



ATTACHMENTS

Ordinary Meeting of Council
Tuesday, 19 December 2023

7.1 UNCONFIRMED Ordinary Council Meeting Minutes 21 November 2023

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 21 NOVEMBER 2023

(Attachment YELLOW)

Statutory Environment:

Section 5.22 of the *Local Government Act 1995* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

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

Moved: _____

Seconded: _____

Carried: / /



Minutes

Ordinary Meeting of Council
Tuesday, 21 November 2023



Unconfirmed

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NOTICE OF MEETING

Notice is hereby given that the

Shire of Ravensthorpe
Ordinary Council Meeting

will be held on
Tuesday, 21 November 2023
commencing at 6.00pm

Council Chambers
Ravensthorpe Cultural Precinct
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.

Unconfirmed

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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)

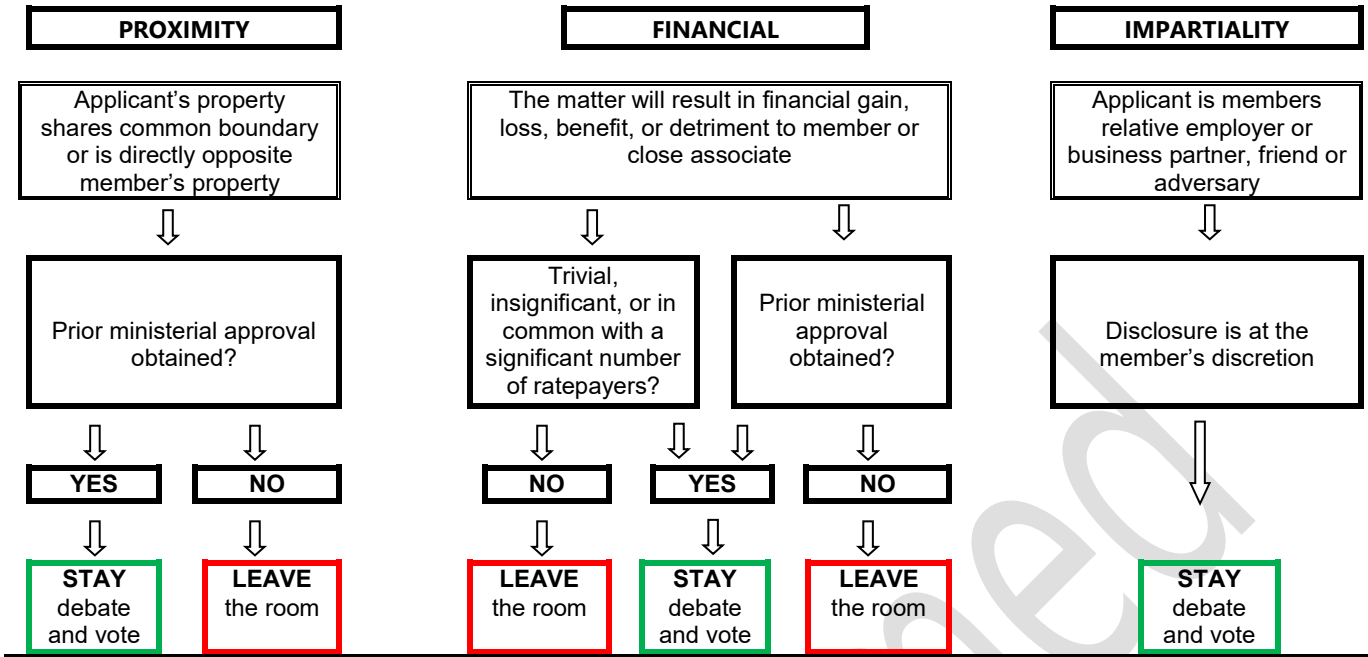
Signed: _____ Date: _____

- **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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Unconfirmed

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Unconfirmed MINUTES

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

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 6.00pm.

The Shire President acknowledged the Traditional Owners of the land on which we meet, and pays 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 2022, it is an offence to record the proceedings of this meeting and visitors are to switch off any recording devices, including phones.

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

Elected Members:

Cr Thomas Major (Shire President)
Cr Mark Mudie (Deputy Shire President)
Cr Rachel Livingston
Cr Rachel Gibson
Cr Robert Miloseski
Cr Sue Leighton (Electronic Attendance)

Officers:

Matthew Bird (Chief Executive Officer)
Paul Spencer (Executive Manager Infrastructure Services)
Natalie Bell (Executive Manager Projects and Regulatory Services)
Les Mainwaring (Executive Manager Corporate Services)

VISITORS

Larry Baker, Gail Baker

APOLOGIES

Cr Graham Richardson

LEAVE OF ABSENCE

Nil.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTIONS TIME

1. *Mr Larry Baker asked why Council had recently approved a land give-away (voted 7-0) to the local native title claimant group.*

Note: following more discussion and explanation Mr Baker's question related to resolution item 87/23 endorsed by Council at the 19 September 2023 OCM under item heading "South West Native Title Settlement – Land Base Consultation – DPLH Request for Comment on Land List 1646 and 1647".

CEO response: the CEO advised that he would take this question on notice and provide Mr Baker with a detailed written response however as a summary, outlined that Council was asked to make comment by the Department of Planning Lands and Heritage (DPLH) relating to a transfer request from the native title group for state government owned land. The local government does not have any approval authority over the land parcels in question but rather were asked by the state government to make comment.

2. *Mr Baker followed up his initial question by stating that this process for land requests was not very clear and there was a lot of mis-information out in the community on the matter.*

CEO response: the CEO thanked Mr Baker for bringing this to the attention of Council and noted that this item forms part of the much larger, landmark South West Native Title Settlement agreement reached between the WA State Government and the six Noongar Agreement Groups made back in February 2021 and is therefore a responsibility of the State Government to properly inform and consult with those affected. The Shire will look at ways to assist the State Government to improve its communication of this process with our local community.

3. *Mrs Gail Baker raised the issue of vehicles speeding along the Ravensthorpe-Hopetoun Road around the Cambewarra Drive intersection and asked if a slipway could be installed and the speed limit reduced down to 70kmh.*

CEO response: the CEO thanked Mrs Baker for her question and informed Mrs Baker that Shire officers are currently reviewing design options for this intersection for Council to consider in the new year. Speed limits are determined by Main Roads WA and any requests to reduce will form part of the discussion with Council when considering design options. The Shire will raise this speeding vehicle concern with local WAPOL Hopetoun office.

5. DECLARATIONS OF INTEREST

1. Cr Graham Richardson declared an Impartiality Interest for Agenda item 15.1 Citizen of the Year Awards 2024. Cr Richardson is also an apology for the meeting so did not participate in consideration of that item.
2. Cr Rachel Gibson declared an Impartiality Interest for Agenda item 15.1 Citizen of the Year Awards 2024. Cr Gibson determined she would leave the Chambers whilst the part of the item relating to her disclosure was to be considered.

6. APPLICATIONS FOR LEAVE OF ABSENCE

None received.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 17 OCTOBER 2023

(Attachment **YELLOW**)

Statutory Environment:

Section 5.22 of the *Local Government Act 1995* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

COUNCIL DECISION

Moved by Cr Mudie and Seconded by Cr Livingston

Resolution 100/23

That the Minutes and associated attachments of the Ordinary Meeting of the Shire of Ravensthorpe held on 17 October 2023 be confirmed as a true and correct record.

Motion put and CARRIED by Simple Majority

6/0

7.2 SPECIAL COUNCIL MEETING MINUTES 31 OCTOBER 2023

(Attachment **PURPLE**)

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.

COUNCIL DECISION

Moved by Cr Livingston and Seconded by Cr Leighton

Resolution 101/23

That the Minutes and associated attachments of the Special Meeting of the Shire of Ravensthorpe held on 31 October 2023 be confirmed as a true and correct record.

Motion put and CARRIED by Simple Majority

6/0

8. ANNOUNCEMENTS/REPORTS BY ELECTED MEMBERS

Cr Mudie;

- Along with members of the Shire executive team, attended a meeting with a representative from Barminco who are tendering for the potential Allkem underground mining activity. Site visit of Ravensthorpe was to better understand the local community issues.
- Attended the Great Southern Regional Road Group (GSRRG) meeting along with the Shire's Executive Manager Infrastructure Services and Cr Gibson in Albany. Items discussed included;
 - o Emergency response
 - o Secondary Freight Road Network
 - o Road maintenance will revert to MRWA in February 2024

- \$150m proposed to upgrade South Coast Highway
- Springdale Bridge works update
- Albany Ring Road works update – completion scheduled for mid 2024
- City of Albany revision of road projects
- Cr Gibson also reported on attending the GSRRG meeting stating other items discussed were the limited number of contractors currently in the region, and the price increases are significant.

Cr Livingston;

- Acknowledged the good work by Ravensthorpe CRC week long program “get online” for local seniors. Noted this was a very positive outcome for the community.
- Acknowledged November WA Seniors Week. Acknowledged Jesse Fairhead and the Ravensthorpe Tai Chi group holding a special Tai Chi event plus luncheon.
- Congratulated RAVE About Arts for their delivery of Dance & Vocals end of year concert. Noted the phenomenal work being done by RAVE About Arts within the Ravensthorpe community.

Cr Leighton;

- Attended Remembrance Day in Hopetoun and noted the very nice wreath from the Shire. Acknowledged the good efforts from Harold Lee and attended along with other Crs Gibson and Richardson.
- Attended “Wombat’s” farewell in Hopetoun.
- Attended open mic event.

Cr Gibson;

- Attended the Shire stand at the Hopetoun markets along with Crs Major, Richardson, and Leighton.
- Attended the Artitude event opening by RAVE About Arts, well done.
- Artitude Showcase in Hopetoun, our kids are very lucky to have access to these type of programs.
- Attended Remembrance Day in Hopetoun.
- Joined the Ravensthorpe Tai Chi group for event.
- Attended the GSRRG meeting in Albany along with Cr Mudie and EMIS.

Cr Major;

- Attended the RAIN AGM on 31 October. Pete Daw was elected Chair, Jenny Chambers Treasurer, and Madeleine Norman as Secretary.
- Was interviewed by ABC Radio Esperance regarding recent local government elections and becoming the new Shire President.
- Attended the Allkem Community Day – Big Day Out at the Hopetoun Golf Course.
- Attended the Hopetoun Community Markets

- Attended Remembrance Day at Ravensthorpe. Thanked Shire's Manager Community, Sport & Recreation for his efforts. Also made special mention of high standard of presentation of rose gardens at both locations for Remembrance Day.
- Congratulated RAVE About Arts on delivery of Artitude event and kids end of year dance and vocal concert events;
 - Artitude Kids Visual Arts exhibition opening at the Fitz Building - Sunday 5/11/23
 - Artitude Kids End of year dance & vocals concert Sunday 18/11/23
- Two fantastic events where the kids of our community get to showcase their talents. Very special events to attend and well done to Artitude, Rave about arts, the sponsors and everyone involved for putting it on.

9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Shire President Tom Major made the following announcement;

On behalf of the Shire of Ravensthorpe I would like to acknowledge the passing of Pat Meadows and extend our heartfelt sympathy to all her family. She moved to Ravensthorpe in the early 1960s and was a beloved figure at the Ravensthorpe hospital for over 20 years including Hospital Matron for eight years. Pat's enduring commitment to the well-being of others was famously demonstrated when she entered a collapsed mineshaft at great personal risk to herself to administer aid to an Elverton mine worker who had been crushed in a rockfall. By all accounts, she was a pillar of strength and kindness within our community and has left an inspiring legacy.

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil.

11. MATTERS ARISING FROM COMMITTEES OF COUNCIL

Nil

REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.1 COUNCIL POLICY MANUAL REVIEW

File Reference:	CM.PO.1
Location:	Shire Ravensthorpe
Applicant:	N/A
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	14 November 2023
Disclosure of Interest:	Nil
Attachments: <u>GREEN</u>	Council Policy Manual – Tracked Changes
Previous Reference:	Nil

PURPOSE

1. That Council approve the annual review of the Council Policy Manual dated November 2023.

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.

3. 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 policies statement of the Council and should not refer to operational, staff or procedural matters.

COMMENT

4. The following policies were updated as part of this annual review;
 - a. New – LO8 Dog Management Policy
 - b. Revised – F.2 Purchasing Policy
 - c. Revised – G.16 Community Engagement Policy and Strategy
 - d. Revised - LO2 Bush Fire Advisory Committee

5. This Policy Manual Review, numbered Version 12 replaces Version 11 approved in May 2023.

6. It should also be noted that this a general update to the Policy Manual to reflect changes in Officer Roles.

CONSULTATION

7. Chief Executive Officer, Executive Managers and Staff

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

9. 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 is a fluid document and should be reviewed annually. If approved by Council the proposed amendments will be updated in the Council Policy Manual.

FINANCIAL IMPLICATIONS

10. Nil

RISK MANAGEMENT

11. 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

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

STRATEGIC ALIGNMENT

13. This item is relevant to the Councils approved Strategic Community Plan 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 REQUIREMENT

14. Absolute Majority

COUNCIL DECISION

Moved by Cr Mudie and Seconded by Cr Livingston

Resolution 102/23

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

Motion put and CARRIED by Absolute Majority

6/0

12.2 CORPORATE SERVICES

12.2.1 MONTHLY FINANCIAL REPORTS – 31 OCTOBER 2023

File Reference: N/A
Location: Shire of Ravensthorpe
Applicant: Nil
Author: Accountant
Authorising Officer: Executive Manager Corporate Services
Date: 14 November 2023

Disclosure of Interest: Nil
Attachment: BLUE Monthly Financial Reports for 31 October 2023
Previous Reference: Nil

PURPOSE

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

BACKGROUND

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

COMMENT

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

CONSULTATION

4. Executive Team

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

7. All expenditure has been approved via adoption of the 2023/24 Annual Budget, or resulting from a Council Motion for a budget amendment.

