES POLICY

File Reference:	CP.LO.4
Location:	N/A
Applicant:	Shire of Ravensthorpe
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	8 July 2022
Disclosure of Interest:	Nil
Attachments: <u>GREEN</u>	Draft New Policy A5 Leases and Licences
Previous Reference:	Nil

PURPOSE

1. This item seeks Council consideration of a new policy (as attached to this report) to assist in the effective management of leases and licences over Shire property.

BACKGROUND

2. The purpose of the new lease and licence policy is to ensure transparent and accountable process for the disposal of land and building assets by way of lease or licence held by the Shire of Ravensthorpe.

The new policy acknowledges the various ways the Shire has tenure over land and buildings including either owned in fee simple, under a management order, or via a sub-lease arrangement and that not all community and sporting groups require a lease agreement approach. In some instances a licence arrangement is the most appropriate and cost effective agreement format.

The new policy outlines the guiding principles when entering into lease and licensing arrangements.

COMMENT

3. The purpose of this policy is;
 - a) to ensure transparent and accountable process for the disposal of land and building assets by way of lease or licence held by the Shire of Ravensthorpe either owned in fee simple, under a management order, or via a sub-lease arrangement,
 - b) to minimise the risk to the Shire of Ravensthorpe and to maximise the overall return to the community for Shire of Ravensthorpe assets, and
 - c) to ensure compliance with the provisions of section 3.58 of the *Local Government Act 1995*, and any other relevant laws and consistency with Shire of Ravensthorpe policies.

A review of the current Shire lease contract register reveals there are some 59 leases or licence agreements in place between the Shire and a broad range of lessees including businesses, community, sporting groups and individuals. The adoption of the new policy is considered timely as a number of these lease agreements require immediate review and actioning due to expiry of the current term.

The benefits of the new policy include:

- a) Reduces the cost burden on rate payers by ensuring commercial leases deliver an appropriate return on investment and all community leases and licences contribute to operating costs.
- b) Clearly details the differences between lease and licenses and when each approach should be applied.
- c) Ensures that all requests for lease or licence for whatever purpose will be treated in a fair and equitable manner using open and accountable methodology and in line with statutory procedures.
- d) Addresses when to apply short and long term leasing or licensing approach to property owned, managed or sub leased by the Shire of Ravensthorpe.

All new leases, sub leases and licence agreements will require the approval of Council, however any granting of extensions via further terms included in the original lease can be done under delegated authority to the Chief Executive Officer.

A licence approach will be the preferred agreement format between the Shire and those community and not for profit organisations that do not require tenure over land or buildings to attract third party funding, or to invest funds for capital improvements. Licence agreements should be a more effective approach, provide greater flexibility and ultimately less costly to both parties.

CONSULTATION

4. Executive Team

STATUTORY ENVIRONMENT

5. Section 3.58 of the *Local Government Act 1995* deals with disposal of property. Regulation 30 of the Local Government (Functions and General) Regulations 1996 covers dispositions of property excluded from the Act.

POLICY IMPLICATIONS

6. If approved by Council the new policy "A5 Leases and Licences" will be included in the Council Policy Manual.

FINANCIAL IMPLICATIONS

7. Nil

RISK MANAGEMENT

8. Risk implications identified for this proposed policy;

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational) & Reputational – the lack of clear guidelines for the entering into lease agreements leads to inconsistency and lack of transparency.	Likely	Major	High	Council adopts a policy that clearly details how, why and when lease and licence agreements should be entered into.
Financial – Responsibility for setup, ongoing and maintenance costs associated with leases and licences of Shire buildings is inconsistent and not fair to the local ratepayer.	Possible	Major	High	The new policy clearly sets out guidelines on who is responsible for various costs and guidelines for determining rent payable.

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
1.1	To grow business and employment
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
2.2	Community groups function well with strong volunteer effort and feel supported by the community
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
3.5	The Shire's heritage structures, heritage and cultural places are valued and protected, and are integrated into community life and economic activity.

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

Item	Objectives and Strategies
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.5	The value of community owned assets is maintained

VOTING REQUIREMENTS

11. Absolute Majority

OFFICER RECOMMENDATION

That Council, by Absolute Majority:

- 1. ADOPT the proposed A5 Leases and Licences Policy; and**
- 2. REQUEST the Chief Executive Officer develop an appropriate communication and stakeholder management plan to support the implementation of this policy.**

Moved: _____

Seconded: _____

ATTACHMENT

A5 LEASES AND LICENCES POLICY

1.1 Purpose

The purpose of this policy is;

- a) to ensure transparent and accountable process for the disposal of land and building assets by way of lease or license held by the Shire of Ravensthorpe either owned in fee simple, under a management order, or via a sub-lease arrangement,
- b) to minimise the risk to the Shire of Ravensthorpe and to maximise the overall return to the community for Shire of Ravensthorpe assets, and
- c) to ensure compliance with the provisions of section 3.58 of the *Local Government Act 1995*, and any other relevant laws and consistency with Shire of Ravensthorpe policies.

1.2 Policy

This policy addresses when to apply a short- and long-term leasing or licencing approach to property owned, managed or sub leased by the Shire of Ravensthorpe.

The Shire of Ravensthorpe owns, manages under order, and sub leases certain land and buildings throughout the Shire and may from time to time choose to enter into leasing and licencing arrangements with individuals, not for profit organisations and businesses.

This policy recognises the variety and diversity of leases and licences as well as recognises that no one particular style of lease or licence is appropriate for all purposes.

This policy will ensure that all requests for lease or licence for whatever purpose will be treated in a fair and equitable manner using open and accountable methodology and in line with statutory procedures.

A lease or a licence is a contractual agreement between Council (lessor or licensor) and another party (lessee or licensee) that binds both parties to the terms of the agreement.

The individual circumstances surrounding the land and buildings and the needs of the users will determine whether granting a lease or a licence is appropriate using the guiding principles detailed in this policy.

This policy recognises that in relation to commercial leases, lessees enter in a commercial business tenancy relationship with the Shire and that the management of such leases and relationships is an operational matter within the responsibilities of the Chief Executive Officer.

1.3 Essential Differences between Lease and Licence

(a) Lease

- Is a transfer of right to enjoyment (exclusive possession) of that property by the lessor to the lessee, and made for a certain term in consideration of a fee subject to the terms set out in the lease agreement.
- Grants exclusive possession for a fixed period (term).
- Creates an interest in the land which can be transferred to the lessee for the period of the lease.
- Can be transferred (assigned) to another party and if registered on the title is binding on a new owner of the land.
- Is not revocable (other than subject to any conditions set out in the lease (e.g. a redevelopment clause).

(b) Licence

- Is the granting of a permission to use the land in consideration of a fee subject to the conditions set out in the licence.
- Does not grant exclusive possession.
- Does not create or transfer an interest in the land.
- Is not transferable.
- Is revocable.

1.4 Guiding Principles

Leases and licences will be negotiated consistently with the following GENERAL principles:

Item	Policy	Principle
1	<p>Type of agreement</p> <p>Lease vs Licence</p>	<p>A Lease will be entered into where the intention is to grant exclusive possession of the property or part of the property.</p> <p>A Licence will be entered into where the intention is to grant non-exclusive possession of the property or part of the property.</p>
2	<p>Term</p>	<p>The maximum tenure of a Lease or Licence granted by the Shire on Crown land will be 21 years including any further term option/s.</p> <p>The maximum tenure of a Lease or Licence granted by the Shire on freehold land will be at the discretion of Council.</p> <p>The term will depend on many factors, including but not limited to:</p> <ol style="list-style-type: none"> The needs of Council and Council Plan objectives. The needs of the Community. The Lessee. The Business. The ongoing need for the Property or the provided use. Substantial contributions to capital or structural works by the Lessee. The sustainability of the Lessee. The sustainability of the Property. The Management Order for the Property (if Crown land) and the requirements of the Minister for Lands. The current state of the leasing and licencing market.
3	<p>Lessee</p>	<p>The Shire may enter into a Lease or Licence with the following entities:</p> <ol style="list-style-type: none"> Individuals. Partnerships (i.e. more than 1 individual or entity). Incorporated Associations. Companies. The Crown / a Statutory Authority / other Government body. Trusts, by their trustee (usually an individual or a company). <p>Some entity types may require guarantor or other types of additional security (see below)</p>

Item	Policy	Principle
4	Planning, Consent and Approvals	<p>Council approval is required for all new leases, licences and sub-leases and can include any further terms.</p> <p>Planning Scheme Consent / Approval (if required) must be obtained from the Shire as the local planning authority prior to a request for a Lease or Licence.</p> <p>Where the Shire manages Crown land, grant of the Lease or Licence and each renewal, if any, will be conditional on Minister for Lands approval.</p> <p>The Lessee or Licensee is solely responsible for obtaining all approvals, licenses and authorities necessary to conduct the proposed activities on any premises. The Shire makes no representation that a premises or property is suitable for any activity, whether permitted or otherwise.</p>
5	Format and Conditions	<p>Leases and Licences will normally only be granted by the Shire on its standard terms and conditions (from time to time) for the type of Lease or Licence sought, and in accordance with the relevant Guidelines.</p> <p>Amendments to standard agreements may be made in appropriate circumstances.</p> <p>Lease and Licence agreements will be supplied by the Shire or its nominated lawyers at the Lessee's cost (unless prohibited by the Commercial Tenancy (Retail Shops) Act 1985). Generally the preparation of a Shire standard licence agreement should not incur cost.</p>
6	Rates, Taxes and Outgoings	<p>The Lessee/Licensee must pay the relevant authority directly for all outgoings including rates, charges and taxes levied against the Property. User charges including but not limited to water, sewerage, waste disposal, telephone, gas and electricity are generally paid directly to the relevant service provider by the Lessee/Licensee.</p> <p>In shared spaces and/or where separate meters are not available, the Lessee/Licensee will pay its fair share of outgoings as a percentage of its floor space of nett lettable area.</p>
7	Registration	<p>A Lessee may procure registration of the Lease (where possible) with Landgate at the Lessee's cost. Licenses are not registrable with Landgate.</p>
8	Sub-letting	<p>A Lessee/Licensee must not sub-Lease, sub-Licence or part with possession of Property that is the subject of a Lease or Licence without the Shire's prior written consent. The Lessee/Licensee will be required to prove the suitability of a sub-Lessee/sub-Licensee.</p> <p>Sub-Leases and sub-Licences must be consistent with the head Lease or Licence purpose. If the purpose is inconsistent, a variation to the head Lease or Licence will be required to accommodate the sub-Lease or sub-Licence purpose.</p>

Item	Policy	Principle
		<p>If sub-Leasing or sub-Licensing Shire managed buildings, the Lessee/Licensee cannot charge a rent for the sublet area that is pro-rata higher than the rent payable under the head Lease or Licence without the written approval from Council.</p>
9	<p>Assignment</p>	<p>Unless prohibited by the Commercial Tenancy (Retail Shops) Act 1985, a Lessee/Licensee must not assign a Lease or Licence without the Shire’s prior written consent, which may be withheld in the Shire’s absolute discretion. Assignors continue to be liable for the remainder term of the Lease and will be required to prove suitability of an assignee.</p>
10	<p>Delegated Authority</p>	<p>The Chief Executive Officer has delegated authority to;</p> <ul style="list-style-type: none"> a) grant further lease, licence and sub-lease term extensions that were previously approved by Council when awarded a new lease, licence or sub-lease, b) negotiate lease terms within +10% or -10% of the independent valuations. Any variations greater will require Council approval.
11	<p>Risk Management and Insurance</p>	<p>The Shire requires that all Leases and Licences contain appropriate risk management measures including an obligation on the Lessee to:</p> <ul style="list-style-type: none"> a) indemnify the Shire (and the Minister for Lands if on Crown land) for loss or damage to persons or Property, wherever occurring; b) maintain adequate public liability insurance; c) ensure that appropriate documentation and insurance is in place for the hired use of the Property; d) carry appropriate worker’s compensation insurance commensurate with activities; and e) be responsible for emergency and evacuation procedures <p>A Lessee must maintain a minimum of \$5 million public liability insurance.</p> <p>The Shire will be responsible for arranging insurance for Shire owned buildings and recover the cost of insurance premiums from the Lessee as an outgoing.</p> <p>A Lessee must insure the Lessee’s personal Property (including contents).</p>
12	<p>End of Lease Provisions</p>	<p>All improvements and permanent structures erected on Council property remain the property of Council, irrespective of who paid for the structure, unless when the lease is terminated all improvements made or structures erected are removed, returning the building and/or site to its original condition.</p> <p>This includes the removal of all material, debris and services from the site and the restoration of the building and/or site to the original condition when the Lessee took occupancy of the premises (this may involve the replanting of trees and landscaping).</p>

Item	Policy	Principle
		The only exception to this requirement is where the Council through the Chief Executive Officer agrees to accept partial restoration and/or financial compensation in lieu of full restoration or Council through the Chief Executive Officer determines there is value in Council retaining the improvements or modifications made to a site, or portion thereof.
13	Maintenance	<p>The Shire will be responsible for structural maintenance and electrical wiring of Shire owned buildings.</p> <p>A Lessee will be responsible for all other maintenance to the Property including gardens.</p>

1.5 Special Principles

SPECIAL Principles relating to certain categories of Property;

Item	Policy	Principle
14	Commercial Leases	<p>Rent for Commercial Leases or Licences will be determined by Market Valuation.</p> <p>The costs of obtaining a Market Valuation (provided by a licensed Property Valuer) for the initial Lease or Licence rental assessment and during the term of the Lease or Licence will be paid by the Lessee.</p> <p>Rent reviews will be conducted on the anniversary date of the Lease or Licence by Market Valuation every three years and by the most recently published Consumer Price Indexation, All Groups (Perth) for intervening years.</p>
15	Retail Shop Leases	<p>If the Act applies, Leases will be prepared in accordance with the Commercial Tenancy (Retail Shops) Act 1985).</p> <p>Rent for Retail Shop Leases will be Market Valuation and/or rent based on turnover, with Consumer Price Indexation, All Groups (Perth) adjustment in intervening years.</p> <p>Subject to the Act, a minimum term of 5 years will be granted. The term can be in a combination of initial term and options totalling 5 years.</p>
16	Residential Leases	<p>Residential Leases of Shire owned Property will be in accordance with the <i>Residential Tenancies Act WA</i> and be charged rent as determined by a current rental valuation.</p> <p>Provision of Shire staff housing will be considered and charged according to the Shire's Workforce Plan and individual employee contract negotiations.</p>

Item	Policy	Principle
17	<p>Community Leases</p>	<p>Community, sporting or recreation associations must be incorporated to enter into a Lease or Licence with the Shire.</p> <p>Prospective Community Lessees, upon request, must be able to demonstrate to the Shire’s satisfaction that the Lessee will provide sufficient community benefit to justify the Lease or Licence.</p> <p>Where land and building assets are managed by the Shire under a management order for civic or community purposes, every effort should be undertaken to co-locate appropriate community groups and not for profit entities under a licence or lease agreement.</p> <p>A community Lease or Licence term will generally be for a maximum of 10 years for community groups leasing Shire managed buildings. A longer term may be considered (at the discretion of Council) for properties that are primarily funded by the community group taking the following factors into account:</p> <ul style="list-style-type: none"> a) Level of capital investment b) Long term planning c) Extent the property is used for multi-purpose activities and co-location d) Council Plan objectives and relevant strategies e) Level of maintenance of buildings and infrastructure f) History of satisfactory performance <p>The maximum term for Community Leases and Licences will be 21 years.</p> <p>Rent for Community groups leasing Property for community purposes will be at a subsidised peppercorn rent of \$1.00 plus GST per annum.</p> <p>As a minimum Community groups will be responsible for the following costs;</p> <ul style="list-style-type: none"> - Lease/licence preparation and administration, - Building insurance, contents insurance, public liability insurance, utilities, minor maintenance and waste service charges. - Major maintenance and asset renewal costs may also apply and will be determined as part of the lease negotiations. <p>Community Leases and Licences may be assigned at the absolute discretion of the Shire, to an entity with similar suitable community intent.</p>

1.6 Definitions

Disposal means Disposing of Property pursuant to Section 3.58 of the Local Government Act 1995 and Regulation 30 of the Local Government (Functions and General) Regulations 1996.

Regulations means Local Government (Functions and General) Regulations 1996.

1.7 Workplace Information

The Acts and Regulations listed may be applicable but not limited to the following:

- *Local Government Act 1995*
- Local Government (Functions and General) Regulations 1996
- *Land Administration Act 1997*
- Land Administration Regulations 1998
- Land Administration (Land Management) Regulations 2006
- *Transfer of Land Act 1983*
- Transfer of Land Regulations 2004
- Land Titles Registration Practise Manual 2010
- *Commercial Tenancy (Retail Shops) Agreements Act 1985*
- Commercial Tenancy (Retail Shops) Agreements Regulations 1985
- *Residential Tenancies Act 1987*
- Residential Tenancies Regulations 1989

1.8 DOCUMENT CONTROL

Synergy:	-
Adopted by Council	Date:
Procedure Owner:	Chief Executive Officer Executive Manager Corporate Services
Creation Date:	07 July 2022
Reviews/Amendments	
Next Review Due:	Every 12 months (annually), or where circumstances require.

12.1 **EXECUTIVE SERVICES**

12.1.2 COUNCIL POLICY MANUAL REVIEW

File Reference:	CM.PO.1
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	11 July 2022
Disclosure of Interest:	Nil
Attachment: <u>GREEN</u>	1. Council Policy Manual
Previous Reference:	Nil

PURPOSE

1. That Council approve the annual review of the Council Policy Manual dated July 2022.

BACKGROUND

2. An annual review of all Council policies is undertaken to adhere to the Shire of Ravensthorpe Compliance Calendar, which is the basis of the Compliance Audit Return submitted to the Department of Local Government, Sport and Cultural Industries annually.

The purpose of policy documents is to enable the effective and efficient management of Council resources and to assist staff and Council to achieve an equitable decision-making process. Written policies also enable the community to be aware of the reasoning behind administrative (operational) and Council decisions and to be familiar with the philosophy behind individual decisions. Policy statements enable much of the day-to-day business of Council to be handled by the Administration, freeing up the time of the Elected Members in determining major policy and strategic direction.

An up-to-date policy manual of any organisation proves to be a valuable tool in improving the decision-making process. Policies contained within the manual are those that project a corporate image and are not controlled by individual directorates. The development of the policies involves input from staff across the organisation and elected members.

A policy statement is not binding on Council but provides a guideline for Elected Members and staff in determining individual applications or requests. Generally, policies evolve as issues come before Council and should continue to evolve through a process of review and refinement. For this reason, it is important that a review process is in place.

Each policy is developed in order to address specific matters. They relate to objectives of the Shire of Ravensthorpe, and, in some instances, as required by legislation. The principles behind the policies are directly related to the Shire's values as an organisation.

It is important to note that the manual should only contain the policy statement of the Council and should not refer to operational, staff or procedural matters.

COMMENT

3. A detailed review of the Shire's policy manual was undertaken by the Shire executive team resulting in the proposed rationalising of the current policies into separate operational and Council manuals. This is considered a contemporary approach to Policy Manual management.

Policies pertaining to administrative (operational) matters, being a directive from the CEO and not a Council policy statement, have been extracted to create a separate CEO Operational Policies Manual for referral by staff. The justification is that these policies are considered an administrative matter that is the responsibility of the CEO under Section 5.41 of the Local Government Act and do not require formal Council endorsement.

Minor amendments to the current Council Policy Manual have also been made to update senior management role descriptions in the Council Policy Manual.

The policies selected for the July 2022 review are:

- 3.1 G13 Organisational Structure (deleted as no longer applicable)
- 3.2 F2 Purchasing Policy (updates to officer delegated authority levels)
- 3.3 A3 Work Health and Safety Policy (due to new legislation introduced in March 2022, the previous Occupational Work Safety and Health Policy has been amended)
- 3.4 F4 Investments (clause added for clarity regarding Shire delegated authority responsibilities of the Ravensthorpe Hopetoun Future Fund)

The policies selected for transfer to the CEO Operational Policies Manual are:

- 3.5 G14 Senior Employees
- 3.6 G23 Communications and Social Media Policy
- 3.7 A4 Code of Conduct for Employees
- 3.8 A6 Internet and Email Usage
- 3.9 A7 Fitness for Work
- 3.10 A9 Corporate Uniform
- 3.11 A12 Staff Training and Development
- 3.12 A13 Staff – Education and Study Assistance

The policy G20 Community Development Fund will be reviewed in coming months and presented for Council consideration prior to the next funding round timeframe.

CONSULTATION

4. Chief Executive Officer, Executive Managers, Staff

STATUTORY ENVIRONMENT

5. *The Local Government Act 1995* outlines the roles of Council and the Chief Executive Officer.

POLICY IMPLICATIONS

6. The Policy Manual has been developed over time to enable the effective and efficient management of Council resources and to assist staff and Council achieve an equitable decision-making process.

The Policy Manual should not relate to operational or staff related matters.

The Policy Manual is a fluid document and should be reviewed annually.

FINANCIAL IMPLICATIONS

7. Policy F5 Transaction Card has had minor amendments made.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational) It is a requirement to review the Council Policy manual on an annual basis as part of the Compliance Annual Return	Unlikely	Moderate	Medium	Council consider the officer recommendation to adopt the amended Council Manual

ALTERNATE OPTIONS

9. Council may decide not to accept the revised manual as presented in whole or part thereof.

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
5.2	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
5.4	The Shire of Ravensthorpe is known as a good employer, and staff have the capacity and skills to deliver identified services and strategies
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

11. Absolute Majority

OFFICER RECOMMENDATION:

That Council ADOPT by Absolute Majority the amended Council Policy Manual as presented in Attachment 1 to this report.

Moved: _____

Seconded: _____

12.1 **EXECUTIVE SERVICES**

12.1.3 COMMUNITY DEVELOPMENT FUND APPLICATIONS 2022/2023

File Reference:	GS.PR.4
Location:	N/A
Applicant:	N/A
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	11 July 2022
Disclosure of Interest:	Nil
Attachments: <u>SEPARATE</u>	Confidential Attachment 1 – Panel Recommendation
Previous Reference:	Nil

PURPOSE

1. The report seeks Council consideration for the awarding of grants under the 2022/23 Community Development Fund.

BACKGROUND

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

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

Applicants should ensure the following criteria are addressed in their application:

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

COMMENT

3. The Community Development Fund will be allocated from within Council's general revenue budget each year with applications for expenditure within the 2022/2023 financial period, closing 29 April 2022.

The 2022/23 Community Development Fund received 13 applications requesting a total of \$46,338.22 ex GST as per the table below:-

Organisation	Project	\$ Amount
Community Spirit	Insurance	\$3,000.00
Hopetoun Community Resource Centre	Freestyle Now Workshops	\$3,650.00
Hopetoun Progress Association	Summer Festival	\$5,000.00
Jerdacuttup Community Association	Insurance and Electrical Costs	\$5,000.00
Mungy Munchkins	Toys	\$1,272.73
Ravensthorpe Agriculture Initiative Network	Review of Strategic Plan	\$2,818.00
Ravensthorpe Parents and Citizens	Medal and Endeavour Awards	\$1,490.64
Ravensthorpe Playgroup	Couches	\$3,299.00
Ravensthorpe Tigers and Football Sporting Club	Hockey Goals	\$5,000.00
Ravensthorpe Wildflower Show	Hall Hire	\$1,500.00
Ravensthorpe District Art Group	Furniture Fit Out	\$4,545.45
Ravensthorpe Regional Arts Council	Production Lighting	\$4,762.40
Ravensthorpe Community Resource Centre	Printer	\$5,000.00
Total of all Applications (ex GST)		\$46,338.22

An evaluation panel comprising 3 (three) Councillors with Shire executive support assessed the applications using a competitive criteria scoring tool. The panel recommended a level of support as per Confidential Attachment 1.

CONSULTATION

- Councillors and Executive Officer

STATUTORY ENVIRONMENT

- Nil.

POLICY IMPLICATIONS

- The Community Development Fund should be administered as per Council Policy G20 – Community Development Fund.

FINANCIAL IMPLICATIONS

- As per Council Policy G18 Community Development Fund an amount up to \$35,000 ex GST is allocated to the funding of approved Community Development Fund Applications each financial year. Council may award more or less than this amount as part of the adoption of the annual budget process.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational & Financial; The awarding of the CDF program and budget allocation is not formally endorsed by Council.	Unlikely	Moderate	Medium	The CDF is an annual funding program expected from the local community groups. Council to consider application and endorse awarding.

ALTERNATE OPTIONS

9. Council may endorse the panel recommendation or elect to support or not support its own selections.

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
1.1	To grow business and employment
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
2.2	Community groups function well with strong volunteer effort and feel supported by the community
2.4	People have access to attractive community facilities, activities and events which support activity and health, community involvement and enjoyment of life
2.5	Young people, older people and people with disability feel valued and have access to resources which provide opportunities for their development and enjoyment

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
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.5	The value of community owned assets is maintained

VOTING REQUIREMENTS

11. Absolute Majority

OFFICER RECOMMENDATION

That Council ENDORSE by Absolute Majority:

- 1. The CDF Panel recommendations for support as per Confidential Attachment 1; and**
- 2. The Chief Executive Officer to advise each group of the status of their application.**

Moved: _____

Seconded: _____

12.1 EXECUTIVE SERVICES

12.1.4 NOTICE OF CHANGE OF VENUE FOR ORDINARY MEETING OF COUNCIL – AUGUST 2022

File Reference:

Location:	N/A
Applicant:	N/A
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	11 July 2022
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

PURPOSE

1. That Council agree to change the venue for the August 2022 Ordinary meeting of Council.

BACKGROUND

2. At least once per annum Council seeks to hold a meeting at the location of Munglinup.

COMMENT

3. That Council agree to change the venue for the August 2022 Ordinary meeting of Council to the Munglinup Community Centre.

CONSULTATION

4. Shire President

STATUTORY ENVIRONMENT

5. *Local Government Act 1995*, s5.25 (1)(g) and Local Government (Administration) Regulations 1996, r.12

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

7. Nil.

RISK MANAGEMENT

8. N/A

STRATEGIC ALIGNMENT

9. 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
5.1	The Shire's community is engaged and involved
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 REQUIREMENTS

10. Simple Majority

OFFICER RECOMMENDATION

That Council:

1. **AGREE to change the venue for the 16th August 2022 Ordinary Meeting of Council to the Munglinup Community Hall; and**
2. **DIRECT the Chief Executive Officer to place a Notice on the Shire's website advising of the change of venue, as per *Local Government Act 1995*, s5.25 (1)(g) and *Local Government (Administration) Regulations 1996*, r.12.**

Moved: _____

Seconded: _____

12.2 CORPORATE SERVICES

12.2.1 MONTHLY FINANCIAL REPORT – 30 JUNE 2022

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Senior Finance Officer
Authorising Officer	Executive Manager Corporate Services
Date:	11 July 2022
Disclosure of Interest:	Nil
Attachment: <u>RED</u>	Monthly Financial Reports for June 2022
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 June 2022 Monthly Financial Reports.

COMMENT

3. The June 2022 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 2021/22 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 LG Act 1995.	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

OFFICER RECOMMENDATION

That Council RECEIVE the 30 June 2022 Monthly Financial Reports as presented.

Moved: _____

Seconded: _____

ATTACHMENT

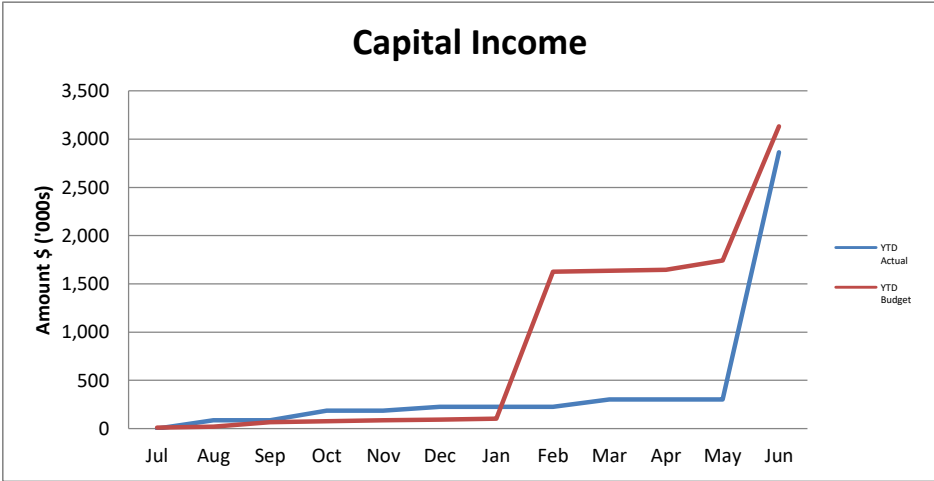
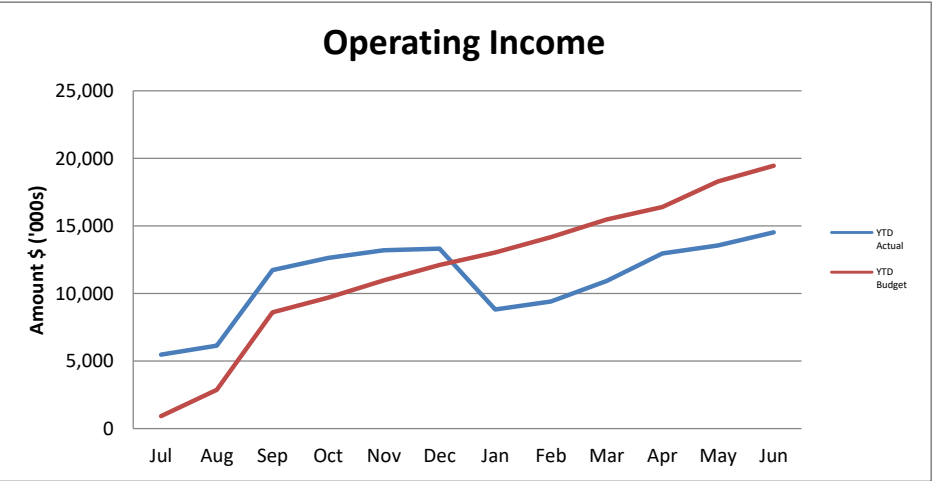
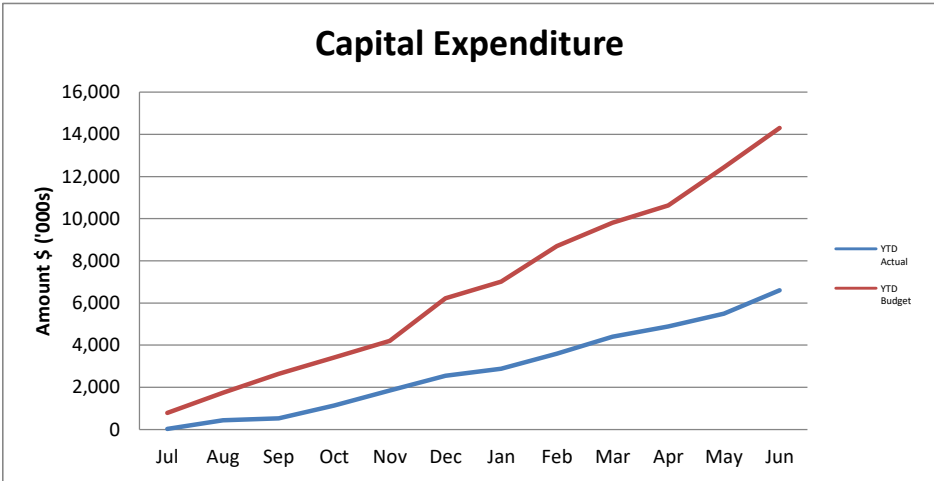
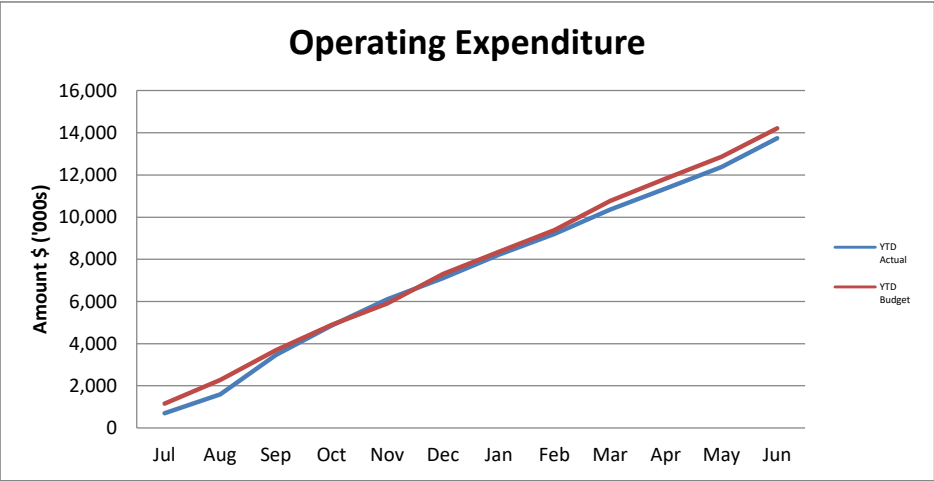


SHIRE OF RAVENSTHORPE
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2022

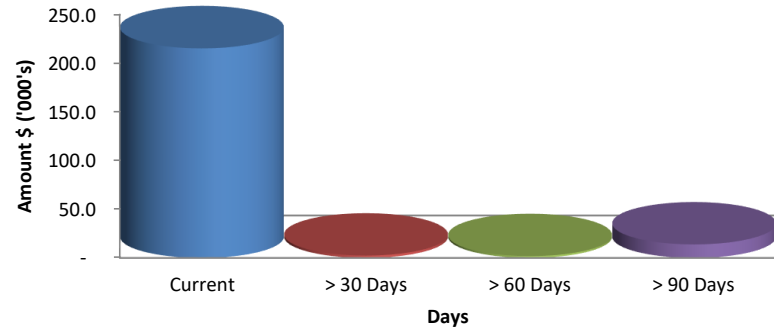
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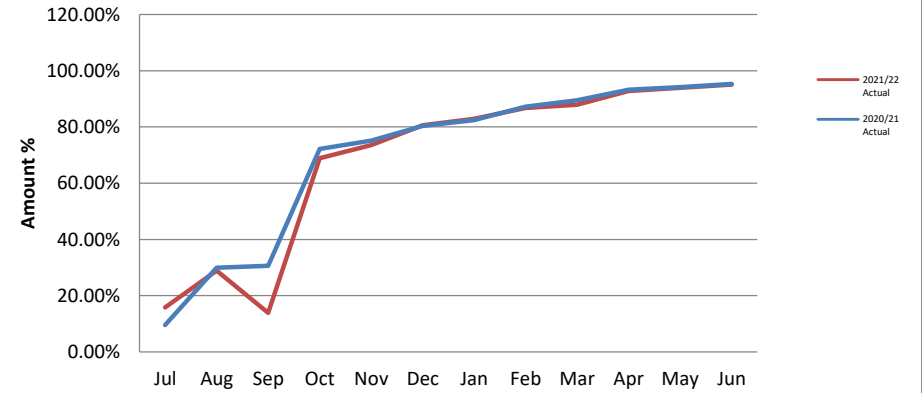
Income and Expenditure Graphs to 30 June 2022



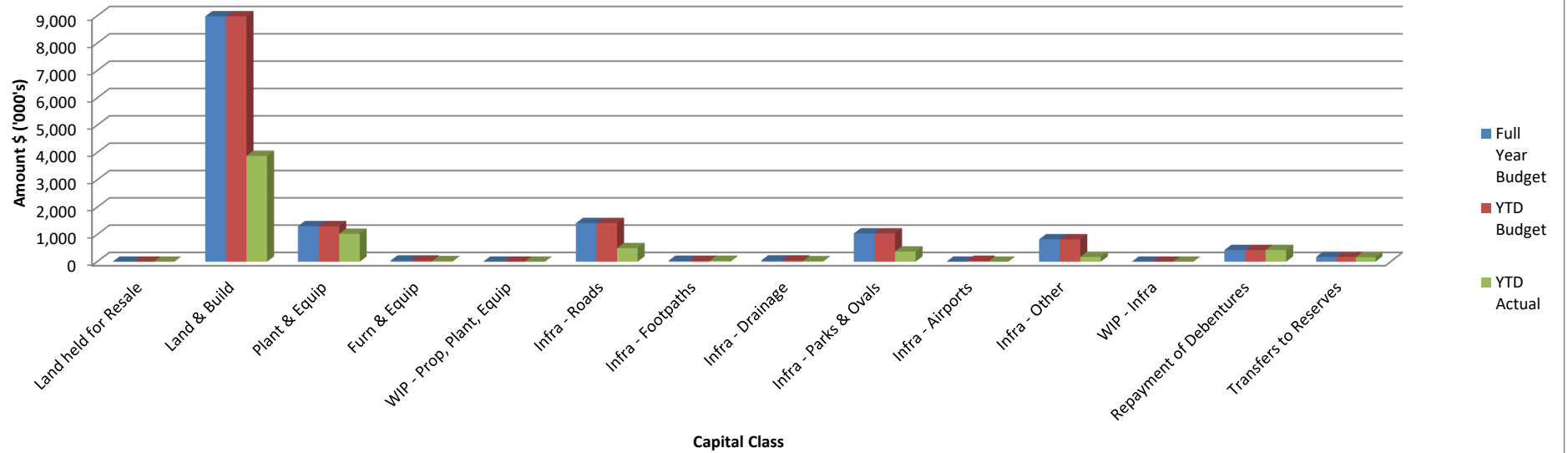
Sundry Debtors Amount O/S



Rates % Collected



Capital Expenditure



**SHIRE OF RAVENSTHORPE
STATEMENT OF FINANCIAL ACTIVITY**

FOR THE PERIOD ENDED 30 JUNE 2022

	NOTE	2021/22 Adopted Budget \$	2021/22 Revised Budget \$	JUNE 2022 Y-T-D Budget \$	JUNE 2022 Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
Operating								
Revenues/Sources								
Governance		44,000	44,000	44,000	65,447	21,447	148.74%	
General Purpose Funding		1,192,900	1,202,900	1,202,900	3,120,175	1,917,275	259.39%	▲
Law, Order, Public Safety		1,252,653	1,252,653	1,252,653	306,961	(945,692)	24.50%	▲
Health		9,291	9,291	9,291	15,508	6,217	166.91%	
Education and Welfare		1,077,380	1,107,380	1,107,380	831,047	(276,333)	75.05%	▲
Housing		11,800	11,800	11,800	18,864	7,064	159.86%	
Community Amenities		1,049,300	1,047,300	1,047,300	780,718	(266,582)	74.55%	▲
Recreation and Culture		7,100,766	7,065,766	7,065,766	2,120,838	(4,944,928)	30.02%	▲
Transport		1,793,225	2,308,225	2,308,225	1,753,162	(555,063)	75.95%	▲
Economic Services		386,614	386,614	386,614	412,908	26,294	106.80%	
Other Property and Services		5,760,949	374,749	374,749	446,833	72,084	119.24%	
		<u>19,678,878</u>	<u>14,810,678</u>	<u>14,810,678</u>	<u>9,872,461</u>	<u>(4,938,217)</u>	<u>66.66%</u>	
(Expenses)/(Applications)								
Governance		(887,656)	(932,656)	(932,656)	(770,322)	162,334	(82.59%)	▲
General Purpose Funding		(300,523)	(310,523)	(310,523)	(293,635)	16,888	(94.56%)	
Law, Order, Public Safety		(1,141,282)	(1,154,282)	(1,154,282)	(1,001,969)	152,313	(86.80%)	▲
Health		(386,177)	(386,177)	(386,177)	(293,994)	92,183	(76.13%)	
Education and Welfare		(1,244,462)	(1,191,462)	(1,191,462)	(1,077,184)	114,278	(90.41%)	▲
Housing		(206,101)	(256,101)	(256,101)	(262,750)	(6,649)	(102.60%)	
Community Amenities		(1,586,199)	(1,521,199)	(1,521,199)	(1,466,323)	54,876	(96.39%)	
Recreation & Culture		(2,058,964)	(2,101,964)	(2,101,964)	(1,916,036)	185,928	(91.15%)	▲
Transport		(5,384,635)	(5,461,635)	(5,461,635)	(5,416,087)	45,548	(99.17%)	
Economic Services		(669,916)	(669,916)	(669,916)	(579,279)	90,637	(86.47%)	
Other Property and Services		(5,796,776)	(235,576)	(235,576)	(666,794)	(431,218)	(283.05%)	▲
		<u>(19,662,691)</u>	<u>(14,221,491)</u>	<u>(14,221,491)</u>	<u>(13,744,373)</u>	<u>477,118</u>	<u>(96.65%)</u>	
Net Operating Result Excluding Rates		16,187	589,187	589,187	(3,871,912)	(4,461,099)	(657.16%)	
Adjustments for Non-Cash (Revenue) and Expenditure								
(Profit)/Loss on Asset Disposals	2	(30,549)	(30,549)	(30,549)	(55,387)	(24,838)	(181.31%)	
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		5,004,073	5,004,073	5,004,073	4,749,954	(254,119)	(94.92%)	▲
Capital Revenue and (Expenditure)								
Purchase of Land and Buildings	1	(8,925,058)	(8,980,058)	(8,980,058)	(3,877,053)	5,103,005	(43.17%)	▲
Purchase of Furniture & Equipment	1	(102,600)	(109,100)	(109,100)	(59,652)	49,448	(54.68%)	
Purchase of Plant & Equipment	1	(1,302,551)	(1,302,551)	(1,302,551)	(1,022,439)	280,112	(78.50%)	▲
Purchase of WIP - PP & E	1	0	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Roads	1	(1,413,561)	(1,413,561)	(1,413,561)	(493,932)	919,629	(34.94%)	▲
Purchase of Infrastructure Assets - Footpaths	1	(30,900)	(30,900)	(30,900)	(30,869)	31	(99.90%)	
Purchase of Infrastructure Assets - Drainage	1	(41,240)	(41,240)	(41,240)	(17,552)	23,688	(42.56%)	
Purchase of Infrastructure Assets - Parks & Ovals	1	(1,036,385)	(1,036,385)	(1,036,385)	(391,952)	644,433	(37.82%)	▲
Purchase of Infrastructure Assets - Airports	1	(32,193)	(32,193)	(32,193)	(16,250)	15,943	(50.48%)	
Purchase of Infrastructure Assets - Other	1	(749,360)	(749,360)	(749,360)	(135,240)	614,120	(18.05%)	▲
Proceeds from Disposal of Assets	2	275,549	275,549	275,549	301,091	25,542	(109.27%)	
Repayment of Leases	2	(124,398)	(124,398)	(124,398)	0	0	0.00%	
Repayment of Debentures	3	(426,653)	(426,653)	(426,653)	(426,652)	1	(100.00%)	
Transfers to Restricted Assets (Reserves)	4	(172,479)	(172,479)	(172,479)	(162,618)	9,861	(94.28%)	
Transfers from Restricted Asset (Reserves)	4	2,857,852	2,857,852	2,857,852	2,561,780	(296,072)	(89.64%)	▼
Net Current Assets July 1 B/Fwd	5	1,687,460	1,687,460	1,687,460	1,687,460	0	(100.00%)	
Net Current Assets Year End/To date	5	<u>101,651</u>	<u>613,151</u>	<u>613,151</u>	<u>3,391,159</u>	<u>2,778,008</u>	<u>(553.07%)</u>	
Amount Raised from Rates		<u>(4,648,457)</u>	<u>(4,648,457)</u>	<u>(4,648,457)</u>	<u>(4,652,383)</u>	<u>(3,926)</u>	<u>100.08%</u>	

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

Material Variances Symbol

Above Budget Expectations ▲
Below Budget Expectations ▼

SHIRE OF RAVENSTHORPE
FOR THE PERIOD ENDED 30 JUNE 2022
Report on Significant variances Greater than 10% and \$100,000

Purpose

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

The Materiality variance adopted by Council is:

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

REPORTABLE OPERATING REVENUE VARIATIONS

03 - General Purpose Funding

FAGS Special Purpose Grant - \$150,000 received YTD that was not expected for the budget.

Received \$1.69 FAGS 22/23 In Advance early due to flood emergencies over east.

A rise in property sales in the region this year has also seen an increase in rates enquire fees

04 - Governance

Shire portion of funds distributed on wind-up of Goldfields Records Storage Facility larger than projected.

05 - Law, Order and Public Safety

The Bushfire Mitigation Grant has not yet been received. CESM Quarter 4 Contributions to be recouped at end of Financial year.

07 - Health

Health Licence fees have been raised, however budget is split over the financial year.

Due to vehicle shortages, received a higher profit on change over of Doctors Vehicle.

08 - Education

Capital grant funding for the Playground upgrades at the childcare centres has not yet been received as plans are still being finalised. Attendances at both centres have been impacted by COVID-19 however are up overall from last year.

There has been an increase in trainee educator funding.

09 - Housing

An additional unit was being rented for a short term.

10 - Community Amenities

Grant proceeds from Shire of Jerramungup have not been received for the Regional Landfill as the project has not yet commenced. Regional Landfill Expenditure Quarter 4 Contributions to be recouped at end of Financial year.

11 - Recreation & Culture

\$4.77 million budgeted to be received from BBRF for the RCP Project, however only \$735k received with project now underway. Yet to receive remaining DCP, LRCI and CAP grants

12 - Transport

Remaining funding for the Commodity Route has yet to be received with the project construction delayed.

Regional Road Group funding yet to be received with works delayed.

Aerodrome income for June posted to July. To be accrued to 21/22 as part of the EOY process

14 - Other Property & Services

There has been an increase in recoups for Firebreak Compliance works and for Workers Compensation recoups.

Unbudgeted repayment made by Department of Justice on behalf of the former CEO

Sale of a Vacant Block in Ravensthorpe was unbudgeted unclassified income. Commissions from Department of Transport for Licensing Services have increased

REPORTABLE OPERATING EXPENSE VARIATIONS

04 - Governance

Fees for the 2020/2021 Financial Audit have not yet been invoiced due to the ongoing audit.

Strategic Planning/Team Development projects delayed with new CEO and executive teams.

05 - Law, Order and Public Safety

Bushfire mitigation Expenditure undertaken, however invoices are pending as works continue.

07 - Health

Health administration expenditure is lower than forecast with an increase in in-house Health Services.

Changes to the Medical Services contract have impacted the YTD expenditure timing. Finalisation of contract payment for 21/22 is being prepared as part of EOY processes

13 - Economic Services

Timing issue DCP Tourism Projects ongoing and budget split evenly through the year.

14 - Other Property & Services

The budget review allowed for a decrease in expenditure in Public Works Overheads due to staffing, however the recovery account was not amended leaving an over recovery YTTD budget. Recovery rates to be reviewed for both Public Works Overheads and Plant Operations as part of the EOY process.

REPORTABLE NON-CASH VARIATIONS

Profits on traded in vehicles higher than expected due to increase in vehicle values with country wide shortages and the unbudgeted sale of the CEO Prado.