RISK MANAGEMENT:

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

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

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

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

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

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

VOTING REQUIREMENTS

11. Simple Majority

COUNCIL DECISION

Moved by Cr Livingston and Seconded by Cr

Resolution 103/23

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

Motion put and CARRIED by Simple Majority

6/0

12.2.2 SCHEDULE OF ACCOUNT PAYMENTS – OCTOBER 2023

File Reference: GR.ME.8
Location: Shire of Ravensthorpe
Applicant: Shire of Ravensthorpe
Author: Finance Officer
Authorising Officer: Executive Manager of Corporate Services
Date: 10 November 2023
Disclosure of Interest: Nil
Attachment: ORANGE
 1. Schedule of Payments to 31 October 2023
 2. Credit Card Transactions 01 October 2023
 3. Creditors List of Accounts Paid October 2023

Previous Reference: Nil

PURPOSE

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

BACKGROUND

2. Period 01/10/2023 – 31/10/2023

Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Trust	Total Creditors	Payroll
Jul	5,390	977,241	142,831	4,180	0	1,129,643	336,369
Aug	13,517	818,548	143,285	8,366	0	983,716	327,430
Sep	5,452	523,031	59,617	4,859	0	592,960	328,547
Oct	57,624	618,676	86,149	7,850	0	770,300	347,668
Nov	0	0	0	0	0	0	0
Dec	0	0	0	0	0	0	0
Jan	0	0	0	0	0	0	0
Feb	0	0	0	0	0	0	0
Mar	0	0	0	0	0	0	0
Apr	0	0	0	0	0	0	0
May	0	0	0	0	0	0	0
Jun	0	0	0	0	0	0	0
Total	81,984	2,937,496	431,883	25,255	0	3,476,618	1,340,014
22/23	114,562	12,445,050	943,431	81,842	0	13,584,885	4,162,759
21/22	109,610	11,455,728	1,217,128	101,107	0	12,883,572	4,057,812
20/21	219,357	8,442,181	965,406	135,103	0	9,762,047	3,790,863

COMMENT

3. Schedules of accounts as presented, submitted to each member of the Council, have been checked and are fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods, the performance of services, to prices computation, costing's and the amounts that have been paid.

CONSULTATION

4. Accountant and Executive Manager Corporate Services

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

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

RISK MANAGEMENT

8. The following risks have been identified 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

9. Nil.

STRATEGIC ALIGNMENT

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

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

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

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

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

VOTING REQUIREMENTS

11. Simple Majority

COUNCIL DECISION

Moved by Cr Gibson and Seconded by Cr Major

Resolution 104/23

That Council NOTE, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996, the payment of accounts for the month of October 2023.

Motion put and CARRIED by Simple Majority

6/0

Unconfirmed

12.3 INFRASTRUCTURE SERVICES

Nil.

Unconfirmed

12.4 PROJECTS AND REGULATORY SERVICES

12.4.1 DEVELOPMENT APPLICATION – OVERSIZED OUTBUILDING (SHED) – LOT 46 (11) CANNING BOULEVARD, HOPETOUN

File Reference:	A829
Location:	Lot 46 (11) Canning Boulevard, Hopetoun
Applicant:	F E & R A McDonald
Author:	Peter Wilks, Planning Officer
Authorising Officer	Chief Executive Officer
Date:	06 November 2023
Disclosure of Interest:	None
Attachments: <u>PINK</u>	Plans of Proposal
Previous Reference:	N/A

PURPOSE

1. For Council to consider Development Application P23-25 for an Oversized Outbuilding (Shed) at Lot 46 (11) Canning Boulevard, Hopetoun.

BACKGROUND

2. Shire of Ravensthorpe received Development Application P23-25 for an Oversized Outbuilding (Shed) at Lot 46 (11) Canning Boulevard, Hopetoun on 3 October 2023. Lot 46 (11) Canning Boulevard (30) Wilkinson Street is zoned Residential R10/25, has a lot area of 1012 square metres and is developed as a single house.

Neighbours were consulted as part of the application process with a 21-day period between 3 October 2023 and 24 October 2023. One (1) non-objection from an adjoining landowner was received. No objections were received.

COMMENT

3. Lot 46 (11) Canning Boulevard (30) Wilkinson Street is zoned Residential R10/25, has a lot area of 1012 square metres and is developed as a single house.

As per Local Planning Policy: Outbuildings, the maximum size area for an Outbuilding (Shed) in the Residential zone is 10% of the site area or 100 square metres whichever is less. Maximum wall and ridge heights for a wall that is one or more metres from the boundary also apply with a maximum wall height of 3.9 metres and a maximum ridge height of 4.5 metres for residential Outbuildings.

The applicant in this instance seeks approval for a 130 square metre Outbuilding (Shed) with a wall height of 4 metres and a ridge height of 4.947 metres which exceeds all three criteria.

As per the provisions of Local Planning Policy: Outbuildings, Council is to have regard for matters such as:

- i. The visibility of the proposed outbuilding(s) as viewed from a street, public space or neighbouring property;
- ii. The need for removal of any native vegetation or major trees;
- iii. Comments from affected neighbours/landowners;
- iv. Preservation of useable on-site open space areas;
- v. The ability for the outbuilding(s) to be screened by existing or proposed landscaping;
- vi. Whether support for the application will set an undesirable precedent for similar sized surrounding lots;
- vii. The impact of the development on streetscape and the character of the area;
- viii. The objectives of the zone;
- ix. All relevant general matters as set out in Clause 67 of the Deemed Provisions (set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2); and
- x. Any other matter considered relevant by the Council.

In regards to these criteria, Planning Officers advise the following:

- i. While the Outbuilding will be visible from the street from certain angles, the size of the Outbuilding will not be detrimental to the visual amenity in the locality or to adjoining landowners;
- ii. The site is predominantly cleared and as such there is negligible need/requirement to remove native vegetation or major trees;
- iii. The adjoining landowners either registered no objection to the proposal or declined to provide comment as a result of neighbour referral letter;
- iv. There will still be sufficient open space to comply with *Residential Design Codes* criteria for provision of open space on a Residential zoned property;
- v. The proposed setbacks mean that it may be possible to use vegetation to screen the Outbuilding from view;
- vi. The Outbuilding does not set an undesirable precedent;
- vii. The impact from the proposed Outbuilding on the streetscape and surrounding area will be similar to an Outbuilding of maximum compliant size due to the small scale of the proposed variations;
- viii. The proposed Outbuilding is compliant with the objectives of the Residential zone;
- ix. The proposal is either compliant or proposes only a minor variation from the general matters set out in Clause 67 of the Deemed Provisions (set out in the Planning and Development (Local Planning Schemes) Regulations 2015);

The proposal is for a minor variation to the provisions of Local Planning Policy: Outbuilding. Impact on adjoining properties will be mitigated by the location of the Outbuilding. Whilst the size of the Outbuilding is slightly larger than other properties in the locality, Planning Officers acknowledge that there is a strong interest in large Outbuildings on residential properties due to several factors, including a lack of storage units, an increase in ownership of boats and caravans and an increase in the size of the average boat and/or caravan.

It is the position of Planning Officers that the proposal should be approved subject to conditions.

CONSULTATION

- 4. One non-objection from an adjoining landowner was received with the application, with the consultation to adjoining landowners between 3 October 2023 and 24 October 2023.

STATUTORY ENVIRONMENT

- 5. Local Planning Scheme No. 6
- 6. The applicant has a right of review to the State Administrative Tribunal (SAT) if aggrieved by any planning decision.
- 7. It should also be noted that pursuant to Section 211(1) of the *Planning and Development Act 2005*, a person aggrieved by the failure of a local government to enforce or implement effectively the observance of a local planning scheme may make representation to the Minister. If the Minister considers it appropriate to do so, representation may be referred to the State Administrative Tribunal for its report and recommendation. Following subsequent actions and recommendation by the SAT the Minister may order the local government to do all things considered necessary for enforcing the observance of the Scheme or any provisions of the Scheme.

POLICY IMPLICATIONS

- 8. None

FINANCIAL IMPLICATIONS

- 9. Application fees totalling \$256.00 were received as part of this application.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Environmental	Rare	Insignificant	Very Low	There is no significant vegetation on the property. Screening could be done with plantings if required
Reputational	Rare	Insignificant	Very Low	Consistency with decision making.

ALTERNATE OPTIONS

- 11. That Council do not approve the development proposal.

STRATEGIC ALIGNMENT

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

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

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

VOTING REQUIREMENTS

13. Simple Majority

COUNCIL DECISION

Moved by Cr Leighton and Seconded by Cr Livingston

Resolution 105/23

That Council APPROVE Development Application P23-25 for an Oversized Outbuilding (Shed) at Lot 46 (11) Canning Boulevard, Hopetoun subject to the following conditions:

1. Development shall be carried out in full and fully implemented in accordance with the approved plans and details submitted with the planning application.
2. During construction stage, adjoining lots are not to be disturbed without the prior written consent of the affected owner(s).
3. The approved outbuilding(s) shall be used for purposes incidental and ancillary to the enjoyment of the dwelling on the land only, and shall not be used for human habitation, commercial or industrial uses without the express written permission of the Shire of Ravensthorpe.
4. All stormwater and drainage run off from all roofed and impervious areas is to be retained on-site to the satisfaction of the Shire of Ravensthorpe.
5. The provision of all services, including augmentation of existing services, necessary as a consequence of any proposed development shall be at the cost of the developer and at no cost to the Shire of Ravensthorpe.
6. The development hereby approved must not create community safety concerns, or otherwise adversely affect the amenity of the subject locality by reason of (or the appearance or emission of) smoke, fumes, noise, vibration, odour, vapour, dust, waste water, waste products or other pollutants.
7. The works involved in the implementation of the development must not cause sand drift and/or dust nuisance. In the event that the Shire of Ravensthorpe is aware of, or is made aware of, the existence of a dust problem, measures such as installation of sprinklers, use of water tanks, mulching, or other land management systems as appropriate may be required to be installed or implemented to prevent or control dust nuisance, and such measures shall be installed or implemented within the time and manner directed by the Shire of Ravensthorpe.
8. All fencing shall be in accordance with Shire of Ravensthorpe Local Planning Policy: Fencing.
9. The proposed operations, during and after construction, are required to comply with the *Environmental Protection (Noise) Regulations 1997*.

And the following advice notes:

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

Motion put and CARRIED by Simple Majority

6/0

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

Under the Local Government Act 1995, Part 5, Section 5.23, states in part:

2. If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following—

- a) a matter affecting an employee or employees; and*
- b) the personal affairs of any person; and*
- 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; and*
- d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and*
- 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 or financial affairs of a person,*

where the trade secret or information is held by, or is about, a person other than the local government; and

- f) a matter that if disclosed, could be reasonably expected to —*
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or*
 - (ii) endanger the security of the local government's property; or*
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*
- and*
- g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and*
- h) such other matters as may be prescribed.*

**PROCEDURAL MOTION – MEETING BEHIND CLOSED DOORS
COUNCIL DECISION**

Moved by Cr Livingston, seconded by Cr Gibson

Resolution: 106/23

That Council consider the following Confidential Items behind closed doors.

Procedural Motion put and CARRIED

(6/0)

Mr Larry Baker and Mrs Gail Baker left the Chamber at 6.35pm

**PROCEDURAL MOTION - SUSPENSION OF STANDING ORDERS
COUNCIL DECISION**

Moved by Cr Major, seconded by Cr Mudie

Resolution: 107/23

That all Standing Orders be suspended to enable open discussion on the following Confidential Items.

Procedural Motion put and CARRIED

(6/0)

The operation of all Standing Orders was suspended at 6.35pm.

15.1 CITIZEN OF THE YEAR AWARDS NOMINATIONS FOR 2024 – CONFIDENTIAL

DISCLOSURE OF INTEREST

Prior to the Item, Cr Richardson disclosed an interest affecting impartiality for this item. As Cr Richardson was an apology for the meeting he did not participate in consideration of this item.

DISCLOSURE OF INTEREST

Prior to the Item, Cr Gibson disclosed an interest affecting impartiality. Cr Gibson elected to not participate in consideration of the item relating to her disclosure and left the Chambers.

Cr Gibson left the Chamber at 6.36pm

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

Moved by Cr Leighton, seconded by Cr Mudie

Resolution: 108/23

That Council DETERMINED the Award Recipient for the Community Citizen of the Year Award as detailed in the Confidential Report Attachment A.

Motion put and CARRIED

(5/0)

Cr Gibson returned to the Chamber at 6.41pm

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

Moved by Cr Leighton, seconded by Cr Mudie

Resolution: 109/23

That Council DETERMINED the Award Recipient for the Active Citizenship Award (community group or event) as detailed in the Confidential Report Attachment A.

Motion put and CARRIED

(6/0)

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

Moved by Cr Major, seconded by Cr Gibson

Resolution: 110/23

That Council DETERMINED the Award Recipient for the Senior Citizen Award as detailed in the Confidential Report Attachment A.