REPORTABLE CAPITAL EXPENSE VARIATIONS

Delays have been experienced with a widespread labour and materials shortage. Projects are now underway where resources are now available.

REPORTABLE CAPITAL INCOME VARIATIONS

**SHIRE OF RAVENSTHORPE
FOR THE PERIOD ENDED 30 JUNE 2022**

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
3113		Rates Enquiry Fees Received	Forecast -\$10K (F -\$26K) based on Act Feb \$16K and sales trend	13/22	10,000	23,000	\$101,651
3117		Legal Fees Recovered (No GST)	Forecast -\$10K (F -\$30K) - Additional activity O125	13/22	10,000	30,000	\$111,651
3206		Interest Received Reserve Funds	Forecast +\$10K (F -\$10K) based on Act Jan \$6K and interest trend	13/22	(10,000)	10,000	\$121,651
	CC002	Child Care - Other Revenue, Grants, Contributions	Forecast -\$50K, traineeship support payments	13/22	50,000	50,000	\$111,651
8108		The Cub House Income (GST Free)	Forecast +\$70K (F\$183K; Act \$106K Jan)	13/22	(70,000)	183,260	\$161,651
8109		The Cub House Sustainability Grant (GST)	F -\$50K New Sustainability Grant	13/22	50,000	50,000	\$91,651
8110		Little Barrens Income (GST Free)	Forecast +\$50K (F\$451K; Act \$263K Jan)	13/22	(50,000)	451,120	\$141,651
8111		Little Barrens Sustainability Grant (GST)	F -\$50K New Sustainability Grant	13/22	50,000	50,000	\$91,651
	I103	Liquid Waste / Septic Fees	Forecast -\$13K (F\$20K; Act \$13K Feb)	13/22	13,000	20,000	\$141,651
	I104	Tipsite And Transfer Station Fees	Forecast +\$15K (F\$145K; Act \$13K Feb)	13/22	(15,000)	145,000	\$154,651
11301		Income Relating to Other Recreation & Sport	Forecast +\$35K, (Over estimate of Education Department revenue and external contributions, add back \$13K CSRFF Sport & Rec Master plan Grant)	13/22	(35,000)	14,000	\$139,651
12211		Grant - MRWA Project	Forecast -\$415K; \$275K RRG, \$140K FQM; Commodity Route Funding Tamarine Road CR014 \$415K	13/22	275,000	275,000	\$104,651
12211		Grant - MRWA Project	Forecast -\$415K; \$275K RRG, \$140K FQM; Commodity Route Funding Tamarine Road CR014 \$415K	13/22	140,000	140,000	\$379,651
12601		Income Relating to Aerodromes	Forecast -\$100K (F\$910K; Act \$569K Jan, FEB act \$64K, allow ave \$68K)	13/22	100,000	910,000	\$519,651
	I142	Galaxy Road Construction	Change of deed for Galaxy to construct road	13/22	(5,539,200)	-	\$619,651
14210		Workers Compensation Reimbursements	Forecast -\$113K (to Feb)	13/22	113,000	123,000	(\$4,919,549)
14701		Income Relating to Unclassified	Forecast -\$40K (F\$65K allow \$50K DOT; Land Sale \$15K trfd to Bldg Reserve)	13/22	40,000	65,000	(\$4,806,549)
	O125	Rates Legal And Collection Expenses	Forecast +\$10K (F \$30K) - Recoverable from Rates 03117	13/22	(10,000)	(30,000)	(\$4,766,549)
4204		GOV - Legal Expense	Forecast +\$20K (F\$28K Increase in Community Administrative Challenges)	13/22	(20,000)	(28,000)	(\$4,776,549)
4209		GOV - Audit Fees	Forecast +\$25K (F \$58K); OAG expanded scope and forensic analysis; +\$25K	13/22	(25,000)	(58,500)	(\$4,796,549)
	E111	Brigade Management & Support Expenses	Forecast +\$13K (F \$39K =LY Act); COVID PPE, Fire Break Foam, CBFC laptop	13/22	(13,000)	(13,277)	(\$4,821,549)
	B811	Little Barrens Operating Costs	Forecast +\$10K (Sustainability Grant Exp - Toys and IT Equipment, Marketing Promotion)	13/22	(10,000)	(14,000)	(\$4,834,549)
	B812	Little Barrens Employee Costs	Forecast -\$85K, (Combined B \$911K, Act \$509K - 56% under 65%)	13/22	85,000	(432,348)	(\$4,844,549)
	CH002	Cub House Operations Costs	Forecast +\$10K (Sustainability Grant Exp - Toys and IT Equipment, Marketing Promotion)	13/22	(10,000)	(15,000)	(\$4,759,549)
	BM802	Hopetoun Senior Citizens Centre	Additional building repairs Jul/Aug 2021	13/22	(12,000)	(14,548)	(\$4,769,549)
	BM901	4 Daw Street	Additional exp on Mould Rectification works	13/22	(20,000)	(44,250)	(\$4,781,549)
	BM916	Lot 79 Esplanade	Extra works for CEO House renewal	13/22	(30,000)	(31,433)	(\$4,801,549)
							(\$4,831,549)

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2022

	2021/22 Adopted Budget \$	2021/22 YTD Budget \$	JUNE 2022 Actual \$
1. ACQUISITION OF ASSETS			
The following assets have been acquired during the period under review:			
<u>By Program</u>			
Law, Order & Public Safety			
<i>Fire Prevention & Control</i>			
Water Bomber Tank Resupply	2,000	2,000	0
Land Sub-Division Fire Station - East	8,000	8,000	0
Hopetoun Rural Bushfire Shed	701,356	701,356	0
Emergency Water Tank Relocation -	8,200	8,200	0
Water Tank Installation - Ravensthorpe North	0	0	10,249
Emergency Services Flamethrower	15,000	15,000	13,230
<i>Law & Order</i>			
Ravensthorpe Ses Building Upgrades 21/22	23,500	23,500	0
Cliff Rescue Trailer - Ses	0	0	81
Health			
<i>Doctors & Other Health</i>			
20/21 Purchase Toyota Hilux - Doctor	56,781	56,781	56,361
Education & Welfare			
<i>Child Care Centres</i>			
Little Barrrens - Cot And Kindy Room Furniture	1,000	1,000	909
Little Barrrens - Playground Upgrade	180,000	180,000	0
Cub House - Playground Upgrade	120,000	120,000	0
Housing			
<i>Staff Housing</i>			
Lot 79 Esplanade Hopetoun Housing Upgrade	10,000	50,000	34,464
<i>Other Housing</i>			
Community Amenities			
<i>Sanitation - Household Refuse</i>			
Munglinup Waste Site Improvements (Design)	57,660	57,660	0
Munglinup Transfer Station	20,000	20,000	0
Ravensthorpe Regional Landfill Weighbridge	284,000	284,000	61,358
<i>Sewerage</i>			
2019/20 Purchase Plant - Sewerage Fencing	23,790	23,790	0
Ravensthorpe Effluent Ponds - Restore Banks	20,240	20,240	0
<i>Other Community Amenities</i>			
Two Mile Ablution Block - Hopetoun (Dcp)	28,260	28,260	28,295
Recreation and Culture			
<i>Public Halls & Civic Centres</i>			
Ravensthorpe Town Hall - Security Lighting	12,000	12,000	0
<i>Other Recreation & Sport</i>			
Hopetoun Sports Pavilion - Timber Sealing	19,700	19,700	8,620
Hopetoun Sports Pavilion, Repair Doors,	226,900	226,900	259,335
Ravensthorpe Rec Centre -	101,870	101,870	5,224
Ravensthorpe Rec Centre - Hot Water System	0	0	241
Munglinup Enclose Verandah For Gym (Lrci)	11,990	11,990	0
Playground Renewal - Hopetoun Rec Grounds	20,000	20,000	0
Basketball Hoops Near Skatepark Hopetoun	6,770	6,770	400
Dual Irrigation - Hopetoun Oval (Dcp And Dsr)	25,580	25,580	25,638
Maitland Street Park Playground Upgrade	25,355	25,355	17,657
Mcculloch Park Playground Upgrade -	40,000	40,000	66,133
Munglinup Bowling Green -4 Rinks (Lrci R2)	319,400	319,400	255,431
Skate Park Shade And Seating (Dcp Funded)	2,200	2,200	6,160
21/22 Toro Mower Ravensthorpe	0	0	7,642
20/21 Purchase Toyota Hilux P&G - Hopetoun	53,099	53,099	52,617
20/21 Purchase Case Tractor P&G	105,885	105,885	105,971
Single Cab Tip Truck	85,829	85,829	86,218
<i>Libraries</i>			
Libraries Lending System Upgrade	11,500	18,000	0

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2022

1. ACQUISITION OF ASSETS (Continued)	2021/22 Adopted Budget \$	2021/22 YTD Budget \$	JUNE 2022 Actual \$
The following assets have been acquired during the period under review:			
By Program (Continued)			
Recreation and Culture (Continued)			
<i>Other Culture</i>			
Rcp Architect Services	143,250	143,250	79,250
Rcp Consultants Services	155,360	155,360	47,890
Rcp Project Management	40,000	40,000	55,224
Rcp Building Construction (& Builders	5,228,254	5,228,254	3,141,831
Rcp Project Fees And Charges (Non-Grant)	41,422	41,422	0
Rcp Demolition	0	0	0
Rcp Contingency	0	0	0
Rcp Utility Services (External Services)	205,764	205,764	473
Rcp Landscaping And Playground	414,250	414,250	0
Rcp Public Art	0	0	0
Rcp Carpark	0	0	0
Rcp (Shire) Admin Building Construction	1,777,370	1,777,370	35,562
Rcp (Shire) Dunnart Building Construction	0	0	0
Rcp (Shire) Earthworks Building Construction	16,040	16,040	47,720
Rcp (Shire) Project Management	0	0	0
Rcp (Shire) Building Construction	0	0	2,047
Rcp (Shire) Demolition	0	0	0
Rcp (Shire) Fitout - Contingency	0	0	0
Rcp (Shire) Landscaping	100,000	100,000	855
Rcp (Shire) Public Art	0	0	0
Rcp (Shire) Carpark	82,830	82,830	19,677
Transport			
<i>Construction - Roads, Bridges, Depots</i>			
Roads Construction Council			
Desmond Track (Green Bridge)	26,600	26,600	0
Mallee Road Construction	0	0	73
Cowel Road Floodway Sealing (Lrci Funded)	0	0	0
Fitzgerald Road Floodway Sealing (Lrci	0	0	3
Gravel Pit Reinstatement	0	0	0
Gravel Pit Development	0	0	0
Roads Mrwa V Of G Constr			
Hamersley Drive Slk 6.0 To End Of Shire	0	0	1,589
Jerdacuttup Road Slk 5.2 To 10	0	0	2,861
Jerdacuttup Road - Stabilise Pavement &	250,000	250,000	0
Roads To Recovery Construction			
Bedford Harbour Road #47 Slk 0.0 To 9.85	246,664	246,664	102,063
2019/20 Melaleuca Road Construction	475,297	475,297	387,343
Blackspot Funding Construction			
Tamarine Road Reseal Slk 0.0 To 7.4	415,000	415,000	0
Drainage Construction			
Coxall Road 2X Culvert Replace (Lrci Funded)	14,000	14,000	17,552
Bridger Road Culvert	7,000	7,000	0
Footpath Construction			
Hosking Street - Concrete Footpath	30,900	30,900	30,869
Purchase Land - Roadworks And Depots			
Purchase Depot Block - 1 Moir Road	0	0	0
Land Lot 36,318 & 177 Floater Road	0	0	0
Purchase Land & Buildings - Roadworks			
Ravensthorpe Depot Office Refit	65,000	80,000	83,880
Ravensthorpe Depot Grounds Upgrades	70,360	70,360	7,689
Purchase Furniture & Equipment - Roads			
Street Furniture - Hopetoun (Dcp Funded)	2,000	2,000	7,220
Purchase Other Infrastructure - Roads & Depots			
School Bus Shelter - Buckie St, Hopetoun	70,000	70,000	40,004

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2022

1. ACQUISITION OF ASSETS (Continued)	2021/22 Adopted Budget \$	2021/22 YTD Budget \$	JUNE 2022 Actual \$
The following assets have been acquired during the period under review:			
<u>By Program (Continued)</u>			
<u>Road Plant Purchases</u>			
20/21 Purchase Side Tipper	114,730	114,730	0
2021/22 Grader	362,000	362,000	362,300
Mulching Head Attachment - Skid Steer	31,920	31,920	37,956
14.6M Tri Axle Low Loader	151,283	151,283	0
<u>Aerodromes</u>			
Ravensthorpe Airport - Outdoor Seating	6,000	6,000	7,577
Ravensthorpe Airport - It Upgrades	2,500	2,500	3,941
Ravensthorpe Airport Baggage Trolleys	16,000	16,000	20,460
Terminal Improvements	28,462	28,462	29,060
Airport Lighting Upgrade	32,193	32,193	16,250
Economic Services			
<u>Rural Services</u>			
Munglinup Water Catchment Dam (Lrci R2)	14,000	14,000	12,000
<u>Tourism</u>			
Illuminating Silo Art Work (Dcp Funded)	24,900	24,900	21,794
Hopetoun Visitor Information Boards Expanded	17,000	17,000	5,085
Munglinup Rest Bay Upgrade (Lrci R2)	31,800	31,800	31,299
<u>Other Economic Services</u>			
2 Mile Campsite Infrastructure - East Of	0	0	0
Other Property & Services			
<u>Works</u>			
20/21 Purchase Flat Bed Truck - Bmo	85,000	85,000	82,136
20/21 Purchase Toyota Hilux Sign Ute	51,096	51,096	50,777
20/21 Purchase Toyota Hilux Maint Grader 1	50,046	50,046	48,903
20/21 Purchase Toyota Hilux Maint Grader 2	50,046	50,046	48,907
20/21 Purchase Toyota Hilux Dozer Operator	50,046	50,046	48,880
<u>Administration</u>			
Computer Upgrades	9,600	9,600	0
	<u>13,633,848</u>	<u>13,695,348</u>	<u>6,044,938</u>
<u>By Class</u>			
Land	0	0	0
Buildings	8,925,058	8,980,058	3,877,053
Furniture & Equipment	102,600	109,100	59,652
Plant & Equipment	1,302,551	1,302,551	1,022,439
Infrastructure - Roads	1,413,561	1,413,561	493,932
Infrastructure - Footpaths	30,900	30,900	30,869
Infrastructure - Drainage	41,240	41,240	17,552
Infrastructure - Parks & Ovals	1,036,385	1,036,385	391,952
Infrastructure - Airports	32,193	32,193	16,250
Infrastructure - Other	749,360	749,360	135,240
	<u>13,633,848</u>	<u>13,695,348</u>	<u>6,044,938</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2022

2. DISPOSALS OF ASSETS

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

By Program	Asset #	Plant #	Written Down Value		Sale Proceeds		Profit(Loss)	
			2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$
Health								
Toyota Hilux SRS	P711B	P711B	35,000	28,922	39,091	39,090.91	4,091	10,169
Other Sport & Recreation								
Toyota Hilux - Ravy	P678A	P678A	0	0	0	0	0	0
Toyota Hilux - Hopetoun	P705A	P705A	32,000.00	26,536.81	36,364	36,363.64	4,364	9,827
Tractor - Parks & Gardens	P642	P642	35,000	32,032.06	42,000	42,000.00	7,000	9,968
Zero Turn Mower - Hopetoun	NA	NA	0	0	0	0	0	0
Water Tank/Trailer - Hopetoun	NA	P173A	0	0	0	0	0	0
Transport								
Komatsu GD565 Grader	P706	P706	0	0	0	0	0	0
DAF Prime Mover	P630	P580	0	0	0	0	0	0
Haulpro Side Tipper	P611	P577	30,000	0	14,000	0	(16,000)	0
Bomag Smooth Drum Roller	P569A	P569A	0	0	0	0	0	0
14.6m Tri Axle Low Loader S/T	P556	P556	0	0	35,000	0	35,000	0
Multi Tyre Roller	P609	P570	0	0	0	0	0	0
Sewell Road Broom	NA	P572	0	0	0	0	0	0
Toro GM360 2wd with Canopy	P670	P670	0	0	0	0	0	0
Administration								
2020 Toyota Prado (CEO)	P710C	P710C	0	64,232.08	0	74,545.45	0	10,313
Public Works Overheads								
Mitsubishi Ute (BMO)	P632A	P632A	0	0	0	0	0	0
Toyota Hilux (Sign Ute)	AP715	P654	27,000	21,407.06	33,637	33,636.36	6,637	12,229
Toyota Hilux (Maint Grader 1)	P699A	P699A	28,000	24,010.55	21,820	21,818.18	(6,180)	(2,192)
Toyota Hilux (Maint Grader 2)	P700A	P700A	29,000	23,695.92	25,455	25,454.55	(3,545)	1,759
Toyota Hilux (Dozer Operator)	P691A	P691A	29,000	24,867.50	28,182	28,181.82	(818)	3,314
							0	0
			245,000.00	245,704.24	275,549.00	301,090.91	30,549.00	55,386.67

By Class of Asset	Asset #	Plant #	Written Down Value		Sale Proceeds		Profit(Loss)	
			2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$
Plant & Equipment								
Toyota Hilux SRS	P711B	P711B	35,000	28,922	39,091	39,091	4,091	10,169
Toyota Hilux - Ravy	P678A	P678A	0	0	0	0	0	0
Toyota Hilux - Hopetoun	P705A	P705A	32,000	26,537	36,364	36,364	4,364	9,827
Tractor - Parks & Gardens	P642	P642	35,000	32,032	42,000	42,000	7,000	9,968
Zero Turn Mower - Hopetoun	NA	NA	0	0	0	0	0	0
Water Tank/Trailer - Hopetoun	NA	P173A	0	0	0	0	0	0
Komatsu GD565 Grader	P706	P706	0	0	0	0	0	0
DAF Prime Mover	P630	P580	0	0	0	0	0	0
Haulpro Side Tipper	P611	P577	30,000	0	14,000	0	(16,000)	0
Bomag Smooth Drum Roller	P569A	P569A	0	0	0	0	0	0
14.6m Tri Axle Low Loader S/T	P556	P556	0	0	35,000	0	35,000	0
Multi Tyre Roller	P609	P570	0	0	0	0	0	0
Sewell Road Broom	NA	P572	0	0	0	0	0	0
Toro GM360 2wd with Canopy	P670	P670	0	0	0	0	0	0
2020 Toyota Prado (CEO)	P710C	P710C	0	64,232	0	74,545	0	10,313
Mitsubishi Ute (BMO)	P632A	P632A	0	0	0	0	0	0
Toyota Hilux (Sign Ute)	AP715	P654	27,000	21,407	33,637	33,636	6,637	12,229
Toyota Hilux (Maint Grader 1)	P699A	P699A	28,000	24,011	21,820	21,818	(6,180)	(2,192)
Toyota Hilux (Maint Grader 2)	P700A	P700A	29,000	23,696	25,455	25,455	(3,545)	1,759
Toyota Hilux (Dozer Operator)	P691A	P691A	29,000	24,868	28,182	28,182	(818)	3,314
			0	0	0	0	0	0
			245,000.00	245,704.24	275,549.00	301,090.91	30,549	55,386.67

Summary

	2021/22 Adopted Budget \$	2021/22 YTD Actual \$
Profit on Asset Disposals	57,092	57,579.04
Loss on Asset Disposals	(26,543)	(2,192.37)
	<u>30,549</u>	<u>55,386.67</u>

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

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2022

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-21	Principal Repayments		Principal Outstanding		Interest Repayments	
		2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$
Housing							
Loan 145 Staff Housing	154,192	36,922	36,922	117,270	117,270	5,453	5,234
Loan 147 Other Housing	205,318	17,592	17,592	187,726	187,726	8,312	8,188
Recreation and Culture							
Loan 146 Hopetoun Community Centre	284,301	14,602	14,602	269,699	269,699	12,157	12,052
Transport							
Loan 138D Town Street	232,135	232,135	448,222	0	(216,087)	16,766	16,320
Loan 144 Town Street	55,265	55,265	(160,823)	0	216,088	2,978	2,660
Loan 143B Refinance	138,087	33,065	33,065	105,022	105,022	4,884	4,687
Loan 138E Refinance	196,989	37,072	37,072	159,917	159,917	7,271	7,012
	1,266,287	426,653	426,652	839,634	839,635	57,821	56,153

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

All other loan repayments were financed by general purpose revenue.

(b) Lease Repayments

Particulars	Principal 1-Jul-21	Principal Repayments		Principal Outstanding		Interest Repayments	
		2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$	2021/22 Adopted Budget \$	2021/22 YTD Actual \$
Law, Order & Public Safety							
Lease Contract 939384 CESO Vehicle	16,538	16,538	0	0		122	0
Community Amenities							
Lease Contract 908707	548,192	73,407	0	474,785		15,390	0
Lease Contract 915953	260,763	34,453	0	226,310		7,327	0
	825,493	124,398	0	701,095	0	22,839	0

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

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2022

	2021/22 Adopted Budget \$	2021/22 YTD Actual \$
4. RESERVES		
Cash Backed Reserves		
(a) Plant Reserve		
Opening Balance	1,038,065	1,038,065
Amount Set Aside / Transfer to Reserve	5,172	2,622
Amount Used / Transfer from Reserve	<u>(987,212)</u>	<u>(764,183)</u>
	<u>56,025</u>	<u>276,504</u>
(b) Emergency Farm Water Reserve		
Opening Balance	12,264	12,264
Amount Set Aside / Transfer to Reserve	61	31
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>12,325</u>	<u>12,295</u>
(c) Building Reserve		
Opening Balance	1,721,169	1,721,169
Amount Set Aside / Transfer to Reserve	68,784	64,556
Amount Used / Transfer from Reserve	<u>(1,515,000)</u>	<u>(1,515,000)</u>
	<u>274,953</u>	<u>270,725</u>
(d) Road & Footpath Reserve		
Opening Balance	498,003	498,003
Amount Set Aside / Transfer to Reserve	34,751	1,258
Amount Used / Transfer from Reserve	<u>(267,135)</u>	<u>(232,135)</u>
	<u>265,619</u>	<u>267,126</u>
(e) Swimming Pool Upgrade Reserve		
Opening Balance	45,141	45,141
Amount Set Aside / Transfer to Reserve	225	32,384
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>45,366</u>	<u>77,525</u>
(f) Recreation Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	20,000	20,000
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>20,000</u>	<u>20,000</u>
Opening Balance	381,953	381,953
Amount Set Aside / Transfer to Reserve	1,903	965
Amount Used / Transfer from Reserve	<u>(88,505)</u>	<u>(50,462)</u>
	<u>295,351</u>	<u>332,456</u>
(h) Waste & Sewerage Reserve		
Opening Balance	274,798	274,798
Amount Set Aside / Transfer to Reserve	21,369	20,694
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>296,167</u>	<u>295,492</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2022

	2021/22 Adopted Budget \$	2021/22 YTD Actual \$
4. RESERVES (Continued)		
(i) IT & Equipment Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	20,000	20,000
Amount Used / Transfer from Reserve	0	0
	<u>20,000</u>	<u>20,000</u>
(j) Leave Reserve		
Opening Balance	42,906	42,906
Amount Set Aside / Transfer to Reserve	214	108
Amount Used / Transfer from Reserve	0	0
	<u>43,120</u>	<u>43,014</u>
Total Cash Backed Reserves	<u><u>1,328,926</u></u>	<u><u>1,615,137</u></u>
All of the above reserve accounts are to be supported by money held in financial institutions.		
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Plant Reserve	5,172	2,622
Emergency Farm Water Reserve	61	31
Building Reserve	68,784	64,556
Road & Footpath Reserve	34,751	1,258
Swimming Pool Upgrade Reserve	225	32,384
Recreation Reserve	20,000	20,000
Airport Reserve	1,903	965
Waste & Sewerage Reserve	21,369	20,694
IT & Equipment Reserve	20,000	20,000
Leave Reserve	214	108
	<u>172,479</u>	<u>162,618</u>
Transfers from Reserves		
Plant Reserve	(987,212)	(764,183)
Emergency Farm Water Reserve	0	0
Building Reserve	(1,515,000)	(1,515,000)
Road & Footpath Reserve	(267,135)	(232,135)
Swimming Pool Upgrade Reserve	0	0
UHF Repeater Reserve	0	0
Airport Reserve	(88,505)	(50,462)
Waste & Sewerage Reserve	0	0
State Barrier Fence Reserve	0	0
Leave Reserve	0	0
	<u>(2,857,852)</u>	<u>(2,561,780)</u>
Total Transfer to/(from) Reserves	<u><u>(2,685,373)</u></u>	<u><u>(2,399,162)</u></u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2022

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 30 JUNE 2022

	2020/21 B/Fwd Per 2021/22 Budget \$	2020/21 B/Fwd Per Financial Report \$	JUNE 2022 Actual \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	1,760,370	1,760,370	3,376,199
Cash - Restricted Unspent Grants		0	
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	4,014,299	4,014,299	1,615,137
Receivables (Budget Purposes Only)	0	0	0
Rates Outstanding	236,264	236,264	254,694
Sundry Debtors	313,349	313,349	228,968
Provision for Doubtful Debts	0	0	0
Gst Receivable	155,173	155,173	128,442
Accrued Income/Payments In Advance	844,124	898,974	9,416
Payments in Advance	0	0	0
Inventories	25,554	25,554	96,123
	<u>7,349,133</u>	<u>7,403,983</u>	<u>5,708,979</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(643,768)	(643,768)	(142,338)
Accrued Interest On Loans	(17,895)	(17,895)	(17,895)
Accrued Salaries & Wages	(44,293)	(44,293)	(44,293)
Income In Advance	(701,771)	(701,771)	(32,261)
Gst Payable	(55,276)	(55,276)	(29,329)
Payroll Creditors	(115,517)	(115,517)	(114,053)
Accrued Expenses	(20,574)	0	0
PAYG Liability	0	0	0
Right of Use Assets - Current	(123,724)	(124,397)	(124,397)
Trust		0	0
Other Payables	(124,397)	(123,704)	(322,514)
Current Employee Benefits Provision	(593,454)	(520,534)	(520,534)
Current Loan Liability	(426,653)	(426,653)	0
	<u>(2,867,322)</u>	<u>(2,773,808)</u>	<u>(1,347,614)</u>
NET CURRENT ASSET POSITION	4,481,811	4,630,175	4,361,365
Less: Cash - Reserves - Restricted	(4,014,299)	(4,014,299)	(1,615,137)
Less: Cash - Unspent Grants - Restricted	0	0	
Less: Movements Associated with Change in Accounting Standards	0		
Add Back : Component of Leave Liability not Required to be Funded	593,454	520,534	520,534
Add Back : Current Loan Liability	426,653	426,653	0
ADD: Current Portion of Lease Liability	124,397	124,397	124,397
Adjustment for Trust Transactions Within Muni	20	0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>1,612,036</u>	<u>1,687,460</u>	<u>3,391,159</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2022

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2021/22 Rate Revenue \$	2021/22 Interim Rates \$	2021/22 Back Rates \$	2021/22 Total Revenue \$	2021/22 Budget \$
General Rate								
GRV Residential	0.121852	784	10,990,646	1,339,232	131		1,339,363	1,345,232
GRV Commercial	0.136830	33	1,434,092	196,227			196,227	196,227
GRV industrial	0.160607	35	512,772	82,355			82,355	82,355
GRV - Transient & Short Stay Accom	0.327462	2	852,800	279,260			279,260	279,260
UV - Mining	0.085928	69	2,447,481	210,307	2,704	11	213,021	206,504
UV - Other	0.007008	325	295,976,000	2,074,200	35	910	2,075,145	2,070,944
Non-Rateable							0	0
Sub-Totals		1,248	312,213,791	4,181,581	2,870	921	4,185,371	4,180,522
Minimum Rates	Minimum \$							
GRV Residential	905.00	373	1,079,886	337,565		0	337,565	337,565
GRV Commercial	905.00	10	44,740	9,050		0	9,050	8,145
GRV Industrial	905.00	12	45,268	10,860		0	10,860	10,860
GRV - Transient & Short Stay Accom	884.00	0	0	0		0	0	0
UV - Mining	333.00	60	125,311	19,980		0	19,980	20,313
UV - Other	884.00	103	6,633,252	91,052		0	91,052	91,052
Sub-Totals		558	7,928,457	468,507	0	0	468,507	467,935
				4,650,088			4,653,878	4,648,457
Back Rates								
Interim Rates								
Total Amount Raised From Rates							4,653,878	4,648,457
Ex Gratia Rates		check after rates raised					53,671	
Total Rates							4,707,550	4,648,457

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

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

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

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2022

7. TRUST FUNDS

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

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2022

8. OPERATING STATEMENT BY PROGRAM

	JUNE 2022 Actual \$	2021/22 Adopted Budget \$	2020/21 Actual \$
OPERATING REVENUES			
Governance	65,447	44,000	38,941
General Purpose Funding	7,774,053	5,841,357	6,633,793
Law, Order, Public Safety	306,961	1,252,653	660,882
Health	15,508	9,291	5,200
Education and Welfare	831,047	1,077,380	683,816
Housing	18,864	11,800	5,700
Community Amenities	780,718	1,049,300	777,116
Recreation and Culture	2,120,838	7,100,766	1,906,097
Transport	1,753,162	1,793,225	1,764,898
Economic Services	412,908	386,614	380,595
Other Property and Services	446,833	5,760,949	382,237
TOTAL OPERATING REVENUE	14,526,339	24,327,335	13,239,275
OPERATING EXPENSES			
Governance	(770,322)	(887,656)	(936,216)
General Purpose Funding	(293,635)	(300,523)	(264,859)
Law, Order, Public Safety	(1,001,969)	(1,141,282)	(1,065,400)
Health	(293,994)	(386,177)	(284,441)
Education and Welfare	(1,077,184)	(1,244,462)	(1,067,497)
Housing	(262,750)	(206,101)	(223,538)
Community Amenities	(1,466,323)	(1,586,199)	(1,451,979)
Recreation & Culture	(1,916,036)	(2,058,964)	(1,872,521)
Transport	(5,416,087)	(5,384,635)	(5,036,366)
Economic Services	(579,279)	(669,916)	(519,920)
Other Property and Services	(666,794)	(5,796,776)	(693,204)
TOTAL OPERATING EXPENSE	(13,744,373)	(19,662,691)	(13,415,941)
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>781,966</u>	<u>4,664,644</u>	<u>(176,666)</u>

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2022

8. OPERATING STATEMENT BY NATURE & TYPE

	JUNE 2022 Actual \$	2021/22 Adopted Budget \$	2020/21 Actual \$
OPERATING REVENUES			
Rates	4,707,536	4,702,128	4,512,825
Operating Grants, Subsidies and Contributions	3,883,155	1,937,785	3,354,082
Non-Operating Grants, Subsidies and Contributions	2,683,628	8,979,138	2,427,892
Fees and Charges	2,321,494	2,710,880	2,166,936
Service Charges	0	0	0
Interest Earnings	55,138	59,000	61,238
Profit on Asset Disposals	57,579	57,092	5,378
Proceeds on Disposal of Assets	301,091	275,549	237,743
Realisation on Disposal of Assets	(301,091)	(275,549)	(237,743)
Other Revenue	817,806	5,881,312	710,923
TOTAL OPERATING REVENUE	14,526,336	24,327,335	13,239,274
OPERATING EXPENSES			
Employee Costs	(4,932,946)	(4,657,494)	(4,439,449)
Materials and Contracts	(3,086,545)	(9,079,213)	(3,127,308)
Utility Charges	(256,334)	(241,187)	(250,566)
Depreciation on Non-Current Assets	(4,748,467)	(5,004,073)	(4,712,546)
Interest Expenses	(56,153)	(80,660)	(84,601)
Insurance Expenses	(342,455)	(236,818)	(322,740)
Loss on Asset Disposals	(2,192)	(26,543)	(66,112)
FV Adjustment of Non-Current assets	0	0	0
Other Expenditure	(319,282)	(336,703)	(412,620)
TOTAL OPERATING EXPENSE	(13,744,374)	(19,662,691)	(13,415,942)
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>781,962</u>	<u>4,664,644</u>	<u>(176,668)</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2022

9. STATEMENT OF FINANCIAL POSITION

	JUNE 2022 Actual \$	2020/21 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	4,991,336	5,774,669
Trade and Other Receivables	621,520	1,603,760
Inventories	96,123	25,554
TOTAL CURRENT ASSETS	5,708,979	7,403,983
NON-CURRENT ASSETS		
Other Receivables	11,317	11,317
Inventories	0	0
Property, Plant and Equipment	36,890,502	33,764,032
Infrastructure	120,134,879	122,212,062
TOTAL NON-CURRENT ASSETS	157,036,698	155,987,411
TOTAL ASSETS	162,745,677	163,391,394
CURRENT LIABILITIES		
Trade and Other Payables	702,684	1,702,225
Right of Use Asset	124,397	124,397
Long Term Borrowings	0	426,653
Provisions	520,534	520,534
TOTAL CURRENT LIABILITIES	1,347,615	2,773,809
NON-CURRENT LIABILITIES		
Trade and Other Payables	0	0
Long Term Borrowings	839,634	839,634
Right of Use Assets	701,095	701,095
Provisions	70,781	70,781
TOTAL NON-CURRENT LIABILITIES	1,611,510	1,611,510
TOTAL LIABILITIES	2,959,125	4,385,319
NET ASSETS	159,786,552	159,006,075
Retained Surplus	39,920,258	36,633,197
Reserves - Cash Backed	1,595,137	4,014,299
Revaluation Surplus	117,908,609	117,908,609
TOTAL EQUITY	159,424,005	158,556,105

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2022

10. FINANCIAL RATIOS

	2022 YTD	2021	2020	2019
Current Ratio	4.95	1.50	3.01	1.64
Operating Surplus Ratio	(0.25)	(0.37)	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	$\frac{\text{operating revenue minus operating expense}}{\text{own source operating revenue}}$

12.2 CORPORATE SERVICES

12.2.2 SCHEDULE OF ACCOUNT PAYMENTS – JUNE 2022

File Reference:	GR.ME.8
Location:	Shire of Ravensthorpe
Applicant:	Shire of Ravensthorpe
Author:	Finance Officer
Authorising Officer	Executive Manager Corporate Services
Date:	11 July 2022
Disclosure of Interest:	Nil
Attachments: <u>RED</u>	(a) Schedule of Payments to 30 June 2022 (b) Credit Card Transactions to 01 June 2022 (c) Creditors List of Accounts Paid June 2022
Previous Reference:	Nil

PURPOSE

12. This item presents the schedule of payments for Council approval in accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

BACKGROUND

13. Period 01/06/2022 – 30/06/2022

(a) Schedule of Payments to 30 June 2022

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	9,263	891,041	66,300	17,747	0	984,351	334,350
Aug	10,872	1,244,379	154,795	9,740	0	1,419,785	311,991
Sep	5,146	384,151	86,718	10,136	0	486,151	316,212
Oct	8,906	1,293,209	54,405	6,740	0	1,363,289	324,782
Nov	4,730	1,107,352	62,925	9,057	0	1,184,065	318,387
Dec	8,620	951,403	47,297	7,579	0	1,014,899	432,093
Jan	4,727	637,419	49,806	7,628	0	699,579	296,694
Feb	8,794	678,595	343,599	7,340	0	1,038,327	327,345
Mar	6,661	1,180,524	148,074	7,283	0	1,342,542	319,160
Apr	8,675	800,470	80,901	7,377	0	897,423	313,972
May	24,012	812,941	42,053	3,977	0	882,984	326,114
Jun	9,205	1,474,245	80,254	6,473	0	1,570,177	436,710
Total	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

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

CONSULTATION

15. Senior Finance Officer

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

17. Nil.

FINANCIAL IMPLICATIONS

18. All expenditure has been approved via adoption of the 2021/22 Annual Budget, or resulting from a Council Motion for a budget amendment.

RISK MANAGEMENT:

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

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

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 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

22. Simple Majority

OFFICER RECOMMENDATION

That Council ACCEPT, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996, payment of accounts for the month of June 2022.

Moved: _____ Seconded: _____

ATTACHMENT

03 MAY 2022 - 01 JUNE 2022

Business Credit Card - Matthew Bird

Date	Payment to	Description	Amount	GST
18/05/2022	WANEWSDTI	WA News Subscription	\$ 28.00	\$ 2.55
18/05/2022	GREAT STHN MOTOR/CYC	Great Southern Motorcycles Voucher - Andy Duncan Former Chairman of RHFF	\$ 150.00	\$ 13.64
31/05/2022	BANKWEST	REWARD FEE - CORPORATE	\$ 39.00	\$ -
Total Purchases for M.Bird			\$ 217.00	\$ 16.18

GST N*

Business Credit Card - Leslie Mainwaring

Date	Payment to	Description	Amount	GST
4/05/2022	OFFICEWORKS	1 x Logitech Conference Camera	\$ 424.95	\$ 38.63
6/05/2022	ACE ACCOMODATION	Accommodation and Meals - Building Maintenance Officer	\$ 158.50	\$ 14.41
6/05/2022	IRIS CONSULTING	Iris eRecords Management Basics Online Training - Records Officer	\$ 190.00	\$ 17.27
12/05/2022	AUSTRALIAN SAFETY SIGN	3 x Surveillance Cameras	\$ 135.00	\$ 12.27
13/05/2022	MELVILLE TOYOTA	30,000km Service - Executive Manger of Corporate Services	\$ 582.76	\$ 52.98
17/05/2022	MAGNOLIA CORPORATION - THE PORT HOTEL	Council Dinner and Refreshments	\$ 408.00	\$ 37.09
31/05/2022	BP RAVENSTHORPE	Catering - OHS Representative Training	\$ 100.00	\$ 9.09
31/05/2022	BP RAVENSTHORPE	Catering - OHS Representative Training	\$ 100.00	\$ 9.09
31/05/2022	BP RAVENSTHORPE	Catering - OHS Representative Training	\$ 88.00	\$ 8.00
31/05/2022	CANVA	Canva Pro Subscription - Graphic Design Platform - Tourism	\$ 164.99	\$ 15.00
Total Purchases for L. Mainwaring			\$ 2,352.20	\$ 213.84

Business Credit Card - Evelyn Houghton

Date	Payment to	Description	Amount	GST
9/05/2022	Hopetoun IGA	Various Food Items - Staff Morning Tea- Both Childcare Centres	\$ 110.98	\$ 2.34
17/05/2022	Gadget City	Oricom Secure Replacement Battery	\$ 24.88	\$ 2.26
17/05/2022	EB MARC ARMITAGEN	Risky Play & War and Weapon Play Workshop - Staff Training	\$ 170.00	\$ 15.45
19/05/2022	KMART	Yellow, Red, Blue Paint, 20 pcs Plates, 3 x Books, Chalk Bucket and Shelves - Childcare Items	\$ 220.27	\$ 20.02
19/05/2022	KMART	Yellow and Red Pain - Refund	-\$ 8.00	-\$ 0.73
19/05/2022	INK STATION	10 Pack Brother Toner Cartridges & 5 Pack Brother Toner Cartridges - Childcare Printers	\$ 520.69	\$ 47.34
26/05/2022	DEPARTMENT OF COMMUNICATIONS	Annual Service Fee - Both Childcare Printers	\$ 547.00	\$ -
26/05/2022	HOTEL AT BOOKING.COM	Karrinyup Waters Resort - Accommodation for Staff Training	\$ 339.30	\$ 30.85

GST N*

Total Purchases for E. Houghton	\$ 1,925.12	\$ 117.53
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Business Credit Card - Edward Kilbey

Date	Payment to	Description	Amount	GST
5/05/2022	RAVENSTHORPE AGENCIES	1 x Grease 20kg	\$ 199.00	\$ 18.09
6/05/2022	RAVENSTHORPE BUILDING SUPPLIES	5 x Safety Vest	\$ 34.75	\$ 3.16
9/05/2022	ALBANY STATIONERS	4 x Document Tray and 22/23 Diary Financial Black	\$ 65.40	\$ 5.95
10/05/2022	RAVENSTHORPE AGENCIES	1 x kerosene 20L	\$ 115.00	\$ 10.45
11/05/2022	NUTRIEN AG SOLUTIONS	1 x Phil End CAP Threaded, 1 x Phil Pipe Riser, 1 x Phil Nipple Red & 1 x Phil Bush	\$ 28.64	\$ 2.58
12/05/2022	FE DAW AND SONS PTY LTD	Milk, Coffee & Sugar - Both Shire Depots	\$ 54.26	\$ -
16/05/2022	RAVENSTHORPE AGENCIES	1 x Jerry Can 5L Red	\$ 19.80	\$ 1.80
17/05/2022	FE DAW AND SONS PTY LTD	Milk, Bread, Eggs and Bacon - Depot Tool Box Meeting	\$ 58.73	\$ -
17/05/2022	RAVENSTHORPE BUILDING SUPPLIES	25 x Screw Galv Metric & Bracket Mend Plate	\$ 104.30	\$ 9.48
18/05/2022	RAVENSTHORPE AGENCIES	1 x Socket, 1 x Bush MxF & 1 X Nipple Reducing	\$ 52.22	\$ 4.75
18/05/2022	RAVENSTHORPE BUILDING SUPPLIES	2 x 20Kg Cement	\$ 27.00	\$ 2.45
25/05/2022	RAVENSTHORPE BUILDING SUPPLIES	1 x Long Handle Spade	\$ 49.95	\$ 4.54
26/05/2022	RAVENSTHORPE AGENCIES	1 x Fire Nozzle & 1 x Nipple Reducing	\$ 111.10	\$ 10.10
30/05/2022	FE DAW AND SONS PTY LTD	Coffee - Ravensthorpe Works Depot	\$ 33.10	\$ -

GST F*

GST F*

GST F*

Total Purchases for E.Kilbey	\$ 953.25	\$ 73.35
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Business Credit Card - Russell Palmer

Date	Payment to	Description	Amount	GST
3/05/2022	THE BREMER BAY RESORT	Accommodation and Meal	\$ 206.00	\$ 18.73
9/05/2022	MARTLAN PTY LTD	Accommodation - DFES Regional Staff Meeting and Training	\$ 312.00	\$ 28.36
11/05/2022	NINGJ PTY LTD	Meal - DFES Regional Staff Meeting and Training	\$ 28.00	\$ 2.55
12/05/2022	THE VENICE ALBANY	Meal - DFES Regional Staff Meeting and Training	\$ 31.50	\$ 2.86
21/05/2022	REPCO	Globe replacement - CESM Vehicle	\$ 18.00	\$ 1.64
31/05/2022	AIRSAFE	Dangerous Goods Course - Trainee Ranger	\$ 80.00	
31/05/2022	KRTS TRAINING	Aeronautical Radio Operators Course	\$ 350.00	\$ -
Total Purchases for R. Palmer			\$ 1,025.50	\$ 54.14

GST N*
GST N*

Business Credit Card - Miscellaneous Fees and Charges Bankwest

Date	Payment to	Description	Amount	GST
				\$ -
				\$ -
Total fees and charges			\$ -	\$ -
Total Bankwest Corporate MasterCard Statement			\$ 6,473.07	\$ 475.04

Business Debit Card - Les Mainwaring

Date	Payment to	Description	Amount
Closing Balance for Debit Card - Les Mainwaring			\$ -

Date: 12/07/2022
 Time: 3:14:36PM

Shire of Ravensthorpe
Creditor List of Accounts Paid June 2022

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
510	02/06/2022	Horizon Power	513789 - LOT 3000 BUCKIE STREET HOPETOUN WA - 24/03/2022 - 23/05/2022	1		2,356.13
INV 2101328124/05/2022		Horizon Power	513789 - LOT 3000 BUCKIE STREET HOPETOUN WA - 24/03/2022 - 23/05/2022		707.07	
INV 2101327724/05/2022		Horizon Power	267634 - LOT 548 TAMAR STREET HOPETOUN WA - 24/03/2022 - 23/05/2022		189.20	
INV 2101328124/05/2022		Horizon Power	414511 - UNIT6/LOT 705 TAMAR STREET HOPETOUN WA - 24/03/2022 - 23/05/2022		289.09	
INV 2101329125/05/2022		Horizon Power	442429 - 79 ESPLANADE HOPETOUN WA - 25/03/2022 - 24/05/2022		330.62	
INV 2101330326/05/2022		Horizon Power	185210 - LOT 461 CANNING BVD HOPETOUN WA - 26/03/2022 - 25/05/2022		120.27	
INV 2101329826/05/2022		Horizon Power	137406 - LOT 245 VEAL STREET HOPETOUN WA - 26/03/2022 - 25/05/2022		301.66	
INV 2101331827/05/2022		Horizon Power	450414 - LOT 501 VEAL STREET HOPETOUN WA - 29/03/2022 - 26/05/2022		281.84	
INV 2101331827/05/2022		Horizon Power	397872 - LOT 314 MAITALND STREET HOPETOUN WA - 29/03/2022 - 26/05/2022		136.38	
511	16/06/2022	Horizon Power	136499 - HOPETOUN LAMPS - 01/05/2022 - 31/05/2022	1		6,848.57
INV 2101334701/06/2022		Horizon Power	136499 - HOPETOUN LAMPS - 01/05/2022 - 31/05/2022		4,482.68	
INV 2101336402/06/2022		Horizon Power	224027 - LOT 694 BEACON DRIVE HOPETOUN WA - 02/04/2022 - 01/06/2022		826.25	
INV 2101342708/06/2022		Horizon Power	308541 - LOC 80 JERDACCUTTUP ROAD HOPETOUN WA - 07/04/2022 - 07/06/2022		1,539.64	
1060	01/06/2022	1 - BANK FEES	OBB RECORD FEE	1		6.85
1060	01/06/2022	1 - BANK FEES	MAINTENANCE FEE	1		20.00
1060	01/06/2022	1 - BANK FEES	BPAY FEES	1		118.77
1060	03/06/2022	1 - BANK FEES	CBA MERCHANT FEES	1		269.90
1060	30/06/2022	1 - BANK FEES	LINE OF CREDIT FEE	1		1,500.00

Date: 12/07/2022
Time: 3:14:36PM

Shire of Ravensthorpe
Creditor List of Accounts Paid June 2022

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT15034	02/06/2022	4 Rivers Plumbing Gas & Civil Contracting WA	MUNGLINUP TOILETS / DUMP POINT - SUPPLY AND INSTAL SEPTIC TANK, DUMP POINT, WATER POINT AND PUMPING STATION	1		16,946.17
INV 0000125212/05/2022		4 Rivers Plumbing Gas & Civil Contracting WA	PUMP OUT ABLUTIONS - PHILLIPS RIVER CANOE TRAIL		702.50	
INV 0000125012/05/2022		4 Rivers Plumbing Gas & Civil Contracting WA	PUMP OUT WASTE - KUNDIP ABLUTION		812.50	
INV 0000125112/05/2022		4 Rivers Plumbing Gas & Civil Contracting WA	PUMP OUT SEPTIC AND DISPOSE OF WASTE - ADMIN OFFICE RAVENSTHORPE		801.50	
INV 0000128724/05/2022		4 Rivers Plumbing Gas & Civil Contracting WA	VARIATION - ADDITIONAL LABOUR, MATERIAL AND TRAVEL PRICE INCREASE AND ADDITIONAL CONCRETE PAD- MUNGLINUP DUMP POINT		3,190.00	
INV 0000128824/05/2022		4 Rivers Plumbing Gas & Civil Contracting WA	2 X MICRON FILTER CARTRIDGE REPLACEMENT - RAVENSTHORPE CUB HOUSE		457.27	
INV 0000129124/05/2022		4 Rivers Plumbing Gas & Civil Contracting WA	INVESTIGATED LEAK ON GRASS IN MCCULLOCH PARK FOUND TO BE ON WATER CORP SIDE		390.50	
INV 0000128624/05/2022		4 Rivers Plumbing Gas & Civil Contracting WA	MUNGLINUP TOILETS / DUMP POINT - SUPPLY AND INSTAL SEPTIC TANK, DUMP POINT, WATER POINT AND PUMPING STATION		10,256.40	
INV 0000130230/05/2022		4 Rivers Plumbing Gas & Civil Contracting WA	REPLACE PIGTAIL ON GAS REGULATOR & TESTED ALL VISIBLE JOINTS		335.50	
EFT15035	02/06/2022	Aerodrome Management Services Pty Ltd	AERODROME MANAGEMENT FEE - MAY 2022	1		2,772.00
INV AMSINV24/05/2022		Aerodrome Management Services Pty Ltd	AERODROME MANAGEMENT FEE - MAY 2022		2,772.00	
EFT15036	02/06/2022	Australian Government Child Support Agency	Payroll deductions	1		77.23
INV DEDUCT16/05/2022		Australian Government Child Support Agency	Payroll deductions		77.23	
EFT15037	02/06/2022	Best Office Systems	1 X IDEAL CROSS CUT SHREDDER 4002	1		4,070.00
INV 602337	20/05/2022	Best Office Systems	1 X IDEAL CROSS CUT SHREDDER 4002		4,070.00	
EFT15038	02/06/2022	Blake Woodward	REFUND - GYM BOND	1		30.00
INV T2054	20/05/2022	Blake Woodward	REFUND - GYM BOND	1	30.00	
EFT15039	02/06/2022	Caitlin Jansse	SALARY SACRAFICE - CAITLIN JANESSE - FORNIGHT ENDING RENT 31/05/2022	1		380.00

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 Time: 3:14:36PM

Shire of Ravensthorpe
Creditor List of Accounts Paid June 2022

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SAL SAC31/05/2022		Caitlin Jansse	SALARY SACRAFICE - CAITLIN JANESSE - FORNIGHT ENDING RENT 31/05/2022		380.00	
EFT15040	02/06/2022	City of Albany	1 X CERTIFICATE OF COMPLIANCE - NEW SHED	1		374.00
INV 96675	20/05/2022	City of Albany	1 X CERTIFICATE OF COMPLIANCE - NEW SHED		187.00	
INV 96682	23/05/2022	City of Albany	1 X CERTIFICATE OF DESIGN COMPLIANCE - NEW SHED		187.00	
EFT15041	02/06/2022	Debrah Ira de Vantier	REIMBURSEMENT DEBRAH IRA DE VANTIER PREEMPLOYMENT MEDICAL	1		314.60
INV REIMBU25/05/2022		Debrah Ira de Vantier	REIMBURSEMENT DEBRAH IRA DE VANTIER PREEMPLOYMENT MEDICAL		314.60	
EFT15042	02/06/2022	Department of Fire and Emergency Services (Previously FESA)	2021/2022 ESL PAYMENT - QUARTER 4	1		17,323.39
INV 153928	20/05/2022	Department of Fire and Emergency Services (Previously FESA)	2021/2022 ESL PAYMENT - QUARTER 4		17,323.39	
EFT15043	02/06/2022	Dynasty Embroidery	3 X K54870 HIGH VIS SHIRT PLUS SHIRE EMBROIDERY (GREG STOVER) XXL YELLOW/NAVY	1		185.13
INV 0002118620/05/2022		Dynasty Embroidery	3 X K54870 HIGH VIS SHIRT PLUS SHIRE EMBROIDERY (GREG STOVER) XXL YELLOW/NAVY		185.13	
EFT15044	02/06/2022	Esperance Fire Services	8 X BATTERY 12V, 1 X STROBE RED SURFACE MOUNT CW GASKET & LABOUR - PUMP SHED RAVENSTHORPE	1		2,970.00
INV S1603	24/05/2022	Esperance Fire Services	8 X BATTERY 12V, 1 X STROBE RED SURFACE MOUNT CW GASKET & LABOUR - PUMP SHED RAVENSTHORPE		2,970.00	
EFT15045	02/06/2022	Evelyn Houghton	REIMBURSEMENT FOR UNIFORM - KMART	1		47.00
INV REIMBU30/05/2022		Evelyn Houghton	REIMBURSEMENT FOR UNIFORM - KMART		47.00	
EFT15046	02/06/2022	FE Daw and Sons	CATERING LUNCH AND MORNING TEA - GREAT SOUTHERN REGIONAL ROAD GROUP MEETING	1		2,232.00
INV 68	03/02/2022	FE Daw and Sons	CATERING LUNCH - CORPORATE DISCUSSION - 1 FEBRUARY 2022		264.00	
INV 69	03/02/2022	FE Daw and Sons	CATERING - FAREWELL SUNDOWNER EIMEAR GUIDERA		330.00	
INV 67	19/05/2022	FE Daw and Sons	CATERING LUNCH AND MORNING TEA - GREAT SOUTHERN REGIONAL ROAD GROUP MEETING		1,638.00	

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EFT15047	02/06/2022	Franke Services	MATERIALS AND LABOUR FOR REPAIRS TO 79 THE ESPLANADE	1		6,136.20
INV INV-010519/05/2022		Franke Services	MATERIALS AND LABOUR FOR REPAIRS TO 79 THE ESPLANADE		6,136.20	
EFT15048	02/06/2022	Fulton Hogan Industries	96 x 20KG EZSTREET ASPHALT	1		3,590.40
INV 1638873313/05/2022		Fulton Hogan Industries	96 x 20KG EZSTREET ASPHALT		4,250.40	
INV 1640023318/05/2022		Fulton Hogan Industries	CREDIT FOR INVOICE 16388733		-660.00	
EFT15049	02/06/2022	Goldfields Records Storage	FINAL CONTRIBUTIONS TO GOLDFIELDS RECORDS FACILITY FIXED COSTS 19/20 \$1482.08 & 20/21 \$1637.74	1		3,431.80
INV 0000059101/04/2022		Goldfields Records Storage	FINAL CONTRIBUTIONS TO GOLDFIELDS RECORDS FACILITY FIXED COSTS 19/20 \$1482.08 & 20/21 \$1637.74		3,431.80	
EFT15051	02/06/2022	Hinchys Auto Electric	IDENTIFY AND REPAIR MACHINE WARNING LIGHTS - 4 HRS LABOUR, TRAVEL - CAT ET - D6R DOZER	1		792.00
INV 0000025928/05/2022		Hinchys Auto Electric	IDENTIFY AND REPAIR MACHINE WARNING LIGHTS - 4 HRS LABOUR, TRAVEL - CAT ET - D6R DOZER		792.00	
EFT15052	02/06/2022	Hopetoun Painting Service	RE-OIL ACCESS RAMPS, PAINT BALUSTRADE, PAINT INSIDE PAVILLION AND LABOUR - HOPETOUN SPORTING PAVILION	1		13,827.00
INV INV-127213/05/2022		Hopetoun Painting Service	RE-OIL ACCESS RAMPS, PAINT BALUSTRADE, PAINT INSIDE PAVILLION AND LABOUR - HOPETOUN SPORTING PAVILION		9,097.00	
INV INV-127329/05/2022		Hopetoun Painting Service	PAINT INTERIOR SURFACES RAVENSTHORPE AIRPORT TERMINAL & TOILETS - 50% COMPLETE		4,730.00	
EFT15053	02/06/2022	Hopetoun Tyres & Batteries	13 X TYRES & 8 X TYRE DISPOSALS - RA3579, RA3712 AND RA233	1		8,115.80
INV INV-084217/05/2022		Hopetoun Tyres & Batteries	6 X 225/80R17.5 ROAD X, 4 X TYRE DISPOSAL, 4 X SERVICE FEE & FREIGHT - HINO 300 RA-290		2,153.80	
INV INV-084719/05/2022		Hopetoun Tyres & Batteries	13 X TYRES & 8 X TYRE DISPOSALS - RA3579, RA3712 AND RA233		5,962.00	
EFT15054	02/06/2022	Kleen West Distributors	VARIOUS CLEANING PRODUCTS	1		1,529.44
INV 0006745630/03/2022		Kleen West Distributors	3 X TAP 20LTR BLACK, 2 X PUMP DRUM & 6 X PURELL HAND GEL		137.61	

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INV 0006924025/05/2022		Kleen West Distributors	VARIOUS CLEANING PRODUCTS		1,391.83	
EFT15055	02/06/2022	Kleenheat Gas Pty Ltd (wesfarmers)	4 X 45KG FACILITY FEE - HAMERSLEY INLET	1		171.60
INV 4434990	01/05/2022	Kleenheat Gas Pty Ltd (wesfarmers)	4 X 45KG FACILITY FEE - HAMERSLEY INLET		171.60	
EFT15056	02/06/2022	Light Application Pty Ltd	PROGRAM SD CARD WITH SERIES OF PURPLES LIGHTS TO LIGHT UP THE SILOS - QUEENS JUBILEE CELEBRATION	1		132.00
INV 85174	23/05/2022	Light Application Pty Ltd	PROGRAM SD CARD WITH SERIES OF PURPLES LIGHTS TO LIGHT UP THE SILOS - QUEENS JUBILEE CELEBRATION		132.00	
EFT15057	02/06/2022	Lloydey's Power Services	INSTALL EXTERNAL SOLAR LIGHTING - HOPETOUN DEPOT	1		758.45
INV INV-093612/05/2022		Lloydey's Power Services	INSTALL EXTERNAL SOLAR LIGHTING - HOPETOUN DEPOT		758.45	
EFT15058	02/06/2022	Moore Australia (WA) Pty Ltd	2022 FINANCIAL REPORTING - 20 MAY LIVESTREAM ATTENDANCE	1		1,980.00
INV 2705	05/04/2022	Moore Australia (WA) Pty Ltd	2022 FINANCIAL REPORTING - 20 MAY LIVESTREAM ATTENDANCE		1,980.00	
EFT15059	02/06/2022	Munglinup Community Group (MCG) Inc.	CLEAR AND PREPARE GROUND WORK FOR MUNGLINUP DAM CATCHMENT	1		12,000.00
INV 1	27/05/2022	Munglinup Community Group (MCG) Inc.	CLEAR AND PREPARE GROUND WORK FOR MUNGLINUP DAM CATCHMENT		12,000.00	
EFT15060	02/06/2022	North Ravensthorpe Community Association Inc.	COMMUNITY DEVELOPMENT FUND 2021/2022 - NRCA FENCE	1		3,879.66
INV CDF 202103/05/2022		North Ravensthorpe Community Association Inc.	COMMUNITY DEVELOPMENT FUND 2021/2022 - NRCA FENCE		3,879.66	
EFT15061	02/06/2022	R And R Heavy Diesel Services	140,000 KM LOGBOOK LUBRICATION SERVICE & INSPECTION - RA-3359	1		3,167.46
INV 5741	23/05/2022	R And R Heavy Diesel Services	REPLACE BRAKE RELEASE AIR VALVE IN CAB - RA-142 MACK TRIDENT		1,048.66	
INV 5751	25/05/2022	R And R Heavy Diesel Services	140,000 KM LOGBOOK LUBRICATION SERVICE & INSPECTION - RA-3359		1,547.15	

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INV 5750	25/05/2022	R And R Heavy Diesel Services	LOGBOOK LUBRICATION SERVICE & INSPECTION RA-225 MITSUBISHI TRITON		406.65	
INV 5756	26/05/2022	R And R Heavy Diesel Services	4 METRE LONG POWER CABLE FOR FLAME THROWER		165.00	
EFT15062	02/06/2022	RavMech	FIRE PUMP 1 - CARRY OUT FULL SERVICE & REPAIR DEFECTS	1		1,268.52
INV INV-504427/05/2022		RavMech	FIRE PUMP 1 - CARRY OUT FULL SERVICE & REPAIR DEFECTS		634.26	
INV INV-504427/05/2022		RavMech	FIRE PUMP 2 - CARRY OUT FULL SERVICE & REPAIR DEFECTS		634.26	
EFT15063	02/06/2022	Ravensthorpe Agencies	3 X GAS 45KG BOTTLES - 79 ESPLANADE & HOPETOUN ADMIN	1		662.79
INV 10014	05/05/2022	Ravensthorpe Agencies	3 X GAS 45KG BOTTLES - 79 ESPLANADE & HOPETOUN ADMIN		495.00	
INV 10406	24/05/2022	Ravensthorpe Agencies	1 X FOOT VALVE PVC 3INCH		167.79	
EFT15064	02/06/2022	Ravensthorpe Agricultural Initiative Network Inc	FITZGERALD BIOSPHERE COMMUNITY COLLECTIVE ADMINISTRATION 2021/22	1		8,800.00
INV 1010	12/05/2022	Ravensthorpe Agricultural Initiative Network Inc	FITZGERALD BIOSPHERE COMMUNITY COLLECTIVE ADMINISTRATION 2021/22		8,800.00	
EFT15065	02/06/2022	Roselea Trading	Hopetoun Gym Rent	1		638.45
INV RENT	01/06/2022	Roselea Trading	Hopetoun Gym Rent		488.34	
INV RATES	01/06/2022	Roselea Trading	Hopetoun Gym Rates		150.11	
EFT15066	02/06/2022	Selena Olliver T/A Ravy Country Kitchen	CATERING CORPORATE DISCUSSION 3 MAY 2022	1		250.00
INV 55	13/05/2022	Selena Olliver T/A Ravy Country Kitchen	CATERING CORPORATE DISCUSSION 3 MAY 2022		250.00	
EFT15067	02/06/2022	Shire of Ravensthorpe Social Club	Payroll deductions	1		110.00
INV DEDUCT16/05/2022		Shire of Ravensthorpe Social Club	Payroll deductions		110.00	
EFT15068	02/06/2022	Sigma Chemicals	VARIOUS POOL PRODUCTS, CHLORINE, HYDROCHLORIC ACID, DRUM POLY & PALLETS	1		1,036.20
INV 157918/0111/05/2022		Sigma Chemicals	VARIOUS POOL PRODUCTS, CHLORINE, HYDROCHLORIC ACID, DRUM POLY & PALLETS		1,036.20	

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EFT15069	02/06/2022	Stantec Australia Pty Ltd	RAVENSTHORPE COUNCIL AND COMMUNITY CENTRE - PROGRESS CLAIM 60% CLAIM	1		2,920.50
INV 1887071	18/05/2022	Stantec Australia Pty Ltd	RAVENSTHORPE COUNCIL AND COMMUNITY CENTRE - PROGRESS CLAIM 60% CLAIM		2,920.50	
EFT15070	02/06/2022	Telstra	TELSTRA CHARGES UP TO 18 MAY 2022	1		8,785.06
INV K352915818	05/2022	Telstra	TELSTRA CHARGES UP TO 18 MAY 2022		8,201.04	
INV T311	22/05/2022	Telstra	SATELLITE PHONE 22/05/2022 - 21/06/2022		135.00	
INV T311	25/05/2022	Telstra	SMS / TMS SERVICES - 25/05/2022 - 24/06/2022		449.02	
EFT15071	02/06/2022	The Munglinup Roadhouse Pty Ltd	CLEANING OF MUNGLINUP ABLUTIONS - APRIL 2022	1		1,650.00
INV 0033965306	05/2022	The Munglinup Roadhouse Pty Ltd	CLEANING OF MUNGLINUP ABLUTIONS - APRIL 2022		825.00	
INV 0034380331	05/2022	The Munglinup Roadhouse Pty Ltd	CLEANING OF MUNGLINUP ABLUTIONS - MAY 2022		825.00	
EFT15072	02/06/2022	WA Bio Fuels	FIRE PREVENTION AND CONTROL E05106 - TREATMENT NUMBER 8101	1		13,805.00
INV 7000094630	04/2022	WA Bio Fuels	FIRE PREVENTION AND CONTROL E05106 - TREATMENT NUMBER 8101		13,805.00	
EFT15073	09/06/2022	AMPAC Debt Recovery (WA) Pty Ltd	LEGAL CHARGES FOR DEBT RECOVERY TO 31/05/2022 - RATES	1		1,595.00
INV 84523	26/05/2022	AMPAC Debt Recovery (WA) Pty Ltd	LEGAL CHARGES FOR DEBT RECOVERY TO 20/05/2022 - RATES		357.50	
INV 84626	31/05/2022	AMPAC Debt Recovery (WA) Pty Ltd	LEGAL CHARGES FOR DEBT RECOVERY TO 31/05/2022 - RATES		1,237.50	
EFT15074	09/06/2022	Australian Government Child Support Agency	Payroll deductions	1		77.23
INV DEDUCT30	05/2022	Australian Government Child Support Agency	Payroll deductions		77.23	
EFT15075	09/06/2022	Best Office Systems	PRINTER READINGS 20/04/2022 - 20/05/2022 - RAVENSTHORPE OFFICE	1		952.04
INV 602685	26/05/2022	Best Office Systems	PRINTER READINGS 20/04/2022 - 20/05/2022 - RAVENSTHORPE OFFICE		745.03	
INV 602686	26/05/2022	Best Office Systems	PRINTER READINGS 20/04/2022 - 20/05/2022 - HOPETOUN OFFICE		207.01	

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EFT15076	09/06/2022	Choices Flooring Esperance	SUPPLY AND INSTALL NEW FLOORING TO HOPETOUN RAVENSTHORPE AIRPORT	1		22,935.59
INV 304095	31/05/2022	Choices Flooring Esperance	SUPPLY AND LAY CARPET LOUNGE, BEDROOM 1 AND WALK-IN ROBE 79 THE ESPLANADE HOPETOUN		3,978.12	
INV 304103	31/05/2022	Choices Flooring Esperance	SUPPLY AND INSTALL NEW FLOORING TO HOPETOUN RAVENSTHORPE AIRPORT		18,957.47	
EFT15077	09/06/2022	Cleanaway Pty Ltd	SUPPLY AND EMPTY OF A SKIP BIN FOR DURATION OF DEPOT WORKS	1		550.00
INV 2167682530/04/2022		Cleanaway Pty Ltd	SUPPLY AND EMPTY OF A SKIP BIN FOR DURATION OF DEPOT WORKS		550.00	
EFT15078	09/06/2022	Connectiv - Moco Investments Pty Ltd	APPLE IPHONE SE(3RD GEN) 125GB 5G, POWER ADAPTOR AND LIFEPROOF CASE	1		887.00
INV 6019697302/05/2022		Connectiv - Moco Investments Pty Ltd	APPLE IPHONE SE(3RD GEN) 125GB 5G, POWER ADAPTOR AND LIFEPROOF CASE		887.00	
EFT15079	09/06/2022	Corsign WA	2 X WARNING GRAVEL SIGNS, 2 X STREET NAME PLATES & 2 X CHEVRON SIGNS	1		690.80
INV 0006596931/05/2022		Corsign WA	2 X WARNING GRAVEL SIGNS, 2 X STREET NAME PLATES & 2 X CHEVRON SIGNS		690.80	
EFT15080	09/06/2022	Esperance Fire Services	ROUTINE TESTING JACKING PUMP SITE AND TRAVEL: MORGAN STREET - MAY 2022	1		573.00
INV S1602	31/05/2022	Esperance Fire Services	ROUTINE TESTING JACKING PUMP SITE AND TRAVEL: MORGAN STREET - MAY 2022		573.00	
EFT15081	09/06/2022	Freight Lines Group	FREIGHT - FULTON HOGAN & SIGMA CHEMICALS	1		1,220.44
INV 0012855127/05/2022		Freight Lines Group	FREIGHT - FULTON HOGAN & SIGMA CHEMICALS		1,220.44	
EFT15082	09/06/2022	GFG Temporary Assist	CONSULTANT SERVICES - DIRECTOR TECHICAL SERVICES 16/05/2022 - 29/05/2022	1		9,438.00
INV INV-194231/05/2022		GFG Temporary Assist	CONSULTANT SERVICES - DIRECTOR TECHICAL SERVICES 16/05/2022 - 29/05/2022		9,438.00	
EFT15083	09/06/2022	GSR Electrical Services	SUPPLY MATERIALS, LABOUR AND TRAVEL - REPAIRS LIGHTS MUNGLINUP ABLUTIONS	1		491.15
INV INV-012014/05/2022		GSR Electrical Services	SUPPLY MATERIALS, LABOUR AND TRAVEL - REPAIRS LIGHTS MUNGLINUP ABLUTIONS		491.15	

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EFT15084	09/06/2022	Glass Suppliers	1X 905MM X 148MM SATINLITE 4MM GLASS & 1x 720MM X520MM POLYCARB 6MM	1		143.75
INV 57685	26/05/2022	Glass Suppliers	1X 905MM X 148MM SATINLITE 4MM GLASS & 1x 720MM X520MM POLYCARB 6MM		143.75	
EFT15085	09/06/2022	Guardian Print & Graphics	2,000 WINDOW FACED ENVELOPES & 500 X WHITE PLAIN FACED ENVELOPES	1		490.00
INV 0000972604/04/2022		Guardian Print & Graphics	2,000 WINDOW FACED ENVELOPES & 500 X WHITE PLAIN FACED ENVELOPES		490.00	
EFT15086	09/06/2022	Hoogen & Co	REMARK AIRPORT PARKING BAYS	1		390.00
INV 2821	28/05/2022	Hoogen & Co	REMARK AIRPORT PARKING BAYS		390.00	
EFT15087	09/06/2022	Hopetoun Tyres & Batteries	4 NEW TYRES & DISPOSAL OF 4 TYRES - SIDE TIPPER 1TJX049	1		2,048.20
INV INV-085030/05/2022		Hopetoun Tyres & Batteries	4 NEW TYRES & DISPOSAL OF 4 TYRES - SIDE TIPPER 1TJX049		1,540.00	
INV INV-085131/05/2022		Hopetoun Tyres & Batteries	1 X TYRE - KLUGAR AND 1 X TYRE STRIP AND REPAIR - KOMATSU RA3710		508.20	
EFT15088	09/06/2022	Inglewood Products Group	PROGRESS PAYMENT ON MACHINING YSB TO DETAIL	1		16,500.00
INV 0007823031/05/2022		Inglewood Products Group	PROGRESS PAYMENT ON MACHINING YSB TO DETAIL		16,500.00	
EFT15089	09/06/2022	James Mollett & Partners	10,000 CUBIC METRES GRAVEL FOR MELALEUCA RD	1		55,000.00
INV 1005	25/05/2022	James Mollett & Partners	10,000 CUBIC METRES GRAVEL FOR MELALEUCA RD		55,000.00	
EFT15090	09/06/2022	K & K Smallman	HOPETOUN CHRMAP PHOTO SAMPLE COLLECTING	1		200.00
INV K&K CHB1/05/2022		K & K Smallman	HOPETOUN CHRMAP PHOTO SAMPLE COLLECTING		200.00	
EFT15091	09/06/2022	Kleen West Distributors	2 X KLEEN 5 LTR & 20 ALCOHOL WIPES 50 PK	1		110.44
INV 0006929126/05/2022		Kleen West Distributors	2 X KLEEN 5 LTR & 20 ALCOHOL WIPES 50 PK		110.44	
EFT15092	09/06/2022	Landgate	COPY OF CERTIFICATE OF TITLE - 70265647	1		27.20
INV 1190422	01/06/2022	Landgate	COPY OF CERTIFICATE OF TITLE - 70265647		27.20	

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EFT15093	09/06/2022	Lawry's Electrical Solutions	SUPPLY AND INSTALL BOWLING CLUB LIGHTS AND POLES - PROGRESS PAYMENT	1		31,335.00
INV 1976	26/05/2022	Lawry's Electrical Solutions	SUPPLY AND INSTALL BOWLING CLUB LIGHTS AND POLES - PROGRESS PAYMENT		31,335.00	
EFT15094	09/06/2022	Livingston Medical Pty Ltd	PRE-EMPLOYMENT MEDICAL INCL D&A AND AUDIOMETRY & RAT TEST - HARDING MORUNGA	1		460.50
INV 71813	24/05/2022	Livingston Medical Pty Ltd	PRE-EMPLOYMENT MEDICAL INCL D&A AND AUDIOMETRY & RAT TEST - HARDING MORUNGA		460.50	
EFT15095	09/06/2022	Meridian Agencies (Weistermann Family Trust)	VEHICLE LOG BOOKS X 10	1		41.50
INV INV-015501/06/2022		Meridian Agencies (Weistermann Family Trust)	VEHICLE LOG BOOKS X 10		41.50	
EFT15096	09/06/2022	Perfect Computer Solutions Pty Ltd	IT SUPPORT COSTS FOR THE ADMIN OFFICES FOR 09/05/2022 - 31/05/2022	1		340.00
INV 27269	31/05/2022	Perfect Computer Solutions Pty Ltd	IT SUPPORT COSTS FOR THE ADMIN OFFICES FOR 09/05/2022 - 31/05/2022		340.00	
EFT15097	09/06/2022	R And R Heavy Diesel Services	FIT NEW AIR VALVE ASSEMBLY IN DASH - RA-142 MACK TRIDENT	1		3,452.04
INV 5773	31/05/2022	R And R Heavy Diesel Services	REPAIR TO DAMAGED MUDGUARD & CLEARANCE LIGHT - RA-3871 MACK TRIDENT		407.57	
INV 5775	31/05/2022	R And R Heavy Diesel Services	FIT NEW AIR VALVE ASSEMBLY IN DASH - RA-142 MACK TRIDENT		1,048.66	
INV 5774	31/05/2022	R And R Heavy Diesel Services	20,000 KM SERVICE LUBRICATION & INSPECTION RA-292 TOYOTA HILUX GRADER		498.90	
INV 5772	31/05/2022	R And R Heavy Diesel Services	FULL GREASE UP & BRAKE ADJUSTMENTS 1TJX-049 SIDE TIPPER		184.93	
INV 5768	31/05/2022	R And R Heavy Diesel Services	GREASE UP ALL GREASE POINTS & ADJUST BRAKES 1TQX-844 K-HITCH KT 21		184.93	
INV 5770	31/05/2022	R And R Heavy Diesel Services	110,000 KM LOGBOOK SERVICE LUBRICATION & INSPECTION RA-3794 TOYOTA HILUX		398.91	
INV 5766	31/05/2022	R And R Heavy Diesel Services	250 HOUR SERVICE & INSPECTION RA-3829 KOMATSU WA430-6PZ		289.57	
INV 5769	31/05/2022	R And R Heavy Diesel Services	250 HOURS ENFINE OIL SAMPLE RA-3930 JOHN DEERE 620 GRADER		381.15	

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INV 5767	31/05/2022	R And R Heavy Diesel Services	2 X ANDERSON PLUG KIT 50 AMP & 4 X TWIN CORE (2 CORE) CABLE 6MM SHEATHED RED & BLACK 30M (NZ REF. 157)		57.42	
EFT15098	09/06/2022	RavMech	INSPECT & REPAIR DEFECTS - VIBRATION IN REAR	1		161.70
INV INV-506130/05/2022		RavMech	INSPECT & REPAIR DEFECTS - VIBRATION IN REAR		161.70	
EFT15099	09/06/2022	Ravensthorpe Agencies	1 X 200L DIESEL TRANSPORT TANK, 1 X DIGITAL FLOW METER ON GUN & 1 X FREIGHT CHARGE - GRADER RA-233	1		2,273.60
INV 10446	26/05/2022	Ravensthorpe Agencies	1 X 200L DIESEL TRANSPORT TANK, 1 X DIGITAL FLOW METER ON GUN & 1 X FREIGHT CHARGE - GRADER RA-233		2,024.00	
INV 10524	31/05/2022	Ravensthorpe Agencies	20X WOVEN POLY BAGS & 2KG BAG KIKUYU SEED		249.60	
EFT15100	09/06/2022	Ravensthorpe Building Supplies	24 X HOOK ROBE CHROME PK2 @ \$7.60	1		182.40
INV 20717	02/06/2022	Ravensthorpe Building Supplies	24 X HOOK ROBE CHROME PK2 @ \$7.60		182.40	
EFT15101	09/06/2022	Ravensthorpe District Art Group	DONATION TO RAVENSTHORPE DISTRICT ART GROUP - EXHIBITION PRIZE 2022	1		700.00
INV 166	05/05/2022	Ravensthorpe District Art Group	DONATION TO RAVENSTHORPE DISTRICT ART GROUP - EXHIBITION PRIZE 2022		700.00	
EFT15102	09/06/2022	Rodney Clarence Daw	2021/22 CHIEF BUSH FIRE OFFICER ANNUAL HONORARIUM	1		4,079.94
INV REIMBU30/05/2022		Rodney Clarence Daw	CBFO TELSTRA REIMBURSEMENT TO 10 MAY 2022		79.94	
INV 21/22 CB02/06/2022		Rodney Clarence Daw	2021/22 CHIEF BUSH FIRE OFFICER ANNUAL HONORARIUM		4,000.00	
EFT15103	09/06/2022	Shire of Ravensthorpe Social Club	Payroll deductions	1		115.00
INV DEDUCT30/05/2022		Shire of Ravensthorpe Social Club	Payroll deductions		115.00	
EFT15104	09/06/2022	Stantec Australia Pty Ltd	DEVELOPMENT OF A BIKE PLAN PROGRESS CLAIM	1		24,475.00
INV 1887260	23/05/2022	Stantec Australia Pty Ltd	DEVELOPMENT OF A BIKE PLAN PROGRESS CLAIM		24,475.00	

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EFT15105	09/06/2022	Sunny Industrial Brushware	2 X POWERBOSS 9 MAINBROOM & 3 X POWERBOSS SW62 13" OD SIDE BROOM	1		1,480.16
INV 0002508126/05/2022		Sunny Industrial Brushware	2 X POWERBOSS 9 MAINBROOM & 3 X POWERBOSS SW62 13" OD SIDE BROOM		1,480.16	
EFT15106	09/06/2022	Toll IPEC Ipec Pty Ltd	FREIGHT - DYNASTY EMBROIDERY	1		16.76
INV 0525-S3029/05/2022		Toll IPEC Ipec Pty Ltd	FREIGHT - DYNASTY EMBROIDERY		16.76	
EFT15107	09/06/2022	Vicki Clark	REIMBURSEMENT - MEETING EXPENSES, LINEN AND CUTLERY FOR SHIRE BUILDINGS	1		175.84
INV REIMBU115/05/2022		Vicki Clark	REIMBURSEMENT - MEETING EXPENSES, LINEN AND CUTLERY FOR SHIRE BUILDINGS		175.84	
EFT15108	09/06/2022	WINC Australia Pty Ltd	NET52367005 - 15 X BABY WIPES, 4 X MILK, 1 X PAPER, 1 X GLEN 20 & 1 X CLEERA CONCERNTRATE	1		130.75
INV 9039313123/05/2022		WINC Australia Pty Ltd	NET52367005 - 15 X BABY WIPES, 4 X MILK, 1 X PAPER, 1 X GLEN 20 & 1 X CLEERA CONCERNTRATE		110.82	
INV 9039308923/05/2022		WINC Australia Pty Ltd	NET 52367005 - 2 X BLEACH 5L		19.93	
EFT15109	16/06/2022	4 Rivers Plumbing Gas & Civil Contracting WA	PUMP OUT & DISPOSE OF WASTE FROM SUMP SHIRE DEPOT YARD & TRACKING FEE	1		532.00
INV 0000134209/06/2022		4 Rivers Plumbing Gas & Civil Contracting WA	PUMP OUT & DISPOSE OF WASTE FROM SUMP SHIRE DEPOT YARD & TRACKING FEE		411.00	
INV 0000134109/06/2022		4 Rivers Plumbing Gas & Civil Contracting WA	UNBLOCK DISABLED TOILETS AT JUBILEE PARK		121.00	
EFT15110	16/06/2022	Auspire	2022/2023 GOLD ASSOCIATE SUBSCRIPTION - AUSTRALIA DAY	1		685.00
INV INV-119031/05/2022		Auspire	2022/2023 GOLD ASSOCIATE SUBSCRIPTION - AUSTRALIA DAY		685.00	
EFT15111	16/06/2022	Bills Doors & Servicing	SERVICE OF THE SHIRE OFFICE AUTO DOOR - RAVENSTHORPE, HOPETOUN AND SENIOR CITIZENS CENTRE	1		770.00
INV 613	07/06/2022	Bills Doors & Servicing	SERVICE OF THE SHIRE OFFICE AUTO DOOR - RAVENSTHORPE, HOPETOUN AND SENIOR CITIZENS CENTRE		770.00	
EFT15112	16/06/2022	Brett Manuel	REFUND - SWIMMING POOL BOND	1		30.00

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INV T1987	15/06/2022	Brett Manuel	REFUND - SWIMMING POOL BOND	1	30.00	
EFT15113	16/06/2022	Caitlin Jansse	SALARY SACRAFICE - CAITLIN JANSSE - FORTNIGHT ENDING 13/06/2022	1		380.00
INV SAL SAC15/06/2022		Caitlin Jansse	SALARY SACRAFICE - CAITLIN JANSSE - FORTNIGHT ENDING 13/06/2022		380.00	
EFT15114	16/06/2022	Cleanaway Pty Ltd	STARVATION BAY CAMPSITE RUBBISH COLLECTION	1		474.92
INV 2168292731/05/2022		Cleanaway Pty Ltd	MASONS BAY CAMPSITE RUBBISH COLLECTION		194.44	
INV 2168292631/05/2022		Cleanaway Pty Ltd	STARVATION BAY CAMPSITE RUBBISH COLLECTION		280.48	
EFT15115	16/06/2022	Damowest Plastics (AUST) Pty Ltd T/A The Plastic Display People	AIRPORT TERMINAL COUNTER SNEEZE GUARD	1		676.50
INV 60104	02/06/2022	Damowest Plastics (AUST) Pty Ltd T/A The Plastic Display People	AIRPORT TERMINAL COUNTER SNEEZE GUARD		676.50	
EFT15116	16/06/2022	Debrah Ira de Vantier	REIMBURSEMENT - WORK BOOTS - TOTALLY WORKWEAR	1		159.50
INV REIMBU02/06/2022		Debrah Ira de Vantier	REIMBURSEMENT - WORK BOOTS - TOTALLY WORKWEAR		159.50	
EFT15117	16/06/2022	EKT Concrete & Rendering Service	CONSTRUCT CONCRETE PAD RAVENSTHORPE LANDFILL SITE AT LEACHATE POND	1		2,124.95
INV INV-003727/05/2022		EKT Concrete & Rendering Service	CONSTRUCT CONCRETE PAD RAVENSTHORPE LANDFILL SITE AT LEACHATE POND		2,124.95	
EFT15118	16/06/2022	Esperance Windscreens	SUPPLY, FREIGHT AND INSTALLATION OF FRONT WINDSCREEN - CEO PRADO	1		1,095.00
INV 0001869724/05/2022		Esperance Windscreens	SUPPLY, FREIGHT AND INSTALLATION OF FRONT WINDSCREEN - CEO PRADO		1,095.00	
EFT15119	16/06/2022	Freight Lines Group	FREIGHT - KLEENWEST	1		44.06
INV 0012921631/05/2022		Freight Lines Group	FREIGHT - KLEENWEST		44.06	
EFT15120	16/06/2022	GFG Temporary Assist	CONSULTANT SERVICES - DIRECTOR TECHICAL SERVICES 30/05/2022 - 12/06/2022	1		2,788.50
INV INV-195807/06/2022		GFG Temporary Assist	CONSULTANT SERVICES - DIRECTOR TECHICAL SERVICES 30/05/2022 - 12/06/2022		2,788.50	

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EFT15121	16/06/2022	HW & Associates	RAVENESTHORPE CULTURAL PRECINCT - CONTRACT ADMIN 28/04/2022 - 11/06/2022	1		3,300.00
INV INV-037611	06/2022	HW & Associates	RAVENESTHORPE CULTURAL PRECINCT - CONTRACT ADMIN 28/04/2022 - 11/06/2022		3,300.00	
EFT15122	16/06/2022	Hamish Fell Consulting	IDENTIFY AND RESOLVE URGENT ISSUES WITH HOPETOUN'S TOURISM TOUCHSCREEN SITE	1		165.00
INV INV-013627	05/2022	Hamish Fell Consulting	IDENTIFY AND RESOLVE URGENT ISSUES WITH HOPETOUN'S TOURISM TOUCHSCREEN SITE		165.00	
EFT15123	16/06/2022	Hopetoun Progress Association Inc	SHIRE FUNDING FOR AGED CARE UNIT MANAGEMENT - QUARTER 4 2021/22	1		3,750.00
INV 1123	16/05/2022	Hopetoun Progress Association Inc	SHIRE FUNDING FOR AGED CARE UNIT MANAGEMENT - QUARTER 4 2021/22		3,750.00	
EFT15124	16/06/2022	Hopetoun Tyres & Batteries	STRIP & REPAIR TYRE AND CONSUMABLES RA-3579 & TOYO TYRE RA-3359 TOYOTA HILUX	1		1,358.50
INV INV-087511	06/2022	Hopetoun Tyres & Batteries	STRIP & REPAIR TYRE AND CONSUMABLES RA-3579 & TOYO TYRE RA-3359 TOYOTA HILUX		1,358.50	
EFT15125	16/06/2022	Kleenheat Gas Pty Ltd (wesfarmers)	LPG BULK AT THE RAVENSTHORPE RECREATION CENTRE	1		855.20
INV 2193150229	04/2022	Kleenheat Gas Pty Ltd (wesfarmers)	LPG BULK AT THE RAVENSTHORPE RECREATION CENTRE		812.30	
INV 4439551	01/06/2022	Kleenheat Gas Pty Ltd (wesfarmers)	45KG CYL - FACILITY FE / CYLINDER SERVICE CHARGE		42.90	
EFT15126	16/06/2022	Lawry's Electrical Solutions	GENERATOR HIRE FOR RAVENSTHORPE SWIMMING POOL HIRE 12/03/2022 - 04/05/2022	1		7,837.50
INV 1977	31/05/2022	Lawry's Electrical Solutions	GENERATOR HIRE FOR RAVENSTHORPE SWIMMING POOL HIRE 12/03/2022 - 04/05/2022		7,837.50	
EFT15127	16/06/2022	Lo-Go Appointments	ADMINISTRATION SERVICES - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 14/05/2022	1		5,533.68
INV 0042585017	05/2022	Lo-Go Appointments	ADMINISTRATION SERVICES - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 14/05/2022		1,383.42	
INV 0042588324	05/2022	Lo-Go Appointments	ADMINISTRATION SERVICES 2021/22 - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 21/05/2022		1,383.42	
INV 0042591631	05/2022	Lo-Go Appointments	ADMINISTRATION SERVICES 2021/22 - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 28/05/2022		1,383.42	

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INV 0042594707/06/2022		Lo-Go Appointments	ADMINISTRATION SERVICES 2021/22 - ANNE ALLISON - PROJECT ADMINISTRATION OFFICER - W/E 04/06/2022		1,383.42	
EFT15128	16/06/2022	Matthews Smash Repairs	INSURANCE EXCESS FOR RA 222 REPAIRS. LGIS REF:MO0049903	1		500.00
INV 12260/2	26/05/2022	Matthews Smash Repairs	INSURANCE EXCESS FOR RA 222 REPAIRS. LGIS REF:MO0049903		500.00	
EFT15129	16/06/2022	Midland Trophies	2 X CEO PLAQUES - G POLLOCK & M BIRD	1		40.00
INV 19883	26/05/2022	Midland Trophies	2 X CEO PLAQUES - G POLLOCK & M BIRD		40.00	
EFT15130	16/06/2022	Paul Edwards Spencer	REIMBURSEMENT - PRE EMPLOYEMENT MEDICAL AND SCREENING	1		167.00
INV REIMBU09/06/2022		Paul Edwards Spencer	REIMBURSEMENT - PRE EMPLOYEMENT MEDICAL AND SCREENING		167.00	
EFT15131	16/06/2022	Peter Hobbs Architects	RAVENSTHORPE CULTURAL PRECINCT - CONTACT ADMINISTRATION 67% COMPLETE	1		5,500.00
INV 480	31/05/2022	Peter Hobbs Architects	RAVENSTHORPE CULTURAL PRECINCT - CONTACT ADMINISTRATION 67% COMPLETE		5,500.00	
EFT15132	16/06/2022	R And R Heavy Diesel Services	SERVICE LUBRICATION & INSPECTION RA-3331 TORO MOWER	1		3,918.08
INV 5791	08/06/2022	R And R Heavy Diesel Services	LABOUR & PARTS FOR WORK ON PIVOT PIN FOR TIPPER TRAY - HINO 6 WHEELER - RA-3172		580.82	
INV 5793	09/06/2022	R And R Heavy Diesel Services	REPLACE FAULTY LEFT RAMP LIFT CYLINDER - 1TGC-542		951.39	
INV 5809	13/06/2022	R And R Heavy Diesel Services	SERVICE LUBRICATION & INSPECTION RA-3331 TORO MOWER		1,887.20	
INV 5810	13/06/2022	R And R Heavy Diesel Services	20,000KM LOGBOOK SERVICE LUBRICATION & INSPECTION - TOYOTA HILUX DOZER UTE - RA-93		498.67	
EFT15133	16/06/2022	Ravensthorpe Agencies	1000L AD BLUE	1		2,660.70
INV 10462	27/05/2022	Ravensthorpe Agencies	1000L AD BLUE		2,400.00	
INV 10557	02/06/2022	Ravensthorpe Agencies	1 X STEELBLUE SOUTHERN CROSS SIZE 9.5 BLACK & FREIGHT - TOM CURWOOD		260.70	
EFT15134	16/06/2022	Ravensthorpe Building Supplies	6 X VANDAL MARK REMOVER	1		381.55

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INV 20838	08/06/2022	Ravensthorpe Building Supplies	1 X MOP DUST CONTROL MODACRYLIC 60CM OATES		59.95	
INV 20826	09/06/2022	Ravensthorpe Building Supplies	6 X VANDAL MARK REMOVER		321.60	
EFT15135	16/06/2022	Ravensthorpe Community Resource Centre	LEADERSHIP TRAINING - PROVIDED IN PARTNERSHIP WITH RCRC AND FITZGERALD BUSINESS NETWORK	1		880.00
INV INV-367931/05/2022		Ravensthorpe Community Resource Centre	LEADERSHIP TRAINING - PROVIDED IN PARTNERSHIP WITH RCRC AND FITZGERALD BUSINESS NETWORK		880.00	
EFT15136	16/06/2022	Ravensthorpe Golf & Bowling Club Inc.	CDF GRANT FUNDS FOR PURCHASE OF BAIN MARIE 21/22	1		1,500.00
INV 120	25/05/2022	Ravensthorpe Golf & Bowling Club Inc.	CDF GRANT FUNDS FOR PURCHASE OF BAIN MARIE 21/22		1,500.00	
EFT15137	16/06/2022	Solar Water Pumps Sales & Service Pty Ltd	INSTALLATION, TESTING AND COMMISSIONING OF SOLAR WATER PUMP TO EXISTING ARRY AT THE FITZGERALD DAM	1		4,075.58
INV SI-00000430/05/2022		Solar Water Pumps Sales & Service Pty Ltd	INSTALLATION, TESTING AND COMMISSIONING OF SOLAR WATER PUMP TO EXISTING ARRY AT THE FITZGERALD DAM		4,075.58	
EFT15138	16/06/2022	South Regional TAFE - Esperance	4 X ENROLMENTS FOR OCCUPATIONAL HEALTH & SAFETY REPRESENTATIVES COURSE	1		6,592.60
INV I0019443 09/06/2022		South Regional TAFE - Esperance	4 X ENROLMENTS FOR OCCUPATIONAL HEALTH & SAFETY REPRESENTATIVES COURSE		6,592.60	
EFT15139	16/06/2022	WA Fuel Supply PTY LTD	16,491L - DIESEL FUEL MAY 2022	1		35,266.17
INV 0007965023/05/2022		WA Fuel Supply PTY LTD	16,491L - DIESEL FUEL MAY 2022		35,266.17	
EFT15140	23/06/2022	4 Rivers Plumbing Gas & Civil Contracting WA	INVESTIGATE NO WATER ISSUE AT LITTLE BARRENS - CAUSED BY FAULTY WATER METER	1		121.00
INV 0000136015/06/2022		4 Rivers Plumbing Gas & Civil Contracting WA	INVESTIGATE NO WATER ISSUE AT LITTLE BARRENS - CAUSED BY FAULTY WATER METER		121.00	
EFT15141	23/06/2022	Australian Government Child Support Agency	Payroll deductions	1		77.23
INV DEDUCT13/06/2022		Australian Government Child Support Agency	Payroll deductions		77.23	
EFT15142	23/06/2022	Australian Taxation Office (ATO)	BAS RETURN MAY 2022	1		18,405.00
INV BAS MA 21/06/2022		Australian Taxation Office (ATO)	BAS RETURN MAY 2022		18,405.00	

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EFT15143	23/06/2022	BP Australia Pty Ltd	FUEL CARD - MAY 2022	1		3,110.98
INV 1209781231	05/2022	BP Australia Pty Ltd	FUEL CARD - MAY 2022		3,110.98	
EFT15144	23/06/2022	Best Office Systems	REPAIR KONICA C558 PHOTOCOPIER IN MAIN ADMIN RAVENSTHORPE	1		132.00
INV 602994	31/05/2022	Best Office Systems	REPAIR KONICA C558 PHOTOCOPIER IN MAIN ADMIN RAVENSTHORPE		132.00	
EFT15145	23/06/2022	Bunnings	2 X PLATFORM LADDER 170KG & 9 X SAFETY STEP GORILLA 150KG	1		5,645.28
INV 2022/998211	06/2022	Bunnings	2 X PLATFORM LADDER 170KG & 9 X SAFETY STEP GORILLA 150KG		5,645.28	
EFT15146	23/06/2022	Choices Flooring Esperance	SUPPLY AND FIT SUNTECA VERTICAL BLINDS RAVENSTHORPE SHIRE DEPOT	1		2,345.20
INV 304142	16/06/2022	Choices Flooring Esperance	SUPPLY AND FIT SUNTECA VERTICAL BLINDS RAVENSTHORPE SHIRE DEPOT		2,345.20	
EFT15147	23/06/2022	Cleanaway Pty Ltd	RUBBISH COLLECTION - MAY 2022	1		20,755.76
INV 2168142431	05/2022	Cleanaway Pty Ltd	SUPPLY AND EMPTY OF A SKIP BIN FOR DURATION OF DEPOT WORKS		550.00	
INV 2168389331	05/2022	Cleanaway Pty Ltd	RUBBISH COLLECTION - MAY 2022		20,205.76	
EFT15148	23/06/2022	GFG Temporary Assist	CONSULTANT SERVICES - DIRECTOR TECHICAL SERVICES 02/05/2022 - 15/05/2022	1		8,151.00
INV INV-192017	05/2022	GFG Temporary Assist	CONSULTANT SERVICES - DIRECTOR TECHICAL SERVICES 02/05/2022 - 15/05/2022		8,151.00	
EFT15149	23/06/2022	Hallams Cartage Contractors	REFILL AIRPORT WATER TANK	1		550.00
INV 0000353516	06/2022	Hallams Cartage Contractors	REFILL AIRPORT WATER TANK		275.00	
INV 0000353416	06/2022	Hallams Cartage Contractors	REFILL AIRPORT WATER TANK		275.00	
EFT15150	23/06/2022	Hopetoun Men In Sheds Incorporated	PROVISION OF WEEKEND TRANSFER STATION ATTENDANTS 07/05/2022 - 29/05/2022	1		900.00
INV 322	31/05/2022	Hopetoun Men In Sheds Incorporated	PROVISION OF WEEKEND TRANSFER STATION ATTENDANTS 07/05/2022 - 29/05/2022		900.00	