Motion put and CARRIED

(6/0)

PROCEDURAL MOTION - RESUMPTION OF STANDING ORDERS

Moved by Cr Major, seconded by Cr Mudie

Resolution: 111/23

That the operation of Standing Orders be resumed.

Procedural Motion put and CARRIED

(6/0)

The operation of all Standing Orders resumed at 6.52pm.

15.2 ORGANISATIONAL HUMAN RESOURCES MATTERS – CONFIDENTIAL

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

Moved by Cr Leighton, seconded by Cr Livingston

Resolution: 112/23

That Council APPROVE the CEO to progress the matter as detailed in the Confidential Report Attachment B.

Motion put and CARRIED

(6/0)

PROCEDURAL MOTION - RESUMPTION MEETING FROM BEHIND CLOSED DOORS

Moved by Cr Mudie, seconded by Cr Miloseski

Resolution: 113/23

That Council come out from behind closed doors.

Procedural Motion put and CARRIED

(6/0)

16. CLOSURE

The Presiding Member declare the meeting closed at 6.57pm.

Unconfirmed



ATTACHMENTS

Ordinary Meeting of Council
Tuesday, 19 December 2023

12.1.1 DRAFT Lease CRC Ravensthorpe

VOTING REQUIREMENT

16. Absolute Majority

OFFICER RECOMMENDATION

That Council **BY AN ABSOLUTE MAJORITY:**

APPROVE the Shire to enter into the lease for premises commonly known as the Ravensthorpe Community Resource Centre (CRC) building located within the Ravensthorpe Cultural Precinct, 65 Morgans St Ravensthorpe for the operation of the Ravensthorpe Community Resource Centre as per the draft lease agreement in Attachment A.

Moved: _____

Seconded: _____

Carried BY AN ABSOLUTE MAJORITY: /

Lease –

For Part building of 65 Morgans St, Ravensthorpe (known as the Ravensthorpe CRC building)

Shire of Ravensthorpe

and

**Ravensthorpe Community Resource Centre
Inc**

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Details

Parties

Shire of Ravensthorpe

of 65 Morgans Street, Ravensthorpe, Western Australia, 6346

ABN 52 674 538 418

Contact: Chief Executive Officer

Phone: (08) 9839 0000

Facsimile: (08) 9838 1282

Email: shire@ravensthorpe.wa.gov.au

(Lessor)

Ravensthorpe Community Resource Centre Inc A1004900A

of 65 Morgans St, Ravensthorpe, Western Australia, 6346

ABN 65 849 544 247

Contact: Manager

Phone: (08) 9838 1340

Facsimile: [n/a]

Email: ravensthorpe@crc.net.au

(Lessee)

Background

- A The Lessor is the registered proprietor of the Land.
- B The Lessor has agreed to lease and the Lessee has agreed to take a lease of the premises described in **Item 2** of the Schedule (**Premises**).
- C The Lessor and the Lessee enter into this Lease to set out the terms and conditions on which the lease is granted.

Agreed terms

1. Defined terms and interpretation

1.1 Defined terms

In this Lease, unless otherwise required by the context or subject matter:

Amounts Payable means the Rent and any other money payable by the Lessee under this Lease;

Authorised Person means:

- (a) an agent, contractor, employee, invitee or sub-lessee of the Lessee; and
- (b) any person on the Premises by the authority of a person specified in paragraph (a);

Chief Executive Officer (CEO) means the Chief Executive Officer of the Lessor or any person authorised to act on his or her behalf;

Commencement Date means the date on which the Term commences as stipulated in **Item 3** of the Schedule;

Claim means each and every claim, demand, writ, summons, action, suit, statutory obligation or requirement, direction, prosecution, proceeding, judgment, order, decree, damages, costs (including legal costs), loss and expense of any nature;

Contaminated Sites Act means the *Contaminated Sites Act 2003 (WA)*;

CPI means the Consumer Price Index (All Groups) Perth number published from time to time by the Australian Bureau of Statistics;

CPI Review means the Rent review process described in **clause 5.3**;

Encumbrance means a mortgage, charge, lien, pledge, easement, restrictive covenant, writ, warrant or caveat and the claim stated in the caveat or anything described as an encumbrance on the Certificate of Title for the Land;

Environmental Contamination has the same meaning as the word 'contaminated' in the *Contaminated Sites Act*;

Further Terms means the further terms (if any) specified in **Item 5** of the Schedule;

Good Repair means good and substantial tenantable repair and in clean, good working order and condition;

GST has the same meaning as in the *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* and any legislation substituted for, replacing or amending that Act, levied on a supply including but not limited to the Rent or other money payable to the Lessor for goods or services or property or any other thing under this Lease;

Interest Rate means the rate at the time the payment falls due being 2% greater than the Lessor's general overdraft rate on borrowings from its bankers on amounts not exceeding \$100,000.00;

Land means the land described at **Item 1** of the Schedule;

Lease means this deed, including each schedule, as supplemented, amended or varied from time to time;

Lessee's Covenants means the covenants, agreements and obligations set out or implied in this Lease to be performed and observed by the Lessee;

Lessor's Covenants means the covenants, agreements and obligations set out or implied in this Lease to be performed and observed by the Lessor;

Lessor's Fixtures and Fittings means all fixtures, fittings and equipment installed in or provided to the Premises by the Lessor at the Commencement Date or at any time during the Term;

Maintenance Schedule means the maintenance, cleaning and repair schedule annexed to this Lease as **Annexure 3**;

Notice means each notice, demand, consent or authority given or made to any person under this Lease;

Party means a party to this Lease;

Permitted Purpose means the use set out in **Item 8** of the Schedule;

Premises means the premises specified in **Item 2** of the Schedule;

Rent means the rent specified in **Item 6** of the Schedule as varied from time to time under this Lease;

Rent Review Date means the date/s specified in **Item 7** of the Schedule;

Schedule means the Schedule to this Lease, unless otherwise stipulated;

Supply means a good or service or any other thing supplied by the Lessor under this Lease and includes but is not limited to a grant of a right to possession of the Premises;

Term means the term of this Lease as stipulated in **Item 4** of the Schedule and, where the context permits, includes any further term; and

Termination means the date of:

- (a) expiry of the Term or any Further Term by effluxion of time;
- (b) sooner determination of the Term or any Further Term; or
- (c) determination of any period of holding over;

Waste has the same meaning as in the *Waste Avoidance and Resource Recovery Act 2007*; and

Written Law has the same meaning given to that term in the *Interpretation Act 1984*.

1.2 Interpretation

In this Lease, unless inconsistent with the context:

- (a) headings and bolding are for convenience only and do not affect the interpretation of this Lease;
- (b) words importing the singular include the plural and vice versa;
- (c) a reference to a gender includes a reference to each other gender;
- (d) a reference to a person or individual includes a reference to a firm, corporation or other corporate body, local government, authorities and vice versa;
- (e) where a term is assigned a particular meaning, other grammatical forms of that term have a corresponding meaning;
- (f) a reference to any Written Law includes:
 - (i) all Written Laws amending, consolidating or replacing that Written Law; and
 - (ii) all regulations, proclamations, planning schemes or local laws made under that Written Law;
- (g) a reference to a Party includes that Party, its legal personal representatives, successors, permitted assigns, receivers, administrators, executors, substitutes and liquidators;
- (h) a reference to this Lease includes a reference to both express and implied provisions;
- (i) a reference to this Lease, or any other document includes a reference to the Lease or other document as amended, rectified or replaced from time to time and to any document so amending, rectifying or replacing the document;

- (j) the meaning of general words or phrases is not limited by specific examples introduced by 'including', 'for example' or similar expressions;
- (k) a reference to 'approved' means approved in writing;
- (l) a reference to '\$' or 'dollars' is a reference to Australian dollars;
- (m) a reference to a right includes a benefit, remedy, discretion, authority or power;
- (n) a reference to an obligation includes a warranty or representation and a reference to a failure to observe or perform an obligation includes a breach of warranty or representation;
- (o) writing includes any mode of representing or reproducing words in tangible and permanently visible form and includes facsimile transmissions;
- (p) unless expressly stated otherwise, a reference to a clause, subclause, paragraph or part, is a reference to a clause, subclause, paragraph or part of this Lease; and
- (q) if a Party comprises two or more persons, the covenants and agreements on their part bind them and must be observed and performed by them jointly and each of them severally, and may be enforced against any one or more of them; and
- (r) the Schedule and Annexures (if any) form part of the Lease.

1.3 **Guidance on construction of Lease**

- (1) This Lease records the entire agreement between the Parties in relation to its subject matter.
- (2) As far as possible, all provisions of this Lease are to be construed so as not to be void or otherwise unenforceable.
- (3) If anything in this Lease is void or otherwise unenforceable it is to be severed and the rest of the Lease remains in force.
- (4) A provision of this Lease is not to be construed to the disadvantage of a Party because the Party proposed that provision or was responsible for the preparation of this Lease or any part of it.

2. **Grant of lease**

- (1) The Lessor leases to the Lessee the Premises for the Term, subject to:
 - (a) all Encumbrances;
 - (b) the payment of the Amounts Payable; and
 - (c) the performance and observance of the Lessee's Covenants.

3. **Quiet enjoyment**

Except as provided in the Lease and subject to the performance and observance of the Lessee's Covenants, the Lessee may quietly hold and enjoy the Premises during the Term without any interruption or disturbance from the Lessor or persons lawfully claiming through or under the Lessor.

4. Rent and other payments

4.1 Rent

The Lessee must pay to the Lessor the Rent in the manner set out at **Item 6** of the Schedule on and from the Commencement Date clear of any deductions.

4.2 Outgoings

(1) The Lessee must pay to the Lessor on demand and punctually all the following outgoings or charges (if applicable), assessed or incurred in respect of the Premises:

- (a) local government rates, services and other charges (including but not limited to rubbish collection charges and the emergency services levy);
- (b) water, drainage and sewerage rates, charges for disposal of stormwater, meter rent and water consumption charges including excess water charges;
- (c) telephone charges, wiring, internet and telephone connections;
- (d) electricity and power consumption charges including meter rents;
- (e) gas consumption charges including meter rents;
- (f) any fee or charge for the connection of any service to the Premises;
- (g) premiums, excess and other costs arising from the insurance obtained by the Lessor in respect of the Premises; and
- (h) any other consumption charge or cost, statutory impost or other obligation incurred or payable by reason of the Lessee's use and occupation of the Premises.

(2) If the Premises are not separately charged or assessed the Lessee will pay to the Lessor an agreed annual amount referred to in **Item 11 of Schedule**.

4.3 Interest

Without affecting the rights, power and remedies of the Lessor under this Lease, the Lessee covenants to pay to the Lessor interest on demand on any Amounts Payable which are unpaid for 7 days computed from the due date for payment until payment is made and any interest payable under this paragraph will be charged at the Interest Rate.

4.4 Costs

The Lessee must pay to the Lessor on demand, all costs, legal fees, disbursements and payments incurred by the Lessor (or for which the Lessor becomes liable) in connection with or incidental to:

- (a) the preparation, review, negotiation, execution and registration of this Lease (including any statutory duty, taxes or registration fees payable in connection with this Lease);
- (b) the Amounts Payable or obtaining or attempting to obtain payment of the Amounts Payable under this Lease;
- (c) any breach of covenant by the Lessee or an Authorised Person;
- (d) the preparation and service of a notice under section 81 of the *Property Law Act 1969* requiring the Lessee to remedy a breach even though forfeiture for the breach may be avoided in a manner other than by relief granted by a Court;

- (e) any work done at the Lessee's request; and
- (f) any action or proceedings arising out of or incidental to any matters referred to in this clause or any matter arising out of this Lease.

4.5 **Payment of money**

Amounts Payable to the Lessor under this Lease must be paid to the Lessor at the address of the Lessor referred to in this Lease or as otherwise directed by the Lessor by Notice.

4.6 **Accrual of amounts payable**

The parties agree that Amounts Payable accrue on a daily basis.

5. **Rent review**

5.1 **Rent review**

The Rent will be reviewed on and from each Rent Review Date to determine the Rent to be paid by the Lessee until the next Rent Review Date.

5.2 **Methods of review**

The review will be based either on CPI Review or a Market Review. The basis of each rent review is specified for each Rent Review Date in **Item 7** of the Schedule.

5.3 **CPI review**

- (1) A rent review based on CPI will increase the amount of Rent payable during the immediately preceding period by the percentage of any increase in CPI having regard to the quarterly March CPI published immediately prior to the later of the Commencement Date or the last Rent Review Date as the case may be and the quarterly March CPI published immediately prior to the relevant Rent Review Date.
- (2) If there is a decrease in CPI having regard to the relevant CPI publications the Rent payable from the relevant Rent Review Date will be the same as the Rent payable during the immediately preceding period.
- (3) Should the CPI be discontinued or suspended at any time or its method of computation substantially altered, the parties will endeavour to agree on the substitution of the CPI with an equivalent index, or failing agreement by the parties, the substitution shall be made by a valuer appointed under **clause 5.4**.

5.4 **Market Review**

- (1) A rent review based on market rent will establish the current market rent for the Premises (which will not be less than the Rent payable in the period immediately preceding the Rent Review Date) by agreement between the parties and failing agreement, will be determined in accordance with the following provisions.
- (2) If agreement as to the current market rent for the Premises is not reached at least one (1) month prior to the relevant Rent Review Date then the current market rent for the Premises will be determined at the equal expense of the Lessee and Lessor by a valuer (Valuer) licensed under the *Land Valuers Licensing Act 1978*, to be appointed, at the request of either party, by the President for the time being of the Australian Property Institute (Western Australian Division) (or if that body no longer exists, another body which is then substantially performing the functions performed at the Commencement Date by that Institute).

- (3) The Valuer will act as an expert and not as an arbitrator and his or her decision will be final and binding on the parties. The parties will be entitled to make submissions to the Valuer.
- (4) In this clause, 'current market rent' means the rent obtainable for the Premises in a free and open market if the Premises were unoccupied and offered for rental for the use for which the Premises are permitted pursuant to this Lease and on the same terms and conditions contained in this Lease, but will not include:
 - (a) any improvements made or effected to the Premises by the Lessee; and
 - (b) any rent free periods, discounts or other rental concessions.

5.5 Rent will not decrease

Despite the provisions in this clause, the Rent payable from any Rent Review will not be less than the Rent payable in the period immediately preceding the Rent Review Date.

5.6 Lessor's right to review

The Lessor may institute a rent review even though the Rent Review Date has passed and the Lessor did not institute a rent review on or prior to that Rent Review Date, and in which case the Rent agreed or determined will date back to and be payable from the Rent Review Date for which the review is made.

6. Use of Premises

6.1 Permitted use

- (1) The Lessee must ensure that the Premises are used only for the Permitted Purpose.
- (2) The Lessee must use the Premises only in accordance with all Written Laws from time to time in force relating to the Premises, the Lessee's use of the Premises or any directly or indirectly associated activity.
- (3) The Lessee must ensure that the Premises are not used for any harmful, offensive or illegal act.
- (4) The Lessee must ensure that the Premises are not used as a residence or sleeping place of any person.

6.2 No Warranty

The Lessor gives no warranty:

- (a) as to the use to which the Premises may be put; or
- (b) that the Lessor will issue any consents, approvals, authorities, permits or licences required by the Lessee under any statute for its use of the Premises.

6.3 No harm or stress

The Lessee must ensure that no act or thing, which could result in excessive stress or harm to any part of any building in the Premises, is done or placed on the Premises.

6.4 No nuisance

The Lessee must ensure that the Premises are not used for any act which causes a nuisance, damage or disturbance to the Lessor or to owners or occupiers of adjoining properties.

6.5 **No dangerous compound or substance to be stored**

The Lessee must ensure that no dangerous compound or substance is stored on or in the Premises.

6.6 **No signs**

The Lessee must not affix any signs, notices or advertisements on the Premises without the prior written consent of the Lessor, which may be withheld or granted subject to conditions, at the absolute discretion of the Lessor.

6.7 **No smoking**

The Lessee must do all things necessary to prevent a person smoking inside any building or other enclosed area on the Premises.

6.8 **Consumption of alcohol**

The Lessee must do all things necessary to, prevent a person consuming alcohol on the Premises, or using the Premises for the consumption of alcohol, without first obtaining the written consent of the Lessor. Occasionally the Lessee will hold private or invitation only functions where alcohol is offered (not sold) and in these instances Lessor approval is not required.

6.9 **Sale of alcohol**

The Lessee must ensure that the Premises are not used for the sale or supply of liquor, without first obtaining written consent of the Lessor, which may be withheld or granted subject to conditions, at the absolute discretion of the Lessor.

6.10 **Sale of food**

The Lessee can only sell food within the Premises if the Lessor's written consent is first obtained and then only in accordance with the *Food Act 2008* and any other relevant Written Laws that may be in force from time to time.

6.11 **No pollution**

The Lessee must do all things necessary to prevent pollution or contamination of the Premises by Waste.

6.12 **No breach of copyright**

The Lessee must ensure that no act, that constitutes a breach or infringement of copyright under the *Copyright Act 1968* (Cth) is done on the Premises.

6.13 **Keys and access**

- (1) The Lessee acknowledges the receipt of the keys, and any other security device, specified in **Item 9** of the Schedule.
- (2) The Lessee must use and keep the keys, and any other security device, strictly in accordance with any instructions specified in **Item 9** of the Schedule.
- (3) The Lessee must not copy any key, or other security device, and must return all keys and security devices at the end of the Term.
- (4) The Lessee must notify the Lessor of any loss of keys or access cards immediately. The Lessor will arrange for replacement keys to be issued to the Lessee at the Lessee's cost, to ensure all keys conform to the Lessor's master keys.

- (5) The Lessee must not change any of the Premises' locks, without the prior approval of the Lessor. If the locks are changed the Lessee must provide the Lessor with keys to access all areas of the Premises.
- (6) If the Lessor requires access to the Premises pursuant to its powers under this Lease, and is unable to access the Premises due to an unauthorised change in locks, the Lessor may take all measures necessary to enter the Premises and to re-secure the Premises, and the Lessee will bear all costs associated with the measures.

6.14 Risk and safety

The Lessee agrees to implement appropriate risk management policies for its use of the Premises, including without limitation the development of an emergency and evaluation policy and procedures for the Premises and its Authorised Persons.

6.15 Indemnity for costs

The Lessee indemnifies the Lessor against any claims or demands for all costs, on a solicitor client basis, reasonably incurred by the Lessor by reason of any claim in relation to any matters set out in this **clause 6**.

7. Maintenance, repair and cleaning

7.1 General maintenance

- (1) Subject to paragraph (2) below and **clause 7.4**, the Lessee AGREES during the Term and for so long as the Lessee remains in possession or occupation of the Premises to maintain, replace, repair, clean and keep the Premises (which for the avoidance of doubt includes the Lessor's fixtures and fittings) clean and in Good Repair, including but not limited to any structural parts, plate glass, electrical installations, gas and water pipes and fittings, toilets, sanitary appliances, air-conditioning units, exhaust fans, drains, septic tanks, leach drains, paths, paving, park or garden furniture, retaining walls, fences and reticulation.
- (2) If any buildings are constructed on the Premises and are treated by the Lessor to be assets of the Lessor, the Lessor will be responsible for the structural maintenance and electrical wiring of such buildings EXCEPT when such maintenance, repair or replacement is necessary because of any act or omission of or on the part of the Lessee or an Authorised Person or by the Lessee's particular use or occupancy of the Premises.
- (3) The Lessee must where installing, maintaining, replacing or repairing in or on the Premises:
 - (a) any electrical fittings and fixtures;
 - (b) any plumbing;
 - (c) any air-conditioning fittings and fixtures; and
 - (d) any gas fittings and fixtures, in or on the Premises,

use only licensed trades persons, or such trades persons as may be approved by the Lessor and notified to the Lessee, which approval will not be unreasonably withheld.

- (4) If the Lessor is responsible for structural maintenance pursuant to paragraph (2) above, the Lessee acknowledges and agrees that the Lessor may have limited, or no, funds set aside within its budget for structural repair of the Premises, and as a consequence the Lessor will not be able to rectify any major maintenance or structural defect or problem unless it has sufficient monies set aside in its budget for such purpose and/or the Lessor's Council has approved such expenditure.

- (5) Despite any other provision of this Lease, the Lessee will be responsible for any repair or replacement which is necessary because of any act or omission of or on the part of the Lessee or an Authorised Person, or the Lessor's insurances are invalidated by any act, neglect or default by the Lessee or an Authorised Person.

7.2 **Cleaning**

The Lessee must keep the Premises clean, tidy and free from rubbish at all times.

7.3 **Maintain surroundings**

- (1) The Lessee must regularly inspect and report any works requests for any part of the Premises which surrounds any buildings including but not limited to any flora, gardens lawns, shrubs, hedges and trees. For avoidance of doubt, the Lessor is responsible for maintaining surrounding landscapes.
- (2) The Lessee must comply with and implement any landscaping, reticulation and similar plans approved by the Lessor (in its capacity as responsible local authority) pursuant to any condition or conditions of development approval for the Premises.
- (3) The Lessee must care for such trees on the Premises as the Lessor may from time to time reasonably require.
- (4) Unless permitted to do so under a development approval, the Lessee may not remove any trees, shrubs or hedges without first consulting with and obtaining the approval of the Lessor, except where necessary for urgent safety reasons.

7.4 **Maintenance Schedule**

- (5) Notwithstanding any other provision of this Lease, the Lessee covenants and agrees to comply with and be responsible for those items listed as the responsibility of the Lessee in the Maintenance Schedule.
- (6) The Lessee and the Lessor agree that the provisions of the Maintenance Schedule, and responsibilities listed in the Maintenance Schedule, will prevail over any contrary provision in this Lease.

7.5 **Comply with all reasonable conditions**

The Lessee must comply with all reasonable conditions that may be imposed by the Lessor from time to time in relation to the Lessee's maintenance or cleaning of the Premises.

7.6 **Responsibility for securing the Premises**

The Lessee must ensure the Premises, including the Lessor's Fixtures and Fittings, are appropriately secured at all times.

7.7 **Lessor's fixtures and fittings**

- (1) The Lessor's Fixtures and Fittings will remain the property of the Lessor and must not be removed from the Premises at any time.
- (2) The Lessor's Fixtures and Fittings must be present and accounted for at the expiry of each 12 month period of the Term.

8. Damage to Premises

- (1) The Lessee must report to the Lessor any damage to the Premises (including damage to any of the Lessor's Fixtures or Fittings), immediately when the Lessee or its Authorised Persons become aware of the damage.
- (2) The Lessee will be responsible for the cost of the repair, rehabilitation or making good any damage referred to in **clause 8(1)**, caused by or arising out of or in relation to or incidental to, the use of the Premises by the Lessee or an Authorised Person, or resulting from an act or omission of the Lessee or an Authorised Person, and must if required by the Lessor repair and make good the damage.
- (3) The Lessee must pay to the Lessor the costs of any repair, rehabilitation or making good of damage to the Premises within 7 days of receipt of a written demand for such payment being made by the Lessor.

9. Alterations

9.1 Restriction

The Lessee must not:

- (a) make or cause, suffer or permit to be placed on the Premises any improvements, alterations, buildings, structures or other fixtures, fittings or equipment of any kind; or
- (b) carry out any modifications or alterations whatsoever to the Premises,

unless the Lessee has first obtained the prior written approval of the Lessor (which may be withheld, or may be granted subject to conditions, at the absolute discretion of the Lessor) and all necessary approvals, licences and permits required under Written Law have been obtained.

9.2 Consent

- (1) If the Lessor and any other person whose consent is required under this Lease or at law consents to any matter referred to in **clause 9.1** the Lessor may grant consent subject to conditions and:
 - (a) require that work be carried out in accordance with plans and specifications approved by the Lessor or any other person giving consent; and
 - (b) require that any alteration be carried out to the satisfaction of the Lessor under the supervision of an engineer or other consultant.
- (2) If the Lessor consents to any matter referred to in **clause 9.1**:
 - (a) the Lessor gives no warranty that the Lessor will issue any consents, approvals, authorities, permits or policies under any statute for such matters; and
 - (b) the Lessee must apply for and obtain all such consent approvals, authorities, permits or policies as are required at law before undertaking any alterations, additions, improvements or demolitions.

9.3 Cost of works

All works undertaken under this **clause 9** will be carried out at the Lessee's expense.

9.4 Conditions

If any of the consents given by the Lessor or other persons whose consent is required under this Lease or at law require other works to be done by the Lessee as a condition of giving consent, then the Lessee must at the option of the Lessor either:

- (a) carry out those other works at the Lessee's expense; or
 - (b) permit the Lessor to carry out those other works at the Lessee's expense,
- in accordance with the Lessor's requirements.

10. Insurance

10.1 Insurance required

- (1) The Lessee must effect and maintain with reputable insurers, noting the Lessor's right and interests in the Premises for the time being, adequate public liability insurance for a sum not less than the sum set out at **Item 10** of the Schedule, in respect of any one claim or such greater amount as the Lessor may from time to time reasonably require (**Public liability Insurance**).
- (2) The Lessee must effect and maintain a policy of insurance against all risks as the Lessor may require, of all plate glass windows, doors and display show cases forming part of or within the Premises for a sum which is not less than its full insurable value (**Plate Glass Insurance**).
- (3) The Lessee must effect and maintain a policy of insurance in respect of any fixtures, fittings, equipment, stock or property of the Lessee kept in or on the Premises (**Contents Insurance**).
- (4) The Lessee must effect and maintain a policy of employers' indemnity insurance including workers' compensation insurance in respect of all employees of the Lessee employed in, about or on the Premises (**Workers Compensation Insurance**).
- (5) In the event that the Lessor does not obtain building insurance pursuant to **clause 10.2** and provides written notice to the Lessee that it will not be obtaining building insurance, the Lessee must effect and maintain insurance to the full insurable value on a replacement or reinstatement value basis of any building constructed on the Premises against damage arising from fire, tempest, storm, earthquake, explosion, aircraft, or other aerial device including items dropped from any device, riot, commotion, flood, lightning, fusion, smoke, rainwater, leakage, impact by vehicle, machinery breakdown and malicious acts or omissions and other standard insurable risks (**Building Insurance**).

10.2 Building insurance to be effected by the Lessor

Subject to **clause 10.1(5)**, the Lessor will effect and maintain policies of insurance in relation to any risk relating to the Lessor's ownership or interest in the Land and the Premises including, without limitation, insurance for fire and insurance for the Lessor's fixtures, and the Lessee must punctually reimburse the Lessor for any premiums or other costs arising therefrom including without limitation any excesses.