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EFT15151	23/06/2022	Kindyhub Pty Ltd	KINDYHUB APP MONTHLY SUBSCRIPTION TO 31/05/2022 - LITTLE BARRENS	1		338.80
INV K0252-1210/06/2022		Kindyhub Pty Ltd	KINDYHUB APP MONTHLY SUBSCRIPTION TO 31/05/2022 - THE CUB HOUSE		151.80	
INV K0252-1210/06/2022		Kindyhub Pty Ltd	KINDYHUB APP MONTHLY SUBSCRIPTION TO 31/05/2022 - LITTLE BARRENS		187.00	
EFT15152	23/06/2022	LGIS Workcare	DEBTORS REFUND - DOUBLE INVOICE PAYMENT - LGIS WORKCARE	1		21,000.46
INV MCLEAN3/06/2022		LGIS Workcare	DEBTORS REFUND - DOUBLE INVOICE PAYMENT - LGIS WORKCARE		21,000.46	
EFT15153	23/06/2022	Lawry's Electrical Solutions	8 X HOPETOUN ENTRY BANNER POLE SUPPLY AND INSTALLATION	1		10,290.50
INV 1975	26/05/2022	Lawry's Electrical Solutions	ELECTRICAL LIGHTING DISCONNECTION AND SERVICE		1,023.00	
INV 1980	16/06/2022	Lawry's Electrical Solutions	8 X HOPETOUN ENTRY BANNER POLE SUPPLY AND INSTALLATION		9,267.50	
EFT15154	23/06/2022	Marketforce	DIFFERENTIAL RATING ADVERT 19/5/2022 - THE WEST AUSTRALIAN	1		786.25
INV 43863	25/05/2022	Marketforce	DIFFERENTIAL RATING ADVERT 19/5/2022 - THE WEST AUSTRALIAN		786.25	
EFT15155	23/06/2022	McLeods Barristers & Solicitors	MATTER: 49335 LEGAL ADVICE	1		3,774.00
INV 124551	31/05/2022	McLeods Barristers & Solicitors	MATTER: 49335 LEGAL ADVICE		3,774.00	
EFT15156	23/06/2022	McMahon Mining Title Service Pty Ltd	Rates refund for assessment A14318 LOT E74/00612 EXPLORATION LICENCE RAVENSTHORPE WA	1		1,978.07
INV A14185	02/06/2022	McMahon Mining Title Service Pty Ltd	Rates refund for assessment A14185 LOT E74/00562 EXPLORATION LICENCE RAVENSTHORPE WA		917.98	
INV A14318	02/06/2022	McMahon Mining Title Service Pty Ltd	Rates refund for assessment A14318 LOT E74/00612 EXPLORATION LICENCE RAVENSTHORPE WA		1,060.09	
EFT15157	23/06/2022	Medtech Healthcare Pty Ltd	MONTHLY SITE SUPPORT FOR THE MEDICAL CENTRES - JANUARY 2022	1		110.00
INV 055242	01/01/2022	Medtech Healthcare Pty Ltd	MONTHLY SITE SUPPORT FOR THE MEDICAL CENTRES - JANUARY 2022		110.00	
EFT15158	23/06/2022	Perfect Computer Solutions Pty Ltd	700VA DESKTOP UPS X 5	1		2,337.50

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INV 27253	17/05/2022	Perfect Computer Solutions Pty Ltd	700VA DESKTOP UPS X 5		1,125.00	
INV 27305	09/06/2022	Perfect Computer Solutions Pty Ltd	IT SUPPORT COSTS FOR THE ADMIN OFFICES FOR 31/05/2022 - 01/06/2022		212.50	
INV 27312	16/06/2022	Perfect Computer Solutions Pty Ltd	TREND ANTIVIRUS ANNUAL LICENSE FEE X 20 LICENCES		1,000.00	
EFT15159	23/06/2022	R And R Heavy Diesel Services	REPLACED BROKEN BATTERY LEADS AND TERMINAL CLAMPS - RA-3871 MACK TRIDENT	1		1,242.14
INV 5583	29/03/2022	R And R Heavy Diesel Services	REPLACED BROKEN BATTERY LEADS AND TERMINAL CLAMPS - RA-3871 MACK TRIDENT		1,242.14	
EFT15160	23/06/2022	Ravensthorpe Tigers Football & Sporting Club	DEBTORS REFUND - DOUBLE PAYMENT INVOICE 4091	1		1,721.25
INV REFUND08/06/2022		Ravensthorpe Tigers Football & Sporting Club	DEBTORS REFUND - DOUBLE PAYMENT INVOICE 4091		1,721.25	
EFT15161	23/06/2022	Rose Pearson	REIMBURSEMENT - CHILDCARE STAFF UNIFORM REIMBURSEMENT	1		122.99
INV REIMBU26/05/2022		Rose Pearson	REIMBURSEMENT - CHILDCARE STAFF UNIFORM REIMBURSEMENT		122.99	
EFT15162	23/06/2022	Scott John Drayton	Rates refund for assessment A542 125 MARTIN STREET RAVENSTHORPE 6346	1		1,624.18
INV A542	21/06/2022	Scott John Drayton	Rates refund for assessment A542 125 MARTIN STREET RAVENSTHORPE 6346		1,624.18	
EFT15163	23/06/2022	Shire of Ravensthorpe Social Club	Payroll deductions	1		115.00
INV DEDUCT13/06/2022		Shire of Ravensthorpe Social Club	Payroll deductions		115.00	
EFT15164	23/06/2022	Tredwell Management Services	DEVELOPMENT OF SHIRE OF RAVENSTHORPE SPORT & RECREATION MASTER PLAN ADDITIONAL WORKS	1		6,050.00
INV RAV010414/06/2022		Tredwell Management Services	DEVELOPMENT OF SHIRE OF RAVENSTHORPE SPORT & RECREATION MASTER PLAN ADDITIONAL WORKS		6,050.00	
EFT15165	23/06/2022	WINC Australia Pty Ltd	NET51653139 - 8 X BIN LINER, 1 X BROOM, 8 X TISSUES, 12 X DISPLAY BOOK & 4 X PLASTIC PK50	1		1,117.22
INV 9038367508/02/2022		WINC Australia Pty Ltd	NET51653139 - 8 X BIN LINER, 1 X BROOM, 8 X TISSUES, 12 X DISPLAY BOOK & 4 X PLASTIC PK50		400.39	
INV 9038372308/02/2022		WINC Australia Pty Ltd	NET51709545 - 4 X SUNSCREEN & 5 X CLIPFOLDER A4		149.52	
INV 9038376209/02/2022		WINC Australia Pty Ltd	NET51709545 - 2 X GLOVES NITRILE BLUE		112.07	

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INV 9039124403/05/2022		WINC Australia Pty Ltd	NET52211060 - 2 XHYPCHLRTE BLEACH 5L		19.93	
INV 9039124603/05/2022		WINC Australia Pty Ltd	NET52211060 - 1 X CRAFT GLUE, 10 X BABY WIPES, 1 X CLING WRAP & 1 X MADURA BY WHITE		84.11	
INV 9039133304/05/2022		WINC Australia Pty Ltd	NET52211060 - 1 X SANDWHICH BAG PK40		3.77	
INV 9039169606/05/2022		WINC Australia Pty Ltd	NET52163295 -1 X SMALL PLASTIC YELLOW CADDY		5.26	
INV 9039180509/05/2022		WINC Australia Pty Ltd	NET51790274 - 1 X GEN20 DISINFECTANT SPRAY		93.56	
INV 9039235513/05/2022		WINC Australia Pty Ltd	NET52163295 - 1 X P CTIONS SMALL PURPLE		8.12	
INV 9039461407/06/2022		WINC Australia Pty Ltd	NET52339290 - 2 X MOP		39.56	
INV 9039472708/06/2022		WINC Australia Pty Ltd	NET52367005 - 1 X 15L MOP BUCKET		47.96	
INV 9039486309/06/2022		WINC Australia Pty Ltd	NET52507876 - 25 X BABY WIPES, 1 X MANILLA FOLDER, 4 X LEVER ARCH FILE & 2 X MOP HANDLE		152.97	
EFT15166	23/06/2022	Australian Taxation Office (ATO)	FBT RETURN FOR PERIOD 01/04/2021 - 31/03/2022	1		4,362.01
INV 5510004621/06/2022		Australian Taxation Office (ATO)	FBT RETURN FOR PERIOD 01/04/2021 - 31/03/2022		4,362.01	
EFT15167	30/06/2022	4 Rivers Plumbing Gas & Civil Contracting WA	REPLACE SET OF SERIES 2 PURETECH FILTERS LITTLE BARRENS	1		1,058.15
INV 0000138220/06/2022		4 Rivers Plumbing Gas & Civil Contracting WA	SUPPLY & INSTALL NEW FILTERS FOR THE ICE MACHINE SHIRE YARD		460.63	
INV 0000138320/06/2022		4 Rivers Plumbing Gas & Civil Contracting WA	REPLACE SET OF SERIES 2 PURETECH FILTERS LITTLE BARRENS		597.52	
EFT15168	30/06/2022	Australia Post	POSTAGE CHARGES - MAY 2022	1		79.70
INV 1011582903/06/2022		Australia Post	POSTAGE CHARGES - MAY 2022		79.70	
EFT15169	30/06/2022	Australian Golden Outback	ANNUAL GOLD MEMBERSHIP AUSTRALIA'S GOLDEN OUTBACK - 01/07/2022 - 30/06/2023	1		350.00
INV INV-003817/06/2022		Australian Golden Outback	ANNUAL GOLD MEMBERSHIP AUSTRALIA'S GOLDEN OUTBACK - 01/07/2022 - 30/06/2023		350.00	
EFT15170	30/06/2022	Australian Government Child Support Agency	Payroll deductions	1		77.23
INV DEDUCT27/06/2022		Australian Government Child Support Agency	Payroll deductions		77.23	

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EFT15171	30/06/2022	BT Equipment Pty Ltd t/a Tutt Bryant Equipment	VALVE PRESSURE SAFETY FOR BOMAG TYRE ROLLER - ITEM #38010050	1		295.72
INV 0084736316/06/2022		BT Equipment Pty Ltd t/a Tutt Bryant Equipment	VALVE PRESSURE SAFETY FOR BOMAG TYRE ROLLER - ITEM #38010050		295.72	
EFT15172	30/06/2022	Corsign WA	CUSTOM SIGN 1200 x 900 RAVENSTHORPE VISITOR INFORMATION BAY GRANT	1		491.04
INV 0006640416/06/2022		Corsign WA	CUSTOM SIGN 1200 x 900 RAVENSTHORPE VISITOR INFORMATION BAY GRANT		491.04	
EFT15173	30/06/2022	DDAGroup Corporate Communications PTY LTD T/A Wayfound	ARTWORK & DESIGN FOR 3 VISITOR INFORMATION BAY PANELS	1		3,784.00
INV 9918	13/06/2022	DDAGroup Corporate Communications PTY LTD T/A Wayfound	ARTWORK & DESIGN FOR 3 VISITOR INFORMATION BAY PANELS		3,784.00	
EFT15174	30/06/2022	Devlyn Construction	Progress Claim 7 - RCP	1		687,418.74
INV 1976	16/06/2022	Devlyn Construction	Progress Claim 7 - RCP		687,418.74	
EFT15175	30/06/2022	Diverseco Pty Ltd	SUPPLY AND INSTALLATION OF 18M WEIGHBRIDGE INCLUDING CONCRETE WORKS, VERIFICATION AND COMMISSIONING - 30% DEPOSIT	1		67,493.25
INV MW7318:16/06/2022		Diverseco Pty Ltd	SUPPLY AND INSTALLATION OF 18M WEIGHBRIDGE INCLUDING CONCRETE WORKS, VERIFICATION AND COMMISSIONING - 30% DEPOSIT		67,493.25	
EFT15176	30/06/2022	EDAB Consulting Pty Ltd	Representation of Ravensthorpe Shire on Floater Road Deviation Project	1		990.00
INV 2022/1	21/06/2022	EDAB Consulting Pty Ltd	Representation of Ravensthorpe Shire on Floater Road Deviation Project		550.00	
INV 2022/2	25/06/2022	EDAB Consulting Pty Ltd	Representation of Ravensthorpe Shire on Floater Road Deviation Project		440.00	
EFT15177	30/06/2022	Esperance Communications	SUPPLY & INSTALLATION OF CAMERA - HOPETOUN GYM	1		3,189.85
INV 5092773	09/06/2022	Esperance Communications	SUPPLY & INSTALLATION OF CAMERA - HOPETOUN GYM		3,189.85	
EFT15178	30/06/2022	Freight Lines Group	FREIGHT - RETRAVISION CLOTHES DRYER	1		62.92
INV 0012695630/04/2022		Freight Lines Group	FREIGHT - RETRAVISION CLOTHES DRYER		62.92	

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EFT15179	30/06/2022	HW & Associates	SITE VISIT - 04/05/2022 & 08/06/2022	1		6,600.00
INV INV-037511/06/2022		HW & Associates	SITE VISIT - 04/05/2022 & 08/06/2022		6,600.00	
EFT15180	30/06/2022	Hopetoun Painting Service	PAINT INTERIOR SURFACES RAVENSTHORPE AIRPORT TERMINAL & TOILETS FINAL 50% AND NEW RAIR RAILS	1		5,150.75
INV INV-127413/06/2022		Hopetoun Painting Service	PAINT INTERIOR SURFACES RAVENSTHORPE AIRPORT TERMINAL & TOILETS FINAL 50% AND NEW RAIR RAILS		5,150.75	
EFT15181	30/06/2022	Inglewood Products Group	Progress Payment on machining YSB to Detail	1		22,000.00
INV 0007823915/06/2022		Inglewood Products Group	Progress Payment on machining YSB to Detail		11,000.00	
INV 0007824423/06/2022		Inglewood Products Group	PROGRESS PAYMENT ON MATCHING YSB PROFILES		11,000.00	
EFT15182	30/06/2022	Landgate	GRV GEN VALS COUNTRY	1		39,091.31
INV 375659	14/06/2022	Landgate	GRV GEN VALS COUNTRY		39,091.31	
EFT15183	30/06/2022	Market Creations Agency Pty Ltd	10 X ADDITIONAL HOURS FOR WEBSITE MAINTENACE AND SUPPORT	1		1,540.00
INV II30-4	27/05/2022	Market Creations Agency Pty Ltd	10 X ADDITIONAL HOURS FOR WEBSITE MAINTENACE AND SUPPORT		1,540.00	
EFT15184	30/06/2022	Perfect Computer Solutions Pty Ltd	11 x Surface Pro 8 Plus LTE, Cover & Stylus	1		28,710.00
INV 27231	05/05/2022	Perfect Computer Solutions Pty Ltd	11 x Surface Pro 8 Plus LTE, Cover & Stylus		28,710.00	
EFT15185	30/06/2022	Price's Fabrication And Steel	50% Deposit for Supply & Installation of GT200 Pioneer Water Tank	1		11,273.85
INV 0000177414/06/2022		Price's Fabrication And Steel	50% Deposit for Supply & Installation of GT200 Pioneer Water Tank		11,273.85	
EFT15186	30/06/2022	R And R Heavy Diesel Services	REFURBISHED UNDER CARRIAGE, CUT OLD GUIDES AND CHAIN, WELD NEW WEAR PLATES AND SCRUB CHAIN - SLASHER	1		6,106.46
INV 5835	22/06/2022	R And R Heavy Diesel Services	40,000 KM LOGBOOK SERVICE & INSPECTION RA-233 TOYOTA HILUX		700.70	
INV 5834	22/06/2022	R And R Heavy Diesel Services	1,000HR SERVICE & INSPECTION 1GTT-665 CAT SKIDSTEER		1,393.81	

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INV 5837	22/06/2022	R And R Heavy Diesel Services	500 HR SERVICE AND INSPECTION RA-3762 KOMATSU GD655-5		1,786.32	
INV 5838	22/06/2022	R And R Heavy Diesel Services	RUN DIAGNOSTIC COMPUTER & RESET ALL FAULT CODES RA-3579 DAF CF		214.39	
INV 5839	22/06/2022	R And R Heavy Diesel Services	REFURBISHED UNDER CARRIAGE, CUT OLD GUIDES AND CHAIN, WELD NEW WEAR PLATES AND SCRUB CHAIN - SLASHER		2,011.24	
EFT15187	30/06/2022	Repeat Plastics (WA)	REPLACEMENT BENCH FRAME FOR WHEELCHAIR ACCESSIBLE SEAT - PRB-1800F/S2 GREEN EX GNANGARA	1		536.35
INV 0001073515/06/2022		Repeat Plastics (WA)	REPLACEMENT BENCH FRAME FOR WHEELCHAIR ACCESSIBLE SEAT - PRB-1800F/S2 GREEN EX GNANGARA		536.35	
EFT15188	30/06/2022	Seek Limited	SEEK ADVERT- DEPOT ADMIN OFFICER	1		313.50
INV 5023531520/06/2022		Seek Limited	SEEK ADVERT- DEPOT ADMIN OFFICER		313.50	
EFT15189	30/06/2022	Shire of Pingelly	LONG SERVICE LEAVE ENTITLEMENT DARRYN WATKINS 30/04/2012 - 16/08/2018	1		21,627.83
INV 6389	07/12/2021	Shire of Pingelly	LONG SERVICE LEAVE ENTITLEMENT DARRYN WATKINS 30/04/2012 - 16/08/2018		21,627.83	
EFT15190	30/06/2022	Shire of Ravensthorpe Social Club	Payroll deductions	1		120.00
INV DEDUCT27/06/2022		Shire of Ravensthorpe Social Club	Payroll deductions		120.00	
EFT15191	30/06/2022	Toll IPEC Ipec Pty Ltd	FREIGHT - CORSIGN & SUNNY INDUSTRIAL	1		253.42
INV 0526-S3005/06/2022		Toll IPEC Ipec Pty Ltd	FREIGHT - CORSIGN & SUNNY INDUSTRIAL		243.01	
INV 0527-S30:19/06/2022		Toll IPEC Ipec Pty Ltd	FREIGHT - SOUTH GUILFORD		10.41	
EFT15192	30/06/2022	Topsigns	4 X 2400 X 1200 SIGN & 2 X 1500 X 3600 WITH GRAFITTII OVERLAMINATE	1		6,811.64
INV 4626	14/06/2022	Topsigns	4 X 2400 X 1200 SIGN & 2 X 1500 X 3600 WITH GRAFITTII OVERLAMINATE		6,811.64	
EFT15193	30/06/2022	Tradelink Pty Ltd	CAROMA PUSH BUTTON SET - QTY 4, BUTTONS CUSTOM INVISI II CARE D/F ROUND 237014C PACK C/P	1		628.36
INV 9603330017/06/2022		Tradelink Pty Ltd	CAROMA PUSH BUTTON SET - QTY 4, BUTTONS CUSTOM INVISI II CARE D/F ROUND 237014C PACK C/P		628.36	

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EFT15194	30/06/2022	Tredwell Management Services	Development of Sport & Recreation Master Plan - Project Stage 1&2 completion	1		14,982.00
INV RAV010219/05/2022		Tredwell Management Services	Development of Sport & Recreation Master Plan - Project Stage 1&2 completion		9,988.00	
INV RAV010314/06/2022		Tredwell Management Services	Development of Sport & Recreation Master Plan - Completion of Project		4,994.00	
EFT15195	30/06/2022	Vanguard Distribution	BROCHURE DISTRIBUTION AND HANDLING FEE - MAY 2022	1		78.82
INV 0003384531/05/2022		Vanguard Distribution	BROCHURE DISTRIBUTION AND HANDLING FEE - MAY 2022		78.82	
EFT15196	30/06/2022	VisiMax (Bucci Holdings Pty Ltd)	1X DOG TRANSPORT CAGE/ 1X 5" ANIMAL CONTROL POLE/ 1 X 4" ANIMAL CONTROL POLE AND FREIGHT	1		1,024.20
INV INV-042227/05/2022		VisiMax (Bucci Holdings Pty Ltd)	1X DOG TRANSPORT CAGE/ 1X 5" ANIMAL CONTROL POLE/ 1 X 4" ANIMAL CONTROL POLE AND FREIGHT		1,024.20	
DD6285.1	13/06/2022	Aware Super	Payroll deductions	1		7,864.94
INV SUPER	13/06/2022	Aware Super	Superannuation contributions	1	7,767.09	
INV DEDUCT	13/06/2022	Aware Super	Payroll deductions	1	97.85	
DD6285.2	13/06/2022	Colonial First State	Payroll deductions	1		1,135.39
INV SUPER	13/06/2022	Colonial First State	Superannuation contributions	1	779.39	
INV DEDUCT	13/06/2022	Colonial First State	Payroll deductions	1	356.00	
DD6285.3	13/06/2022	IOOF Employer Super	Payroll deductions	1		1,497.17
INV SUPER	13/06/2022	IOOF Employer Super	Superannuation contributions	1	397.17	
INV DEDUCT	13/06/2022	IOOF Employer Super	Payroll deductions	1	1,100.00	
DD6285.4	13/06/2022	Australian Super Pty Ltd	Superannuation contributions	1		319.98
INV SUPER	13/06/2022	Australian Super Pty Ltd	Superannuation contributions	1	319.98	
DD6285.5	13/06/2022	Hostplus Superannuation	Superannuation contributions	1		456.63
INV SUPER	13/06/2022	Hostplus Superannuation	Superannuation contributions	1	456.63	

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DD6285.6	13/06/2022	Hesta Superannuation	Payroll deductions	1		325.96
INV SUPER	13/06/2022	Hesta Superannuation	Superannuation contributions	1	125.96	
INV DEDUCT	13/06/2022	Hesta Superannuation	Payroll deductions	1	200.00	
DD6285.7	13/06/2022	Intrust Superannuation	Superannuation contributions	1		172.77
INV SUPER	13/06/2022	Intrust Superannuation	Superannuation contributions	1	172.77	
DD6285.8	13/06/2022	MOBI Superannuation	Superannuation contributions	1		217.89
INV SUPER	13/06/2022	MOBI Superannuation	Superannuation contributions	1	217.89	
DD6285.9	13/06/2022	Sun Super	Superannuation contributions	1		71.37
INV SUPER	13/06/2022	Sun Super	Superannuation contributions	1	71.37	
DD6294.1	27/06/2022	Aware Super	Payroll deductions	1		8,155.93
INV SUPER	27/06/2022	Aware Super	Superannuation contributions	1	8,058.08	
INV DEDUCT	27/06/2022	Aware Super	Payroll deductions	1	97.85	
DD6294.2	27/06/2022	Colonial First State	Payroll deductions	1		1,241.41
INV SUPER	27/06/2022	Colonial First State	Superannuation contributions	1	885.41	
INV DEDUCT	27/06/2022	Colonial First State	Payroll deductions	1	356.00	
DD6294.3	27/06/2022	IOOF Employer Super	Payroll deductions	1		1,633.73
INV SUPER	27/06/2022	IOOF Employer Super	Superannuation contributions	1	533.73	
INV DEDUCT	27/06/2022	IOOF Employer Super	Payroll deductions	1	1,100.00	
DD6294.4	27/06/2022	Australian Super Pty Ltd	Superannuation contributions	1		354.18
INV SUPER	27/06/2022	Australian Super Pty Ltd	Superannuation contributions	1	354.18	
DD6294.5	27/06/2022	Hostplus Superannuation	Superannuation contributions	1		456.63
INV SUPER	27/06/2022	Hostplus Superannuation	Superannuation contributions	1	456.63	

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DD6294.6	27/06/2022	Intrust Superannuation	Superannuation contributions	1		187.79
INV SUPER	27/06/2022	Intrust Superannuation	Superannuation contributions	1	187.79	
DD6294.7	27/06/2022	MOBI Superannuation	Superannuation contributions	1		189.64
INV SUPER	27/06/2022	MOBI Superannuation	Superannuation contributions	1	189.64	
DD6294.8	27/06/2022	C-Bus Super	Superannuation contributions	1		759.08
INV SUPER	27/06/2022	C-Bus Super	Superannuation contributions	1	759.08	
DD6294.9	27/06/2022	MLC Superannuation	Superannuation contributions	1		501.93
INV SUPER	27/06/2022	MLC Superannuation	Superannuation contributions	1	501.93	
DD6298.1	07/06/2022	Childcare EasyPay	Childcare EasyPay Direct Debit Processing Fees - May 2022	5		78.44
INV 007721-2	07/06/2022	Childcare EasyPay	Childcare EasyPay Direct Debit Processing Fees - May 2022	5	25.81	
INV 007738-2	07/06/2022	Childcare EasyPay	Childcare EasyPay Direct Debit Processing Fees - May 2022	5	52.63	
DD6311.1	21/06/2022	BANKWEST Corporate Mastercard	MAY 2022 STATEMENT - MATTHEW BIRD	1		6,473.07
INV MAY 2022	21/06/2022	BANKWEST Corporate Mastercard	MAY 2022 STATEMENT - EVELYN HOUGHTON	1	1,925.12	
INV MAY 2022	21/06/2022	BANKWEST Corporate Mastercard	MAY 2022 STATEMENT - EDWARD KILBEY	1	953.25	
INV MAY 2022	21/06/2022	BANKWEST Corporate Mastercard	MAY 2022 STATEMENT - RUSSEL PALMER	1	1,025.50	
INV MAY 2022	21/06/2022	BANKWEST Corporate Mastercard	MAY 2022 STATEMENT - LESLIE MAINWARING	1	2,352.20	
INV MAY 2022	21/06/2022	BANKWEST Corporate Mastercard	MAY 2022 STATEMENT - MATTHEW BIRD	1	217.00	
DD6312.1	30/06/2022	Department of Transport (Shire Licensing)	DOT PAYMENT BY AUTHORITY - JUNE 2022	1		48,753.45
INV JUNE 2023	30/06/2022	Department of Transport (Shire Licensing)	DOT PAYMENT BY AUTHORITY - JUNE 2022	1	48,753.45	
DD6312.2	22/06/2022	Synergy	SYNERGY PAYMENT BY AUTHORITY - JUNE 2022	1		9,772.82
INV JUNE 2022	22/06/2022	Synergy	SYNERGY PAYMENT BY AUTHORITY - JUNE 2022	1	9,772.82	
DD6312.3	30/06/2022	Water Corporation	WATER CORP PAYMENT BY AUTHORITY - JUNE 2022	1		6,297.41

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INV JUNE 20230/06/2022		Water Corporation	WATER CORP PAYMENT BY AUTHORITY - JUNE 2022	1	6,297.41	
DD6312.4	15/06/2022	SG Fleet	SG FLEET PAYEMENT BY AUTHORITY - JUNE 2022	1		13,496.72
INV JUNE 20215/06/2022		SG Fleet	SG FLEET PAYEMENT BY AUTHORITY - JUNE 2022	1	13,496.72	
DD6312.5	27/06/2022	Westnet Pty Ltd	WESTNET PAYMENY BY AUTHORITY - JUNE 2022	1		18.50
INV JUNE 20227/06/2022		Westnet Pty Ltd	WESTNET PAYMENY BY AUTHORITY - JUNE 2022	1	18.50	
DD6285.10	13/06/2022	C-Bus Super	Superannuation contributions	1		759.08
INV SUPER	13/06/2022	C-Bus Super	Superannuation contributions	1	759.08	
DD6285.11	13/06/2022	MLC Superannuation	Superannuation contributions	1		501.93
INV SUPER	13/06/2022	MLC Superannuation	Superannuation contributions	1	501.93	
DD6285.12	13/06/2022	Australian Superannuation (Formally Westscheme)	Payroll deductions	1		3,365.41
INV SUPER	13/06/2022	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	2,344.67	
INV DEDUCT	13/06/2022	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	555.00	
INV DEDUCT	13/06/2022	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	367.69	
INV DEDUCT	13/06/2022	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	98.05	
DD6285.13	13/06/2022	AL & KL Pearson PTY LTD ATF Alaska Superannuation Fund	Superannuation contributions	1		237.21
INV SUPER	13/06/2022	AL & KL Pearson PTY LTD ATF Alaska Superannuation Fund	Superannuation contributions	1	237.21	
DD6285.14	13/06/2022	IOOF Lifetrack Personal Super	Superannuation contributions	1		286.45
INV SUPER	13/06/2022	IOOF Lifetrack Personal Super	Superannuation contributions	1	286.45	
DD6285.15	13/06/2022	WA Local Government Super Plan	Payroll deductions	1		2,157.99
INV DEDUCT	13/06/2022	WA Local Government Super Plan	Payroll deductions	1	578.61	
INV DEDUCT	13/06/2022	WA Local Government Super Plan	Payroll deductions	1	196.10	

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INV DEDUCT	13/06/2022	WA Local Government Super Plan	Payroll deductions	1	1,020.48	
INV DEDUCT	13/06/2022	WA Local Government Super Plan	Payroll deductions	1	59.65	
INV DEDUCT	13/06/2022	WA Local Government Super Plan	Payroll deductions	1	52.19	
INV DEDUCT	13/06/2022	WA Local Government Super Plan	Payroll deductions	1	50.19	
INV DEDUCT	13/06/2022	WA Local Government Super Plan	Payroll deductions	1	200.77	
DD6285.16	13/06/2022	BT Super for Life	Superannuation contributions	1		424.04
INV DEDUCT	13/06/2022	BT Super for Life	Payroll deductions	1	166.05	
INV SUPER	13/06/2022	BT Super for Life	Superannuation contributions	1	257.99	
DD6285.17	13/06/2022	BUSSQ	Superannuation contributions	1		474.43
INV DEDUCT	13/06/2022	BUSSQ	Payroll deductions	1	118.61	
INV SUPER	13/06/2022	BUSSQ	Superannuation contributions	1	355.82	
DD6285.18	13/06/2022	MLC MasterKey Business Super	Superannuation contributions	1		754.97
INV DEDUCT	13/06/2022	MLC MasterKey Business Super	Payroll deductions	1	167.31	
INV SUPER	13/06/2022	MLC MasterKey Business Super	Superannuation contributions	1	587.66	
DD6285.19	13/06/2022	Care Super Pty Ltd	Superannuation contributions	1		229.68
INV SUPER	13/06/2022	Care Super Pty Ltd	Superannuation contributions	1	229.68	
DD6285.20	13/06/2022	BT Super	Superannuation contributions	1		1,228.37
INV SUPER	13/06/2022	BT Super	Superannuation contributions	1	1,228.37	
DD6285.21	13/06/2022	ANZ Smart Choice Super	Superannuation contributions	1		217.11
INV SUPER	13/06/2022	ANZ Smart Choice Super	Superannuation contributions	1	217.11	
DD6285.22	13/06/2022	Rest Superannuation	Superannuation contributions	1		505.67
INV SUPER	13/06/2022	Rest Superannuation	Superannuation contributions	1	505.67	

Date: 12/07/2022
Time: 3:14:36PM

Shire of Ravensthorpe
Creditor List of Accounts Paid June 2022

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD6294.10	27/06/2022	AL & KL Pearson PTY LTD ATF Alaska Superannuation Fund	Superannuation contributions	1		237.21
INV SUPER	27/06/2022	AL & KL Pearson PTY LTD ATF Alaska Superannuation Fund	Superannuation contributions	1	237.21	
DD6294.11	27/06/2022	IEOF Lifetrack Personal Super	Superannuation contributions	1		340.00
INV SUPER	27/06/2022	IEOF Lifetrack Personal Super	Superannuation contributions	1	340.00	
DD6294.12	27/06/2022	Australian Superannuation (Formally Westscheme)	Payroll deductions	1		3,387.30
INV SUPER	27/06/2022	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	2,362.42	
INV DEDUCT	27/06/2022	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	555.00	
INV DEDUCT	27/06/2022	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	371.83	
INV DEDUCT	27/06/2022	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	98.05	
DD6294.13	27/06/2022	WA Local Government Super Plan	Payroll deductions	1		2,172.07
INV DEDUCT	27/06/2022	WA Local Government Super Plan	Payroll deductions	1	578.61	
INV DEDUCT	27/06/2022	WA Local Government Super Plan	Payroll deductions	1	202.96	
INV DEDUCT	27/06/2022	WA Local Government Super Plan	Payroll deductions	1	1,018.68	
INV DEDUCT	27/06/2022	WA Local Government Super Plan	Payroll deductions	1	68.67	
INV DEDUCT	27/06/2022	WA Local Government Super Plan	Payroll deductions	1	52.19	
INV DEDUCT	27/06/2022	WA Local Government Super Plan	Payroll deductions	1	50.19	
INV DEDUCT	27/06/2022	WA Local Government Super Plan	Payroll deductions	1	200.77	
DD6294.14	27/06/2022	BT Super for Life	Superannuation contributions	1		415.46
INV DEDUCT	27/06/2022	BT Super for Life	Payroll deductions	1	166.05	
INV SUPER	27/06/2022	BT Super for Life	Superannuation contributions	1	249.41	
DD6294.15	27/06/2022	BUSSQ	Superannuation contributions	1		474.41
INV DEDUCT	27/06/2022	BUSSQ	Payroll deductions	1	118.60	

Date: 12/07/2022
 Time: 3:14:36PM

Shire of Ravensthorpe
Creditor List of Accounts Paid June 2022

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	27/06/2022	BUSSQ	Superannuation contributions	1	355.81	
DD6294.16	27/06/2022	MLC MasterKey Business Super	Superannuation contributions	1		754.97
INV DEDUCT	27/06/2022	MLC MasterKey Business Super	Payroll deductions	1	167.31	
INV SUPER	27/06/2022	MLC MasterKey Business Super	Superannuation contributions	1	587.66	
DD6294.17	27/06/2022	Care Super Pty Ltd	Superannuation contributions	1		232.26
INV SUPER	27/06/2022	Care Super Pty Ltd	Superannuation contributions	1	232.26	
DD6294.18	27/06/2022	BT Super	Superannuation contributions	1		1,228.37
INV SUPER	27/06/2022	BT Super	Superannuation contributions	1	1,228.37	
DD6294.19	27/06/2022	ANZ Smart Choice Super	Superannuation contributions	1		220.05
INV SUPER	27/06/2022	ANZ Smart Choice Super	Superannuation contributions	1	220.05	
DD6294.20	27/06/2022	Rest Superannuation	Superannuation contributions	1		475.57
INV SUPER	27/06/2022	Rest Superannuation	Superannuation contributions	1	475.57	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	Municipal Bank Account	1,616,799.40
5	Childcare Operating Account	78.44
TOTAL		1,616,877.84

12.2 CORPORATE SERVICES

12.2.3 DIFFERENTIAL RATES SUBMISSIONS 2022-2023

File Reference:	RV.RC.001
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Executive Manager Corporate Services
Authorising Officer	Chief Executive Officer
Date:	6 July 2022
Disclosure of Interest:	Nil
Attachments: <u>RED</u>	McMahon Mining Titles Services Submission
Previous Reference:	Nil

PURPOSE

1. This report recommends that Council endorse the submission received after the 21 days of advertising of proposed 2022/2023 differential rates which closed 10 June 2022.

BACKGROUND

2. At the Ordinary Council Meeting on 17 May 2022 Council RESOLVED to:

Endorse the following differential rates across all categories to form the basis of the proposed rate setting for the 2022/2023 budget.

	Cost in \$	Minimum
<i>GRV Residential</i>	<i>0.112618</i>	<i>\$937.00</i>
<i>GRV Commercial</i>	<i>0.168599</i>	<i>\$937.00</i>
<i>GRV Industrial</i>	<i>0.138256</i>	<i>\$937.00</i>
<i>GRV – Transient Workforce Camps / Short Stay Accommodation</i>	<i>0.289034</i>	<i>\$915.00</i>
<i>UV - Rural</i>	<i>0.006149</i>	<i>\$915.00</i>
<i>UV – Mining</i>	<i>0.088935</i>	<i>\$345.00</i>

Adopt the Objectives and Reasons for the Proposed Differential rates for 2022/2023.

Authorise the Chief Executive Officer to advertise the differential rates and call for public submissions in accordance with Section 6.36 of the Local Government Act 1995 for a minimum of 21 days.

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

As part of the process of Ministerial approval for Differential Rates, Council is required to give full consideration to submissions received before proceeding with the application.

COMMENT

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

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

The notice of intention to impose differential rates was advertised in the "West Australian" Newspaper on 20 May 2022 and submissions closed at 4pm 10 June 2022.

The one submission received from McMahon Mining Title Services Pty Ltd raised the same point as the previous year that the state government was increasing rents on prospecting licenses, exploration licenses and mining leases, therefore this would flow through to valuations and a local government increase would be placed against the increased valuations creating a compounding effect.

Our response to the submission was to make the point that whilst mention of the WA Government rental increases have had the effect of increasing mining valuations this does not cause an automatic increase in rates. We were pleased to advise that this is not the approach of the Shire of Ravensthorpe as we have determined a set yield in rates according to our adopted Long Term Financial Plan and if valuations subsequently increase then rates in the dollar will be adjusted downwards to maintain the set yield, meaning there is no double dipping by setting a rate and letting rate income ride upwards through valuation increases. Alternatively if valuations fall, we would also adjust our rates in the dollar to maintain the set yield.

We also noted that the Shire of Ravensthorpe welcomes mining activity to the region and to assist mining families that want to relocate to the area, the Shire is heavily invested directly into such areas as medical services and early learning childcare for the support of families which are not functions generally attributed to local government core business.

Recently we have also engaged promotional activities, in close collaboration with our mining partners, through the Channel 7 TV program 'Our Town' in order to promote the liveability of the area in support of mining operations, attracting and retaining staff by encouraging families to move and live in the area. We have a good working relationship with our mining partners and do all we can to assist in facilitating social initiatives for the benefit of the mining community.

In May 2021 Council endorsed a major review of all of its Integrated Planning documents to achieve a community consensus of key community service strategies together with a new Long Term Financial Plan that sets an agreed rates strategy that has set the increase in yield for 2022/2023 of 3.5%.

The submission then went on to provide a table that quoted increases of up to 12.5% proposed, to which we advised that for the rates in the dollar that had been quoted, we confirm that the actual 2021-22 rate applied was 0.085928 not 0.086944. Also the advertised 2022-23 rate of 0.088935 was a 3.5% increase prior to receiving mining valuations from the Valuer Generals Office. Since receiving the mining valuations the rate will be reduced to 0.081471, a reduction of 8.4%, to counterbalance the increase in mining valuations to achieve the required rate yield.

Subsequent to advertising our rates in the dollar, and in keeping with the issue raised in the submission, we have received and uploaded our Mining Unimproved Valuations (UV) revaluation roll which has required a decrease in the rate in the dollar for the UV - Mining rating category in order to maintain the yield as outlined in our Rating Strategy report in May 2021 and the adopted Long Term Financial Plan.

From the UV Mining Valuation roll there has been an average overall change of +9.2% indicating the effects of State Government increases to rents, leases and licenses in the area, which has necessitated a significant drop in the UV Mining rate.

The advertised rates in the dollar for 2022/2023 are outlined below with the reduced rates shown for UV Mining Tenements.:

RATING CATEGORY	2022/23 RATE Advertised Cent in \$	2022/23 RATE Adjusted for UV Valuation Cent in \$
GRV Residential	0.112618	
GRV Commercial	0.168599	
GRV Industrial	0.138256	
GRV Transient Workforce / Short Stay	0.289034	
UV Rural	0.006149	
UV Mining Tenements	0.088935	0.081471
Minimum Rates		
GRV Residential/Commercial/Industrial	\$937	
GRV Transient Workforce / Short Stay	\$915	
Unimproved Valuation	\$915	
UV Mining Tenements	\$345	

CONSULTATION

- Elected Members and Executive Team

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

- Nil.

FINANCIAL IMPLICATIONS

- All expenditure has been approved via adoption of the 2021/22 Annual Budget, or resulting from a Council Motion for a budget amendment.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational) – Council is required to prepare and adopt a budget by 31 August, in the form and manner prescribed, a budget for its municipal fund for the financial year ending 30 th June next, following that 31 August.	Unlikely	Moderate	Medium	Council to adopt the budget before 31 August

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
5.6	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

OFFICER RECOMMENDATION

That Council

- RECEIVE the submission for the proposed UV differential rates for 2022/2023 from McMahon Mining Titles Services Pty Ltd.**
- ENDORSE the change to UV Mining differential rates as a result of revaluation to form the basis of the proposed rate setting for the 2022/2023 budget.**

	Cost in \$	Minimum
UV – Mining	0.081471	\$345.00

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

Moved: _____

Seconded: _____

ATTACHMENT

25 May 2022

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

By email: shire@ravensthorpe.wa.gov.au

SUBMISSION - DIFFERENTIAL RATING 2022-2023

Thank you for the opportunity to make a submission regarding the proposed rates for 2022-23.

We note that valuations provided by the Valuer General are used in calculating mining tenement rates, and these valuations are based on the rent imposed by the Department of Mines, Industry Regulation and Safety. Any increases in the rent therefore result in an increase in valuations and in turn an automatic increase in rates.

Effective from 1 July 2021, the Department increased the rent rate for exploration licences by 3.54% prospecting licences by 10% and mining leases by 10%. With the Shire proposing an increase in the rates in the dollar for 2022-23 from 0.086944 to 0.088935, together with an increase to the minimum rate, a significant increase in the actual rates levied will occur as illustrated in the table below.

		2021/22 RID	0.086944	2022/23 Proposed RID	0.088935
	2021 Rates	2022 Rates - no change in RID	Percentage increase in rates - no change in RID	2022 Rates - proposed increase to RID	Percentage increase in rates - proposed increase to RID
P (200Ha)	\$260.83	\$286.92	10%	\$293.49	12.5%
E (10sbk)	\$306.48	\$317.35	4%	\$324.61	5.9%
M (100Ha)	\$869.44	\$956.38	10%	\$978.29	12.5%

The exploration and mining industry is one of the most significant contributors to the State's economy. It has played an integral role in the development and enduring strength of this State, creating jobs and opportunities across the State but particularly in remote and regional parts of Australia. The industry is undoubtedly critical to the continued economic recovery of the State and country which has been severely impacted by the COVID-19 crisis. While the resources sector is slowly recovering, it continues to be constrained by the ongoing labour, supply and capital shortages stemming from the pandemic and recent world events.

To support the continued contributions made by the resources sector to the State economy it is critical that all government fees are set so as to reduce the cost of doing business in the State in the face of ever increasing international competition wherever possible, and increase and incentivise investment in local exploration to discover vital new resources which benefit the whole of the State.

I would be happy to discuss this matter further on (08) 6467 7997.

Yours faithfully,



Shannon McMahon
Director
McMahon Mining Title Services

12 REPORTS OF OFFICERS

12.3 INFRASTRUCTURE SERVICES

Nil.

12 REPORTS OF OFFICERS

12.4 DEVELOPMENT AND COMMUNITY

12.4.1 NEW POLICY: LPP12 ITINERANT TRADING POLICY

File Reference:	CM.PO.1
Location:	Shire of Ravensthorpe
Applicant:	Acting Executive Manager Development and Community
Author:	Acting Executive Manager Development and Community
Authorising Officer	Chief Executive Officer
Date:	12 June 2022
Disclosure of Interest:	Nil
Attachment: <u>BLUE</u>	Policy No. LPP12 Itinerant Trading Policy
Previous Reference:	Nil

PURPOSE

1. For Council to approve advertising the draft LPP12 Itinerant Trading Policy for public consultation.

BACKGROUND

2. The Shire of Ravensthorpe encourages retail and hospitality vibrancy that would reinforce the positioning of Ravensthorpe as a developing tourism Shire.

The Shire acknowledges and values its local business community and recognises that there are business opportunities that can occur on a temporary basis. The Shire is also committed to promoting small business initiatives in a sustainable and fair manner.

The Shire was approached on 23 March 2022 by a prospective local small business entrepreneur proposing a mobile food van and the appropriate procedures to obtain approvals to operate on Shire owned land.

The current Local Planning Policy: Alfresco Dining and Trading in Public Places is not inclusive of food vans and thus has created the need for a new policy. This policy will provide direction to Shire Staff in the processing of applications for trading in public place in accordance with the Shire of Ravensthorpe's Local Planning Policy: Alfresco Dining and Trading in Public Places and the Local Government Property Local Law 2010. The Policy will also provide a clear set of conditions for operators to trade under.

COMMENT

3. The Itinerant Traders Policy is applicable in instances where businesses and/or individuals seek to use public land to operate a business for financial gain where land is owned or controlled by the local government.

The objectives to implementing this policy would be:

- To facilitate opportunities for itinerant traders that would add to the public enjoyment and use of local government area, while not reducing safety or access to public land;
- To ensure existing local businesses are not significantly disadvantaged; and
- To provide a consistent and coordinated process for the assessment for itinerant traders within the municipality.

CONSULTATION

4. As per the officer recommendation the policy will now be advertised for comment for a period of 21 days. Once feedback is received this will then be reviewed and included in a final report to Council seeking adoption of the final policy.

STATUTORY ENVIRONMENT

5. In the Planning and Development (Local Planning Schemes) Regulations 2015 and Shire of Ravensthorpe Local Planning Scheme, both new and amendments to Local Planning Policies require public advertising for a 21-day minimum.
- *Food Act 2008.*
 - Food Regulations 2009.
 - Australia New Zealand Food Standards Code.
 - Local Government Property Local Law 2010.
 - Environmental Protection (Noise) Regulations 1997.
 - Environmental Protection (Unauthorised Discharge) Regulations 2004.
 - National Competition Policy: Noting Australia's National Reform Agenda is the successor program to the National Competition Policy. Clause 7 of the Competition Principles Agreement extended.

POLICY IMPLICATIONS

6. Local Planning Policy: Alfresco Dining and Trading in Public Places.

FINANCIAL IMPLICATIONS

7. Fees and charges will be as per the 2022/23 Council Fees and Charges, to be submitted to Council at Budget adoption.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational); The lack of clear guidelines to shire officers in the handling of potential itinerant traders/food vans applications can lead to poor Shire performance and reputation	Possible	Moderate	Medium	Council consider adopting a IT policy to guide the management of these applications
Reputation; itinerant traders can add vitality to a visitor destination however must be balanced with local bricks and mortar businesses.	Possible	Moderate	Medium	Council to seek local business and community feedback on the draft policy prior to formal consideration.