10.3 Maintain insurance

The Lessee must not cancel any policy of insurance referred to in **clause 10.1** and in the event the insurance referred to in **clause 10.1** is cancelled, this Lease will terminate immediately and the Lessee will have no claim against the Lessor for any loss suffered as a result of such termination.

10.4 Details and receipts

The Lessee must on request, produce copies of the certificates of currency or receipts confirming the currency of any policy or policies of insurance referred to in **clause 10.1**.

10.5 Not to invalidate

The Lessee must not do or omit to do any act or thing, or bring or keep anything of the Premises, which might render the insurance required by this clause void or voidable or cause the rate of a premium to be increased.

10.6 Settlement of claim

The Lessor may, but the Lessee may not without prior written consent of the Lessor, settle or compromise any claims under any policy of insurance required by **clause 10.1**.

10.7 Lessor as attorney

The Lessee irrevocably appoints the Lessor as the Lessee's attorney during the Term:

- (a) in respect to all matters and questions which may arise in relation to any insurances required by **clause 10.1**;
- (b) with full power to demand, sue for and recover and receive from any insurance company or society or person liable to pay the insurance money as are payable for the risks covered by the insurances required by **clause 10.1**;
- (c) to give good and effectual receipts and discharges for the insurance; and
- (d) to settle, adjust, arbitrate and compromise all claims and demands and generally to exercise all powers of absolute owner.

10.8 Lessee's equipment and possessions

The Lessee acknowledges it is responsible to obtain all relevant insurances to cover any damage and/or theft to its property. The Lessor does not take any responsibility for the loss or damage of the Lessee's property.

11. Indemnity

11.1 Lessee responsibilities

The Lessee is responsible and liable for all acts or omissions of the Lessee and an Authorised Person on the Premises and for any breach by them of any covenants or terms in this Lease required to be performed or complied with by the Lessee.

11.2 Indemnity

- (1) The Lessee is liable for, and must indemnify the Lessor and at all times keep the Lessor indemnified against, any Claim which may be commenced or brought against those parties or which those parties may suffer or incur in connection with:
 - (a) any loss whatsoever (including loss of use);
 - (b) any personal injury including illness to, or death of, any person; and
 - (c) any loss, use, destruction of, or injury or damage to, any real or personal property (including property of the Lessor),

arising out of or in the course of, or caused by, the Lessee or an Authorised Person's use or occupation of the Premises, any work carried out by or on behalf of the Lessee on the Premises, the performance of the Lessee's obligations under this Lease, any act or omission of the Lessee or an Authorised Person, or any directly or indirectly associated activity.

- (2) Nothing in this clause requires the Lessee to indemnify the Lessor to the extent that any Claim arises out of a negligent act or omission of the Lessor.

11.3 **Obligations continuing**

The Lessee's obligation to indemnify the Lessor under this Lease or at law:

- (a) are not affected by the Lessee's obligation to insure under **clause 10** or at law and the indemnity under this clause is paramount; and
- (b) continue after the expiration or earlier determination of this Lease in respect of any act, omission, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

11.4 **Release**

- (1) The Lessee will occupy and use the Premises at its own risk.
- (2) The Lessee releases to the full extent permitted by law, the Lessor from:
 - (a) any liability which may arise in respect of any accident or damage to property, the death of any person, injury to any person, or illness suffered by any person, occurring on the Premises or arising from the Lessee or an Authorised Person's use or occupation of the Premises;
 - (b) loss of or damage to the Premises or personal property of the Lessee (or an Authorised Person); and
 - (c) all Claims arising from or connected with (directly or indirectly) the presence of any Environmental Contamination or pollution in, on or under the Premises or surrounding area,except to the extent that any loss or damage arises out of a negligent act or omission of the Lessor.
- (3) The release by the Lessee continues after the expiration or earlier determination of this Lease in respect of any act, omission, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

11.5 **Limit of Lessor's liability**

- (1) The Lessor is only liable for breaches of the Lessor's Covenants set out in this Lease which occur while the Lessor is the registered proprietor of the Premises.
- (2) The Lessor will not be liable for any failure to perform and observe any of the Lessor's Covenants due to any cause beyond the Lessor's control.

12. **Statutory obligations and notices**

12.1 **Comply with Written Laws**

The Lessee must:

- (a) comply promptly with all Written Laws from time to time in force relating to the Premises and the Lessee's use of the Premises;

- (b) apply for, obtain and maintain in force all consents, approval, authorities, licences and permits required under any Written Law for the Lessee's use of the Premises, or any directly or indirectly associated activity;
- (c) ensure that all obligations in regard to payment for copyright or licensing fees are paid to the appropriate person for all performances, exhibitions or displays held on the Premises; and
- (d) comply promptly with all orders, notices, requisitions or directions of any competent authority relating to the Premises or the Lessee's use of the Premises, or any directly or indirectly associated activity.

12.2 Safety and testing obligations

The Lessee must, at its cost, ensure that any fittings located in the Premises, are regularly tested, maintained and inspected to ensure that any fittings located in the Premises comply with all statutory requirements and are safe for use.

12.3 Indemnity if lessee fails to comply

The Lessee indemnifies the Lessor against:

- (a) failing to perform, discharge or execute any of the items referred to in **clause 12**; and
- (b) any claims, demands, costs or other payments of or incidental to any of the items referred to in **clause 12**.

13. Lessor's right of entry

13.1 Entry on reasonable notice

The Lessee must permit entry by the Lessor or any Authorised Person onto the Premises without notice in the case of an emergency, and otherwise on reasonable notice:

- (a) at all reasonable times;
- (b) with or without workmen and others; and
- (c) with or without plant, equipment, machinery and materials,

for each of the following purposes:

- (d) to inspect the state of repair of the Premises and to ensure compliance with the terms of this Lease;
- (e) to carry out any survey or works which the Lessor considers necessary, however the Lessor will not be liable to the Lessee for any compensation for such survey or works provided they are carried out in a manner which causes as little inconvenience as is reasonably possible to the Lessee;
- (f) to comply with the Lessor's Covenants or to comply with any notice or order of any authority in respect of the Premises for which the Lessor is liable; and
- (g) to do all matters or things to rectify any breach by the Lessee of any term of this Lease, but the Lessor is under no obligation to rectify any breach and any rectification is without prejudice to the Lessor's other rights, remedies or powers under this Lease.

13.2 Costs of rectifying breach

All costs and expenses incurred by the Lessor as a result of any breach referred to at **clause 13.1(g)** together with any interest payable on such sums will be a debt due to the Lessor and payable to the Lessor by the Lessee on demand.

14. Report to Lessor

The Lessee must immediately report to the Lessor:

- (a) any act of vandalism which occurs on or near the Premises;
- (b) any occurrence or circumstances in or near the Premises, of which it becomes aware, which might reasonably be expected to cause, in or on the Premises, pollution of or damage to the environment; and
- (c) all notices, orders and summonses received by the Lessee and which affect the Premises and immediately give them to the Lessor.

15. Option to renew

If the Lessee at least 3 months, but not earlier than 6 months, prior to the date for commencement of the Further Term gives the Lessor a notice to grant the Further Term and:

- (a) all consents and approvals required by the terms of this Lease or at law have been obtained; and
- (b) there is no subsisting breach of this Lease by the Lessee,

the Lessor will grant to the Lessee a lease of the Premises for the Further Term at the Rent and on the same terms and conditions as are contained or implied in this Lease, other than this clause in respect of any Further Term previously taken or the subject of the present exercise and on such other terms and conditions as the Lessor may consider appropriate.

16. Default

16.1 Events of default

A default occurs if:

- (a) any Amounts Payable remain unpaid after becoming due and remain unpaid for 14 days after written notice has been given to the Lessee to pay the Amounts Payable;
- (b) the Lessee is in breach of the Lessee's Obligations for a period of 28 days after written notice has been given on the Lessee to rectify the breach;
- (c) where the Lessee is an association which is incorporated under the *Associations Incorporation Act 2015*, the association is wound up whether voluntarily or otherwise;
- (d) where the Lessee is an association which is incorporated under the *Associations Incorporation Act 2015*, the Lessee passes a special resolution under the *Associations Incorporation Act 2015* altering its rules of association in a way that makes its objects or purposes inconsistent with the use permitted by this Lease;
- (e) the Premises are vacated, or otherwise not used, in the Lessor's reasonable opinion, for the Permitted Purpose for a six-month period; or

- (f) a person other than the Lessee or a permitted sublessee or assignee is in occupation of the Premises.

16.2 Lessor's rights

- (1) On the occurrence of any of the events of default specified in **clause 16.1** the Lessor may terminate this Lease:
 - (a) without notice or demand at any time enter the Premises and on re-entry the Term will immediately determine;
 - (b) by notice in writing to the Lessee determine this Lease and from the date of giving such notice this Lease will be absolutely determined;
 - (c) by notice to the Lessee elect to convert the unexpired portion of the Term into a tenancy from month to month when this Lease will be determined as from the giving of the notice and until the tenancy is determined the Lessee will hold the Premises from the Lessor as a tenant from month to month under **clause 18**,

but without prejudice to the right of action or other remedy of the Lessor for arrears of the Rent, any Amounts Payable or damages for breach of the Lessee's Covenants or releasing the Lessee from liability in respect of the Lessee's Covenants.

- (2) On termination of the Lease the parties acknowledge that the Lessee shall not be entitled to any refund of the Rent, in respect of any unexpired portion of the Term.

16.3 Lessor may remedy breach

If the Lessee:

- (a) fails or neglects to pay the Amounts Payable by the Lessee under this Lease; or
- (b) does or fails to do anything which constitutes a breach of the Lessee's Covenants,

then, after the Lessor has given to the Lessee notice of the breach and the Lessee has failed to rectify the breach within a reasonable time, the Lessor may without affecting any right, remedy or power arising from that default pay the money due or do or cease the doing of the breach as if it were the Lessee and the Lessee must pay to the Lessor on demand the Lessor's cost and expenses of remedying each breach or default.

16.4 Acceptance of Amount Payable by Lessor

Demand for or acceptance of the Amounts Payable by the Lessor after an event of default has occurred will not affect the exercise by the Lessor of the rights and powers conferred on the Lessor by the terms of the Lease or at law and will not operate as an election by the Lessor to exercise or not to exercise any right or power.

16.5 Essential Terms

Each of the Lessee's Covenants in **clauses 4** (Rent and Other Payments), **6** (Use of Premises), **7** (Maintenance, Repair and Cleaning), **10** (Insurance), **11** (Indemnity), **20** (Assignment, Subletting and Charging) and **26.1** (Goods and Services Tax), is an essential term of this Lease but this **clause 16.5** does not mean or imply that there are no other essential terms in this Lease.

16.6 Breach of Essential Terms

If the Lessee breaches an essential term of this Lease then, in addition to any other remedy or entitlement of the Lessor:

- (a) the Lessee must compensate the Lessor for the loss or damage suffered by reason of the breach of that essential term;
- (b) the Lessor will be entitled to recover damages against the Lessee in respect of the breach of an essential term; and
- (c) the Lessee covenants with the Lessor that if the Term is determined:
 - (i) for breach of an essential term or the acceptance by the Lessor of a repudiation of this Lease by the Lessee; or
 - (ii) following the failure by the Lessee to comply with any notice given to the Lessee to remedy any default,

the Lessee must pay to the Lessor on demand the total of the Amounts Payable under this Lease which would have been payable by the Lessee for the unexpired balance of the Term as if the Term had expired by effluxion of time together with the losses incurred or reasonably expected to be incurred by the Lessor as a result of the early determination including but not limited to the costs of re-letting or attempting to re-let the Premises;

- (d) the Lessee agrees that the covenant set out in this **clause 16.6(c)** will survive termination or any deemed surrender at law of the estate granted by this Lease; and
- (e) the Lessor must take reasonable steps to mitigate its losses and endeavour to re-let the Premises at a reasonable rent and on reasonable terms but the Lessor is not required to offer or accept rent or terms which are the same or similar to the rent or terms contained or implied in this Lease.

17. Damage or destruction of premises

17.1 Abatement of rent

If the Premises are at any time during the Term, without neglect or default of the Lessee, destroyed or damaged by fire or other risk covered by insurance so as to render the same unfit for the occupation and use of the Lessee, then the Rent or a proportionate part of the Rent (according to the nature and extent of the damage) will abate until the Premises have been rebuilt or made fit for the occupation and use of the Lessee, and in case of any dispute arising under this provision the same will be referred to arbitration under the provisions of the *Commercial Arbitration Act 2012* and the full Rent must be paid without any deduction or abatement until the date of the arbitrator's award where the Lessor will refund to the Lessee any Rent which according to the award appears to have been overpaid.

17.2 Total damage or destruction

If the premises are at any time during the Term destroyed or damaged to an extent as to be wholly unfit for the occupation and use of the Lessee either party may be notice in writing to the other of them given within sixty (60) days after the event elect to cancel and terminate this Lease. The term will terminate on the notice being given and the Lessee must vacate the premises and surrender the same to the Lessor, but the termination will be without prejudice to the liability of the Lessee under this Lease up to the date of termination.

18. Holding over

- (1) If the Lessee remains in possession of the Premises after the expiry of the Term with the consent of the Lessor, the Lessee will be a monthly Lessee of the Lessor at a Rent equivalent to one twelfth of the Rent for the period immediately preceding expiry of the Term and otherwise on the same terms

and conditions of this Lease provided that all consents required under this Lease or at law have been obtained to the Lessee being in possession of the Premises as a monthly Lessee.

- (2) The parties acknowledge and agree that if the Lessee is in possession of the Premises pursuant to this clause, that this Lease may be terminated by either party on 2 months written notice to the other party and on termination **clause 19** will apply.

19. Obligations on termination

19.1 Restore premises

Prior to Termination, the Lessee at the Lessee's expense must restore the Premises to a condition consistent with the observance and performance by the Lessee of the Lessee's Covenants under this Lease.

19.2 Peacefully surrender

Subject to **clause 19.5**, on Termination the Lessee must:

- (a) peacefully surrender and yield up to the Lessor the Premises in a condition consistent with the observance and performance of the Lessee's Covenants under this Lease. For the avoidance of doubt, the Lessee acknowledges and agrees that following Termination ownership in any building on the Premises will vest in the Lessor and the Lessee must ensure that any such building is yielded to the Lessor in a structurally sound and statutory compliant condition; and
- (b) surrender to the Lessor all keys and security access devices and combination for locks providing an access to or within the Premises held by the Lessee whether or not provided by the Lessor.

19.3 Remove property prior to termination

Prior to Termination, unless otherwise mutually agreed between the parties, the Lessee must remove from the Premises all property of the Lessee other than air-conditioning plant and fire equipment, security alarms and security systems and other fixtures and fittings which in the opinion of the Lessor form an integral part of the Premises and promptly make good, to the satisfaction of the Lessor, any damage caused by the removal.

19.4 Lessor can remove property on re-entry

- (1) On re-entry the Lessor will have the right to remove from the Premises any property of the Lessee and the Lessee indemnifies the Lessor against all damage caused by the removal of and the cost of storing that property.
- (2) The Lessor may, at any time after the expiration or sooner determination of the Term, give the Lessee a notice (**Abandonment Notice**) requiring the Lessee to remove all fittings, plant, equipment or other articles not previously removed by the Lessee in accordance with the requirement of this clause (**Remaining Items**). On the Lessee's receipt of an Abandonment Notice, the Lessee shall have TWO (2) days within which to remove all Remaining Items and failing removal within that TWO (2) day period, all Remaining Items still on the Premises or in the Lessor's custody shall be deemed absolutely abandoned by the Lessee and shall automatically become the absolute property of the Lessor and may be sold by the Lessor or disposed of at any time and without further notice or obligation to the Lessee. The Lessor shall be entitled to keep the proceeds of any sales and those proceeds shall not be taken into account to reduce any arrears, damages or other moneys for which the Lessee may be liable.

19.5 Lessor may require Lessee to remove all buildings and improvements

- (1) Notwithstanding any other provision of this Lease, the Lessor may, by written notice with three months prior to Termination or within 30 days after the earlier determination of this Lease (**Removal Notice**), require the Lessee at its cost and to the Lessor's satisfaction:
 - (a) remove any improvements, the buildings and fixtures constructed or located on the Premises; and
 - (b) following the removal of any improvements, the buildings and fixtures in accordance with paragraph (a) restore the Premises the same or substantially the same condition as it was immediately prior to the erection or construction of such improvements, buildings and fixtures.
- (2) If the Lessee fails to comply with **clause 19.5(1)** within 90 days of the Removal Notice, the Lessor may at its option:
 - (a) remove all structures, the building, fixtures and property and recover the cost of doing so from the Lessee as a liquidated debt payable on demand; and
 - (b) rehabilitate and restore the Premises and recover the cost of doing so from the Lessee as a liquidated debt payable on demand.

19.6 Clause to survive termination

The Lessee's obligations under this clause shall survive Termination

20. Assignment, Subletting and charging

20.1 No assignment without consent

- (1) The rights in this Lease are personal to the Lessee, and Lessee may not transfer, assign, mortgage, charge, assign or otherwise part with possession or any way dispose of any of its rights or obligations under this Lease, without the prior written consent of the Lessor and any other person whose consent is required under this Lease or at law. The Lessor may withhold their consent at their absolute discretion.
- (2) In relation to any assignment request, the Lessee will be required to provide satisfactory evidence of the suitability of an assignee and the assignor Lessee will remain liable for the remainder of the Term, despite any assignment.

20.2 No subletting or sublicensing without consent

- (1) The Lessee must not sublet the Premises or any part of the Premises, without the prior written consent of the Lessor and any other person whose consent is required under this Lease or at law. The Lessor may withhold their consent at their absolute discretion.
- (2) In relation to any subletting or sublicensing request:
 - (a) the Lessee will be required to provide satisfactory evidence of the suitability of a sublessee or sublicensee to sublet or sublicense the Premises;
 - (b) the terms of any sublease or sublicense (including the permitted purposes) must be consistent with the terms of this Lease. If the proposed Permitted Purpose is inconsistent, a variation of the Lease will be required;

- (c) the rent or consideration that the Lessee receives from subletting or sublicensing the Premises must not be higher on a pro-rata basis than the Rent payable under this Lease, unless otherwise approved by the Lessor's Council.

20.3 **Property Law Act 1969**

Sections 80 and 82 of the *Property Law Act 1969* are excluded.

20.4 **No mortgage or charge**

The Lessee must not mortgage or charge the Land.

20.5 **Caveat**

The Lessee (or any person on behalf of the Lessee) must not lodge any caveat at Landgate against the certificate of title for the Land, to protect the interest of the Lessee under this Lease.

20.6 **Hire**

- (1) Subject to prior consent of the Lessor, the Lessee may hire out the Premises or any part thereof PROVIDED:
 - (a) such use is consistent at all times with the Permitted Purpose;
 - (b) the rates of hire are consistent with the Lessor's community hire rates, as amended by the Licensor from time to time;
 - (c) the Lessee ensures any hirer complies strictly with the relevant terms of this Lease; and
 - (d) the hirer, where necessary, has appropriate insurances (including in particular public liability insurance) and in the case of the hiring the Lessee's meeting room, the Lessee is responsible for all appropriate and required insurances.
 - (e) the Lessee has appropriate and adequate hire insurance.
- (2) For the purposes of this Lease, "hire" means any hire of the Premises by the Lessee to a third party for a temporary or short-term period of time and does not include any formal transfer, assignment or sublicense of the Premises.
- (3) The Lessee acknowledges that at all times, including when the Premises are hired to a third party, it remains responsible for the Premises, including without limitation any damage that may be caused or occurs during any hire period.

21. **Prior notice of proposal to change rules**

The Lessee agrees that it will not change its rules of association under the *Associations Incorporations Act 2015* without notifying the Lessor of its intention to make the change prior to consideration of the required special resolution.

22. **Provision of information**

The Lessee agrees to provide to the Lessor:

- (a) a copy of the Lessee's audited annual statement of accounts for each year;
- (b) advice of any changes in its office holders during the Term; and

- (c) any information reasonably required by the Lessor.

23. Disputes

- (1) If a dispute arises between the Parties in connection with this Lease, then a Party must give notice of the dispute to the other Party identifying the dispute and providing details of it.
- (2) Except as otherwise provided any dispute arising out of this Lease is to be referred in the first instance in writing to the Lessor's representative as nominated in writing by the Lessor from time to time (**Lessor's Representative**) who will convene a meeting within 10 days of receipt of such notice from the Lessee or such other period of time as is agreed to by the parties between the Lessor's Representative and an officer of the Lessee for the purpose of resolving the dispute (**Original Meeting**).
- (3) In the event the dispute is not resolved in accordance with **clause 23(2)** of this Lease then the dispute shall be referred in writing to the CEO of the Lessor who shall convene a meeting within 10 days of the Original Meeting, or such other date as is agreed to by the parties between the CEO and a senior representative of the Lessee for the purpose of resolving the dispute.
- (4) In the event the dispute is not resolved in accordance with **clause 23(3)** of this Lease then, then the dispute shall be determined by a single arbitrator under the provisions of the *Commercial Arbitration Act 2012* (as amended from time to time) and the Lessor and the Lessee may each be represented by a legal practitioner.
- (5) The Lessee must pay the Amounts Payable without deduction to the date of the award of the Arbitrator or the date of an agreement between the Parties whichever event is the earlier, and if any money paid by the Lessee is not required to be paid within the terms of the award of the Arbitrator or by agreement between the Lessor and the Lessee then the Lessor will refund to the Lessee the monies paid.
- (6) Other than in respect of proceedings for urgent interlocutory or declaratory relief, it is a condition precedent to the right of any Party to arbitrate or litigate a dispute under this Lease that it first has complied with the mediation process in accordance with this clause.

24. Notice

- (1) Any notice, direction or other communication which must or may be given in connection with this Lease:
 - (a) must be in writing in order to be valid;
 - (b) is sufficient if executed by the Party giving the notice or on its behalf by any director, secretary, duly authorised officer or solicitor of that Party;
 - (c) in order to be valid must be given to a Party as follows:
 - (i) delivered or sent by prepaid post to, or left at, the 'notice details' address of that Party as set out in this Lease;
 - (ii) sent to the facsimile number of that Party as set out in this Lease;
 - (iii) sent to the email address of that Party; or
 - (iv) delivered or sent to another address or facsimile number as is notified in writing by that Party to the other Parties from time to time;
 - (d) if given in accordance with **clause 24(1)(c)**, will be deemed to take effect:

- (i) in the case of prepaid post, on the second business day after the date of posting;
 - (ii) in the case by email, on receipt of return email from the recipient acknowledging receipt of the email;
 - (iii) in the case of facsimile, on receipt of a transmission report from the sending machine confirming successful transmission; and
 - (iv) in the case of delivery by hand, on delivery; and
- (e) a Notice to a Party may be signed:
- (i) if given by an individual, by the person giving the Notice;
 - (ii) if given by a corporation, by a director, secretary or manager of that corporation;
 - (iii) if given by a local government, by the CEO;
 - (iv) if given by an association incorporated under the *Associations Incorporation Act 2015*, by any person authorised to do so by the board or committee of management of the association; or
 - (v) by a solicitor or other agent of the individual, corporation, local government or association giving the Notice.

25. Additional terms and conditions

Each of the terms and conditions (if any) specified in **Item 11** of the Schedule are part of this Lease and are binding on the Lessor and the Lessee as if incorporated into the body of this Lease. If there is any inconsistency between the provisions of **Item 11** of the Schedule and the remaining provisions of this Lease, the provisions of **Item 11** of the Schedule will prevail to the extent of that inconsistency.

26. General provisions

26.1 GST

- (1) In this clause:
- (a) **GST Act** means A New Tax System (Goods and Services Tax) Act 1999 (Cth);
 - (b) **GST Law** means the GST Act and any associated legislation including without limitation delegated legislation; and
 - (c) **GST, Registered, supply, tax invoice** and any other expression used that is defined in the GST Law has the same meaning as given to it in the GST Law.
- (2) Unless specifically described in this Lease as 'GST-inclusive', any consideration to be paid or provided for a supply made under or in connection with this Lease does not include an amount on account of GST and is 'GST-exclusive'.
- (3) Where, under the GST Law, any supply to be made by a Party (**Supplier**) to another Party (**Recipient**) under or in connection with this Lease is subject to GST (other than a supply the consideration for which is specifically described in this Lease as GST-inclusive), then:

- (a) the consideration payable or to be provided for that supply under this Lease will be increased by, and the Recipient must pay to the Supplier, an amount equal to the GST calculated according to the GST Law;
 - (b) the Recipient must pay that additional GST amount at the same time and in the same manner as the GST-exclusive consideration is paid or provided; and
 - (c) a reference to the consideration payable for a supply includes the value of any non-monetary consideration for the supply.
- (4) If the Supplier is Registered or required to be Registered, the Supplier must provide a GST compliant tax invoice in connection with any supply made by it under this Lease, failing which the Recipient will not be obliged to make any payment for that supply until the invoice is provided.

26.2 No fetter

Despite any other provision of this Lease, the Parties acknowledge that the Lessor is a local government established by the *Local Government Act 1995*, and in that capacity, the Lessor may be obliged to determine applications for consents, approvals, authorities, licences and permits having regard to any Written Law governing such applications including matters required to be taken into consideration and formal processes to be undertaken, and the Lessor will not be taken to be in default under this Lease by performing its statutory obligations or exercising its statutory discretions, and a provision of this Lease will not fetter the Lessor in performing its statutory obligations or exercising any discretion.

26.3 Lessor's consent

The Lessee acknowledges and agrees with the Lessor that:

- (a) if the Lessor consents to any matter referred to in this Lease, the Lessor may consent subject to any conditions that it deems reasonably necessary; and
- (b) if the Lessor consents to any matter referred to in this Lease, the Lessee must, to the reasonable satisfaction of the Lessor, comply with any condition imposed by the Lessor.

26.4 Acts by agents

All acts and things which the Lessor is required to do under this Lease may be done by the CEO, an officer or the agent, solicitor or employee of the Lessor.

26.5 Moratorium

The provisions of a statute which would but for this clause extend or postpone the date of payment of money, reduce the rate of interest or abrogate, nullify, postpone or otherwise affect the terms of this Lease do not, to the fullest extent permitted by law, apply to limit the terms of this Lease.