ALTERNATE OPTIONS

9. Council may decide not to endorse as presented in whole or in part.

STRATEGIC ALIGNMENT

10. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2018-2022.

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

Item	Objectives and Strategies
1.1	To grow business and employment
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
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
3.3	The towns of the Shire have attractive streetscapes in keeping with local character

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
4.3	The Shire's valued natural areas and systems are protected and enhanced

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
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

11. Simple Majority

OFFICER RECOMMENDATION

That Council APPROVE the proposed draft Policy 'Itinerant Trading Policy' for public comment.

Moved: _____

Seconded: _____

ATTACHMENT



Policy Statement, Purpose and Objective

1 POLICY STATEMENT

The Shire of Ravensthorpe encourages improved retail and hospitality vibrancy that reinforces the positioning of Ravensthorpe as a developing tourism Shire.

The Shire values its local business community and recognises that there are business opportunities that can occur on a temporary basis. The Shire is also committed to promoting small business initiatives in a sustainable and fair manner.

It is recognised that Itinerant Traders can:

- 1.1 Contribute to the vitality of the town;
- 1.2 Provide a safe, efficient and accessible food service at peak times to service increased customer demand beyond the supply capabilities and/or outside operating hours of permanent food outlets;
- 1.3 Provide products and services on a temporary basis not currently on offer;
- 1.4 Provide an opportunity for seasonal products to be provided; and
- 1.5 Activate a particular location or precinct that meets the objectives of the local government.

This Policy is a tool that will provide Council with a framework for the operation and management of itinerant traders within the Shire of Ravensthorpe.

2 PURPOSE

The purpose of this policy is to:

- 2.1 Describe the Shire of Ravensthorpe's commitment and approach to genuine, consistent socio-economic and tourism development, and community engagement in Council's decision-making processes.
- 2.2 Contribute to informed decision making by ensuring the diverse perspectives, experiences, abilities, and aspirations of the community are considered when Council makes decisions.
- 2.3 Strengthen relationships and trust between Council and community by creating opportunities for people to participate and innovate and add to the Shires service offerings.
- 2.4 Provide regulation for the management of public property and the activities that may be conducted on public property that is owned or managed by the Shire.
- 2.5 Align the Shire of Ravensthorpe Council's approach to economic

development with:

- a) The expectations and feedback from the Shire's community.
 - b) The requirements and best practice standards of the:
 - i. Local Government Act 1995.
 - ii. Planning and Development Act 2005.
- 2.6 Align with, and support the implementation of other Council policies, local laws, frameworks, strategies and action plans.

3 OBJECTIVE

The objectives of this policy are:

- 3.1 To facilitate the opportunities for itinerant traders that adds to the public enjoyment and use of the local government area, while not reducing safety or access to public land;
- 3.2 To ensure existing local businesses are not significantly disadvantaged through the approving of itinerant traders; and
- 3.3 To provide a consistent and coordinated process for the assessment of applications for itinerant traders within the municipality.

Policy

4 SCOPE

The Itinerant Traders Policy is applicable in instances where businesses and/or individuals seek to use public land to operate a business for financial gain where land is owned or controlled by the local government.

This Policy does not apply to the following:

- 4.1 Where a vendor is part of an event, carnival, market, fete or the like (this would require an event permit);
- 4.2 Where the activity is a one-off occurrence such as an opening or open day for a business/premises (this would require an event permit);
- 4.3 Trading from private property strictly under consent of the land owner (food permit still required if selling food and beverage products);
- 4.4 Community health mobile clinics and other government/community like uses; and
- 4.5 A 'produce stall' within private property.

5 GENERAL PROVISIONS

- 5.1 All itinerant traders are required to apply for the following permits;
 - c) Activities on Local Government Property, and

- d) Food Business Registration Application (if food vendor).
- 5.2 Approvals to trade can be granted for periods ranging from 1 day up to 12 months.
- 5.3 All Itinerant Traders operating within the Shire must hold a public liability policy of insurance in respect of the activities being undertaken, providing cover of at least \$5,000,000.
- 5.4 No permanent signage may be erected. A Moveable Advertising Sign may only be displayed during the operating times of the business.
- 5.5 Permits will not be issued for itinerant trading within 100m of a competing static business (does not include other itinerant traders) at the same opening times and trading in predominantly similar products unless it is in association with an approved event. For clarity, types of food e.g. pizza, hamburgers, fish and chips are not considered similar products.
- 5.6 The trader is responsible for containment and removal off all waste arising from their operations. The site and surrounds must be maintained in a clean manner with all waste removed and legally disposed of.
- 5.7 Traders may apply for multiple locations however are required to nominate all approved locations, operating days and times and pay for these locations in advance. Multiple bookings that in the opinion of the Shire are designed to exclude other traders can be cancelled at the Shire's absolute discretion.
- 5.8 There are no stipulations on type of food service to be approved at each location however in order to reduce potential conflict the numbers of permitted traders at each approved location will be limited as stipulated for each location in these attachments (excludes one off events).
- 5.9 The Shire will allocate each booking its own space on a first come first served basis and only confirmed once payment has been received. The Shire will maintain a booking sheet for all approved locations.
- 5.10 Food Vans wishing to operate at specific locations on a more permanent approach greater than 12 months will be considered as per above.

6 APPLICATION PROCESS

- 6.1 Applications are to be lodged with the Shire a minimum of 28 days prior to the proposed trading commencement date.
- 6.2 Applications must be submitted on the form provided for this purpose and provide all information necessary for officers to determine whether or not to issue a permit and apply appropriate conditions to the permit.

- 6.3 In the case of food vans, a current copy of your Food Act 2008 Certificate of Registration (noting the vehicle's internal fit must comply with the requirements of the Food Regulations 2009 and applicable ASNZ Food Standards Codes) is required. If you do not have a Certificate of Registration a new application needs to be lodged a minimum of 28 days prior to the proposed trading commencement date.
- 6.4 Shire may request additional information in support of the application.
- 6.5 Incomplete applications or delays in providing additional information upon request, may result in delays in the application being processed. This includes failure to pay the required permit application fee or provide evidence of adequate public liability insurance.

Trading may not commence until all required fees are paid in full and the permits are issued.

7 WHERE FOOD VANS MAY OPERATE

Approved Locations

Preferred locations nominated by the Itinerant Trader will be assessed and approved on a case by case basis and subject to the conditions stipulated within this policy.

Itinerant Traders at Markets, Events and Festivals

Itinerant Traders may only operate at a Market, Event or Festival when they have received the prior consent of the organiser of the Market, Event or Festival. In seeking the prior consent, the Itinerant Trader should provide evidence of current public liability insurance and Food Act Registration (as appropriate).

When a pre-existing booking between the Shire and the itinerant trader conflicts with a festival or one- off event the event will take precedence. In these circumstances if the trader chooses to trade during the event the trader must abide by the event organiser terms and conditions and the agreement between the Shire and trader will be suspended for the period of the event. The Shire will refund or credit to the trader any pre-paid booking fees for the period affected at the end of the booking period.

8 POLICY IMPLEMENTATION

The policy will be implemented by:

- 8.1 The Shire of Ravensthorpe Planning Officer (responsible officer).
- 8.2 Final Application approval will be by the Chief Executive Officer.
- 8.3 When reviewing an application, the responsible officer will:
 - a) Apply the relevant legislation, Shire Policies and planning processes;

- b) Where locations outside of those approved form part of the application, prepare an agenda item for Council approval.

9 DEFINITIONS AND ABBREVIATIONS

Approved Location - The Shire has identified locations from which an Itinerant Trader may trade with appropriate approvals. Trading from these locations may occur independently of a Council approved market, festival or event. The Approved Locations are described within this Policy and potential traders are to consider these locations in first instance.

Food Van - Any vehicle, caravan, trailer, table, stall or other similar structure for the purpose of selling or offering for sale any food and or drink (excluding alcoholic beverages).

Itinerant Trader – A person or persons, engaged in providing goods and/or services on a temporary basis.

Moveable Advertising Sign – Any moveable board, notice, structure, banner or similar device used for the purposes of notifying of a sale, soliciting sales or notifying people of the presence of an adjacent property where goods and services may be obtained. Includes A-Frame signs. This excludes commercial signage mounted on vehicles and/or trailers.

Public Place – Includes a reserve, public highway, mall, road street, bridge, footway, footpath, court, alley, passage or thoroughfare, notwithstanding that it may be formed on private property and any other place to which the public may resort.

10 RELATED DOCUMENTS

10.1 Legislative requirements

Council will adhere to all legislation that requires Council to give notice, consult or engage with the community in a specific way, including:

- a) Local Government Act 1995.
- b) Planning and Development Act 2005.
- c) Food Act 2008.

10.2 Shire of Ravensthorpe policies and procedures

- a) LPP2 – Advertising signs;
- b) Shire of Ravensthorpe Local Planning Scheme no.6; and
- c) Shire of Ravensthorpe Local Planning Strategy.

Document Control Box							
Custodian:							
Decision Maker:	Council						
Compliance Requirements:							
Legislation:							
Industry:							
Organisational:							
Document Management:							
Risk Rating:		Review Frequency:		Next Due:		Ref:	
Version #	Decision Reference:		Description				
1.							
2.							

12.4 DEVELOPMENT AND COMMUNITY

12.4.2 BIKE PLAN

File Reference:

Location:	Shire of Ravensthorpe
Applicant:	Acting Executive Manager Development and Community
Author:	Acting Executive Manager Development and Community
Authorising Officer	Chief Executive Officer
Date:	11 July 2022
Disclosure of Interest:	Nil
Attachment: <u>BLUE</u>	Bike Plan
Previous Reference:	Nil

PURPOSE

1. For Council to consider the endorsement of the Ravensthorpe Bike Plan to align with the Strategic Community Plan and Corporate Business Plan.

BACKGROUND

2. This Bike Plan provides a framework for the Shire of Ravensthorpe to implement a safe and connected network within (and where relevant, between) the townsites of Ravensthorpe, Munglinup, and Hopetoun, focusing specifically on enhancing community connectivity and safety.

The implementation of the initiatives outlined in this plan will support accessibility throughout the townsites of Ravensthorpe, Hopetoun and Munglinup for all members of the community, with the aim to create a connected and safe cycling network for all members of the community and visitors.

COMMENT

3. The Plan involved community consultation through workshops and an online survey.

A review of the responses given from the community survey showed the following trends:

- Riding is a popular option of travel within the Shire of Ravensthorpe with 60% of respondents riding over once per week
- Walking is also a main form of travel within the Shire of Ravensthorpe with those that do not ride as often, 79% selected walking as another form of frequent sustainable travel
- 57% of respondents highlighted the lack of dedicated bike riding infrastructure as a reason for not riding as often
- Riding on the road can be an uncomfortable experience for 73% of respondents
- Ravensthorpe encourages riding to and from leisure/recreation and commuting to and from work/school
- Hopetoun encourages riding to and from tourist attractions either in the form of fitness or leisure/recreation as indicated by the popularity in respondent's reasons for riding
- Munglinup had a lack of respondents in that area

- Hopetoun-Ravensthorpe Road a main route for riding in both Ravensthorpe and Hopetoun as a total of 15 respondents between both Towns selecting this as a road they use most when riding.

Due to the popularity of walking and riding in addition to the lack of dedicated riding infrastructure being highlighted as an issue, there appears to be a demand for bike infrastructure to be implemented in order to encourage riding more often within the Shire of Ravensthorpe.

CONSULTATION

4. The consultant group Stantec ran community workshops and an online survey as well as a “saddle survey” of the townships.

The Bike Plan was encouraged by the Department of Transport and examined relevant planning documents regarding the interface with active transport in the Shire and the State, including;

- State Planning Strategy (2014)
- Western Australian Bicycle Network (WABN) Plan (updated 2017)
- Shire of Ravensthorpe Local Planning Scheme No. 6 (2018)
- Shire of Ravensthorpe Local Planning Strategy (2015)
- Trail Master Plan for the Shire of Ravensthorpe (2013)
- Tourism Strategy for the Shire of Ravensthorpe (2010)
- Integrated Planning Suite 2020-2030 (2021)
- Corporate Business Plan
- Fleet, Equipment, & IT Asset Management Plan.

STATUTORY ENVIRONMENT

5. Nil

POLICY IMPLICATIONS

6. Nil

FINANCIAL IMPLICATIONS

7. Upgrades to bike paths, crossovers and footpaths will form part of ongoing budget assessments and approvals.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Financial (if endorsed)	Likely	Moderate	Medium	Prioritised items budgeted on an immediate, short and long term priority basis. Alternate funding sources to be sought through grant funding
Environmental (if endorsed)	Possible	Minor	Low	The social economic and health benefits to be assessed against potential environmental impact. An EMP be produced for any off road (bush) trails or tracks

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational (if endorsed)	Rare	Minor	Very Low	Ensure appropriate public consultation process. Review proposals against existing Plans and Policies

ALTERNATE OPTIONS

9. Council may decide not to endorse as presented in whole or in part.

STRATEGIC ALIGNMENT

10. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2018-2022

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

Item	Objectives and Strategies
1.1	To grow business and employment
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
2.4	People have access to attractive community facilities, activities and events which support activity and health, community involvement and enjoyment of life
2.5	Young people, older people and people with disability feel valued and have access to resources which provide opportunities for their development and enjoyment

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

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
4.3	The Shire's valued natural areas and systems are protected and enhanced
4.4	Energy is used efficiently and there is an increased use of renewable energy in the Shire

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
5.5	The value of community owned assets is maintained

VOTING REQUIREMENTS

11. Simple Majority

OFFICER RECOMMENDATION

That Council ENDORSE the Bike Plan as presented.

Moved: _____

Seconded: _____

ATTACHMENT



Ravensthorpe Bike Plan
Final Report

May 16, 2022

Prepared for:

Shire of Ravensthorpe

Prepared by:

Cameron Steel/Alix Oakes/Tim Judd




RAVENSTHORPE BIKE PLAN

Revision	Description	Author		Quality Check		Independent Review	
A	15% Draft	MB/CS/AO	02/03/22	TJ	02/03/22	TJ	02/03/22
B	Draft	CS/TJ	14/05/22	TJ	16/05/22	TJ	16/05/22
C	Final Draft	CS	16/05/22	TJ	16/05/22	TJ	16/05/22
D	Final	CS	14/06/22	TJ	14/06/22	TJ	14/06/22


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Prepared by 
_____ (signature)

Cameron Steel/Alix Oakes

Reviewed by 
_____ (signature)

Tim Judd

Approved by 
_____ (signature)

Tim Judd



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Executive Summary

Based on the analysis of the local network and community consultation findings, the implementation of the initiatives outlined in this plan will support accessibility throughout the townsites of Ravensthorpe, Hopetoun and Munglinup for all members of the community. The vision for the Plan is:

“To create a connected and safe cycling network for all members of the community and visitors”

This vision balances the needs of the Shire, Stakeholders and the Community which have been understood and documented through the review and engagement process.

The Literature Review examined relevant planning documents regarding the interface with active transport in the Shire and the State. It identified that, whilst the Western Australian Bicycle Network Plan identifies a vision for cycling in Western Australia, the local policies in the Shire of Ravensthorpe provide a supporting framework for the development of a bike plan for each of the townsites.

The consultation phase included a community survey, a saddle survey (riding within each townsite) and a community workshop. These identified a basis of the existing network and improvements that can be implemented to satisfy the needs identified by the community. A summary of the key outcomes from the community survey are outlined in the table below:

A summary of the routes identified for the bike network plan are shown in the table below:



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Townsite	Primary Route	Secondary Route	Local Route	Tourist Trail
Ravensthorpe	<ul style="list-style-type: none"> • Nil 	<ul style="list-style-type: none"> • Morgans Street • Coleman Street • Queen Street 	<ul style="list-style-type: none"> • Daw Street • Dunn Street • Spence Street • Dance Street • Moir Road • Carlisle Street • Hosking Street • Elston Street 	<ul style="list-style-type: none"> • Ravensthorpe Hopetoun Road
Hopetoun	<ul style="list-style-type: none"> • Nil 	<ul style="list-style-type: none"> • Ravensthorpe Hopetoun Road • Veal Street 	<ul style="list-style-type: none"> • Banksia Road • Boroonia Street • Cambewarra Drive • Beach Place • Seaview Way • Laughing Wave Avenue • Canning Boulevard • France Street • Mary Ann Drive • Keplar Street • Wilkinson Street • Esplanade West • Tamar Street • Hakea Street • Culham Street • Chambers Street • Dawn Street • Chapman Street 	<ul style="list-style-type: none"> • Esplanade East • Southern Ocean Road • Dunns Swamp Road • Senna Road
Munglinup	<ul style="list-style-type: none"> • Nil 	<ul style="list-style-type: none"> • Nil 	<ul style="list-style-type: none"> • Tubada Street • Budjan Street • Hall Street • Yorrel Street • Morrel Street • Yandee Street • Memorial Drive 	<ul style="list-style-type: none"> • Nil

The infrastructure and strategic actions identified from the development of the bike plan are outlined in the table below:

Item	Theme	Opportunity	Route Hierarchy (if applicable)	Priority
R1	Crossing	Crossing over Moir Road adjacent to Spence Street	Access Road	Short
R2		Crossing over Spence Street adjacent to Moir Road	Access Road	Short
R3		Crossing over Queen Street adjacent to Spence Street	Access Road	Short
R4		Crossing over Carlisle Street adjacent to Spence Street	Access Road	Short
R5		Crossing over Carlisle Street to Morgans Street	Access Road	Medium



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R6		Crossing over Morgans Street adjacent to Carlisle Street	Access Road	Medium
R7		Midblock crossing over Morgans Street between Hosking Street and Elston Street	Access Road	Medium
R8		Crossing over Elston Street adjacent to Jamieson Street	Access Road	Medium
R9		Midblock crossing over Dunn Street between Queen Street and Carlisle Street	Access Road	Medium
R10		Crossing over Carlisle Street adjacent to Dunn Street	Access Road	Short
R11	Shared Path	A shared path on the south side of Spence Street from Hosking Street, south to Dance Street on the west to Hosking Street	Local Distributor	Medium
R12		Extend existing paths on both sides of Dunn Street to Queen Street	Access Road	Medium
R13		Connect paths on Coleman Street and Elston Street	Local Distributor	Short
R14		A shared path on the south of Jamieson Street	Access Road	Short
R15		Ravensthorpe to Hopetoun connection	Primary Distributor	Medium
R16	Shade	Plant trees along verge where possible to improve shade along shared path	Access Road	Short
R17	Shared Zone	Shared Zone on Coleman Street from Andre Street to Hosking Street	Local Distributor	Medium
R18	Wheelstops	Install wheelstops to prevent vehicles overhanging pathways	Local Distributor	Short
H1	Shared Path	Shared path on the west side of Veal Street from Mary Ann Drive to Birdwood Street	Regional Distributor	Short
H2		Shared path on the east side of Veal Street from Buckie Street to Alan Rose Drive	Regional Distributor	Short
H3		Shared path continuing the end of Dawn Street to Veal Street	Access Road	Short
H4		Shared path on the north side of Canning Boulevard from Esplanade West to Veal Street	Access Road	Medium
H5		Shared Path on the east side of Esplanade West from Canning Boulevard to West Street	Access Road	Medium
H6		Potential shared path connecting between either end of Canning Boulevard	Access Road	Medium
H7		Hopetoun to Ravensthorpe connection	Primary Distributor	Medium
H8		Shared path around outside edge of Tamar Street industrial area connecting back to Veal Street	Access Road	Long
H9	Crossing	Crossing over Veal Street adjacent to Moort Place	Regional Distributor	Short
H10		Crossing over Veal Street adjacent to Canning Boulevard	Regional Distributor	Short
H11		Crossings over Chambers Street either side of Buckie Street	Access Road	Medium



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H12	Shared Zone	Shared zone on Veal Street from Dawn Street to Esplanade West	Regional Distributor	Medium
H13	Safe Active Street	Safe Active Street on Buckie Street from Veal Street to Chambers Street	Access Road	Short
H14	Long Distance Tourist Connections	Hopetoun to Bremer Bay	Primary Distributor	Long
M1	Shared Path Network	Circular shared path route from the start Tubada Street East on the south side, continuation on the west side of Morrel Street to the south side of Yandee Street and continuing on the west side of Hill Street, through laneway between Hall Street and Morrel Street to the north of Morrel Street and Yorrel Street back to Manjart Street	Access Road	Short
M2	Crossing	Crossing over Budjan Street adjacent to Yorrel Street	Access Road	Short
M3		Crossing over Morrel Street adjacent to Yandee Street	Access Road	Short
M4		Crossing over Morrel Street adjacent to laneway	Access Road	Short
M5		Crossing over Budjan Street adjacent to Manjart Street	Access Road	Medium
M6		Crossing over Manjart Street adjacent to Yorrel Street	Access Road	Medium
M7		Crossing over Manjart Street Tubada Street West and Tubada Street East	Access Road	Medium
M8		Wheelstops	Wheelstops on school parking to stop vehicles overhanging the pathway	Access Road
S1	Behaviour Change	Engage with the DoT's Your Move officers to identify ways to collaborate with local schools and employers to help facilitate more walking and riding in the community	N/A	Short
S2	Behaviour Change	Engage directly with schools, workplaces and other advocacy groups to identify specific opportunities to promote walking	N/A	Short
S3	Behaviour Change	Undertake activation activities as soon as active travel infrastructure has been installed.	N/A	Medium
S4	Funding Programs	Investigate opportunities for obtaining funding for priority projects.	N/A	Medium



Why do we want more people cycling?

The graphic below has been adopted from the Department of Transport (DoT) 2050 Cycling Strategies.

TO ENABLE PEOPLE TO ENJOY HEALTHIER AND MORE ACTIVE LIVES

Obesity rates are 10% higher in regional WA compared to Perth. As a result, people living in regional areas are 1.25 times more likely to suffer from cardiovascular disease and 1.4 times more likely to be hospitalised for diabetes.

TO IMPROVE MENTAL HEALTH AND SOCIAL INCLUSION

People who engage in regular exercise experience reduced stress, improved sleeping patterns, improved concentration and a better outlook on life. More people riding and walking provides greater opportunities for incidental interaction on the streets, enhancing a sense of community.

TO HELP FAMILIES SAVE MONEY, AND INCREASE TRANSPORT OPTIONS

Families who have at least one person commuting by bike (instead of car) save on average \$8 per day which equates to nearly \$2,000 per year. Cycling provides an economic and independent travel option for those who might otherwise have their travel options restricted.

TO IMPROVE THE STRENGTH AND RESILIENCE OF OUR REGIONAL COMMUNITIES

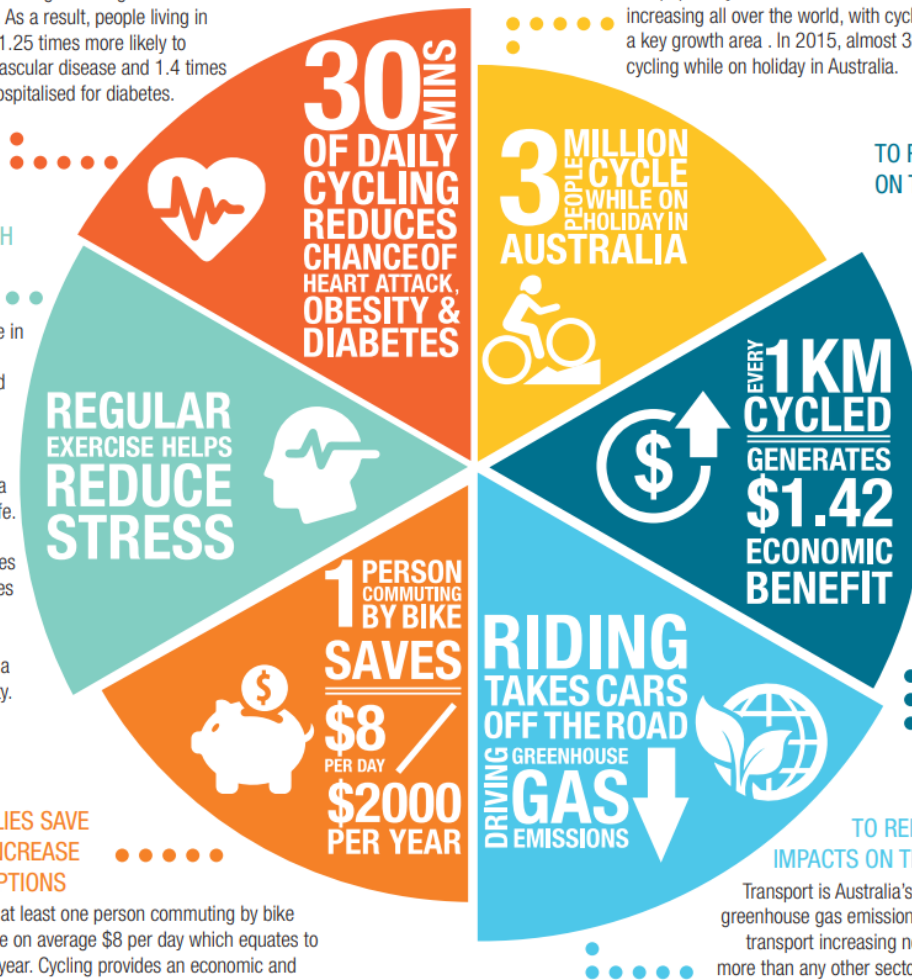
The popularity of outdoor and adventure tourism is increasing all over the world, with cycle-tourism identified as a key growth area. In 2015, almost 3 million people went cycling while on holiday in Australia.

TO REDUCE PRESSURE ON THE PUBLIC PURSE

A study commissioned by the RAC found that the economic, social, health and environmental benefits attributed to cycling infrastructure outweigh their costs incurred by between 3.4 and 5.4 times. In dollar terms, it is estimated that for every kilometre cycled, \$1.42 of economic benefits are generated for the community.

TO REDUCE TRANSPORT IMPACTS ON THE ENVIRONMENT

Transport is Australia's third largest source of greenhouse gas emissions, with emissions from transport increasing nearly 60% since 1990, more than any other sector. In Australia, cars are responsible for roughly half of all transport emissions.



1.0 INTRODUCTION

Stantec have been working with the Shire of Ravensthorpe (the Shire) to prepare a Bike Plan (the Plan) for the Shire, focusing specifically on the Townsites of Ravensthorpe, Munglinup, and Hopetoun.

1.1 VISION

Encompassing an area of 13,551 square kilometers, the Shire is characterised by rural landscapes, rugged coastline, and historic townsites. Due to its size and the distance between the townsites of Ravensthorpe itself and Hopetoun and Munglinup, there is an identified need to provide a safe and connected bike network within and between localities. Planned and recent development are key factors in assessing and planning a future bike network, while heavy vehicle traffic, so important for the major industries in the Shire, have also been considered carefully in designing and implementing a bike network. Stantec worked closely with the Shire to understand the needs regarding bike riding, both for transport as well as to support the growing tourist industry, and to ensure that all modes of transport can interact harmoniously on the transport network.

The vision of the Ravensthorpe bike plan is to align with the Western Australian Bicycle Network Plan and make the Shire of Ravensthorpe a place where cycling is safe, connected, convenient and a widely accepted form of transport.

1.2 OBJECTIVES

The objectives of the Ravensthorpe Bike Plan are to develop a Bike Network Plan for routes adhering to the guiding principles of a cycling network. The community consultation phase will aim to gain valuable feedback from the community and implement the comments into route choice and action plans. Ultimately, the bike plan will encourage more cycling within the Ravensthorpe, Hopetoun and Munglinup townsites.

1.3 GUIDING PRINCIPLES

The guiding principles for a cycling network are for the consideration of routes within the plan to be:

- a) Safe (built to a standard that reflects the “8 to 80” design philosophy)
- b) Connected (all routes must connect to a destination or another route)
- c) Widespread (extensive enough to get to a destination without encountering hostile traffic conditions)
- d) Legible (Intuitive and direct with coherent wayfinding)
- e) Aspirational (long term network strategy and vision for bike riding)
- f) Achievable (evidenced based planning principles)

1.4 METHODOLOGY

The steps for preparing this bike plan are as follows:

- Background and literature review of strategic documents
- Desktop review of the existing cycle network
- Online community consultation
- Preliminary bicycle network plans
- Site analysis and ride through of the Ravensthorpe, Hopetoun, and Munglinup townsites
- Community workshop
- Development of final bike network plans
- Shire Council Presentation
- Final Shire of Ravensthorpe Bike Plan.

This report presents the findings of these tasks, along with a final bike network plan for Ravensthorpe, Hopetoun, and Munglinup.

2.0 POLICY AND STRATEGIC CONTEXT

2.1 STRATEGIC CONTEXT

This Bike Plan provides a framework for the Shire of Ravensthorpe to implement a safe and connected network within (and where relevant, between) the townsites of Ravensthorpe, Munglinup, and Hopetoun, focusing specifically on enhancing community connectivity and safety.

A literature review has been undertaken as part of developing this Plan. In order to ensure that this Plan operates in coordination with other plans and strategies developed by the Shire of Ravensthorpe, this Literature Review examines relevant planning documents regarding the interface with active transport in the Shire and the State. The review encompasses the following documents / reports:

- State Planning Strategy (2014)
- Western Australian Bicycle Network (WABN) Plan (updated 2017)
- Shire of Ravensthorpe Local Planning Scheme No. 6 (2018)
- Shire of Ravensthorpe Local Planning Strategy (2015)
- Esperance 2050 Cycling Strategy (2018)
- Community Safety Plan (2009)
- Trail Master Plan for the Shire of Ravensthorpe (2013)
- Tourism Strategy for the Shire of Ravensthorpe (2010)
- Integrated Planning Suite 2020-2030 (2021)
 - Corporate Business Plan
 - Fleet, Equipment, & IT Asset Management Plan.

Overall, the Literature Review identified the following key points. For a detailed review of the relevant literature, refer to Appendix A.

- Cycling and the development of cycling networks will contribute to the overarching objectives in the State Planning Strategy.
- The Western Australian Bicycle Network Plan provides a framework to develop network recommendations for the Shire of Ravensthorpe Bicycle Plan.
- Local planning schemes are also broadly supportive of providing amenities for walking and riding from a recreation and tourism perspective.
- The Esperance 2050 Cycle Strategy envisions a regional cycling linkage between Albany and Esperance, which would traverse the Shire of Ravensthorpe. The Ravensthorpe Bicycle Plan should consider this long-term vision in this plan.
- The Community Safety Plan indicates that the principles of Crime Prevention Through Environmental Design should be followed in the design and implementation of bicycle facilities.
- The Trails Master Plan and Tourism Strategy for the Shire of Ravensthorpe identify five priority trails and discuss the potential for bicycle infrastructure to increase the tourism potential of the Shire.
- The Corporate Business Plan for the Shire of Ravensthorpe identifies the need to provide an effective network of footpaths and cycleways.

- The Fleet, Equipment, & IT Management Plan indicates that cycling/BMXing is a popular activity for residents.

These plans support the development of a safe and connected bicycle network for the Shire of Ravensthorpe.

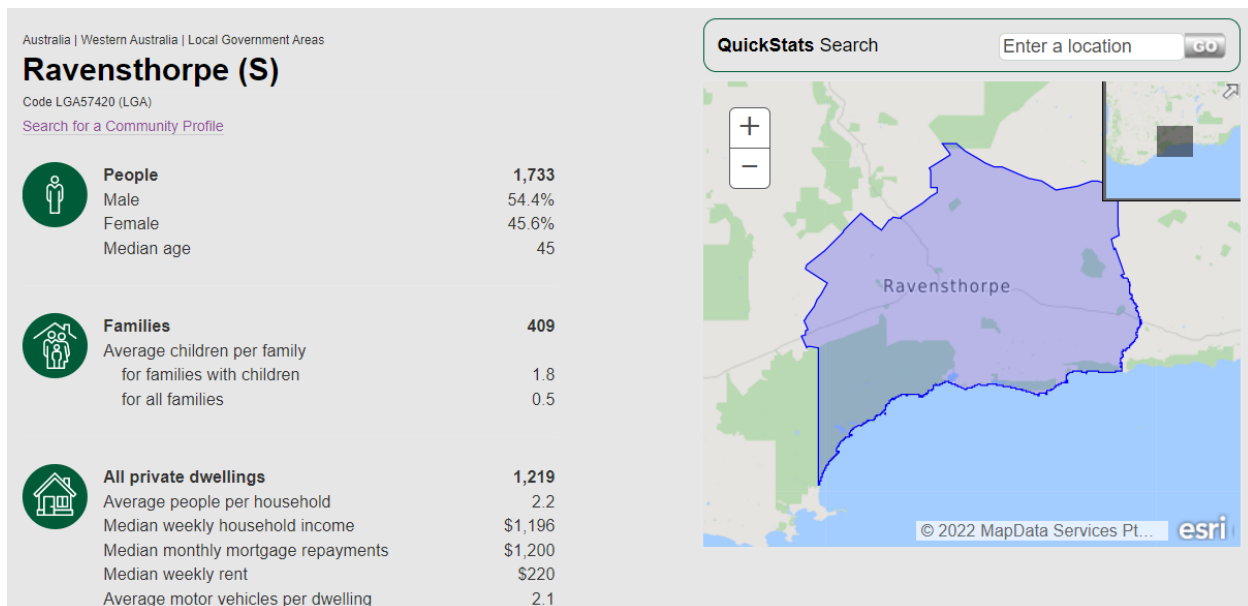
2.2 LOCAL CONTEXT

2.2.1 Demographics

The Shire of Ravensthorpe is located on the southern coast of Western Australia in the Goldfields-Esperance region, approximately 530 kilometres from the State Capital, Perth, and about halfway between the regional centres of Albany and Esperance. Within the Shire, there are five suburbs/localities, including Fitzgerald, Hopetoun, Jerdacuttup, Munglinup, and Ravensthorpe.

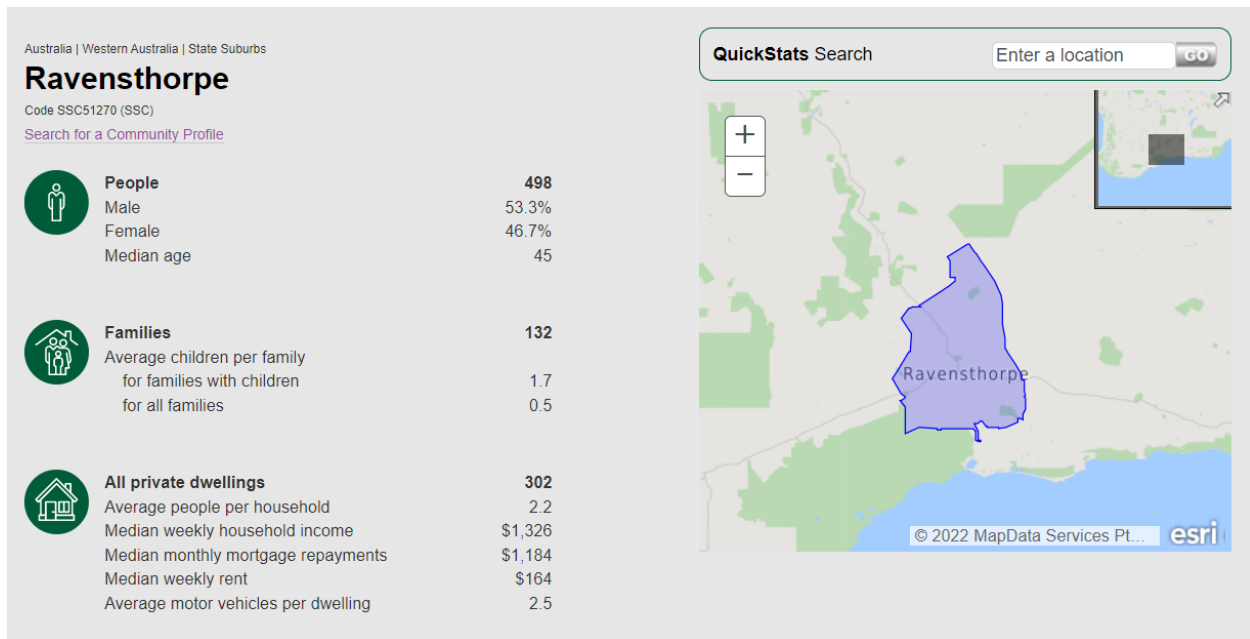
The Ravensthorpe, Munglinup, and Hopetoun townsites and the connections between them represent the areas of focus for this plan. The Australian Bureau of Statistics 2016 Census QuickStats have been referred to in order to understand the demographics of the Shire of Ravensthorpe in addition to the suburbs of Ravensthorpe, Hopetoun and Munglinup within. A screenshot of each place is shown in Figure 2-1 to Figure 2-4 respectively.

Figure 2-1: The Shire of Ravensthorpe Demographic Statistics



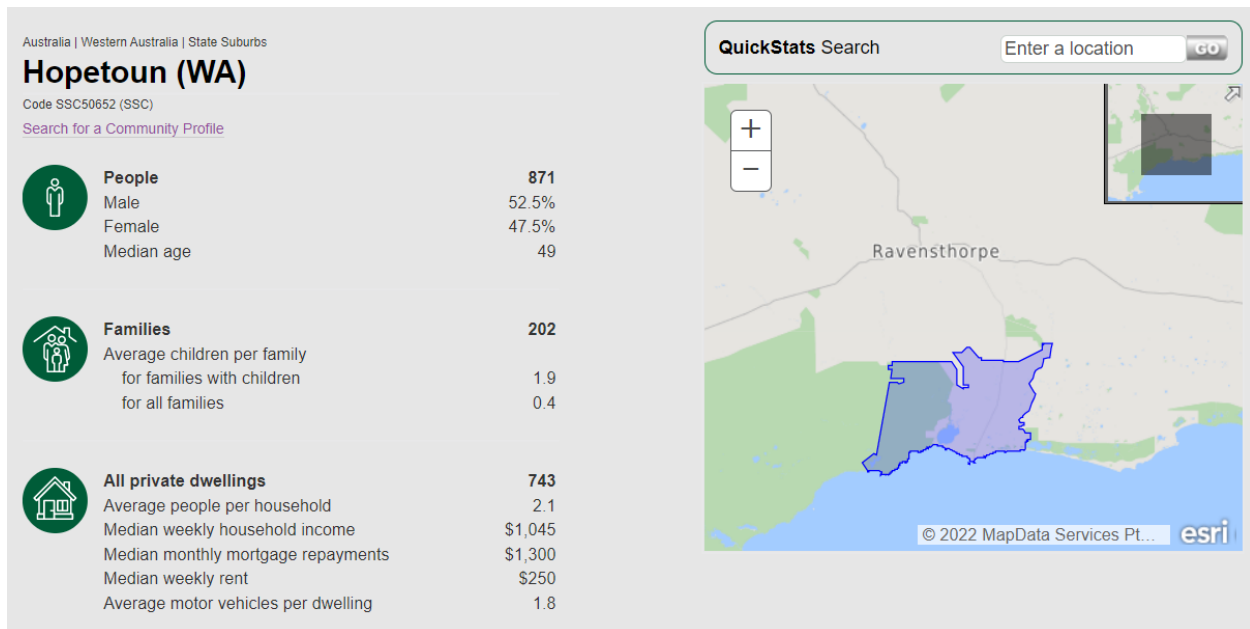
(Source: Australian Bureau of Statistics 2016 Census QuickStats)

Figure 2-2: Ravensthorpe Suburb Demographic Statistics



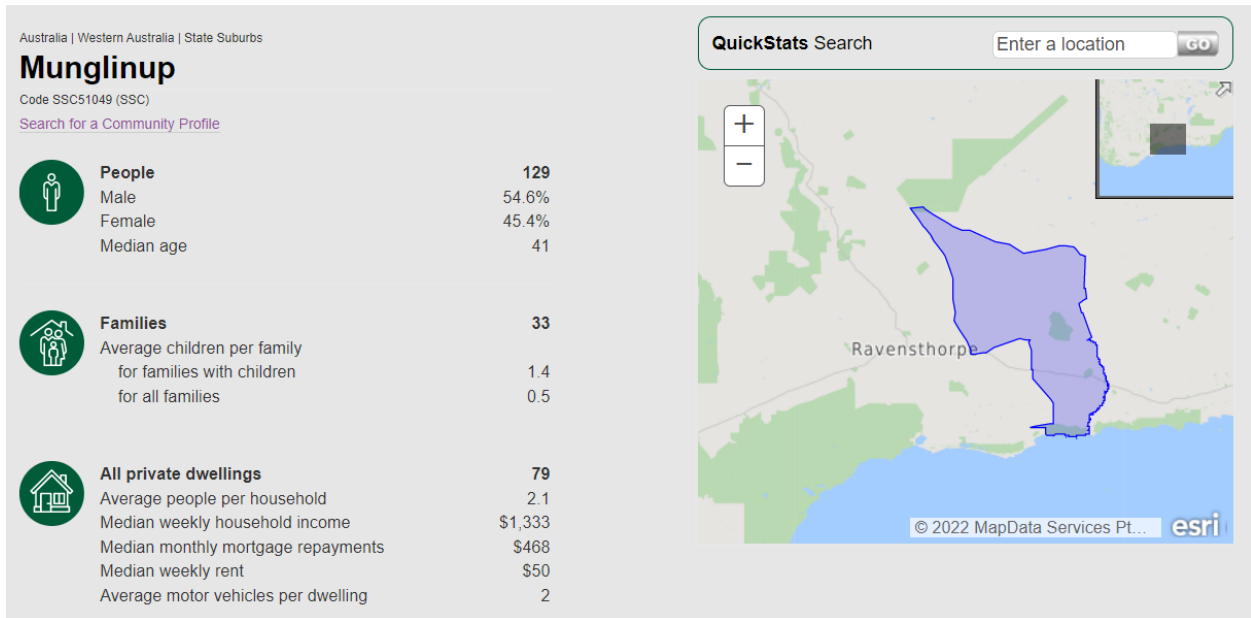
(Source: Australian Bureau of Statistics 2016 Census QuickStats)

Figure 2-3: Hopetoun Statistics Demographic Statistics



(Source: Australian Bureau of Statistics 2016 Census QuickStats)

Figure 2-4: Munglinup Suburb Demographic Statistics



(Source: Australian Bureau of Statistics 2016 Census QuickStats)

2.2.2 Current Travel Behaviours

The most common methods of travel to work for employed people aged 15 and over are shown in Table 2-1.

Table 2-1: Study Area Commute Travel Behaviours

Location	Travel to work, top responses
Shire of Ravensthorpe (LGA)	<ul style="list-style-type: none"> • Car, as driver: 45.7% • Worked at home: 13.6% • Bus: 10.2% • Walked only: 9.6% • Car, as passenger: 3.1%
Ravensthorpe (Suburb)	<ul style="list-style-type: none"> • Car, as driver: 50.8% • Worked at home: 17.8% • Walked only: 14.0% • Other: 2.7% • Car, as passenger: 2.3%
Hopetoun (Suburb)	<ul style="list-style-type: none"> • Car, as driver: 52.8% • Bus: 12.7% • Walked only: 5.9% • Car, as passenger: 4.6% • Worked at home: 4.6%
Munglinup (Suburb)	<ul style="list-style-type: none"> • Car, as driver: 45.9% • Worked at home: 11.5% • Other: 9.8% • Bus: 4.9% • Walked only: 4.9%

(Source: Australian Bureau of Statistics 2016 Census QuickStats)

2.2.3 Key Industries

The most common industries of employees aged 15 and over and their occupations are shown in Table 2-2.

Table 2-2: Study Area Key Industries and Occupations

Location	Industry of Employment	Occupation
Shire of Ravensthorpe (LGA)	<ul style="list-style-type: none"> Nickel Ore Mining: 15.6% Other Grain Growing: 10.4% Grain-Sheep or Grain-Beef Cattle Farming: 8.5% Local Government Administration: 5.5% Site Preparation Services: 3.8% 	<ul style="list-style-type: none"> Managers: 28.3% Technicians and Trades Workers: 16.2% Machinery Operators and Drivers: 15.3% Labourers: 13.0% Clerical and Administrative Workers: 8.7% Professionals: 7.3% Community and Personal Service Workers: 6.2% Sales Workers: 4.3%
Ravensthorpe (Suburb)	<ul style="list-style-type: none"> Other Grain Growing: 11.7% Local Government Administration: 11.7% Grain-Sheep or Grain-Beef Cattle Farming: 11.3% Sheep Farming (Specialised): 5.4% Hospitals (except Psychiatric Hospitals): 5.4% 	<ul style="list-style-type: none"> Managers: 34.1% Machinery Operators and Drivers: 16.9% Clerical and Administrative Workers: 12.0% Labourers: 12.0% Technicians and Trades Workers: 8.8% Community and Personal Service Workers: 6.0% Professionals: 5.6% Sales Workers: 4.4%
Hopetoun (Suburb)	<ul style="list-style-type: none"> Nickel Ore Mining: 30.9% Supermarket and Grocery Stores: 3.9% Real Estate Services: 3.9% Local Government Administration: 3.9% Pubs, Taverns and Bars: 3.5% 	<ul style="list-style-type: none"> Technicians and Trades Workers: 25.5% Machinery Operators and Drivers: 14.1% Managers: 12.7% Labourers: 12.1% Professionals: 9.2% Community and Personal Service Workers: 8.5% Sales Workers: 8.2% Clerical and Administrative Workers: 7.8%
Munglinup (Suburb)	<ul style="list-style-type: none"> Other Grain Growing: 38.0% Grain-Sheep or Grain-Beef Cattle Farming: 18.0% Primary Education: 16.0% Beef Cattle Farming (Specialised): 10.0% Shearing Services: 6.0% 	<ul style="list-style-type: none"> Managers: 63.6% Labourers: 12.7% Clerical and Administrative Workers: 7.3% Professionals: 5.5% Technicians and Trades Workers: 5.5% Machinery Operators and Drivers: 5.5%

(Source: Australian Bureau of Statistics 2016 Census QuickStats)

2.2.4 Key Destinations

An aerial image of the three townsites of focus for the Shire of Ravensthorpe bike plan are shown in Figure 2-7, Figure 2-6 and Figure 2-5, sourced from Nearmap.

Figure 2-7: Hopetoun Townsite



Figure 2-6: Munglinup Townsite



Figure 2-5: Ravensthorpe Townsite



The path and trail network in the Shire comprises predominantly of off-road paths, trails and tracks, such as the Hopetoun-Ravensthorpe Railway Heritage Trail. Footpaths are present in the townsites and are typically paved, using concrete, asphalt or brick, though gravel or dirt paths are also present. Within the Hopetoun townsite, bike paths are planned, but few have been implemented to date.

Ravensthorpe contains a number of significant trip attractors, including the Silo Art Trail, the Overshot Hill Nature Reserve, the Ravensthorpe Range, the Visitor Centre and Museum and the Ravensthorpe Entertainment Centre, all of which may attract people riding, in addition to normal community destinations such as schools and medical facilities. While Ravensthorpe does have shared paths on both sides of the road along Morgans Street/South Coast Highway, the path network on adjacent streets is often limited to one side of the street only.

On the southern coast, Hopetoun has significant tourist attractions and is likely to experience higher demand for riding from visitors to this location as a result. Demand is likely to be generated by the large number of visitor accommodations around the townsite, coastal attractions, and to the services within the townsite for residents. The proximity of Fitzgerald River National Park is a strong attractor for tourism.

Munglinup is a much smaller community located along the South Coast Highway and therefore bike facilities are likely to be minimal. The focus for this townsite is likely to be safe local facilities and end-of-trip facilities and connections between community facilities. Munglinup is a key stop for travellers between Esperance and Ravensthorpe and beyond and as such, is important to provide safe facilities of both tourist and locals to travel around.

3.0 CONSULTATION THEMES

3.1 COMMUNITY SURVEY

A review of the responses given from the community survey showed the following trends:

- Riding is a popular option of travel within the Shire of Ravensthorpe with 60% of respondents riding over once per week
- Walking is also a main form of travel within the Shire of Ravensthorpe with those that do not ride as often, 79% selected walking as another form of frequent sustainable travel
- 57% of respondents highlighted the lack of dedicated bike riding infrastructure as a reason for not riding as often
- Riding on the road can be an uncomfortable experience for 73% of respondents
- Ravensthorpe encourages riding to and from leisure/recreation and commuting to and from work/school
- Hopetoun encourages riding to and from tourist attractions either in the form of fitness or leisure/recreation as indicated by the popularity in respondent's reasons for riding
- Munglilup had a lack of respondents in that area
- Hopetoun-Ravensthorpe Road a main route for riding in both Ravensthorpe and Hopetoun as a total of 15 respondents between both Towns selecting this as a road they use most when riding.

Due to the popularity of walking and riding in addition to the lack of dedicated riding infrastructure being highlighted as an issue, there appears to be a demand for bike infrastructure to be implemented in order to encourage riding more often within the Shire of Ravensthorpe.

Some of the feedback throughout the survey highlighted a demand for mountain biking and a lack of tracks and trails to facilitate this.

The limitations and constraints of the survey included the data being restricted to the number of participants providing responses. It was noted that a high percentage of participants skipped each question meaning that a limited data set was obtained. Additionally, the questions in relation to cycle routes and destinations within the geographical location were only able to be answered by those that have knowledge of the area and also cycle enough to answer on the routes and destinations provided within the options. It was noted that some participants answered the questions for both Ravensthorpe and Hopetoun however, only one participant answered on behalf of Munglilup. This meant that the opinions of the broader community may not have been captured.

The full analysis of the survey can be found in Appendix B.

3.2 COMMUNITY WORKSHOPS

Two community workshops were held in the Shire during the week commencing 25 April 2022. One of these was held in the townsite of Ravensthorpe (and included Munglinup area) and one in Hopetoun. Attendees had the opportunity to provide feedback into the bike network of each of the three townsites.

Unfortunately, there were no attendees for the Ravensthorpe and Munglinup workshop. A total of five people attended the workshop to discuss the Hopetoun bike network and in general were pleased with the proposed network and some of the priorities already identified such as a new path to the east of Veal Street, a safe, slower town centre area and improved infrastructure to the primary school.

In addition to the proposed cycle network, a number of local footpaths that are needed for construction were identified along:

- Gibson Way
- Chittick Street
- Forest Way
- The laneway connecting Gibson Way to Culham Street

Opportunity:

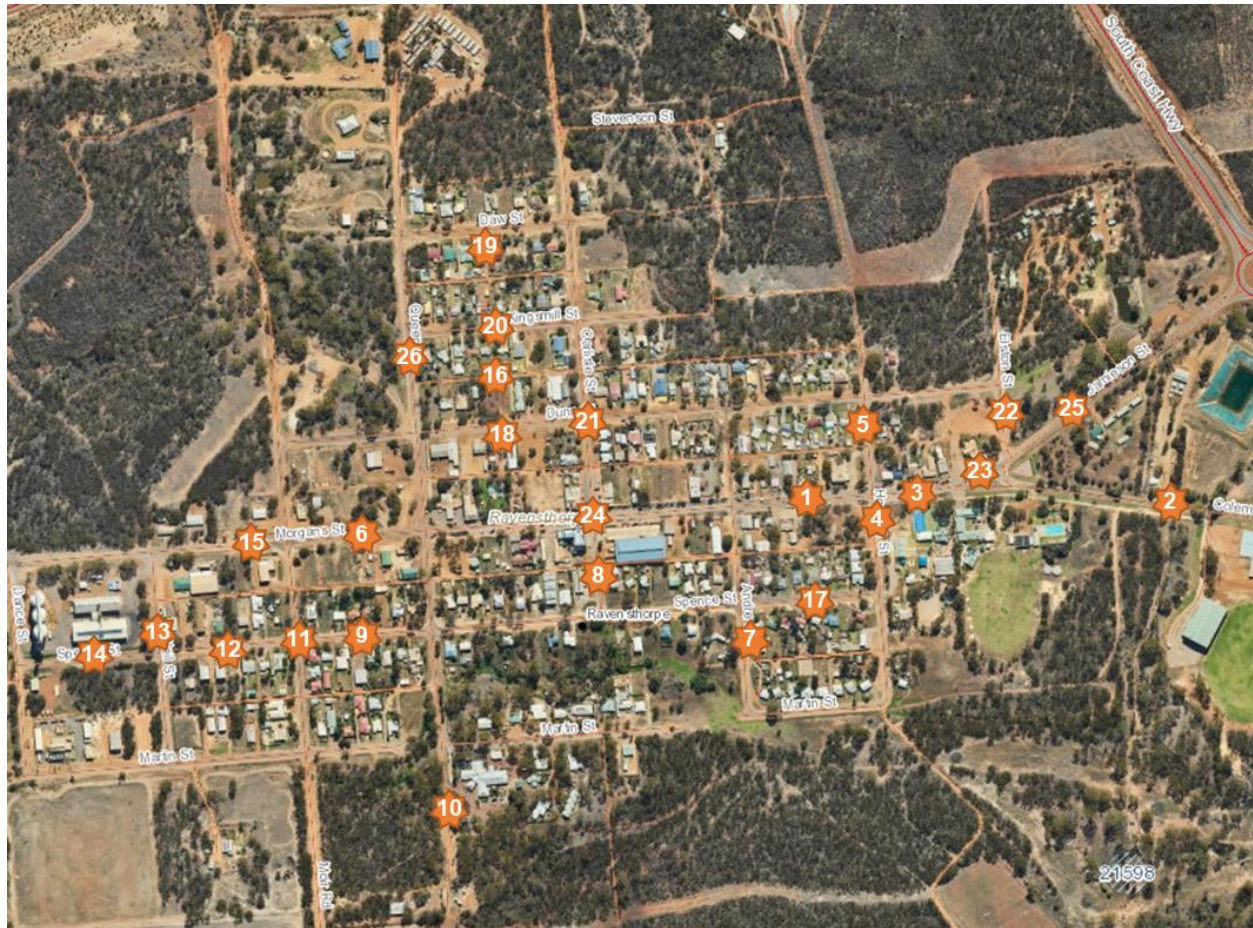
- Additional footpaths along Gibson Way, Chittick Street, Forest Way and the laneway connecting Gibson Way to Culham Street

3.3 SADDLE SURVEY

Stantec conducted a saddle survey of each townsite during the week commencing 25 April 2022 to plan a cycle network throughout the three townsites in order to identify where there would be opportunities for improvement of the cycling infrastructure. A meeting with the Shire representative was held prior to the site assessment.

3.3.1 Ravensthorpe

Figure 3-1: Ravensthorpe - Saddle Survey Findings

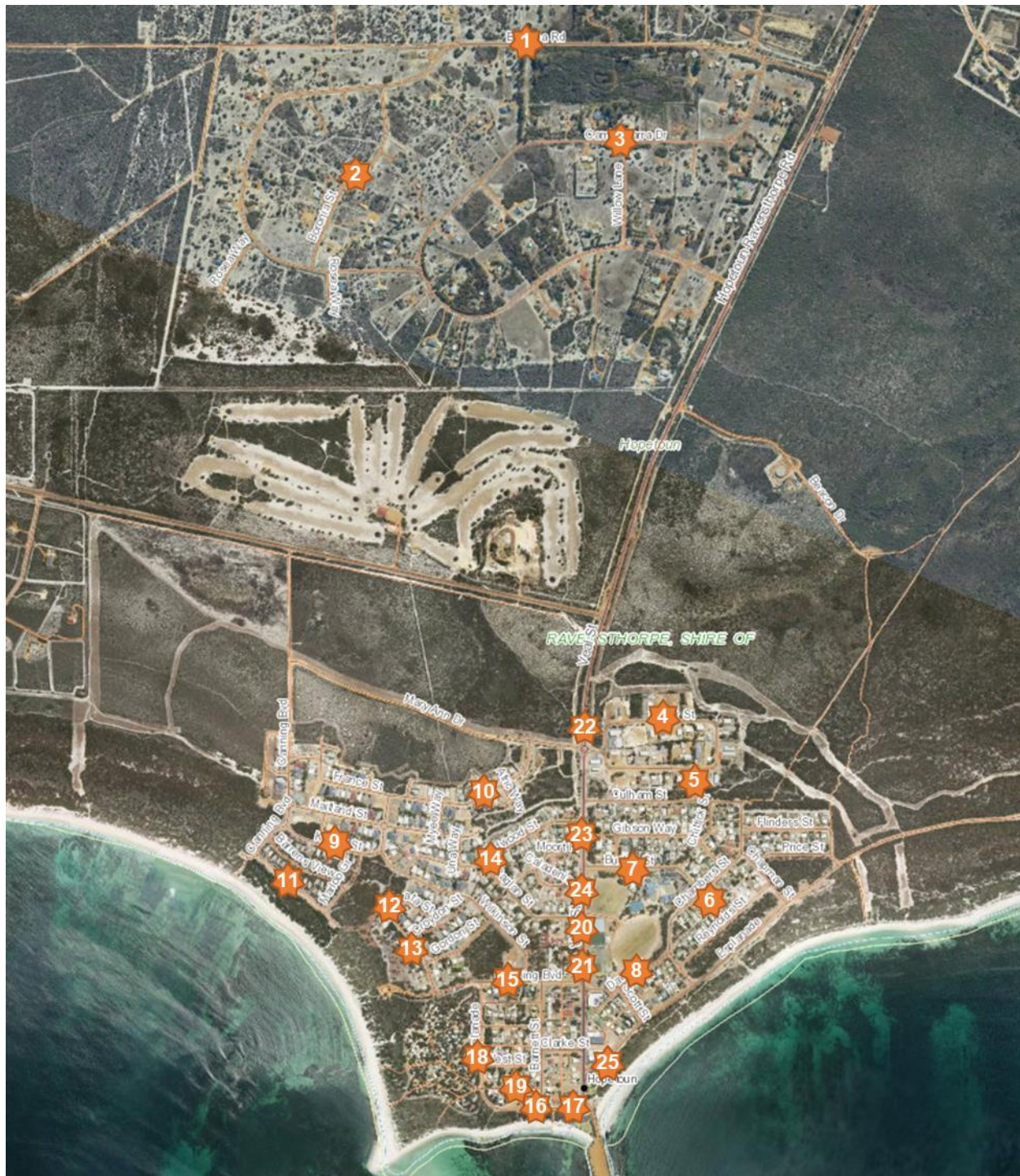


1. Morgans Street - opportunity for a shared zone or 30km/h speed zone
2. Coleman Street - existing shared path (approx. 2m wide) linking school to sporting complex. Stops prior to golf course and bowling ground
3. Morgans Street – no safe crossing between school and mini mart
4. Hosking Street – existing crossing south of Morgans Street would need improved if shared zone is not preferred
5. Dunn Street - existing path south of Hosking Street
6. Morgans Street - existing path on both sides from Coleman Street to Queen Street
7. Andre Street - existing path from Martin Street to Morgans Street, no connection to Dunn Street
8. Carlisle Street - existing footpath from Spence Street to Daw Street
9. Spence Street – existing footpath from Moir Road to Andre Street
10. Queen Street - existing footpath from south of Martin Street to Daw Street
11. Spence Street – path swaps sides at Moir Road with no connection between each side
12. Spence Street – existing path terminates halfway along Spence Street on south side
13. Neil Street - no paths on either side and no path connection from Martin Street
14. Dance Street - no paths on either side and no path connection from Morgans Street, Spence Street & Martin Street

15. Morgans Street – no path from Spence Street to the west
16. Laneway - existing gravel laneway from Queen Street and Hosking Street
17. Spence Street – opportunity for shared path on south side to connect Andre Street and Queen Street
18. Dunn Street - opportunity for shared path on both sides between Queen Street and Carlisle Street OR protected bike lanes along Dunn Street by widening from Carlisle Street to Elston Street OR widen existing footpath on north side and add shade
19. Daw Street - existing path needs widening to a shared path
20. Kingsmill Street – existing path along entire length
21. Dunn Street and Morgans Street – opportunity to upgrade crossings to access Carlisle Street
22. Elston Street - existing path to Jamieson Street
23. Jamieson Street - missing connection from Elston Street to path on Morgans Street with opportunity to widen path to a better shared path and improve all crossing across side roads
24. Morgans Street and Carlisle Street – existing 3 way crossing
25. Jamieson Street – no path to motel from the end of Morgans Street opposite caravan park
26. Queen Street – opportunity to narrow roadway for wider shared paths with shade OR widen roadway with protected bike lanes

3.3.2 Hopetoun

Figure 3-2: Hopetoun - Saddle Survey Findings



1. Banksia Road - no paths on either side (60km/h posted speed)

2. Boroonia Street - no paths on either side
3. Canbwarra Drive - no paths on either side, on a school bus route
4. Tamar Road - industrial loop road is a kerbed road with no paths on either side
5. Hakea Street – existing path from Tamar Street to Culham Street, Culham Street has 1.5m wide path along south side with no shade
6. Chambers Street – existing path on south side connecting to Buckie Street which has paths on both sides leading to the school. Opportunity for improved crossing across Chambers Street to/from Buckie Street either side of Chambers Street
7. Buckie Street – cars overhanging path in school carpark, wheelstops required to prevent encroachment
8. Dawn Street – existing path on southern side into cul de sac with Veal Road but no path connection to town centre to the south without going around the memorial
9. Keplar Street - existing path needs widening to shared path
10. France Street – existing path connecting to Canning Boulevard via Eucla Way needs to be widened to a shared path
11. Canning Boulevard – existing shared path with embayed parking access to the beach and needs shade
12. Marloo Grove - cul de sac with trail path connecting back to Keplar Street
13. Templeton Drive - links to lookout path only and loops back to Croydon Street via existing path and crossing over Leata Street
14. Birdwood Street – quiet residential street with existing footpath swapping sides via a crossing
15. Canning Boulevard – no connection between northern and southern side paths of Canning Boulevard connecting to Wilkinson Street
16. Barnett Street – existing path connecting Canning Boulevard to Esplanade
17. Esplanade - missing section of path connects to Veal Street at Port Hotel and Bottlemart
18. Esplanade – existing footpath terminates at crossing to the Caravan Park
19. Laneway – unsealed track linking Barnett Street to Esplanade - potential for upgrade
20. Veal Street - path on both sides but with on-street parking and street furniture, narrow and poor condition with high traffic speeds – potential for a shared zone (30km/h) beginning at community centre near the park on west side
21. Veal Street – no crossing from Canning Boulevard to skatepark and basketball/tennis courts
22. Veal Street – existing path which becomes gravel over Birdwood Street crossing
23. Veal Street – midblock two stage crossing south of Buckie Street intersection, no crossing to the north. Cycle lane on west side
24. Veal Street – missing path link on east side connecting Buckie Street to district centre (school to shops)
25. Esplanade – existing path on south side that ends and becomes gravel path

3.3.3 Munglinup

Figure 3-3: Munglinup - Saddle Survey Findings



1. Tubada Street - no paths on either side or safe crossing points
2. Morrel Street - no paths on either side
3. Hall Street - more desirable route to sporting complex than Bennett Street
4. Laneway - off-road link between Hall Street and Morrel Street
5. Tallarack Street - no paths on either side
6. Yorrel Street and Manjart Street - existing pedestrian path with no shade
7. Yorrel Street - existing crossings to Budjan Street and Manjart Street (no path)
8. Budjan Street - existing 2m wide shared path next to School which needs shade plus widening to accommodate multiple modes (such as walking, riding bikes, scooter, skate boards etc) also cars overhanging the path at school parking, wheelstops required
9. Budjan Street - existing crossing linking to Tubada Street
10. Tubada Street – existing path to Manjart Street could be widened with added shade
11. Manjart Street – existing crossing to Tubada Street and park

4.0 BIKE NETWORK ANALYSIS AND PLANS

4.1 EXISTING NETWORK

Table 4-1: Town Features

Feature	Ravensthorpe	Hopetoun	Munglinup
Main Town Amenities	<ul style="list-style-type: none"> Palace Motor Hotel Ravensthorpe Motel Green Haven Tourist Park Blooz Café Ravensthorpe Country Kitchen BP Ravensthorpe Roadhouse Shell Roadhouse Four Barrel Café & Restaurant 	<ul style="list-style-type: none"> Port Hotel Hopetoun Motel & Chalet Village Hopetoun Beachside Caravan Park Wavecrest Tourist Park Ocean View Retreat Blue Vista Cottage Ocean Song Cottage Hopetoun Chalet Port Café Wavecrest Bar & Bistro Simon's Market Café Christine's Kitchen 	<ul style="list-style-type: none"> Munglinup Beach Caravan Park
Main Streets	<ul style="list-style-type: none"> Morgans Street Spence Street Queen Street Dunn Street Hoskings Street Carlisle Street Martin Street 	<ul style="list-style-type: none"> Veal Street Esplanade Canning Boulevard Banksia Road Dawn Street Buckie Street Wilkinson Street Tamar Street 	<ul style="list-style-type: none"> Budjan Street Manjart Street Tallarack Street Morrel Street Tubada Street Yandee Street Hall Street
Schools	<ul style="list-style-type: none"> Ravensthorpe District High School 	<ul style="list-style-type: none"> Hopetoun Primary School 	<ul style="list-style-type: none"> Munglinup Primary School
Health Facilities	<ul style="list-style-type: none"> Ravensthorpe Community Swimming Pool Ravensthorpe Gym Ravensthorpe Tennis Club 	<ul style="list-style-type: none"> Hopetoun Gym 	<ul style="list-style-type: none"> CBH
Employment	<ul style="list-style-type: none"> Farming and Agriculture CBH BP Roadhouse Mining Swans Verterinary Clinic Real Estate Retail Trade Service and Supplies Transport and Freight 	<ul style="list-style-type: none"> Farming and Agriculture Mining Retail Trade Service and Supplies Transport and Freight 	<ul style="list-style-type: none"> Munglinup Roadhouse Transport and Freight
Recreation	<ul style="list-style-type: none"> Ravensthorpe Entertainment Centre 	<ul style="list-style-type: none"> Hopetoun Gym 	<ul style="list-style-type: none"> Munglinup Playground

	<ul style="list-style-type: none"> Ravensthorpe Gym Ravensthorpe Tennis Club 		
Tourist Facilities	<ul style="list-style-type: none"> Ravensthorpe Visitor Centre and Museum 	<ul style="list-style-type: none"> Hopetoun Self-Service Visitor Information Hub Southern Wilderness Art Trips 	<ul style="list-style-type: none"> Munglinup Camp Area
Retail Centres	<ul style="list-style-type: none"> Ravensthorpe Shopping Strip (Morgans Street) 	<ul style="list-style-type: none"> Hopetoun Shopping Strip (Veal Street) 	<ul style="list-style-type: none"> N/A

Table 4-2: Transport Context

Feature	Ravensthorpe	Hopetoun	Munglinup
Crashes	Refer Figure 4-1 <ul style="list-style-type: none"> 1 Hospital 1 Medical 3 Property Damage Only (PDO) Major 4 PDO Minor 	Refer Figure 4-2 <ul style="list-style-type: none"> 4 PDO Major 2 PDO Minor 	Refer Figure 4-3 <ul style="list-style-type: none"> Nil
Road Network	Refer Figure 4-4	Refer Figure 4-6	Refer Figure 4-8
Speed Limits	Refer Figure 4-5	Refer Figure 4-7	Refer Figure 4-9
Volumes (Heavy Vehicle Percentage) and 85 th Percentile Speeds (Posted Speed Limit)	Hopetoun Ravensthorpe Rd (South of Old Ravensthorpe Rd) - 2019/20 <ul style="list-style-type: none"> 390 AADT (14.9%) 88km/h – 98km/h (110km/h) South Coast Hwy (East of Ravensthorpe) – 2021/22 <ul style="list-style-type: none"> 816 AADT (30.6%) 102km/h – 111km/h (110km/h) 	<ul style="list-style-type: none"> N/A 	South Coast Hwy (West of Morrel St) – 2018/19 <ul style="list-style-type: none"> 688 AADT (22.4%) 103km/h – 114km/h (90km/h)
Footpath and Bike Network	Refer Figure 4-10	Refer Figure 4-33	Refer The existing path network for the Ravensthorpe townsite is shown in Figure 4-75 with a breakdown of the key findings below: <ul style="list-style-type: none"> Lack of walking and riding infrastructure Lack of shade Overhanging parked vehicles Figure 4-75

Figure 4-1: Ravensthorpe - Crash Data (01/01/17 to 31/12/21)

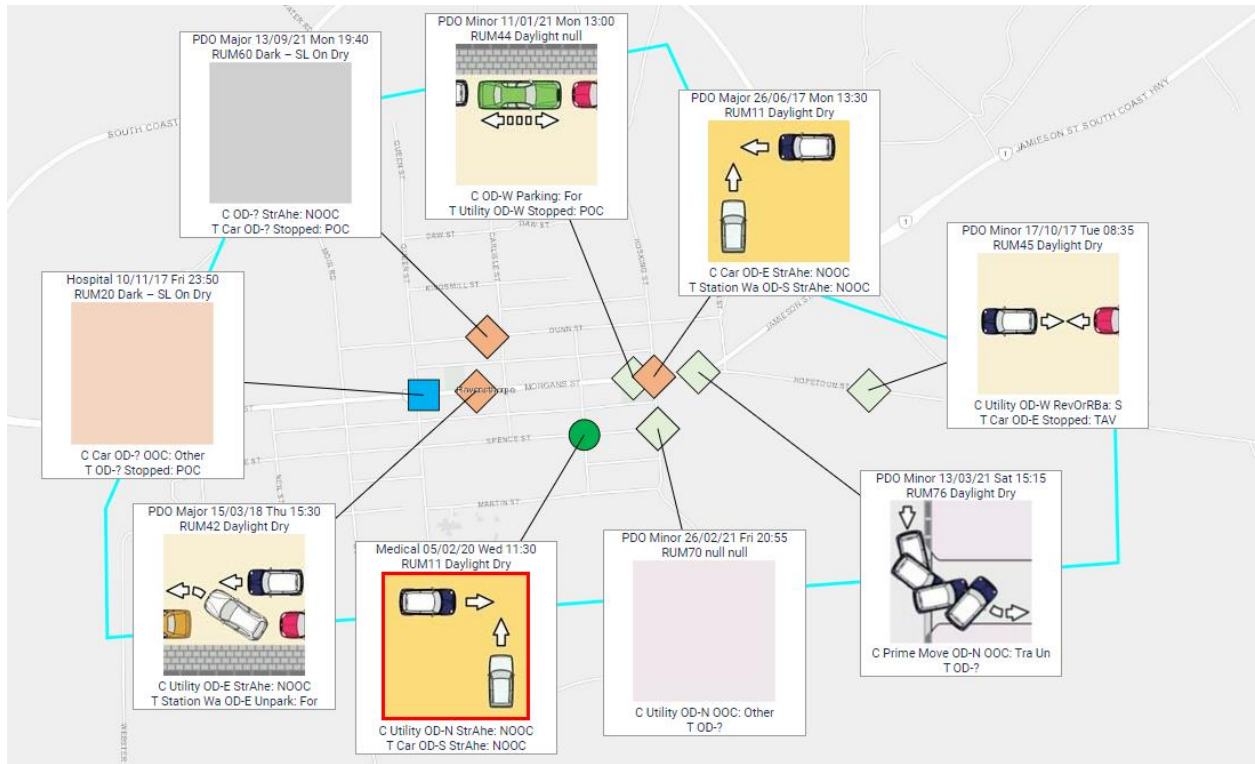


Figure 4-2: Hopetoun - Crash Data (01/01/17 to 31/12/21)

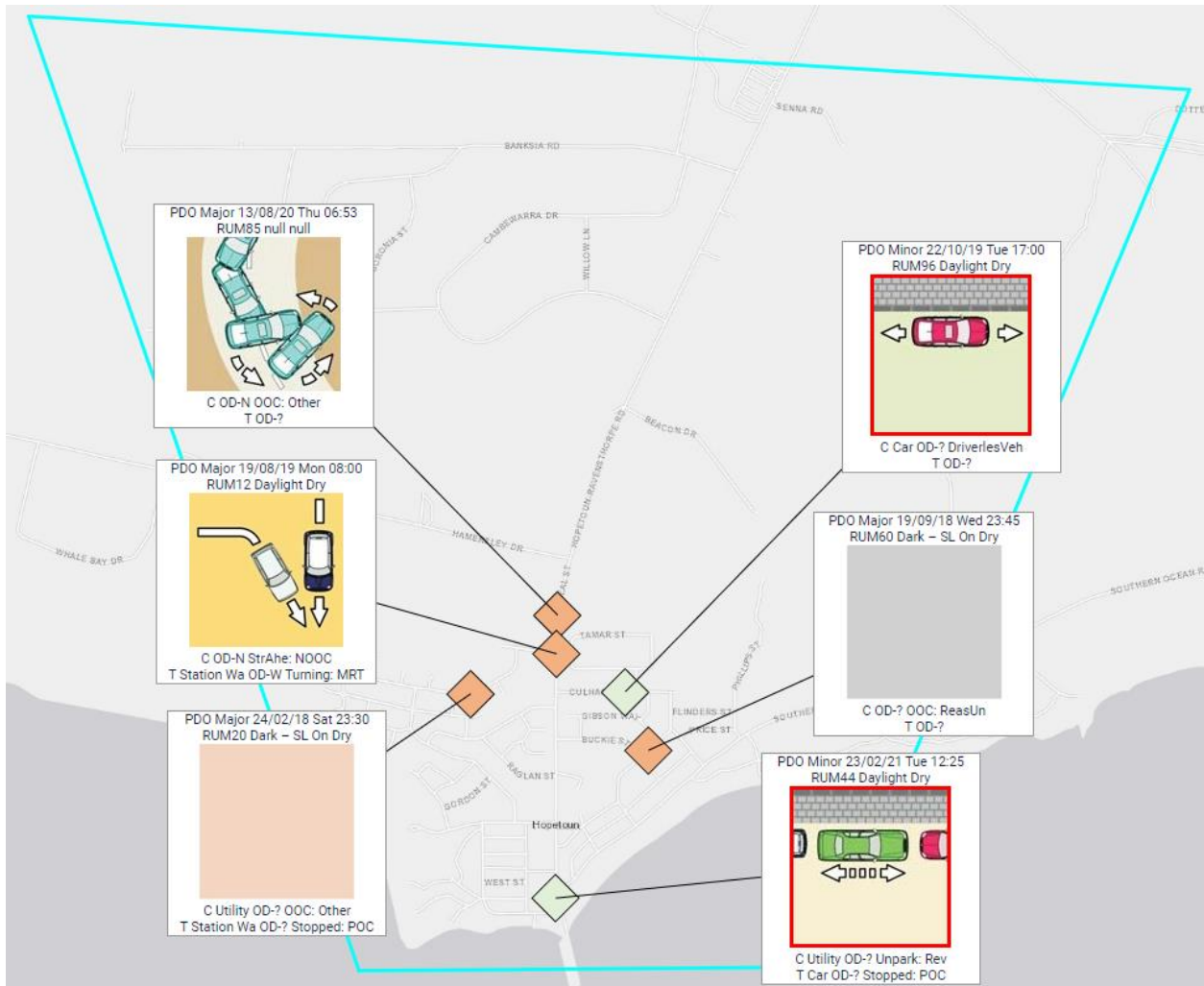


Figure 4-3: Munглиnup - Crash Data (01/01/17 to 31/12/21)



Figure 4-4: Ravensthorpe - MRWA Road Hierarchy



Figure 4-5: Ravensthorpe - MRWA Speed Limits



Figure 4-6: Hopetoun - MRWA Road Hierarchy

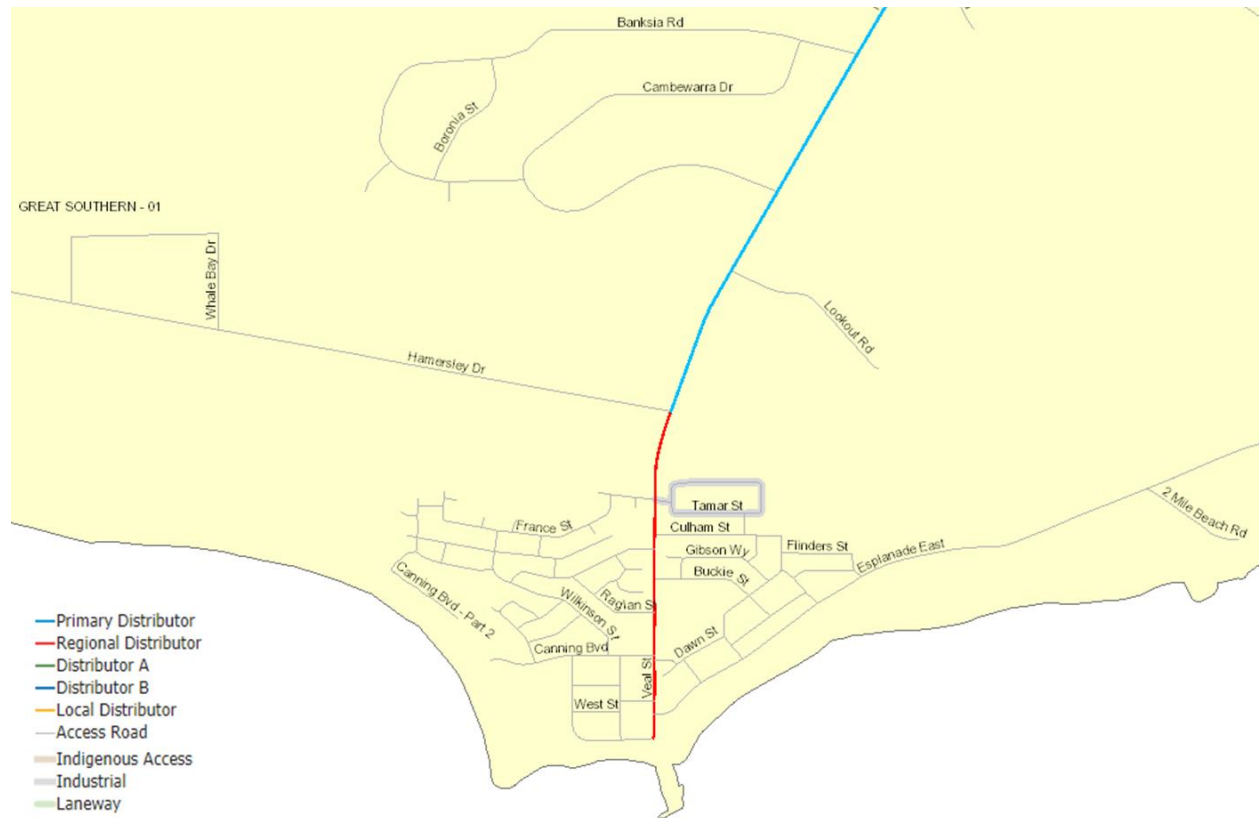


Figure 4-7: Hopetoun - MRWA Speed Limits



Figure 4-8: Munmlinup - MRWA Road Hierarchy

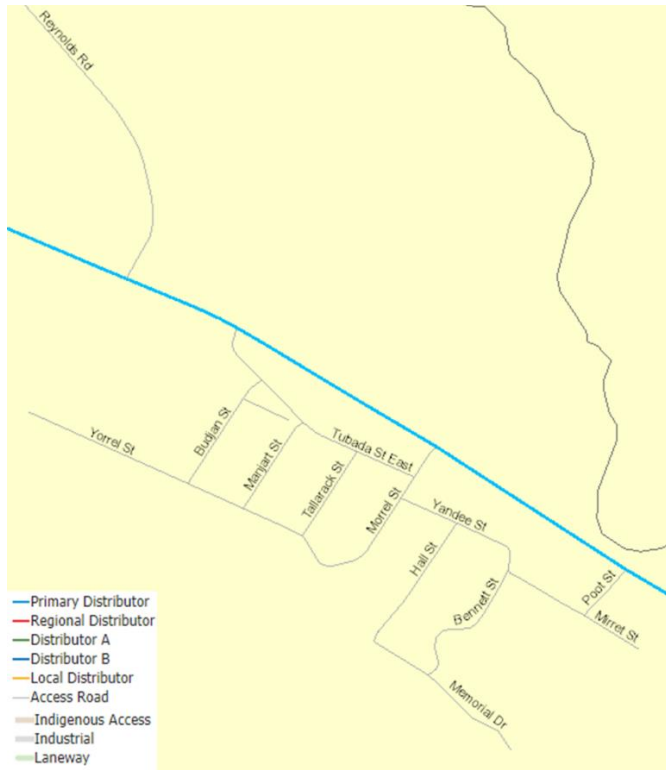
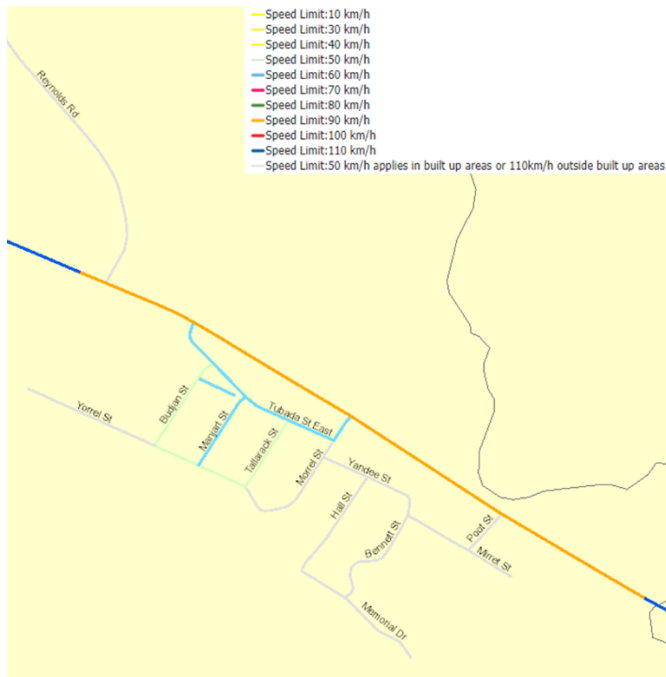


Figure 4-9: Munmlinup - MRWA Speed Limits



4.2 HIGH LEVEL CONDITION ASSESSMENT

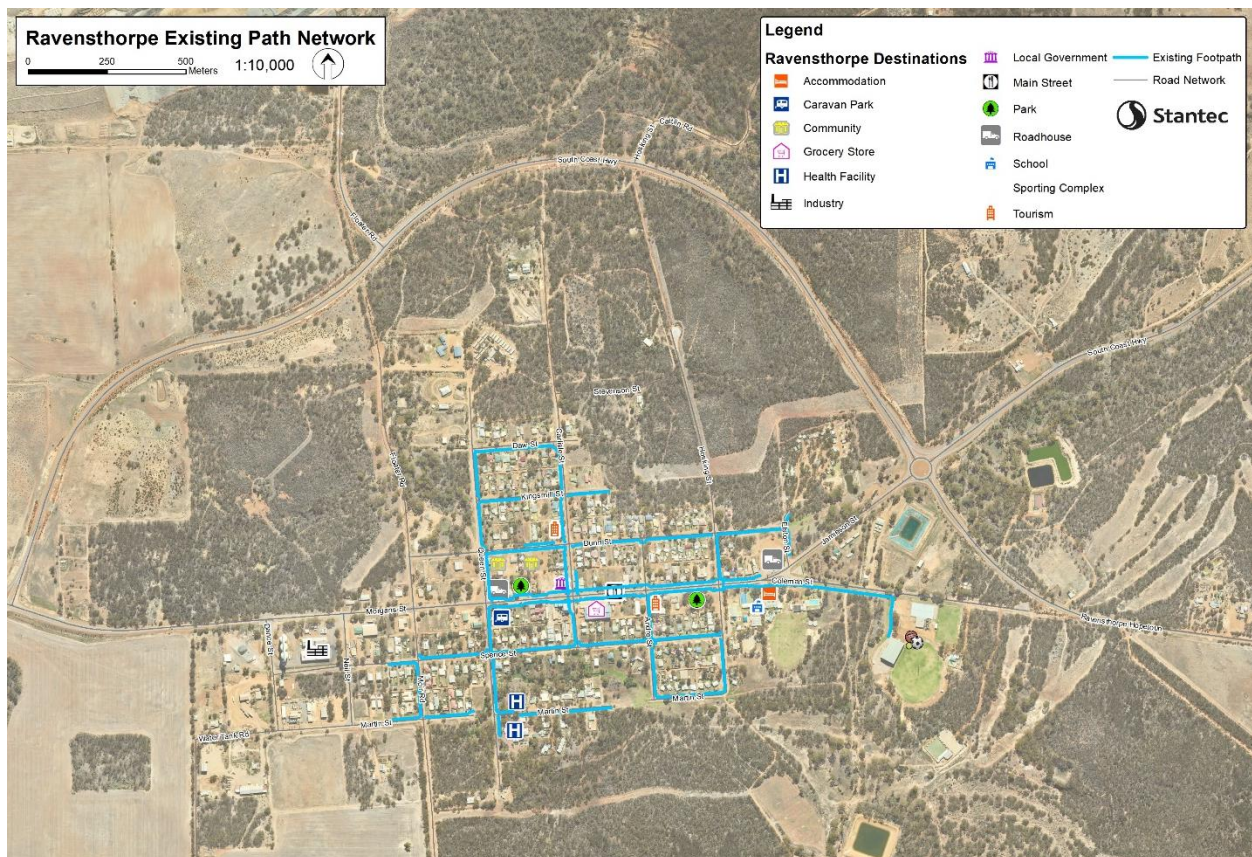
A saddle survey and aerial imagery review was used to identify the existing network within each townsite.

4.2.1 Ravensthorpe

The existing path network for the Ravensthorpe townsite is shown in Figure 4-10 with a breakdown of the key findings below:

- Existing paths generally under 2m wide and require widening to a shared path for the bike network
- Missing path connections
- Lack of safe crossing points

Figure 4-10: Ravensthorpe - Existing Path Network



4.2.1.1 Coleman Street

Coleman Street connects on the eastern of Morgans Street and links the school to the entertainment and sporting complex. Which were considered as major destinations in the community survey by 44%, 56% and 44% of the respondents respectively. 8% of the total respondents in the community survey selected

Coleman Street as a major route when riding. It was noted that the existing path shown in Figure 4-11 terminates into a gravel path prior to the golf course and bowling club.

Figure 4-11: Coleman Street Path Network East of Elston Street



4.2.1.2 Morgans Street

Morgans Street is the main road leading through the town connecting the main shopping strip and tourist facilities to the school and industrial area on either end. 42% of the total respondents in the community survey selected Morgans Street as a major route when riding and the destinations along Morgans Street were generally highly selected. The westbound entry has on street parking on both sides with landscaped verges and shared paths as shown in Figure 4-12.

Figure 4-12: Morgans Street Path Network at Hosking Street



4.2.1.3 Hosking Street

Hosking Street connects South Coast Highway to Martin Street with the school and Jubilee Park being major destinations either side of Hosking Street, south of Morgans Street. 17% of the total respondents in the community survey selected Hosking Street as a major route when riding. Jubilee Park and the school were both selected by 44% of the total respondents as key destinations when riding. Hosking Street at the intersection with Morgans Street has an existing crossing with U-rails across both sides of Hosking Street and on the east side of Morgans Street as shown in Figure 4-13. The location of these crossings is adjacent to the school and are likely to be highly utilised in school start and end times.

Figure 4-13: Hosking Street Crossings with Morgans Street



Figure 4-14: Hosking Street Path Network South of Morgans Street



4.2.1.4 Spence Street

Spence Street connects the western entry of the school to the industrial zone via a residential area. 25% of the total respondents in the community survey selected Spence Street as a major route when riding. A pedestrian path runs from Hosking Street to Moir Road on the north side only before swapping to the southern side at Moir Road and terminating into a gravel path halfway along the street. The existing paths for this section are shown in Figure 4-15 through to Figure 4-19.

Figure 4-15: Spence Street Path Network between Andre Street and Martin Street



Figure 4-16: Spence Street Path Network between Queen Street and Carlisle Street



Figure 4-17: Spence Street Path Network from Moir Road



Figure 4-18: Spence Street Path Network from Neil Street



Figure 4-19: Spence Street to Dance Street



4.2.1.5 Andre Street

Andre Street connects Dunn Street to Martin Street, intersection with Morgans Street. 8 % of the total respondents in the community survey selected Andre Street as a major route when riding. Andre Street, south of Morgans Street has tourist facilities on either side. The visitor centre and museum were selected by 22% of respondents in the community survey.

Figure 4-20: Andre Street Path Network between Morgans Street and Spence Street



4.2.1.6 Queen Street

Queen Street connects the northern end of the town from Daw Street to the hospital on Martin Street. 25% of the total respondents in the community survey selected Queen Street as a major route when riding. The key destinations along Queen Street are the BP Truckstop, the RV park and the hospital/medical centre. The RV park and the medical precinct were both selected by 11% of the total respondents in the community survey as key destinations when riding.

Figure 4-21: Queen Street Path Network from Dunn Street



Figure 4-22: Queen Street Path Network from Daw Street



4.2.1.7 Moir Road

Moir Road starts south of Morgans Street and continues far south towards Fitzgerald River National Park. 33% of the total respondents in the community survey selected Moir Road as a major route when riding. Moir Road is largely residential with no major destinations along the road.

Figure 4-23: Moir Road Path Connections from Spence Street



4.2.1.8 Neil Street

Neil Street is the main industrial area between Morgans Street and Martin Street. 8% of the total respondents in the community survey selected Neil Street as a major route when riding.

Figure 4-24: Neil Street from Spence Street



4.2.1.9 Martin Street

Martin Street is split into three sections where there are currently three separate no through roads on the southern end of the town. The main portion has the medical centre on one side and the health service on the other, to the east of Queen Street. 25% of the total respondents in the community survey selected Martin Street as a major route when riding with the health service or medical centre selected by 11%.

Figure 4-25: Martin Street from Neil Street



4.2.1.10 Dunn Street

Dunn Street connects Floater Road to Elston Street with the main destinations along the route being the Ravensthorpe farmers centre, the community resource centre, the church and the herbarium. 42% of the total respondents in the community survey selected Dunn Street as a major route when riding. Each of the destinations were selected by 33%, 33%, 11% and 11% of the total respondents respectively. The existing paths are around 1.5m wide as shown in Figure 4-26 and Figure 4-27. Whereas, Figure 4-28 shows an existing shared path through a laneway off Dunn Street.

Figure 4-26: Dunn Street from Queen Street



Figure 4-27: Dunn Street from Carlisle Street



Figure 4-28: Dunn Street from midblock between Carlisle Street and Hosking Street



4.2.1.11 Daw Street

Daw Street is a residential street which connects the northern end of Queen Street to Carlisle Street. 25% of the total respondents in the community survey selected Daw Street as a major route when riding.

Figure 4-29: Daw Street from Carlisle Street



4.2.1.12 Carlisle Street

Carlisle Street runs from the northern end of the town to Spence Street with the herbarium, the shire offices and the IGA at intersecting roads. 25% of the total respondents in the community survey selected Carlisle Street as a major route when riding with 11%, 33% and 22% selected as key destinations respectively.

Figure 4-30: Carlisle Street Path Network from Daw Street



4.2.1.13 Elston Street

Elston Street connecting Dunn Street to Jamieson Street adjacent to the Shell Roadhouse and the Green Haven Tourist Park. 8% of the total respondents in the community survey selected Elston Street as a major route when riding.

Figure 4-31: Elston Street from Jamieson Street



4.2.1.14 Jamieson Street

Jamieson Street connects from Morgans Street to the South Coast Highway intersection. Jamieson Street was not included in the community survey and was unmentioned by respondents as an “other” option. However, the motel was selected 11% of the total respondents in the community survey.