26.6 Entire agreement – no warranty

- (1) Each Party acknowledges that it has entered into this Lease in full reliance on its own enquiries, investigations, examinations and advice and not in reliance on or as a result of any statement, claim, representation or warranty (expressed or implied) made or given by another Party or any employee, agent or other person on behalf of another Party in respect of any matter affecting this Lease.
- (2) The Parties agree that this Lease constitutes the whole and entire agreement between them and supersedes all previous negotiations and agreements written or oral.

26.7 **Further assurance**

The Parties must execute and do all acts and things necessary or desirable to implement and give full effect to the terms of this Lease.

26.8 **Severability**

In the event of part of this Lease being or becoming void or unenforceable then that part is to be severed from this Lease with the intention that the balance of this Lease is to remain in full force and effect, unaffected by the severance.

26.9 **Variation**

This Lease may be varied only by deed executed by the parties subject to such consents as are required by this Lease or at law.

26.10 **Modification and waiver**

- (1) This Lease may not be modified, amended or varied except by a document in writing signed by or on behalf of each of the Parties.
- (2) Any modification to a term or condition of this Lease, or waiver or relinquishment of the performance of any term or condition of this Lease, will be effective only if made in writing and executed by or on behalf of the Party granting the waiver.
- (3) A waiver of any one breach of any term or condition of this Lease is not to operate as a waiver of any other breach of the same or other term or condition of this Lease.

26.11 **Laws of Western Australia apply**

This Lease is to be construed and interpreted in accordance with the laws of the State of Western Australia and the Parties agree to submit to the jurisdiction of the courts of that State and of courts competent to hear appeals from them.

Schedule

Item 1 Land

Lot on Plan P300249 501 and being the part of the land comprised in Certificate of Title Volume 2173 Folio 277.

Item 2 Premises

That part of the Land depicted on the plan annexed hereto as **Annexure 1 known as the Ravensthorpe CRC building**, including all buildings, structures, alterations, additions and improvements on that part of the Land, or erected on that part of the Land during the Term.

Item 3 Commencement Date

1 January 2024

Item 4 Term

Five years commencing on 1 January 2024 and expiring on 31 December 2028.

Item 5 Further Term

Five years commencing on 1 January 2029 and expiring on 31 December 2033.

Item 6 Rent

\$1 plus GST per annum, payable annually in advance with the first payment due on the Commencement Date and reviewed annually in accordance with the terms of this Lease

Item 7 Rent Review Dates

Not applicable

Item 8 Permitted Purpose

The Property and improvements made to the Property are to be used for the purpose of operating a Community Resource Centre and providing public library services to the community, and uses reasonably ancillary to that purpose.

Item 9 Keys and Security Device

[Insert details of keys/security devices provided].

Item 10 Public Liability Insurance

\$20,000,000.

Item 11 Additional Terms and Conditions

Annual outgoings; The lessee to pay an annual fee amount of \$3,000 plus gst (payable in advance in monthly instalments of \$250 per month plus gst) to cover Lessee usage of electricity and water commencing from Commencement Date.

Signing page

EXECUTED [add day and month]

2023

THE COMMON SEAL of the **SHIRE OF RAVENSTHORPE** is affixed in the presence of -

Shire President

(Print Full Name)

Chief Executive Officer

(Print Full Name)

THE COMMON SEAL of [Insert Lessee's details] is affixed in accordance with the constitution of the Lessee in the presence of each of the undersigned who each declare by the execution of this document that he or she holds the office in the Lessee indicated under his or her name:

Office Holder Sign

Office Holder Sign

Name

Name

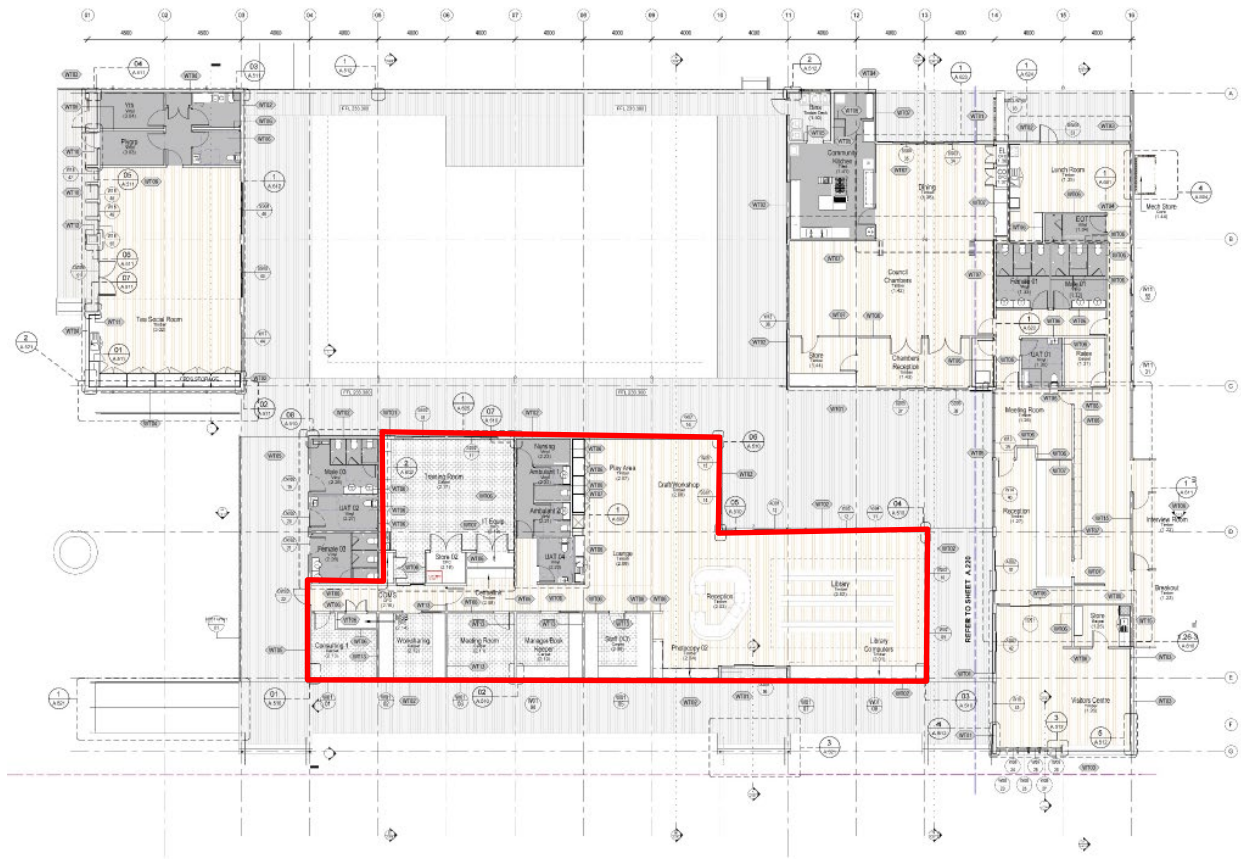
Address

Address

Office Held

Office Held

Annexure 1 – Plan of Premises





ATTACHMENTS

Ordinary Meeting of Council
Tuesday, 19 December 2023

12.2.1 Monthly Financial Report - 30 November 2023

VOTING REQUIREMENTS

11. Simple Majority

OFFICER RECOMMENDATION

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

Moved: _____

Seconded: _____

Carried: _ / _

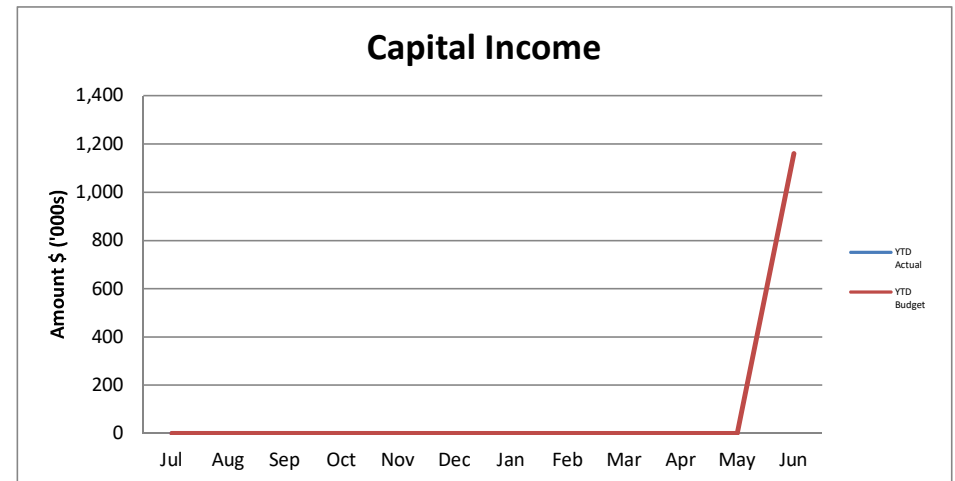
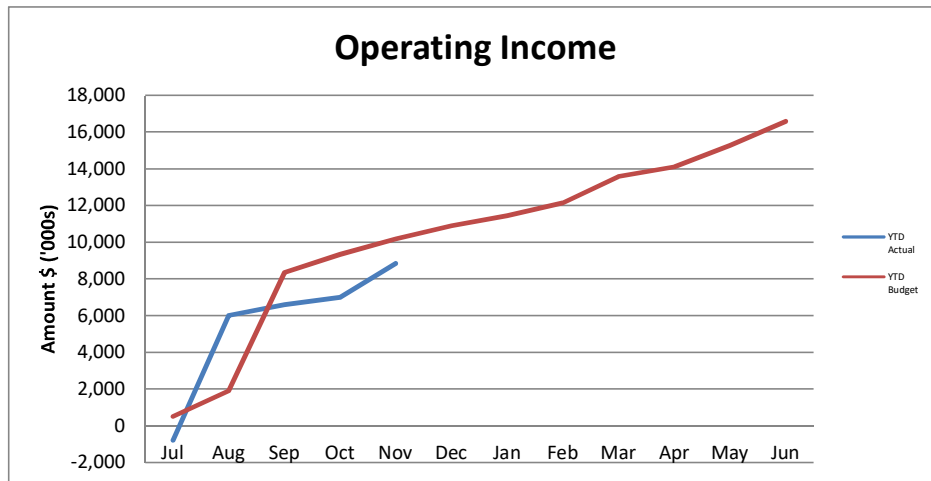
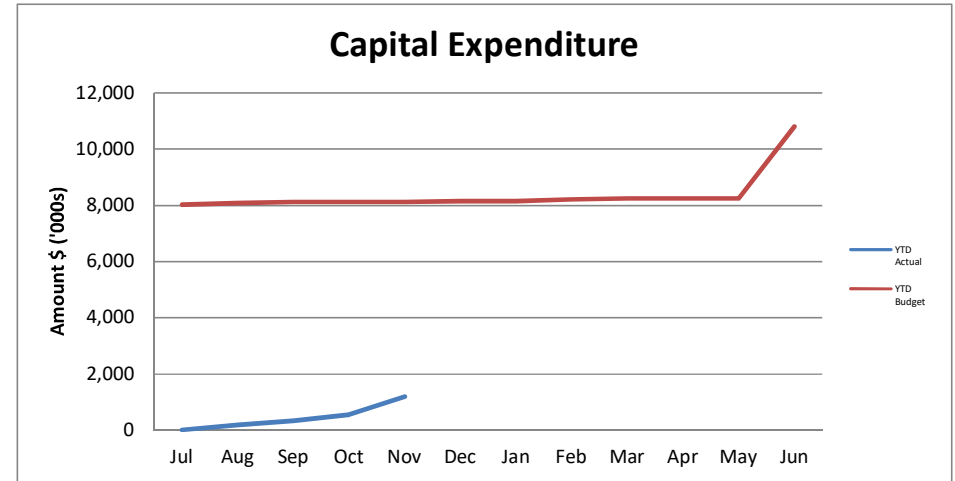
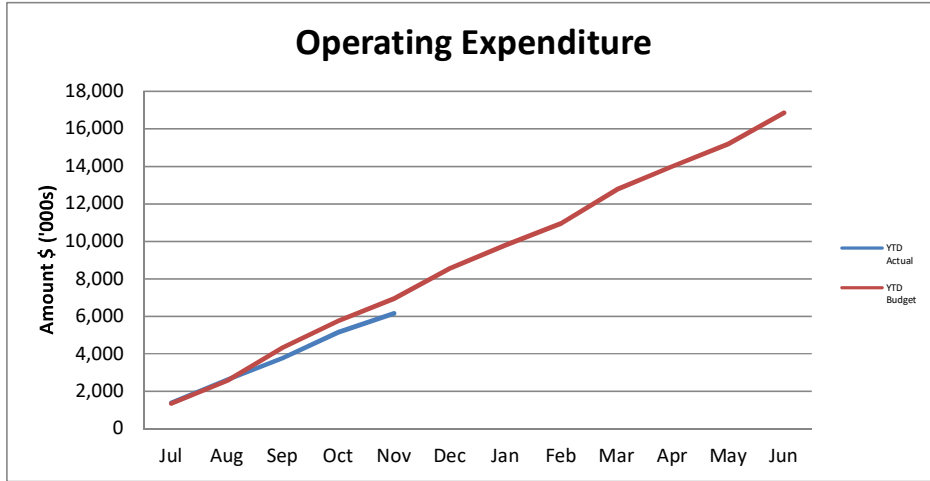