Figure 4-32: Jamieson Street from Elston Street

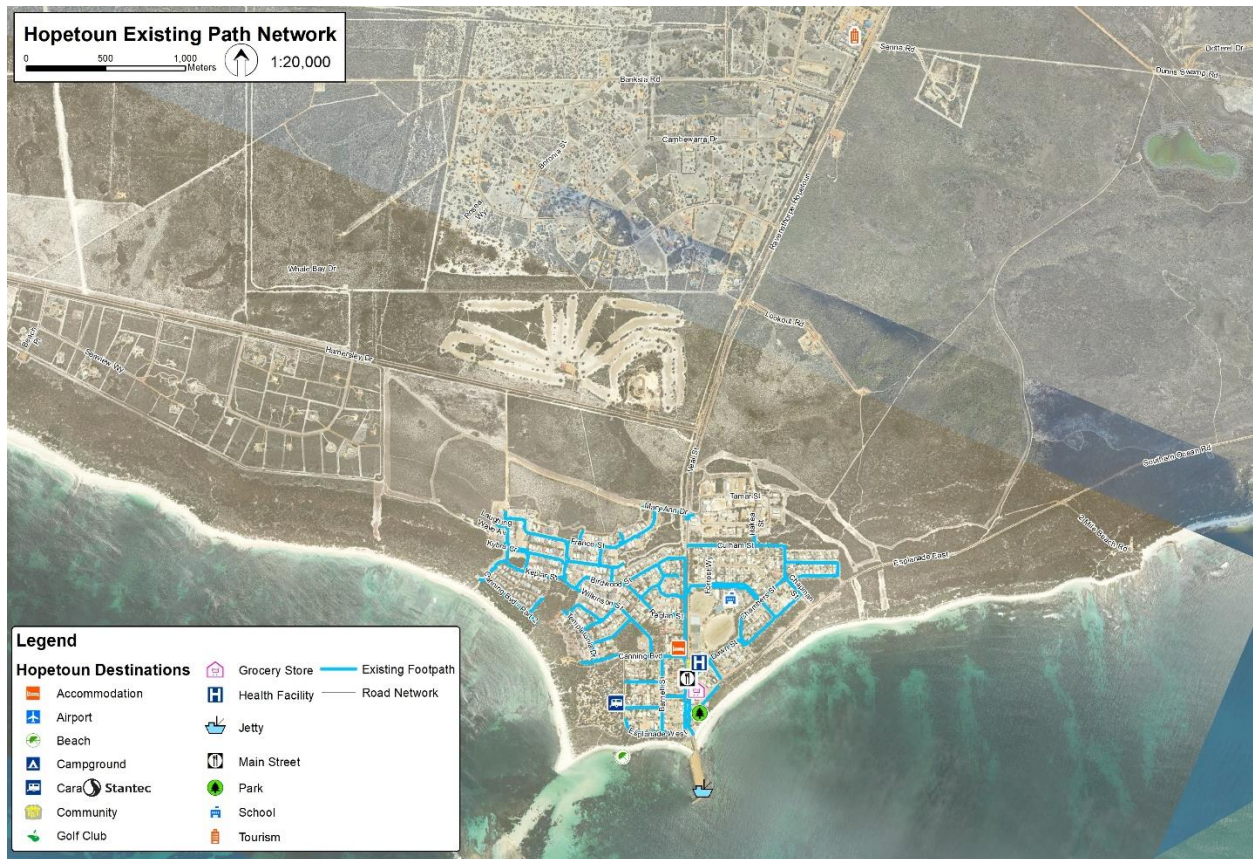


4.2.2 Hopetoun

The existing path network for the Ravensthorpe townsite is shown in Figure 4-33 with a breakdown of the key findings below:

- Existing paths generally under 2m wide and require widening to a shared path for the bike network
- Missing path connections
- Lack of safe crossing points

Figure 4-33: Hopetoun - Existing Path Network



4.2.2.1 Banksia Road

Banksia Road is a residential road looping from Ravensthorpe Hopetoun Road to Cambewarra Drive. 6% of the total respondents in the community survey selected this as a main route when cycling. There are no existing paths but there are wide road reserves as shown in the figures below:

Figure 4-34: Banksia Road from Ravensthorpe Hopetoun Road



Figure 4-35: Banksia Road from East of Boroonia Street



Figure 4-36: Banksia Road from Boroonia Street



4.2.2.2 Boroonia Street

Boroonia connects either side of the Banksia Road loop and is another residential road with wide road reserves and no existing paths as shown in Figure 4-37.

Figure 4-37: Boroonia Street from Banksia Road



4.2.2.3 Cambewarra Drive

Cabewarra Drive connects residential lots from Banksia Road back to Ravensthorpe Hopetoun Road as shown in Figure 4-38. 24% of the total respondents in the community survey selected this as a main route when cycling and it is noted as having a school bus route servicing the corridor.

Figure 4-38: Cambewarra Drive from Banksia Road



4.2.2.4 Tamar Street

Tamar Street is a looping road connecting the residential area to Veal Street. There are no existing paths but wide verges suitable for a shared path as shown in Figure 4-39. 6% of the total respondents in the community survey selected this as a main route when cycling.

Figure 4-39: Tamar Street from Hakea Street



4.2.2.5 Hakea Street

Hakea Street is a short linking street connecting Tamar Street to Culham Street via an existing footpath on the west side as shown in Figure 4-40.

Figure 4-40: Hakea Street from Tamar Street



4.2.2.6 Culham Street

Culham Street connects Veal Street to Chambers Street. There is an existing shared path on the south side as shown in Figure 4-41. 12% of the total respondents in the community survey selected this as a main route when cycling.

Figure 4-41: Culham Street from Hakea Street



4.2.2.7 Chambers Street

Chambers Street connects Culham Street to Esplanade east with paths on the east side as shown in Figure 4-42. 12% of the total respondents in the community survey selected this as a main route when cycling.

Figure 4-42: Chambers Street from Chapman Street



4.2.2.8 Buckie Street

Buckie Street connects Veal Street to Reynolds Street and provides the main access to the primary school. There is a shared path on the southern side for the entire length and the northern side from Forrest Way eastbound. There is crossing points at Chambers Street as shown in Figure 4-43. The school provides bicycle parking allowing for kids to ride to school and park their bikes and scooters. However, the usable width of the shared path is restricted by overhanging parked vehicles as shown in Figure 4-44.

Figure 4-43: Buckie Street from Chambers Street



Figure 4-44: Buckie Street fronting School



4.2.2.9 Dawn Street

Dawn Street is a cul de sac connecting from Chambers Street with a path on both sides as shown in Figure 4-45. 12% of the total respondents in the community survey selected this as a main route when cycling. There is a path and a gravel path either side of the memorial park which connects to Veal Street as shown in Figure 4-46.

Figure 4-45: Dawn Street from Chambers Street



Figure 4-46: Dawn Street from Veal Street



4.2.2.10 Mary Ann Street

Mary Ann Street is a short link connecting Veal Street to France Street with a shared path on the side as shown in Figure 4-47. 6% of the total respondents in the community survey selected this as a main route when cycling.

Figure 4-47: Mary Ann Street from Veal Street



4.2.2.11 France Street

France Street is a residential street which connects from Mary Ann Street to Eucla Way and has a shared path on the south side for the entire length as shown in Figure 4-48. 18% of the total respondents in the community survey selected this as a main route when cycling.

Figure 4-48: France Street from Mary Ann Street



4.2.2.12 Keplar Street

Keplar Street connects Canning Boulevard to Wilkinson Street via a path on the south side. There is also a crossing from a path on Iris Way which connects to Maitland Street. The street is in a residential area with adequate shade. However, the paths are quite narrower and would need widened to a shared path as shown in Figure 4-49. 18% of the total respondents in the community survey selected this as a main route when cycling.

Figure 4-49: Kepler Street from Wilkinson Street



4.2.2.13 Canning Boulevard

Canning Boulevard connects Eucla Way to Veal Street but is split between a bush trail. However, there is a shared path from the northwest side which links back to Templetonia Drive and to Canning Boulevard. Additionally, there is a crossing which leads to a shared path connecting to Barrens View and continues up to Kepler Street as shown in Figure 4-51. The beach can be accessed via the western side with the eastern side linking back to the town. There is a shared path adjacent to the beach as shown in Figure 4-50. 53% of the total respondents in the community survey selected this as a main route when cycling.

Figure 4-50: Canning Boulevard from Kepler Street



Figure 4-51: Canning Boulevard Midblock Crossing



The east side of Canning Boulevard has a path on the north side which swaps to the southern side via a crossing adjacent to Esplanade West as shown in Figure 4-52.

Figure 4-52: Canning Boulevard from Wilkinson Street



There is a missing connection between Templetonia Drive and Wilkinson Street as shown in Figure 4-53. Additionally, there is a missing connection from Veal Street as shown in Figure 4-54.

Figure 4-53: Canning Boulevard from Templetonia Drive



Figure 4-54: Canning Boulevard from Veal Street



4.2.2.14 Marloo Grove

Marloo Grove connects from Canning Boulevard on the west to a zig-zag shared path up to Keplar Street as shown in Figure 4-55.

Figure 4-55: Marloo Grove from Barrens Way



4.2.2.15 Wilkinson Street

Wilkinson Street connects France Street to Canning Boulevard with a path which swaps sides at Keplar Street. There is a lack of shade along this route as shown in Figure 4-56. 18% of the total respondents in the community survey selected this as a main route when cycling.

Figure 4-56: Wilkinson Street from Canning Boulevard



4.2.2.16 Templetonia Drive

Templetonia Drive connects the Canning Boulevard shared path trail on the west to Canning Boulevard on the east. There is a path along the eastern side as shown in Figure 4-57. 24% of the total respondents in the community survey selected this as a main route when cycling.

Figure 4-57: Templetonia Drive from Canning Boulevard



4.2.2.17 Birdwood Street

Birdwood Street connects Wilkinson Street to Veal Street with a shared path which swaps side just west of Raglan Street. The path width can be restricted by residential bins as shown in Figure 4-58. There is also a trail between Birdwood Street and France Street as shown in Figure 4-59. 59% of the total respondents in the community survey selected this as a main route when cycling.

Figure 4-58: Birdwood Street from Wilkinson Street



Figure 4-59: Trail off Birdwood Street and France Street



4.2.2.18 Veal Street

Veal Street is the major road leading through the town from Ravensthorpe Hopetoun Road to the ocean. The northern portion is generally unpaved gravel tracks as shown in Figure 4-60 whereas, the southern portion is well landscaped with shared paths and street furniture as shown in Figure 4-61 to Figure 4-64. 53% of the total respondents in the community survey selected this as a main route when cycling.

Figure 4-60: Veal Street from Birdwood Street



Figure 4-61: Veal Street from Esplanade West



Figure 4-62: Veal Street from Dawn Street



Figure 4-63: Veal Street from Esplanade East



Figure 4-64: Veal Street from Dawn Street



Where Dawn Street terminates, there is a paved path and a gravel path either side of the memorial which connects Veal Street to Dawn Street as shown in Figure 4-65.

Figure 4-65: Veal Street from Esplanade East



There is a lack of safe crossing points between the west side of Veal Street and the school and sporting complex, north of Canning Boulevard as shown in Figure 4-66. However, south of Buckie Street there is a two-staged crossing as shown in Figure 4-67.

Figure 4-66: Veal Street from Canning Boulevard



Figure 4-67: Veal Street from the South of Buckie Street



The west side of Veal Street adjacent to Birdwood Street has narrow asphalt paths as shown in Figure 4-68.

Figure 4-68: Veal Street from Birdwood Street



There is a lack of connections on Veal Street from the north of Buckie Street as shown in Figure 4-69.

Figure 4-69: Veal Street from Buckie Street



4.2.2.19 Barnett Street

Barnett Street connects Canning Boulevard to Esplanade West via a path on the east side as shown in Figure 4-70. 0% of the total respondents in the community survey selected this as a main route when cycling.

Figure 4-70: Barnett Street from Esplanade West



4.2.2.20 Esplanade East

Esplanade East connects Veal Street to Southern Ocean Road. 53% of the total respondents in the community survey selected this as a main route when cycling. There is a shared path on the south side which terminates just west of Scott Street. Further west there are no paths as shown in Figure 4-71.

Figure 4-71: Esplanade East from Chambers Street



4.2.2.21 Southern Ocean Road

Southern Ocean Road connects from Esplanade East to Springdale Road via Starvation Bay. 35% of the total respondents in the community survey selected this as a main route when cycling. The road reserve is restricted by the bushland as shown in Figure 4-72.

Figure 4-72: Southern Ocean Road from Esplanade East



4.2.2.22 Esplanade West

Esplanade West connects Canning Boulevard to Veal Street with the caravan park on the corner. 53% of the total respondents in the community survey selected this as a main route when cycling. There is a path on the northern side but a lack of connection to the caravan park as shown in Figure 4-73. However, there is a laneway which connects back to Barnett Street as shown in Figure 4-74.

Figure 4-73: Esplanade West from Caravan Park



Figure 4-74: Esplanade West from Laneway to Barnett Street



4.2.3 Munglinup

The existing path network for the Ravensthorpe townsite is shown in Figure 4-75 with a breakdown of the key findings below:

- Lack of walking and riding infrastructure
- Lack of shade
- Overhanging parked vehicles

Figure 4-75: Munglinup - Existing Path Network



4.2.3.1 Tubada Street

Tubada Street is split into east and west streets. The west side is a cul de sac street from the school. The east side has the camp area and playground on the northside and the roadhouse on the south side.

Figure 4-76: Tubada Street East from South Coast Highway



Figure 4-77: Tubada Street West from Budjan Street



Figure 4-78: Tubada Street West at Cul de Sac



4.2.3.2 Morrel Street

Morrel Street connects on the bend from Yorrel Street, east of Moir Street and runs to Yandee Street. The west side is bushland and the east side is residential.

Figure 4-79: Morrel Street from South Coast Highway



Figure 4-80: Morrel Street from laneway to Hill Street



4.2.3.3 Bennett Street

Bennett Street connects Yandee Street to Memorial Drive connecting the rear of the residential lots and the rear of the sporting complex.

Figure 4-81: Bennett Street from side of Sporting Complex



4.2.3.4 Yandee Street

Yandee Street connects Morrel Street to Bennett Street with Hall Street connecting from the south and a gravel track to the north connecting to South Coast Highway.

Figure 4-82: Yandee Street from Hall Street



4.2.3.5 Hall Street

Hall Street connects Yandee Street to Memorial Drive between residential lots. Hall Street is signposted for access to the sporting complex.

Figure 4-83: Hall Street from Yandee Street



4.2.3.6 Yorrel Street

Yorrel Street connects Morrel Street south of Moir Street to South Coast Highway.

Figure 4-84: Yorrel Street from Morrel Street



Figure 4-85: Yorrel Street from Budjan Street



4.2.3.7 Budjan Street

Budjan Street fronts the school, connecting Manjart Street to Yorrel Street. There is an existing path network on the school side with crossing facilities as shown in Figure 4-86 to Figure 4-89. However, the parking at the school has overhanging vehicles which restrict the usable width of the path as shown in

Figure 4-86: Budjan Street adjacent to Yorrel Street



Figure 4-87: Budjan Street at Yorrel Street



Figure 4-88: Budjan Street South of School Entry



Figure 4-89: Budjan Street North of School Entry



4.2.3.8 Manjart Street

Manjart Street connects South Coast Highway to Tubada Street East and Yorrel Street.

Figure 4-90: Manjart Street at Budjan Street



Figure 4-91: Manjart Street from Tubada Street West



4.3 OPPORTUNITIES

4.3.1 Ravensthorpe

The key opportunities were developed based on the following findings:

- The path on Coleman Street terminates at the sporting complex meaning a connection between Coleman Street and Hopetoun Ravensthorpe Road cannot be established in order to link the Ravensthorpe townsite to the golf course
- The paths between Elston Way and Morgans Street do not link meaning a connection between the tourist park and the townsite cannot be established
- A non-continuous path along Spence Street due to the path swapping sides of the road
- A non-continuous path between Queen Street and Carlisle Street on Dunn Street
- A missing link on the north side of Andre Street from Morgans Street
- A lack of safe crossing points between existing and proposed path networks
- Vulnerable road users crossing between the school over Morgans Street adjacent to Hosking Street
- Low speed environment west of Hosking Street on Morgans Street to facilitate land use
- The parking spaces outside the shops had parked vehicles overhanging the path and restricting the usable width

Opportunity:

- Continue the shared path along Coleman Street to connect to the Golf Course
- Shared path on the entire south side of Spence Street connecting the existing footpath to either side and continuation to the west of Dance Street
- Shared path on both sides of Dunn Street from Queen Street to Carlisle Street to complete the missing links from Queen Street
- Shared path on the east side of Andre Street from Dunn Street to Morgans Street
- Shared path on the north side of Jamieson Street connecting Morgans Street to Elston Street
- Shared path on the south side of Jamieson Street from Elston Street to Ravensthorpe Motel
- Midblock crossing over Morgans Street between Hosking Street and Elston Street
- Zebra crossing over Morgans Street adjacent to Hosking Street
- Crossing over Elston Street adjacent to Jamieson Street
- Crossing over Morgans Street adjacent to Carlisle Street
- Crossing over Carlisle Street adjacent to Dunn Street
- Crossing over Carlisle Street adjacent to Morgans Street
- Crossing over Carlisle Street adjacent to Spence Street
- Midblock crossing over Dunn Street between Queen Street and Carlisle Street
- Crossing over Queen Street adjacent to Spence Street
- Crossing over Moir Road adjacent to Spence Street
- Crossing over Spence Street adjacent to Moir Road
- Shared zone on Morgans Street between Andre Street and Hosking Street
- Install wheelstops at school car park
- Cycle link connecting between Ravensthorpe and Hopetoun

4.3.2 Hopetoun

The key opportunities were developed based on the following findings:

- Missing path connections connecting facilities
- Existing bike parking at the school would facilitate more riding to school in lower traffic speed areas along Buckie Street
- A low speed environment required on the southern end of Veal Street near the beach within the town center area
- A lack of safe crossing points between existing and proposed path networks

Opportunity:

- Shared path around outside edge of Tamar Street industrial area connecting back to Veal Street
- Shared path on the west side of Veal Street from Mary Ann Drive to Birdwood Street
- Shared path on the east side of Veal Street from Buckie Street to Alan Rose Drive
- Shared path on the north side of Canning Boulevard from Esplanade West to Veal Street
- Shared Path on the east side of Esplanade West from Canning Boulevard to West Street
- Shared path continuing the end of Dawn Street to Veal Street
- Crossing over Veal Street adjacent to Moort Place
- Crossing over Veal Street adjacent to Canning Boulevard
- Crossings over Chambers Street either side of Buckie Street
- Potential shared path connecting between either end of Canning Boulevard
- Shared zone on Veal Street from Dawn Street to Esplanade West
- Safe Active Street on Buckie Street from Veal Street to Chambers Street
- Cycle link connecting between Hopetoun and Ravensthorpe
- Cycle link connecting west ultimately through to Bremer Bay

4.3.3 Munclinup

The key opportunities were developed based on the following findings:

- The lack of connectivity between the school and the rest of the town
- Lack of safe crossing facilities where new path routes are proposed
- The school carpark had parked vehicles overhanging the path and restricting the usable width

Opportunity:

- Circular shared path route from the Tubada Street East on the south side, continuation on the west side of Morrel Street to the south side of Yandee Street and continuing on the west side of Hill Street, through laneway between Hall Street and Morrel Street to the north of Morrel Street and Yorrel Street back to Manjart Street
- Crossing over Budjan Street adjacent to Yorrel Street
- Crossing over Budjan Street adjacent to Manjart Street
- Crossing over Manjart Street adjacent to Yorrel Street
- Crossing over Manjart Street Tubada Street West and Tubada Street East
- Crossing over Morrel Street adjacent to Yandee Street
- Crossing over Morrel Street adjacent to laneway
- Install wheelstops at school carpark

4.3.4 Behaviour Change

Opportunities for Behaviour Change programs exist through engagement with the following:

- Schools
- Employers
- Touring cyclists (organised tours)
- Your Move (Department of Transport).

Opportunities can be identified by considering national walking and riding days which encourage people to walk or ride to school or work. Additionally, wellbeing is an important tool in encouraging people to think of their mental and physical health, and active travel can increase people's daily physical activity.

Additionally, activation of new or upgraded infrastructure is important in order to demonstrate its benefits, raise awareness of its existence and promote its use.

Opportunity:

- Engage with the DoT's Your Move officers to identify ways to collaborate with local schools and employers to help facilitate more walking and riding in the community
- Engage directly with schools, workplaces and other advocacy groups to identify specific opportunities to promote walking
- Undertake activation activities as soon as active travel infrastructure has been installed.

4.3.5 Funding Programs

4.3.5.1 WABN Regional Bicycle Network Grants

The WABN grants program is one of the key actions detailed in the Western Australian Bicycle Network Plan 2014-2031. Funding is available to local government authorities in WA, for up to 50 per cent of the total project cost, for the design and implementation of bicycle network infrastructure and programs in accordance with State Government priorities set out in the WABN Plan.

The WABN Grant Applications are anticipated to open annually in July, where local governments are invited to submit an Expression of Interest for grant funding. Following the Expression of Interest process, applicants of shortlisted projects will be invited to submit a full proposal.

4.3.5.2 Roads to Recovery

The Roads to Recovery Program is a federal government program which supports the maintenance of the nation's local road infrastructure asset. This program sets out to reduce fatalities and serious injuries in crashes on Australia's regional roads. Pedestrian and cycling facilities associated with a road can also be funded as part of this grant, to improve the safety of vulnerable road users. Funding is allocated for each financial year.

4.3.5.3 Regional Economic Development Grants

The Regional Economic Development Grants Program is a \$28.8m, five-year, State Government initiative to stimulate economic growth and development. Applications for grants are open at the start of the financial year, with details provided on the Wheatbelt Development Commission's website. Previous projects that have been successful in attaining the grants include the construction of a river crossing along the Turquoise Way Path between Jurien Bay and Cervantes, boosting sports tourism.

4.3.5.4 Metropolitan Regional Road Group (MRRG) Rehabilitation and Improvement Programs

There are two MRRG grants, one for Rehabilitation and one for Improvement. These programs are primarily focussed on the road network. However, the potential to assist cycling as part of any project should not be overlooked in order to enhance the overall network. The construction of protected on-road bike lanes may be included as part of a design. Submissions are received annually.

Opportunity:

- Investigate opportunities for obtaining funding for priority projects.

4.3.6 Summary

Following a review of the existing network and consultation feedback, a diverse range of opportunities have been identified in relation to:

- Ravensthorpe
- Hopetoun
- Munglinup
- Behaviour Change
- Funding programs.

These will be prioritised in the following chapters.

4.4 BIKE NETWORK PLAN

Following Consultation with the community, the Shire and the Department of Transport, the following cycling network hierarchy has been prepared. It focuses on improving the form and function of the internal network, and also identifies key strategic networks and directly responds to the community consultation feedback. It is also based on the principles from the Western Australian Cycling Network Hierarchy which is shown in full in Appendix C.

The proposed network for each townsite is shown below.

4.4.1 Ravensthorpe Bike Network

Figure 4-92: Bicycle Network (Ravensthorpe)

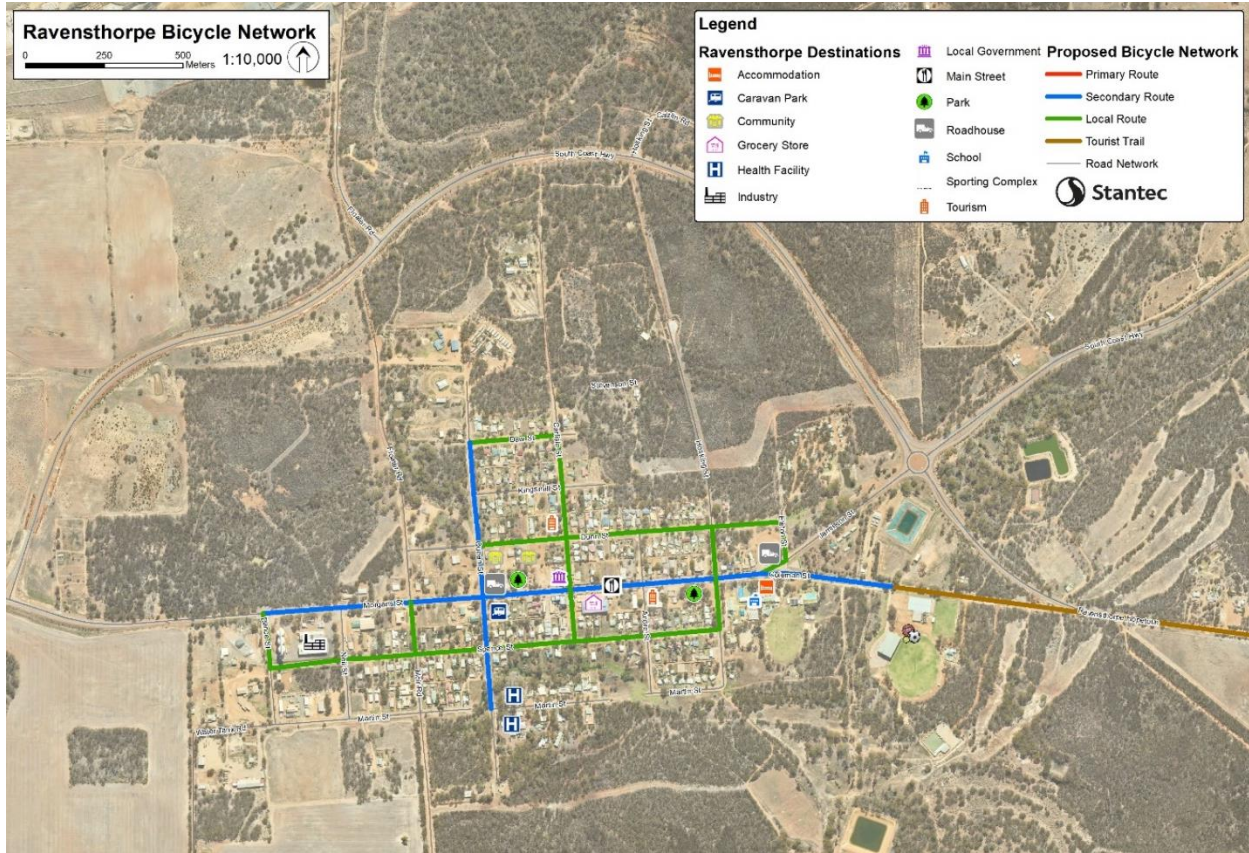


Table 4-3: Ravensthorpe Bicycle Network Route Summary

Primary Route	Secondary Route	Local Route	Tourist Trail
<ul style="list-style-type: none"> • Nil 	<ul style="list-style-type: none"> • Morgans Street • Coleman Street • Queen Street 	<ul style="list-style-type: none"> • Daw Street • Dunn Street • Spence Street • Dance Street • Moir Road • Carlisle Street • Hosking Street • Elston Street 	<ul style="list-style-type: none"> • Ravensthorpe Hopetoun Road

4.4.2 Hopetoun Bike Network

Figure 4-93: Bicycle Network (Hopetoun)



Table 4-4: Hopetoun Bicycle Network Route Summary

Primary Route	Secondary Route	Local Route	Tourist Trail
<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Ravensthorpe Hopetoun Road Veal Street 	<ul style="list-style-type: none"> Banksia Road Boroonia Street Cambewarra Drive Beach Place Seaview Way Laughing Wave Avenue Canning Boulevard France Street Mary Ann Drive Keplar Street Wilkinson Street Esplanade West Tamar Street Hakea Street Culham Street Chambers Street Dawn Street Chapman Street 	<ul style="list-style-type: none"> Esplanade East Southern Ocean Road Dunns Swamp Road Senna Road

4.4.3 Munglinup Bike Network

Figure 4-94: Bicycle Network (Munglinup)

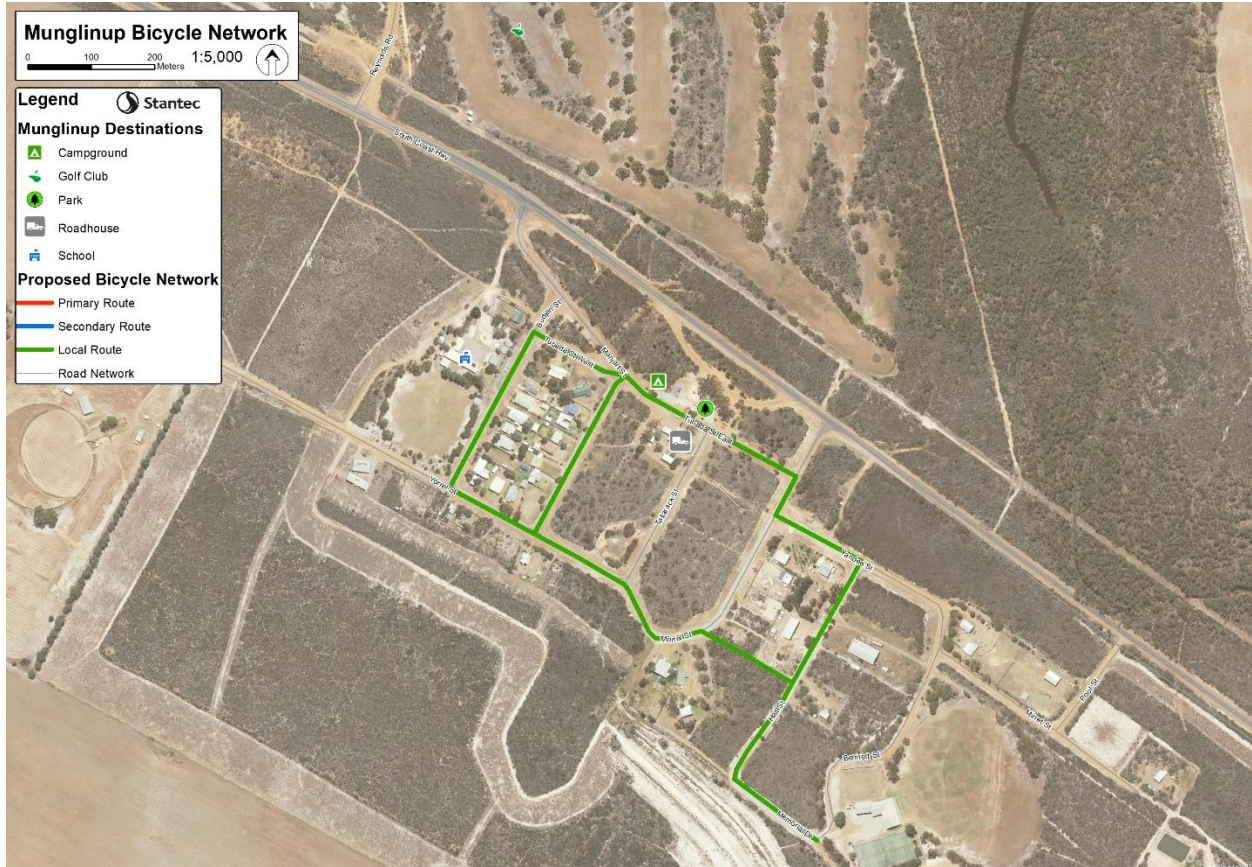


Table 4-5: Munglinup Bicycle Network Route Summary

Primary Route	Secondary Route	Local Route	Tourist Trail
<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Tubada Street Budjan Street Hall Street Yorrel Street Morrel Street Yandee Street Memorial Drive 	<ul style="list-style-type: none"> Nil

5.0 IMPLEMENTATION SCHEDULE

This chapter outlines the implementation schedule in relation to the opportunities identified in Section 4.0.

Priority timeframes are defined as follows:

- Short term (in 2 years)
- Medium term (within 5 years)
- Long term (within 10 years).

Short term actions are highlighted in **bold**.

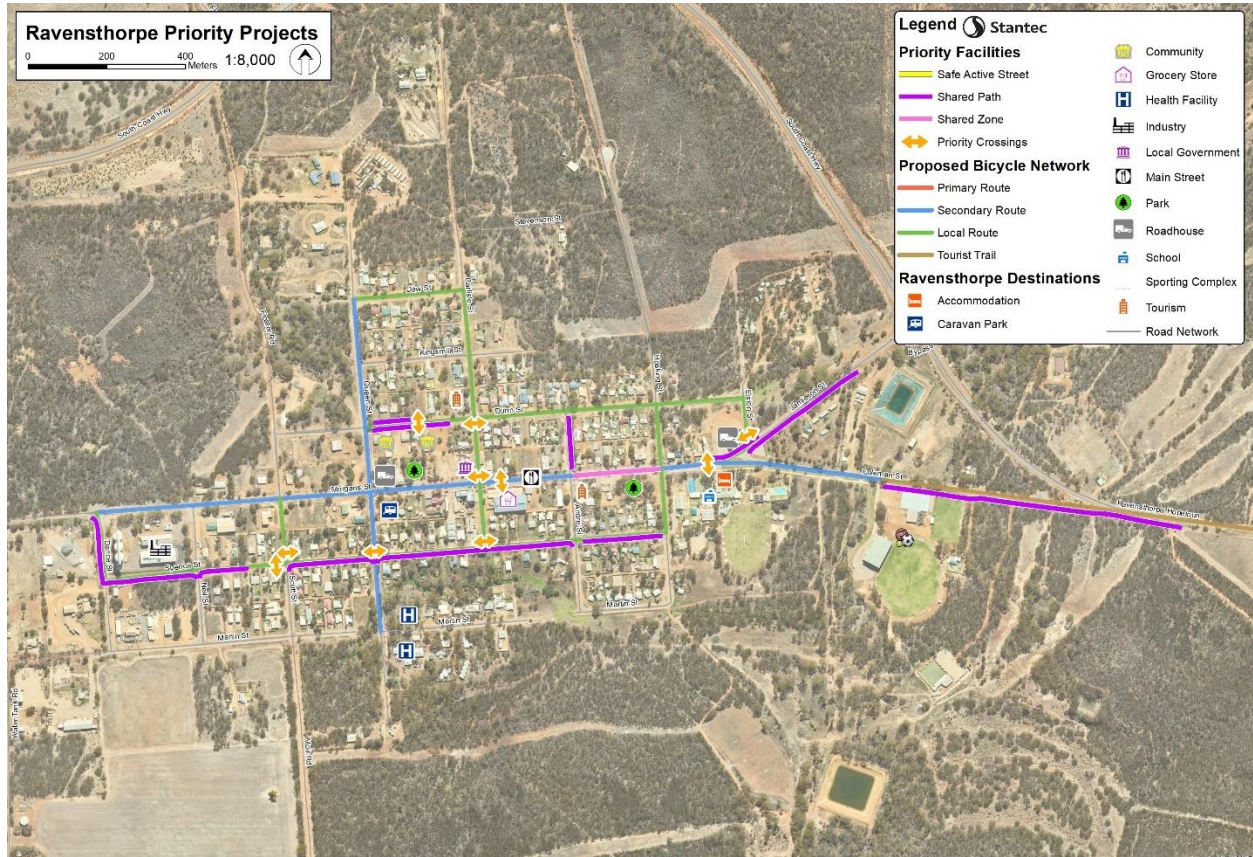
5.1 RAVENSTHORPE

Table 5-1: Ravensthorpe Implementation Schedule

Item	Theme	Opportunity	Route Hierarchy (if applicable)	Priority
R1	Crossing	Crossing over Moir Road adjacent to Spence Street	Access Road	Short
R2		Crossing over Spence Street adjacent to Moir Road	Access Road	Short
R3		Crossing over Queen Street adjacent to Spence Street	Access Road	Short
R4		Crossing over Carlisle Street adjacent to Spence Street	Access Road	Short
R5		Crossing over Carlisle Street to Morgans Street	Access Road	Medium
R6		Crossing over Morgans Street adjacent to Carlisle Street	Access Road	Medium
R7		Midblock crossing over Morgans Street between Hosking Street and Elston Street	Access Road	Medium
R8		Crossing over Elston Street adjacent to Jamieson Street	Access Road	Medium
R9		Midblock crossing over Dunn Street between Queen Street and Carlisle Street	Access Road	Medium
R10		Crossing over Carlisle Street adjacent to Dunn Street	Access Road	Short
R11	Shared Path	A shared path on the south side of Spence Street from Hosking Street, south to Dance Street on the west to Hosking Street	Local Distributor	Medium
R12		Extend existing paths on both sides of Dunn Street to Queen Street	Access Road	Medium
R13		Connect paths on Coleman Street and Elston Street	Local Distributor	Short
R14		A shared path on the south of Jamieson Street	Access Road	Short
R15		Ravensthorpe to Hopetoun connection	Primary Distributor	Medium
R16	Shade	Plant trees along verge where possible to improve shade along shared path	Access Road	Short

R17	Shared Zone	Shared Zone on Coleman Street from Andre Street to Hosking Street	Local Distributor	Medium
R18	Wheelstops	Install wheelstops to prevent vehicles overhanging pathways	Local Distributor	Short

Figure 5-1: Ravensthorpe Priority Projects



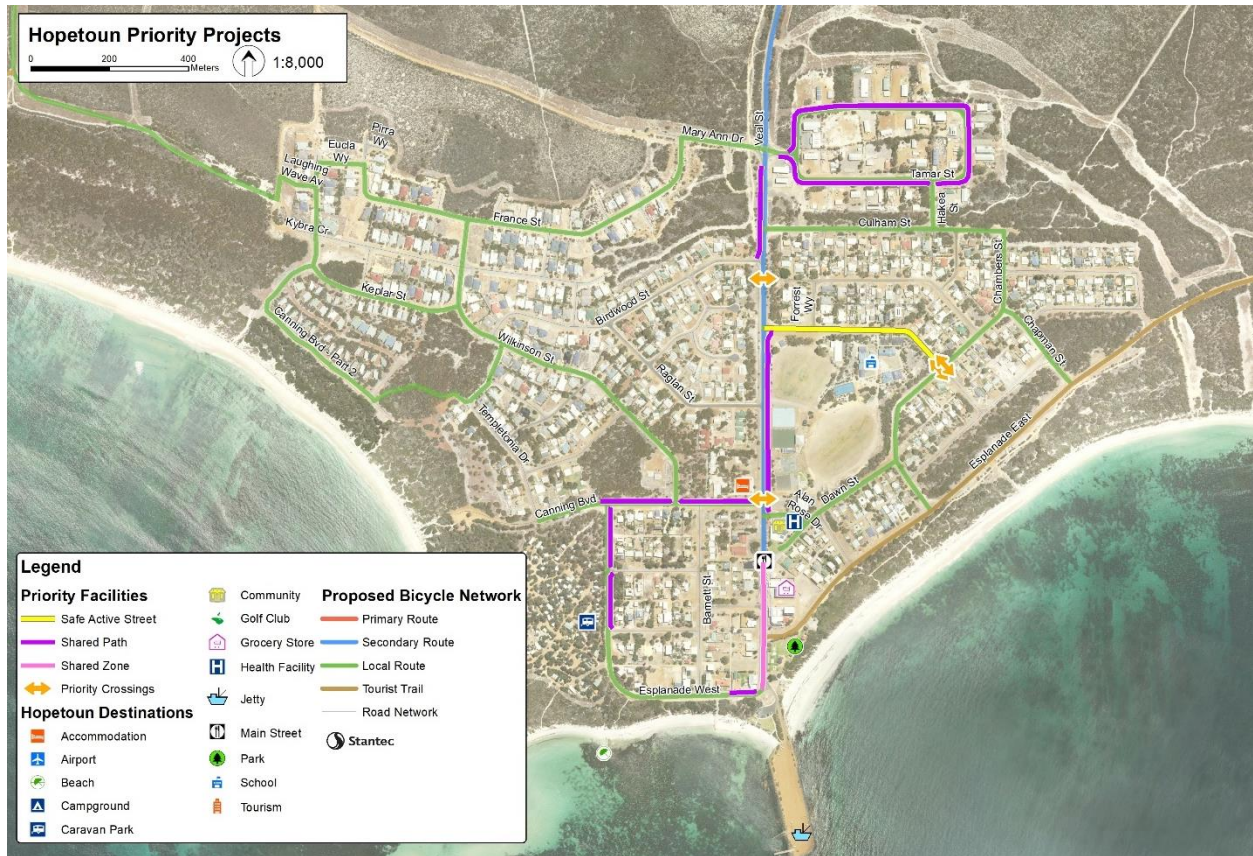
5.2 HOPETOUN

Table 5-2: Hopetoun Implementation Schedule

Item	Theme	Opportunity	Route Hierarchy (if applicable)	Priority
H1	Shared Path	Shared path on the west side of Veal Street from Mary Ann Drive to Birdwood Street	Regional Distributor	Short
H2		Shared path on the east side of Veal Street from Buckie Street to Alan Rose Drive	Regional Distributor	Short
H3		Shared path continuing the end of Dawn Street to Veal Street	Access Road	Short
H4		Shared path on the north side of Canning Boulevard from Esplanade West to Veal Street	Access Road	Medium

H5		Shared Path on the east side of Esplanade West from Canning Boulevard to West Street	Access Road	Medium
H6		Potential shared path connecting between either end of Canning Boulevard	Access Road	Medium
H7		Hopetoun to Ravensthorpe connection	Primary Distributor	Medium
H8		Shared path around outside edge of Tamar Street industrial area connecting back to Veal Street	Access Road	Long
H9	Crossing	Crossing over Veal Street adjacent to Moort Place	Regional Distributor	Short
H10		Crossing over Veal Street adjacent to Canning Boulevard	Regional Distributor	Short
H11		Crossings over Chambers Street either side of Buckie Street	Access Road	Medium
H12	Shared Zone	Shared zone on Veal Street from Dawn Street to Esplanade West	Regional Distributor	Medium
H13	Safe Active Street	Safe Active Street on Buckie Street from Veal Street to Chambers Street	Access Road	Short
H14	Long Distance Tourist Connections	Hopetoun to Bremer Bay	Primary Distributor	Long

Figure 5-2: Hopetoun Priority Projects



In addition to the proposed cycle network, a number of local footpaths that are needed for construction have been identified by local residents along:

- Gibson Way
- Chittick Street
- Forest Way
- The laneway connecting Gibson Way to Culham Street

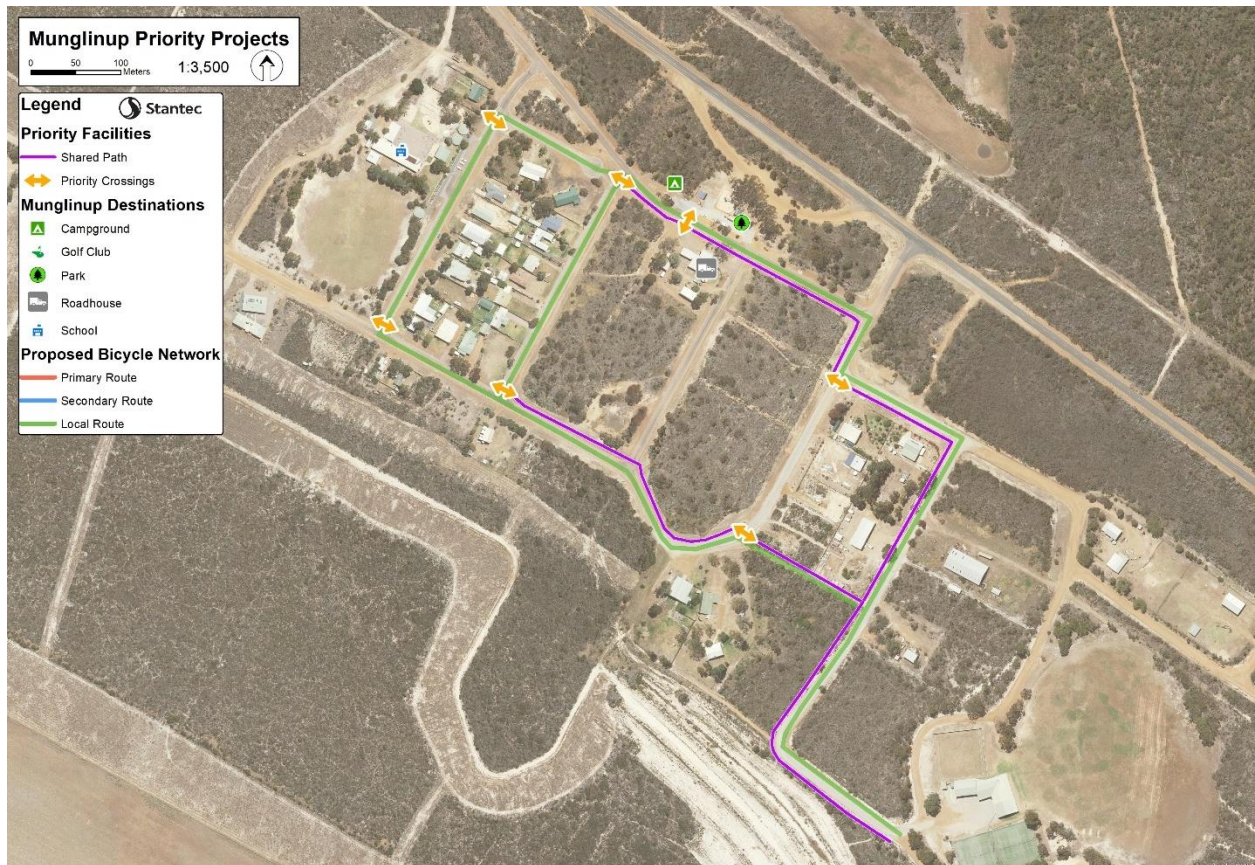
5.3 MUNGLINUP

Table 5-3: Munglinup Implementation Schedule

Item	Theme	Opportunity	Route Hierarchy (if applicable)	Priority
M1	Shared Path Network	Circular shared path route from the start Tubada Street East on the south side, continuation on the west side of Morrel Street to the south side of Yandee Street and continuing on the west side of Hill Street, through laneway between Hall Street and Morrel	Access Road	Short

		Street to the north of Morrel Street and Yorrel Street back to Manjart Street		
M2	Crossing	Crossing over Budjan Street adjacent to Yorrel Street	Access Road	Short
M3		Crossing over Morrel Street adjacent to Yandee Street	Access Road	Short
M4		Crossing over Morrel Street adjacent to laneway	Access Road	Short
M5		Crossing over Budjan Street adjacent to Manjart Street	Access Road	Medium
M6		Crossing over Manjart Street adjacent to Yorrel Street	Access Road	Medium
M7		Crossing over Manjart Street Tubada Street West and Tubada Street East	Access Road	Medium
M8		Wheelstops	Wheelstops on school parking to stop vehicles overhanging the pathway	Access Road

Figure 5-3: Munglinup Priority Projects



5.4 STRATEGIC ACTIONS

Table 5-4: Strategic Actions Implementation Schedule

Item	Theme	Opportunity	Route Hierarchy (if applicable)	Priority
S1	Behaviour Change	Engage with the DoT's Your Move officers to identify ways to collaborate with local schools and employers to help facilitate more walking and riding in the community	N/A	Short
S2	Behaviour Change	Engage directly with schools, workplaces and other advocacy groups to identify specific opportunities to promote walking	N/A	Short
S3	Behaviour Change	Undertake activation activities as soon as active travel infrastructure has been installed.	N/A	Medium
S4	Funding Programs	Investigate opportunities for obtaining funding for priority projects.	N/A	Medium

6.0 CONCLUSIONS

Based on the analysis of the local network and community consultation findings, the implementation of the initiatives outlined in this plan will support accessibility throughout the Ravensthorpe, Munglinup and Hopetoun townsites for all members of the community. The vision for the Plan is:

To create a connected and safe cycling network for all members of the community and visitors”

This vision balances the needs of the Shire, Stakeholders and the Community which have been understood and documented through the review and engagement process.

The Literature Review examines relevant planning documents regarding the interface with active transport in the Shire and the State. It identified that, whilst the Western Australian Bicycle Network Plan identifies a vision for cycling in Western Australia, the local policies in the Shire of Ravensthorpe provide a supporting framework for the development of a local bike plan for the townsites of Ravensthorpe, Munglinup and Hopetoun. In particular, the Fleet, Equipment, & IT Asset Management Plan which identifies the need to provide a high-quality path network to support walking and cycling.

Research supports the need to ensure there is safe, connected and high-quality cycling infrastructure and routes to encourage greater participation rates of cycling, particularly in younger age groups and females. Interest in E-rideables will continue to grow.

In addition to consultation with the Shire, three additional engagement events took place during the course of preparing the Plan:

- Online community survey
- Community Workshop in Ravensthorpe
- Community Workshop in Hopetoun.

A saddle survey was also undertaken to which interested community members were invited to participate.

The overarching outcomes from the survey identified:

- Key destinations
- Most frequently used roads
- Desirable projects
- Overarching aspirations from the Shire’s point of view.

These investigations resulted in Network Plans for Ravensthorpe, Munglinup and Hopetoun and a corresponding Implementation Schedule.

Short term actions mainly relate to connecting schools, infrastructure on secondary routes and strategic actions that facilitate behaviour change and funding opportunities.

Appendices

Appendix Subtitle

Appendix A DETAILED LITERATURE REVIEW

A.1 STATE PLANNING STRATEGY (2014)

The State Planning Strategy 2050 identifies cycling as a component of many of key objectives included in the strategy, including in the objective to enable liveable, inclusive and diverse communities and the objective to encourage active lifestyles, community interaction and betterment. This strategy broadly supports the development of a Bike Plan for the Shire of Ravensthorpe.

A.2 WESTERN AUSTRALIAN BICYCLE NETWORK (WABN) PLAN (UPDATED 2017)

The Western Australian Bicycle Network (WABN) Plan was prepared by the Western Australian State Government, through the Department of Transport (DoT). It was originally prepared in 2014 and has since been updated in 2017. It sets out a vision, targets and objectives relating to cycling to the year 2031 across the state. There are a number of programs which are funded through the initiatives of the WABN Plan, including the Principal Shared Path (PSP) Program and local government grants (through the Perth Bicycle Network (PBN) and Regional Bicycle Network (RBN) Grants), as well as the DoT's Safe Active Streets (SAS) grant program. Additionally, the DoT have reviewed local bicycle routes to assist with the development and creation of the Cycle Network Hierarchy, and have also prepared, or are preparing, long-term strategic plans for the Western Australian Regions.

The WABN Plan notes that short vehicle trips are the easiest to convert to cycling trips, with the majority of short trips being less than 5km, which is the equivalent to a 20 minute trip by bike. The WABN Plan identified that the barriers to riding a bike for people includes:

- Too far (33% of the population surveyed)
- Don't have a bike (18%)
- Not Safe (13%)
- Need to carry stuff (13%)
- Didn't occur to me (7%)
- Not fit enough (5%)
- No facilities (3%).

The transport, economic, health, environmental and social benefits are also identified in the WABN Plan. Key actions of the WABN Plan are:

- Long Term Cycle Strategy for Regional WA
- Long Term Cycle Strategy for Perth
- Expansion of the PSP network
- Perth Bicycle Network Grants Program
- Regional Bicycle Network Grants Program



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Appendix A DETAILED LITERATURE REVIEW

- Development of a cycling counting and monitoring strategy
- Connecting Stations
- Perth Central Area Transport Plan Cycling Projects
- Safe Active Streets
- End of Trip Facilities in Perth CBD and Activity Centre
- Connecting Schools.

The DoT’s Long Term Cycle Strategy for Regional WA is consistent with the Department’s approach for the Long-Term Cycle Strategy for Perth, and sets out a hierarchy which is applied to designate primary, secondary and local routes in addition to training routes and tourist trails as shown in Appendix C. The Inter-Modal Hierarchical Prioritisation (I’M HiP) information sheet is also shown in Appendix D.

The DoT have also identified the typology for each of these route types, as shown in the figure below:

Dedicated cycling infrastructure - five typologies of route						
		Primary Routes	Secondary Routes	Local Routes	Tourist Trials	Road Cycling Routes
Type of trips	Commuting	✓	✓	✓	✗	✗
	Utility	✓	✓	✓	✗	✗
	Recreation	✓	✗	✗	✓	✗
	Touring	✓	✗	✗	✓	✓
	Training	✓	✗	✗	✗	✓
Responsible agencies (planning, delivery and support):		Department of Transport, Main Roads, Public Transport Authority, Local Government	Department of Transport, Main Roads, Local Government	Department of Transport, Main Roads, Local Government	Department of Biodiversity, Conservation and Attractions, Local Government, Public Transport Authority, Department of Transport, Department of Local Government, Sport and Cultural Industries, LotteryWest Main Roads,	Department of Local Government, Sport and Cultural Industries, Road Safety Commission, Department of Transport, Main Roads, Local Government
Infrastructure should be designed for:		The 8 to 80 user group	The 8 to 80 user group	The 8 to 80 user group	The 8 to 80 user group	Confident cyclists



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Appendix A DETAILED LITERATURE REVIEW

The Infrastructure Hierarchy and Hierarchy Typologies provide a framework within which the recommendations for this Plan will be developed.

A.3 SHIRE OF RAVENSTHORPE LOCAL PLANNING SCHEME NO. 6 (2018)

Regarding cycling, the Local Planning Scheme No. 6 identifies providing sufficient supply of land for recreation as important and also advocates for a coordinated approach to providing footpaths and infrastructure generally. These points support the development of a Bike Plan for the Shire of Ravensthorpe.

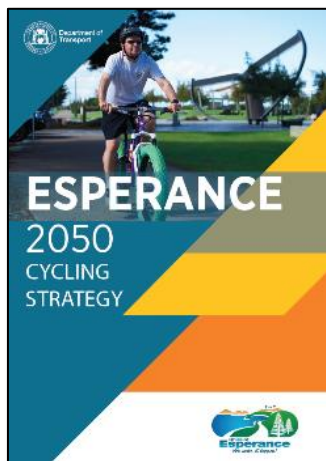
A.4 SHIRE OF RAVENSTHORPE LOCAL PLANNING STRATEGY (2015)

Like the Local Planning Scheme for the Shire of Ravensthorpe, the Local Planning Strategy supports the provision of adequate recreation facilities for residents and also acknowledges the role of the townsites, particularly Hopetoun, as a tourist destination. As such, this plan supports the development of a Bike Plan, which will help achieve the goals outlined in the Local Planning Strategy document.



A.5 ESPERANCE 2050 CYCLING STRATEGY (2018)

While the Esperance 2050 Cycling Strategy, developed by the DoT, is focused on the Shire of Esperance, it does make reference to key regional linkages. The plan supports a long-distance connection to Albany, which would support tourism across the Great Southern and Goldfields-Esperance regions. The Munda Biddi trail, which currently runs between the Shire of Mundaring and Albany, is proposed to be extended in the direction of Esperance. Naturally, as any such trail would traverse the Shire of Ravensthorpe, coordination with the



Shire as well as other stakeholders will be fundamental to realizing this long-term vision. The Bike Plan effort should endeavor not to preclude such a linkage being realized at a later date.

A.6 COMMUNITY SAFETY PLAN (2009)

The Community Safety Plan was reviewed for relevance to the Shire's Bike Plan. While cycling was not mentioned directly, the Community Safety Plan does reference using Crime Prevention through Environmental Design (CPTED) techniques to ensure that public spaces are designed with safety in mind. All proposed cycle facilities in this plan should strive to include CPTED principles in their design, e.g. provide



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Appendix A DETAILED LITERATURE REVIEW

adequate lighting, etc. This plan also supports the additional development of recreational opportunities in the Shire.

A.7 TRAIL MASTER PLAN FOR THE SHIRE OF RAVENSTHORPE (2013)

The Trail Master Plan for the Shire of Ravensthorpe identifies five priority trails, the Hopetoun Town Heritage Trail, the Ravensthorpe Heritage Walk, the Kundip Loop, the Mt. Desmond Circuit, and the Ravensthorpe Town Heritage Drive Trail. Mountain bikers are mentioned as possible users of Ravensthorpe trails, though the Trail Master Plan focuses primarily on walkers. While the Bike Plan predominantly centres on cycling for transport, providing linkages to the priority trails outlined in this plan will be an important consideration.

A.8 TOURISM STRATEGY FOR THE SHIRE OF RAVENSTHORPE (2010)

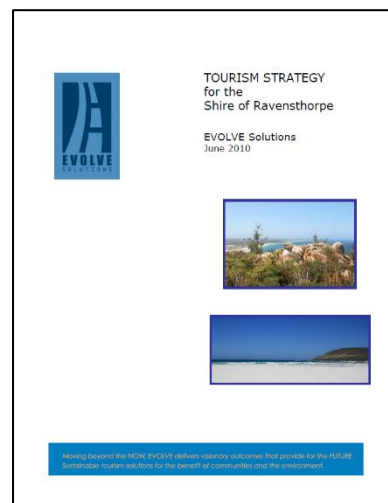
While tourism has always been a component of the economic profile of the Shire of Ravensthorpe, this plan outlines strategies to increase the economic impact of tourism in the Shire. Cycling is mentioned in the document in relation to strategies for creating links between townsites (e.g. Heritage Trail repurposed as dual mountain bike and walking trail), opening reserve areas for walking/cycling, providing mountain bike hire opportunities, and highlighting opportunities to enjoy the unique natural areas in the region by bike. This plan emphasizes the role that a safe and connected cycling network in the Shire can play in attracting tourism to the region.

A.9 INTEGRATED PLANNING SUITE 2020-2030 (2021)

The integrated planning suite encompasses numerous documents, including:

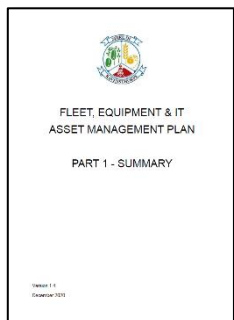
- Our Community, Our Future: Shire of Ravensthorpe Strategic Community Plan 2020 – 2030
- Corporate Business Plan
- Long-Term Financial Plan
- Fleet, Equipment & IT Asset Management Plan
- Property Asset Management Plan
- Recreation Asset Management Plan
- Transport Asset Management Plan
- Workforce and Diversity Plan.

Only those plans that contain information specific to cycling are referenced below.



A.9.1 Corporate Business Plan

The Corporate Business Plan outlines a plan to provide an effective network of footpaths and cycleways to facilitate safe movement through the community; this strategic guideline directly underpins the development of this Bike Plan. Additionally, the plan includes an objective to ensure that it is easy to move around the townsites and that each townsite has an attractive street environment.



A.9.2 Fleet, Equipment, & IT Asset Management Plan (2020)

The Fleet, Equipment, & IT Asset Management Plan notes that walking is the most popular activity for recreation, followed by other activities, most notably cycling/bmxing. For this reason, this document identifies the need to provide a high-quality path network to support walking and cycling. This document also references that tourism has increased in the region, while the median age has also risen from 37 to 45 between 2001 and 2016. Both trends support the provision of infrastructure that supports active transport options.

A.9.3 Cycling and Walking Australia and New Zealand - National Walking and Cycling Participation Survey (WA) 2021

The National Walking and Cycling Participation Survey provides insight into walking and cycling activity across Australia and is a successor to the National Cycling Participation Survey which was conducted biennially from 2011 to 2019. The survey is administered using telephone interviews with a representative sample of Australians using both mobile and landline telephone numbers.

The key research findings from this study related to this project include:

- Around 21.4% of residents rode a bike (including e-bikes) in the previous week and 46.7% in the previous year
- The participation rate has increased in metropolitan Perth and remained steady in regional areas of WA (around 24% in the last week and 51% in the last year)
- Cycling participation is much higher in males (26.5%) than females (16.4%)
- The participation rate has increase significantly among both genders since 2019
- Among both genders the participation rate declines as young children become teenagers and then precipitously from teenagers to young adults.
- Across Western Australia 40.0% of residents aged 15 and over were classified as interested in riding; that is, they do not ride currently but would like to do so or currently ride only off-road.
- It is estimated that 1.9% of the Western Australian population ride an electrically assisted rideable such as an e-scooter, e-skateboard or Segway in a typical week.



Appendix B COMMUNITY ENGAGEMENT SURVEY

B.1 OBJECTIVES

B.2 OVERVIEW

Stantec were engaged to undertake a community survey through SurveyMonkey which involved asking community members within the Shire a series of online questions relating to cycling within their community. The survey also involved questions relating directly to cycling within Ravensthorpe, Hopetoun and Munglinup. A summary of the question themes is provided below:

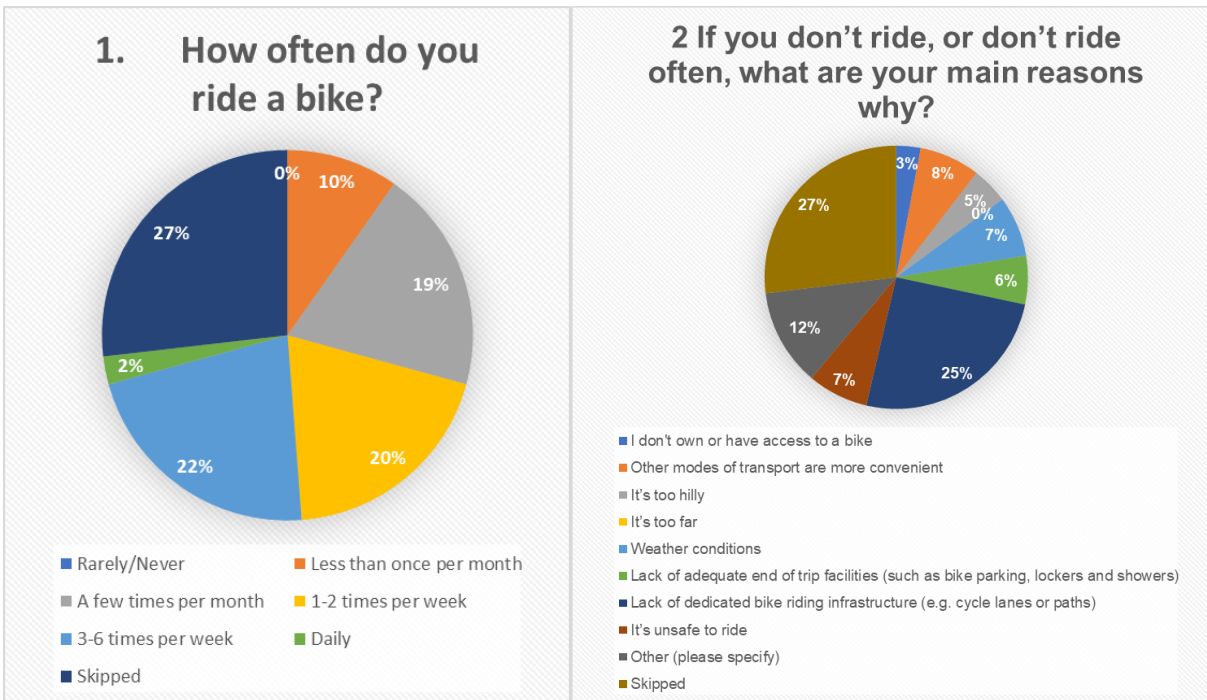
- Questions 1-7: general cycling questions relating to cycling behaviour, most common cycling times, and reasons for and against cycling
- Questions 8-20: location specific cycling questions with 4 specific question per town relating to cycling origins/destinations and priority projects
- Questions 21-23: general feedback and personal profile questions.

A total of 41 people responded to the survey and the survey tool is provided in Appendix A.



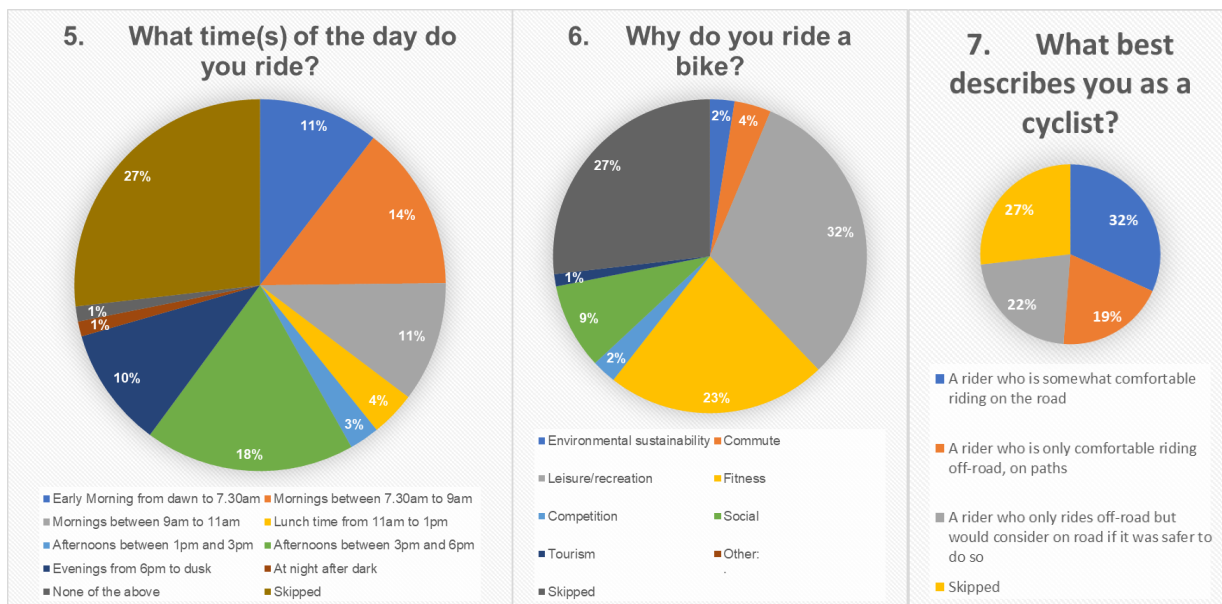
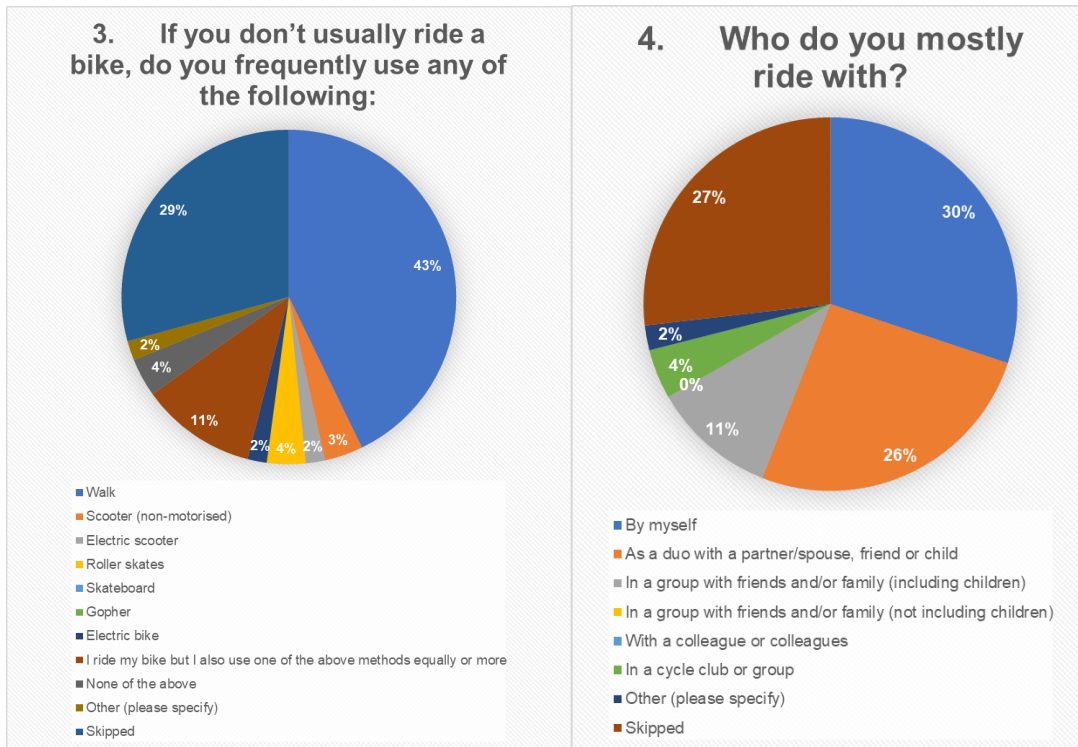
B.3 SURVEY RESULTS

B.3.1 Cycling Behaviour



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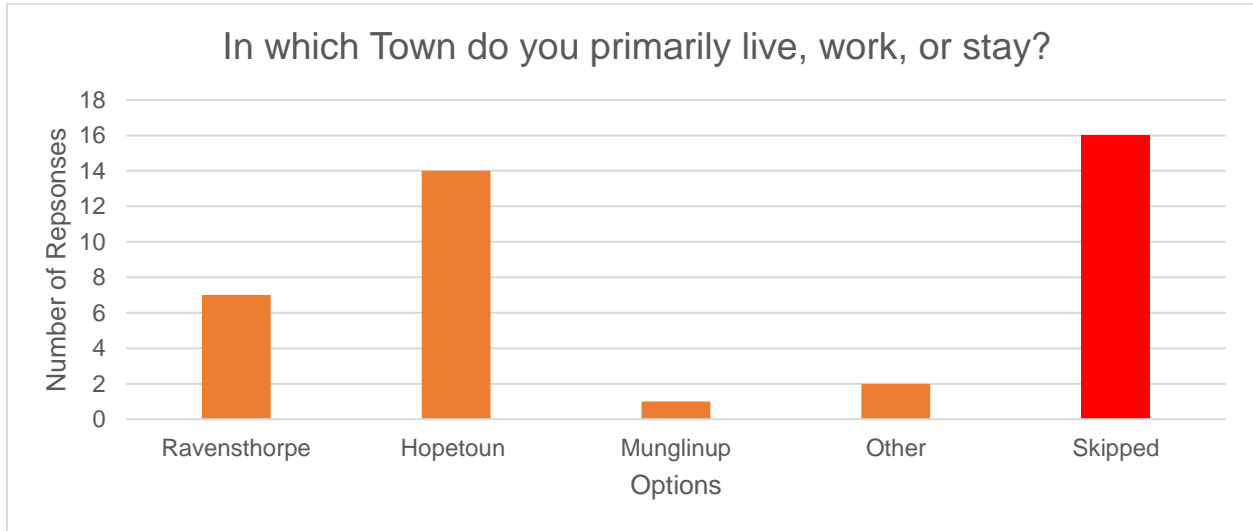
Appendix B Community Engagement Survey



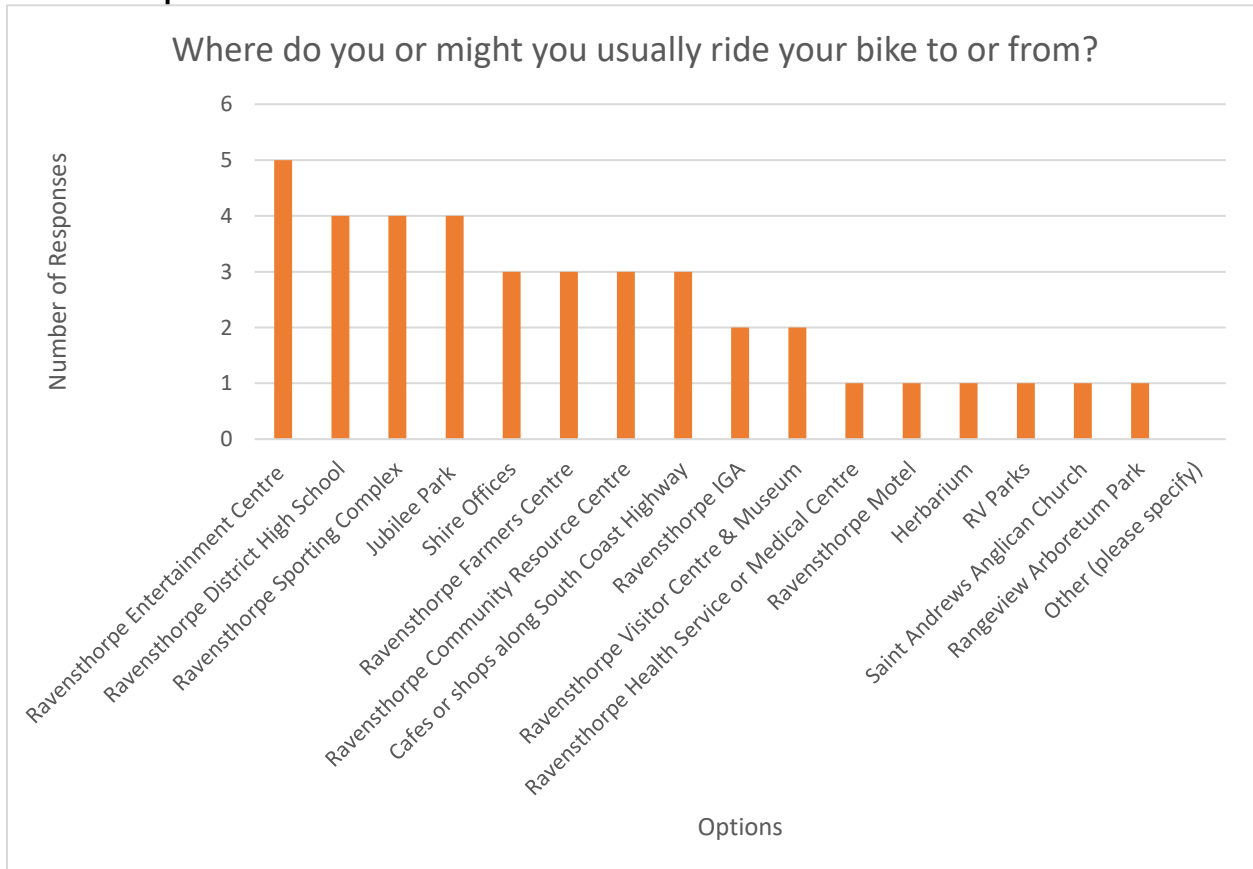
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Appendix B Community Engagement Survey

B.3.2 Location

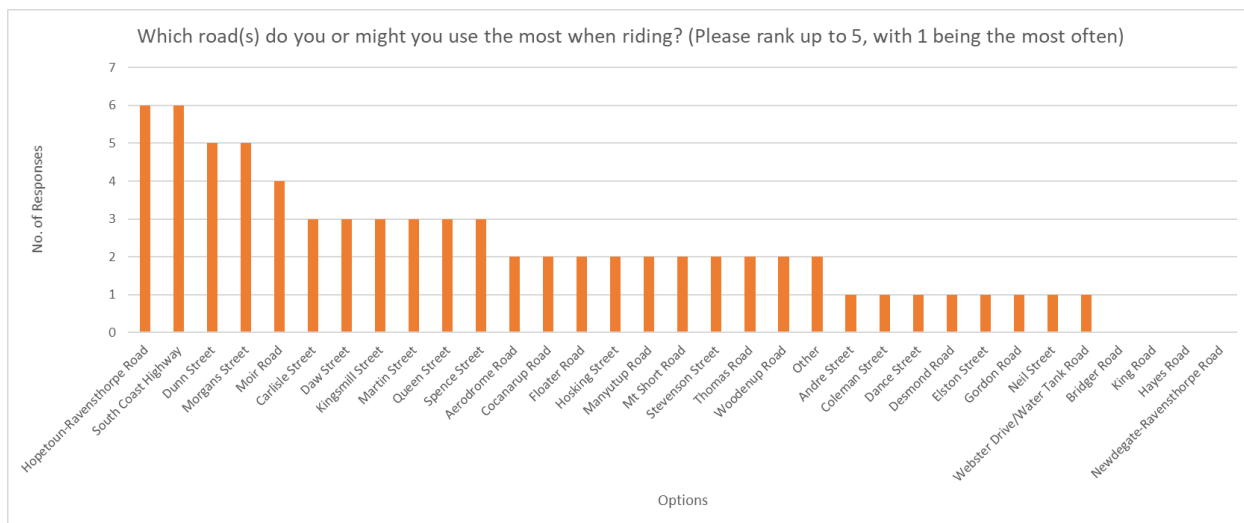


Ravensthorpe



RAVENSTHORPE BIKE PLAN

Appendix B Community Engagement Survey



The community members ranked a list of projects in order of their preferred priority from 1 to 15 with 1 being the preferred priority and 15 being the least preferred priority. Each project was scored a point depending on their rank which was then averaged to give a weighting with the lowest total having a higher priority. The results were ordered into the following list:

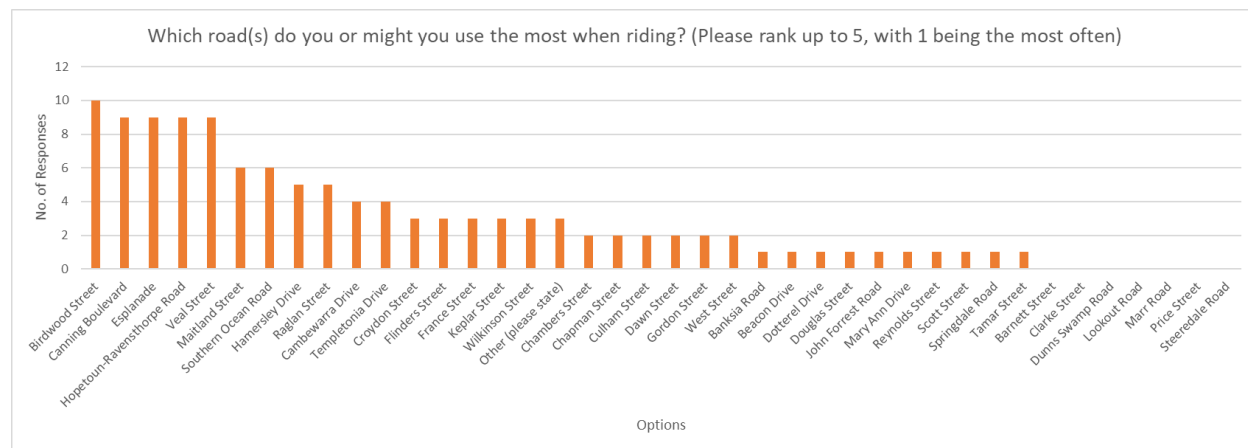
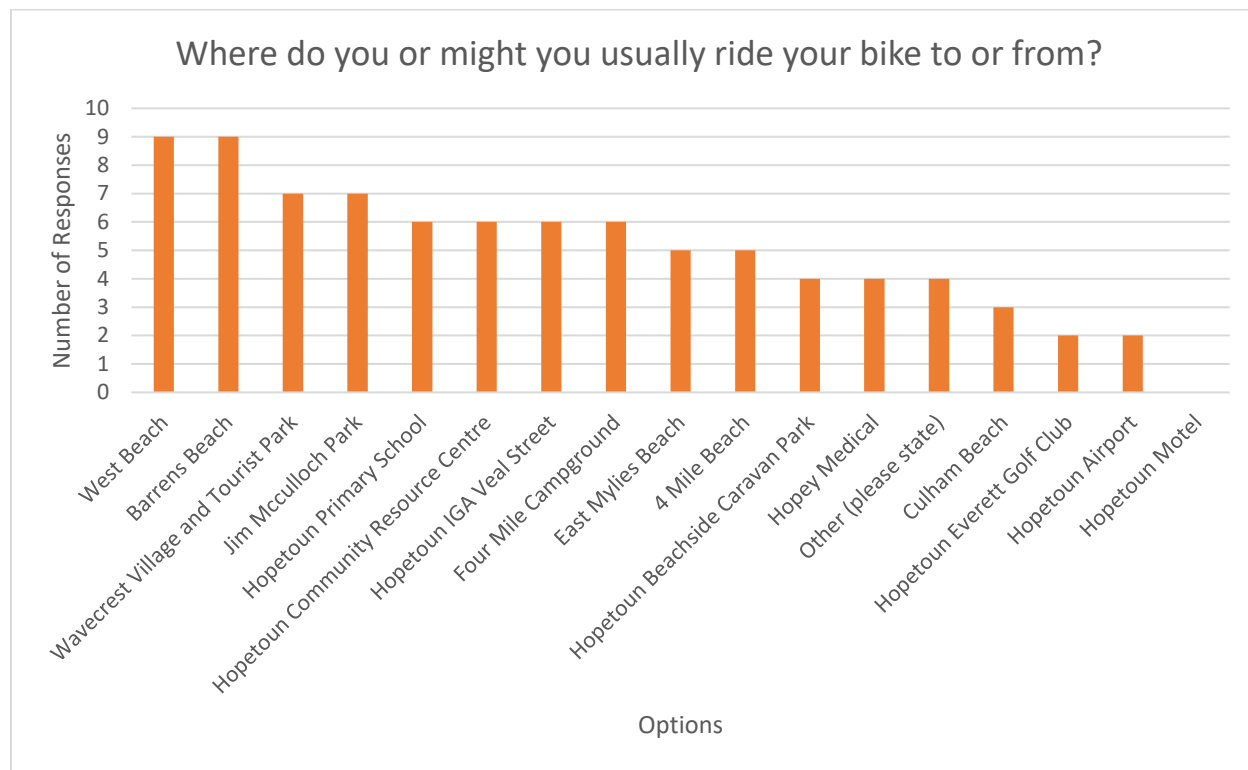
1. Improved crossings over South Coast Highway (Morgans Street)
2. Cycle lanes separated from vehicles
3. More shade
4. Provision of end of trip facilities (lockers, repair stations etc.)
5. Increased bike parking
6. Improved access to employment area
7. Water fountains
8. Some parking bays on Morgans Street relocated elsewhere
9. Connecting to existing trails (e.g. Hopetoun-Ravensthorpe Railway Heritage Trail)
10. Improved footpath conditions (please specify where)
11. Lowering vehicle speeds along Morgans Street/Jamieson Street
12. A link between Ravensthorpe and Hopetoun
13. Better wayfinding (directional signage)
14. Better connections between paths
15. A link between Ravensthorpe and Munglinup

Hopetoun



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Appendix B Community Engagement Survey



The community members ranked a list of projects in order of their preferred priority from 1 to 18 with 1 being the preferred priority and 18 being the least preferred priority. Each project was scored a point depending on their rank which was then averaged to give a weighting with the lowest total having a higher priority. The results were ordered into the following list:

1. Dedicated cycle route along Esplanade
2. Dedicated cycle route along Hamersley Drive
3. Dedicated cycle route along Hopetoun-Ravensthorpe Road
4. Dedicated cycle route along Veal Street
5. Dedicated cycle route along Southern Ocean Road



RAVENSTHORPE BIKE PLAN

Appendix B Community Engagement Survey

6. Improved crossings over Veal Street
7. Cycle lanes separated from vehicles
8. Improved crossings over Esplanade
9. Lowering vehicle speeds along Veal Street
10. Increased bike parking
11. Provision of end of trip facilities (lockers, repair stations etc.)
12. Water fountains
13. Better connections between paths
14. More shade
15. Improved footpath conditions (please specify where)
16. A link between Hopetoun and Ravensthorpe
17. Better wayfinding (directional signage)
18. A link between Hopetoun and Munglinup.

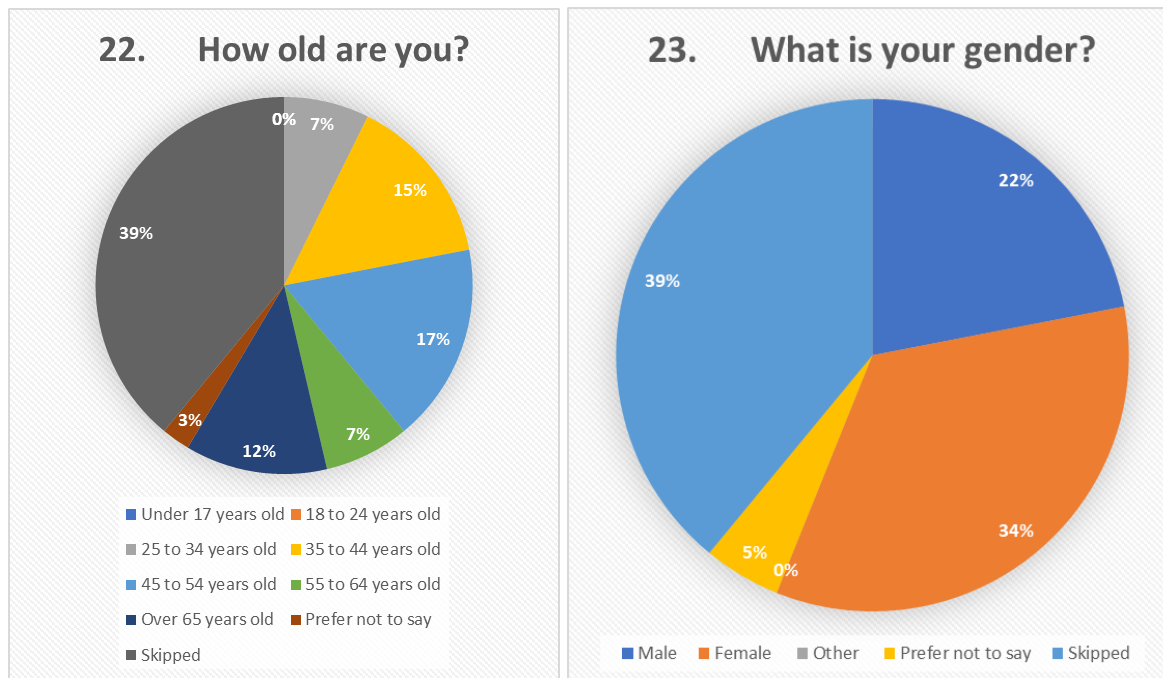
Munglinup

Munglinup had only one participant respond to the survey questions. In both of the questions relating to route and origins/destinations, “other” was selected from the list with “all these are within easy walking distance. Bike trail along Mungy River/Oldfield Estuary is a better idea” given as the specified answer for where they would ride to or from. Additionally, “none” was given when asked about routes they take. This respondent also answered for Ravensthorpe questions. The ranking given for Munglinup projects by the single participant is shown in the list below. However, the fact that only one participant responded should be taken into account when considering the responses in relation to Munglinup.

1. Improved crossings over South Coast Highway
2. Lowering speeds along South Coast Highway
3. Improved safety features along Tubada Street
4. Increased bike parking
5. Provision of end of trip facilities (lockers, repair stations etc.)
6. Better wayfinding (directional signage)
7. More shade
8. Water fountains
9. A link between Ravensthorpe and Munglinup
10. A link between Munglinup and Hopetoun
11. Improved footpath conditions (please specify where)



B.3.3 General Feedback and Personal Profile Questions



Feedback and respondent information

The useful feedback given by respondents is as below:

Comment	Response
Would like to see accessible MTB trails, just for fun	Noted for upgrades to existing trails
The Ravensthorpe-Hopetoun Heritage Trail should be upgraded to a dual use path and extended along or near the main road where the original railway now passes through farmland. Existing trail sections are currently being cleared for general use by the Fitzgerald Bicycle User Group (Fitzzy BUG).	Noted as part of tourist trail in the bike plan network
I think the dirt roads should be a priority of push bikes. So many tourists came in to complain about corrugated roads are so uncomfortable to travel on when wanting to site see. Cars not 4wd turning back from where they want to go. So bad for future business and tourism in the region. Needs to be a priority more than push bike routes.	Noted, road and path upgrades have
Veal Street would benefit from better footpaths on both sides of road.	Noted and included as part of the implementation plan
Paths in general in Hopetoun have dead ends are poorly planned. Proper paths and upgrades should be of a high priority. Dedicated paths for bikes and walking should be constructed to key landmarks in the Hopetoun area to improve livability and tourism. The continuation and upgrade of the path along the Esplanade onto 2mile would be a great tourism route. Improving the path from town to Wavecrest should also be upgraded to a hard surface for all uses. The Esplanade from the caravan park past the pub should also be included in upgrades	Noted and generally included within the implementation plan



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Appendix B Community Engagement Survey

Mountain bike track in ranges / carlingup Rd to attract events of this nature	Noted, tourist trails included in bike plan network
There are no current footpaths in some of the streets in the old part of town in Hopetoun, like Gibson way. Paths would make it safer. A zebra crossing on buckle Street would also make it safer for kids riding to school.	Noted, improved routes and crossing included in network plan
We need downhill tracks and promote competition. The money it would bring the town would be great	Noted, outside of scope
The biggest need is for MTB trails around or between towns. I don't think there is any need to put in cycling paths in Hopetoun. The roads are quiet anyway.	Noted, bike plan is funded to improve connectivity
The Heritage Trail from Hopetoun to Ravensthorpe is a special trail that would easily and cost-effectively be upgraded to a safe and enjoyable bike trail and be attractive for visitors and locals.	Noted, included as part of network plan
Questions were a bit leading/ pre-determined. Be nice for tourists to have a bike trail to ride around and view the wildflowers. Downhill mountain bike trail in Ravensthorpe Range	Noted, tourist trails inclusive in network plan
Happy to ride on paths, but paths in ravy need a massive upgrade to be safe! There's holes, bumps, rough surfaces etc make it too hard at present	Noted, path widening and maintenance high priority
Could not delete numbered preferences when a mistake made. Not esplanade. Southern ocean red as 3. Delete the rest.	Noted
Mountain bike infrastructure too please! I know this is not the scope of this survey but our area would benefit greatly from it	Noted, existing trails and tourist trails in the network plan may satisfy this criteria
Please consider a coastal bike/ militi use path from 2 mile beach through to west beach including lookouts along the way	Noted and considered in network development



Appendix C WA CYCLING NETWORK HIERARCHY



WESTERN AUSTRALIAN

CYCLING NETWORK HIERARCHY

The Western Australian Cycling Network Hierarchy designates routes by their function, rather than built form. Function considers the type of activities that take place along a route, and the level of demand (existing and potential).

The built form of a route is based on the characteristics of the environment, including space availability, topography, traffic conditions (speed, volumes), primary users, and so on.

When considering appropriate built forms for primary, secondary and local routes, an all ages and abilities design philosophy should be adopted.

	1. PRIMARY ROUTE	2. SECONDARY ROUTE	3. LOCAL ROUTE
Function	Primary routes are high demand corridors that connect major destinations of regional importance. They form the spine of the cycle network and are often located adjacent to major roads, rail corridors, rivers and ocean foreshores. Primary routes are vital to all sorts of bike riding, including medium or long-distance commuting / utility, recreational, training and tourism trips.	Secondary routes have a moderate level of demand, providing connectivity between primary routes and major activity centres such as shopping precincts, industrial areas or major health, education, sporting and civic facilities. Secondary routes support a large proportion of commuting and utility type trips, but are used by all types of bike riders, including children and novice riders.	Local routes experience a lower level of demand than primary and secondary routes, but provide critical access to higher order routes, local amenities and recreational spaces. Predominantly located in local residential areas, local routes often support the start or end of each trip, and as such need to cater for the needs of users of all ages and abilities.
Design Philosophy	An <u>all ages and abilities</u> design philosophy is about creating places and facilities that are safe, comfortable and convenient for as many people as possible. By planning for and designing infrastructure that caters for the youngest and most vulnerable users, we create a walking and bike riding network that everyone can use. At the heart of this approach is fairness and enabling all people to use the network regardless of age, physical ability or the wheels they use.		
Form	All routes can take a number of different forms and are designed to suit the environment in which they are located. These forms include: <ul style="list-style-type: none"> • Bicycle only, shared and/or separated paths; • Protected bicycle lanes (uni or bi-directional, depending on the environment); and • Safe active streets Principal Shared Paths (PSPs) are often built along primary routes. A PSP is a high quality shared path built to MRWA PSP standard which generally means the path will be 4m wide, have adequate lighting and be grade separated at intersections (where possible). In some locations, quiet residential streets incorporating signage and wayfinding may be appropriate for local routes.		

Road Cycling Routes and Transport Trails form part of the complementary network, supporting more select user groups, primarily for recreational, sport and/or tourism purposes.

	ROAD CYCLING ROUTE	TRANSPORT TRAIL
Function	Road cycling routes are designated routes for bike riders undertaking long distance rides in (predominantly) on-road environments, for training, sports or recreational purposes.	Transport trails provide long-distance, off-road (predominantly unsealed) riding experiences through natural settings, away from motorised traffic. They often support recreational and tourism trips between towns and regions.
Form	Road cycling routes are predominantly located on lower order, rural or semi-rural roads on the outskirts of cities and towns. Sections may follow busier roads, particularly as road cycling routes typically begin and end in built up areas and often follow scenic roads popular with other road users. These routes support bike riders undertaking challenging longer distance rides by raising awareness and encouraging safe behaviour by all road users. This is achieved through advisory signage, warning technology and other road safety initiatives.	Transport trails are typically located within underutilised transport and service corridors in rural areas. Due to their relatively gentle gradients, former railways and certain utility corridors make excellent candidates for these trails. Transport trails should be constructed from materials appropriate to the environment and level of service required. Well drained, compacted gravel with supporting infrastructure such as wayfinding signage is a common form. In some instances transport trails will be sealed, such as where they intersect with busy roads or run through town sites. They will often change classification to a primary or secondary route when they pass through a town, reflecting the more holistic role they perform in the transport network in these situations.

Appendix D INTER-MODAL HIERARCHICAL PRIORITISATION (I'M HIP) INFORMATION SHEET





INTER-MODAL HIERARCHICAL PRIORITISATION (I'M-HiP)

In Western Australia, it is common practice for off-road active transport infrastructure (footpaths, shared paths, bicycle paths) to terminate at minor road intersections. This lack of priority can significantly impact network continuity, reduce the attractiveness of off-road paths and ultimately, disadvantage people who choose to ride or walk.

High-order active transport routes should not stop and start by default each time they intersect with a low-order road. Consideration should be given to the relationship between the route within the functional Cycling Network Hierarchy, and the intersecting road within the MRWA road hierarchy. We call this 'inter-modal hierarchical prioritisation' or 'I'M-HiP' for short.

The Department of Transport encourages priority across minor roads for people riding and walking, where safe to do so.

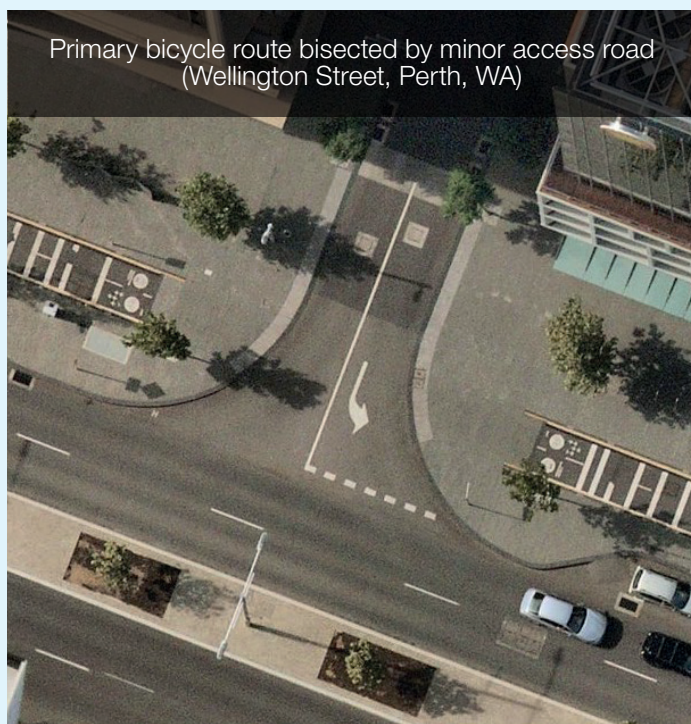
Local Context

Where active transport infrastructure crosses minor roads, intersections should be designed in a manner that ensures safe use by everyone. This means:

- Both people driving and those on the path are aware of the existence of the crossing, and the priority that applies; and
- The location and design of the crossing, and the priority adopted, does not put people, whether on the road or on the path, at risk when turning.

Application

The local appropriateness of continuing active transport infrastructure and/or surface treatments through intersections should be considered, and road infrastructure should not automatically sever path infrastructure as a standard intersection treatment.



13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

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

Nil.

15 MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS

Nil

16 CLOSURE

The Presiding Member to declare the meeting closed.