SHIRE OF RAVENSTHORPE
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

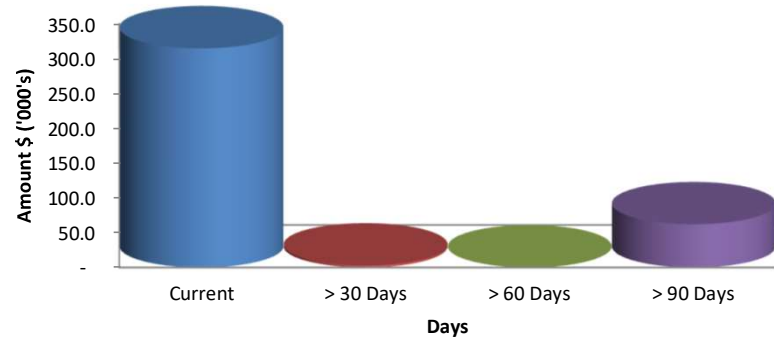
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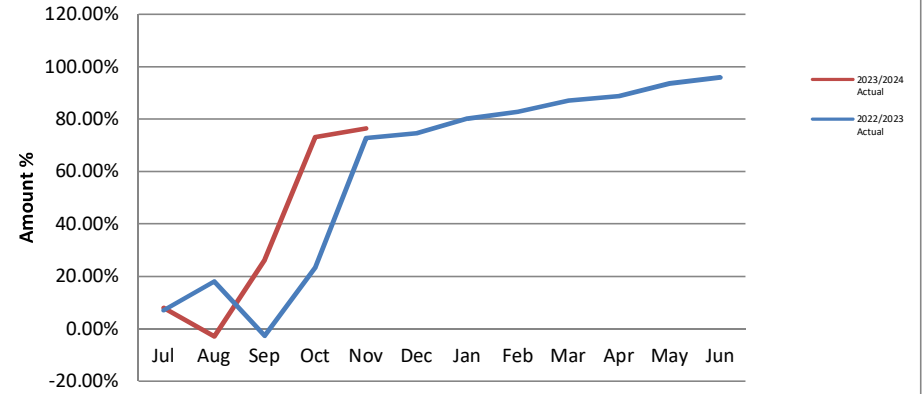
Income and Expenditure Graphs to 30 November 2023



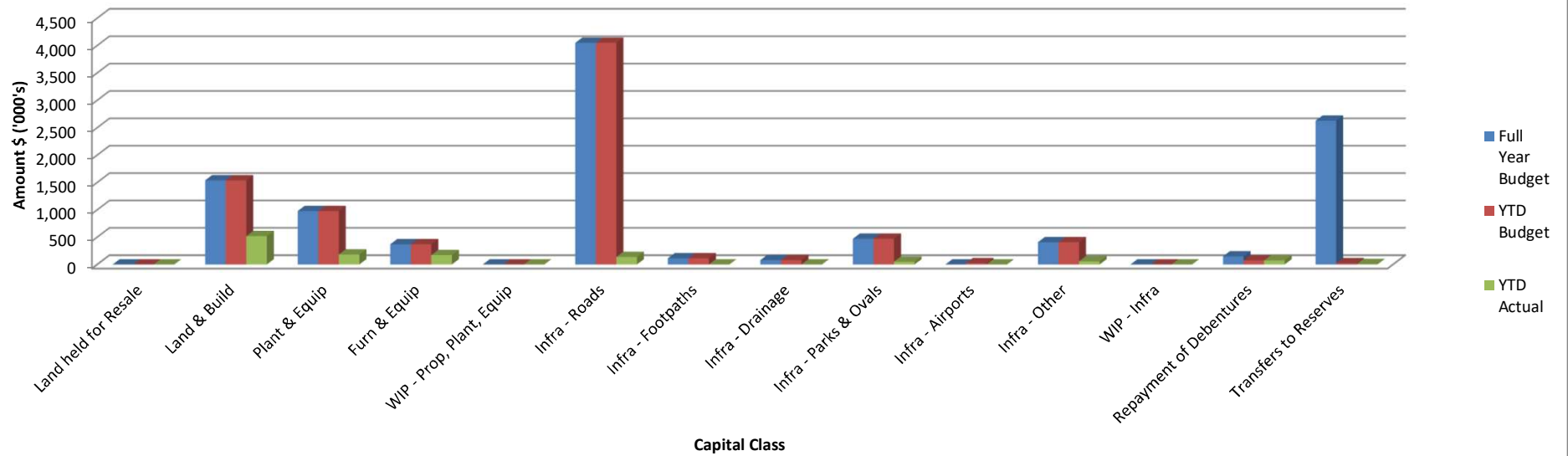
Sundry Debtors Amount O/S



Rates % Collected



Capital Expenditure



SHIRE OF RAVENSTHORPE
STATEMENT OF FINANCIAL ACTIVITY BY NATURE

FOR THE PERIOD ENDED 30 NOVEMBER 2023

	NOTE	2023/2024 Adopted Budget \$	NOVEMBER 2024 Y-T-D Budget \$	NOVEMBER 2024 Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
OPERATING ACTIVITIES							
Revenue from operating activities							
Rates		5,790,238	5,786,494	5,711,119	(75,375)	99%	
Grants, Subsidies and Contributions		1,235,982	633,364	469,827	(163,537)	74%	▲
Fees and Charges		3,446,578	1,689,536	1,742,544	53,008	103%	
Service Charges		0	0	0	0	0%	
Interest Revenue		198,500	86,889	71,788	(15,101)	83%	
Other Revenue		594,055	304,975	254,551	(50,424)	83%	
Profit on Disposal of Assets		25,500	0	0	0	0%	
FV Adjust (Revenue)		0	0	0	0	0%	
		<u>11,290,853</u>	<u>8,501,258</u>	<u>8,249,828</u>	<u>(251,430)</u>	<u>97%</u>	
Expenditure from operating activities							
Employee Costs		(6,000,489)	(2,507,441)	(2,129,203)	378,238	(85%)	▲
Materials and Contracts		(4,328,071)	(1,618,191)	(1,440,320)	177,871	(89%)	▲
Utility Charges		(288,540)	(127,454)	(119,034)	8,420	(93%)	
Depreciation		(5,531,509)	(2,312,598)	(2,143,464)	169,134	(93%)	▲
Finance Costs		(42,746)	(17,322)	(5,762)	11,560	(33%)	
Insurance Expenses		(262,265)	(262,223)	(167,342)	94,881	(64%)	
Other Expenditure		(376,198)	(102,280)	(150,077)	(47,797)	(147%)	
Loss on Disposal of Assets		(27,700)	0	0	0	0%	
FV Adjust (Expenditure)		0	0	0	0	0%	
		<u>(16,857,518)</u>	<u>(6,947,509)</u>	<u>(6,155,203)</u>	<u>792,306</u>	<u>(89%)</u>	
Non-cash amounts excluded from operating activities							
(Profit)/Loss on Asset Disposals	2	2,200	0	0	0	0%	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0%	
Movement in Employee Benefit Provisions		0	0	0	0	0%	
Rounding		0	0	0	0	0%	
Depreciation on Assets		5,531,509	2,312,598	2,143,464	(169,134)	(93%)	▲
		<u>5,533,709</u>	<u>2,312,598</u>	<u>2,143,464</u>	<u>(169,134)</u>	<u>(93%)</u>	▲
Amount attributable to operating activities		(32,956)	3,866,347	4,238,090	371,743	(110%)	▲
INVESTING ACTIVITIES							
Inflows from investing activities							
Capital Grants, Subsidies and Contributions		5,312,244	1,687,815	613,909	(1,073,906)	(36%)	▼
Proceeds from Disposal of Assets	2	126,000	0	0	0	0%	
Proceeds from financial assets at amortised cost - self supporting loans		0	0	0	0	0%	
		<u>5,438,244</u>	<u>1,687,815</u>	<u>613,909</u>	<u>(1,073,906)</u>	<u>(36%)</u>	▲
Outflows from investing activities							
Purchase Land Held for Resale	1	0	0	0	0	0%	
Purchase of Land and Buildings	1	(1,538,723)	(1,538,723)	(516,863)	1,021,860	(34%)	▲
Purchase of Furniture & Equipment	1	(369,000)	(369,000)	(170,313)	198,687	(46%)	▲
Purchase of Plant & Equipment	1	(977,020)	(977,020)	(182,029)	794,991	(19%)	▲
Purchase of WIP - PP & E	1	0	0	0	0	0%	
Purchase of Infrastructure Assets - Roads	1	(4,048,615)	(4,048,615)	(137,738)	3,910,877	(3%)	
Purchase of Infrastructure Assets - Footpaths	1	(112,500)	(112,500)	0	112,500	0%	
Purchase of Infrastructure Assets - Drainage	1	(79,264)	(79,264)	0	79,264	0%	
Purchase of Infrastructure Assets - Parks & Ovals	1	(470,000)	(470,000)	(193,822)	276,178	(41%)	▲
Purchase of Infrastructure Assets - Airports	1	(24,583)	(24,583)	(13,596)	10,987	(55%)	
Purchase of Infrastructure Assets - Other	1	(407,380)	(407,380)	(57,889)	349,491	(14%)	▲
Purchase of WIP - INFRA	1	0	0	0	0	0%	
Payments for financial assets at amortised cost - self supporting loans		0	0	0	0	0%	
		<u>(8,027,085)</u>	<u>(8,027,085)</u>	<u>(1,272,250)</u>	<u>6,754,835</u>	<u>(16%)</u>	▲
Amount attributable to investing activities		(2,588,841)	(6,339,270)	(658,341)	5,680,929	(10%)	▲
FINANCING ACTIVITIES							
Inflows from financing activities							
Proceeds from New Borrowings	3	0	0	0	0	0%	
Transfers from Restricted Asset (Reserves)	4	1,034,490	0	0	0	0%	
Transfers from Restricted Asset (Other)		0	0	0	0	0%	
		<u>1,034,490</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>	
Outflows from financing activities							
Repayment of borrowings	3	(147,923)	(73,959)	(73,403)	556	(99%)	
Payments for principal portion of lease liabilities	2	(128,223)	0	0	0	0%	
Transfers to Restricted Assets (Reserves)	4	(2,627,000)	(24,250)	(8,377)	15,873	(35%)	
Transfers to Restricted Assets (Other)		0	0	0	0	0%	
		<u>(2,903,146)</u>	<u>(98,209)</u>	<u>(81,780)</u>	<u>15,873</u>	<u>(83%)</u>	
Amount attributable to financing activities		(1,868,656)	(98,209)	(81,780)	15,873	(83%)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	5	4,570,453	4,564,071	4,564,071	0	(100%)	
Amount attributable to operating activities		(32,956)	3,866,347	4,238,090	371,743	(110%)	▲
Amount attributable to investing activities		(2,588,841)	(6,339,270)	(658,341)	5,680,929	(10%)	▲
Amount attributable to financing activities		(1,868,656)	(98,209)	(81,780)	15,873	(83%)	
Surplus or deficit at the end of the financial year	5	80,001	1,992,939	8,062,039	6,068,544	(405%)	▲

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

Material Variances Symbol

Above Budget Expectations ▲
Below Budget Expectations ▼

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 and \$100,000 whichever is the lesser.

REPORTABLE OPERATING REVENUE VARIATIONS

03 - General Purpose Funding

Ex-Gratia rates not yet raised.

05 - Law, Order and Public Safety

MAF Grant funding timing difference yet to be claimed.

REPORTABLE OPERATING EXPENSE VARIATIONS

04 - Governance

Favourable variances are Lower YTD Admin allocations; Council election fees yet to be invoiced; timing differences on audit fees not yet claimed, strategic plan workings, and proposed grant co-contributions genestreams, trial upgrades; whereas Community Development Fund payments are \$10K ahead of schedule.

08 - Education and Welfare

Employee costs for childcare centres are lower than forecast due to staff shortages. Housing expenditure lower than budgeted as rent forecast in November as Shire transitions to paying for FQM rentals in Hopetoun.

12 - Transport

Overall road depreciation expenditure YTD is lower than budgeted YTD, however this has no effect on the cash position. Airport operations costs \$40K and airstrip maintenance \$17K is slightly lower than expected YTD.

14 - Other Property & Services

Higher plant operation costs due to elevated repair costs are mainly due to Bushfire Brigade Plant, higher depreciation than budgeted (non-cash). Plant cost recoveries are lower than year to date budget.

REPORTABLE NON-CASH VARIATIONS

Depreciation expenditure YTD is lower than budgeted YTD, however this has no effect on the cash position.

REPORTABLE CAPITAL EXPENSE VARIATIONS

Favourable progress on Land and buildings 34%; Furniture & Equipment 46%; Parks & Ovals infrastructure 41% and airport infrastructure programs 55%. Roads Programs have progressed with resheeting works in favourable weather.

REPORTABLE CAPITAL INCOME VARIATIONS

Unfavourable due to major grant acquittal payments for Ravensthorpe Cultural Precinct nearing finalisation.

REPORTABLE N&T INCOME VARIATIONS

Grants - Unfavourable due to major grant acquittal payments for Ravensthorpe Cultural Precinct nearing finalisation.

REPORTABLE N&T INCOME VARIATIONS

Employee Costs - Favourable from EBA backpays not processed in November because of timing of WAIRC registration.
Materials & Contracts - Favourable timing variances on Integrated Planning, Fire Mitigation, Medical Services, Childcare, Refuse services, Works administration and Work Health and Safety.
Depreciation - Favourable non-cash expenditure.

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2023

	2023/2024 Adopted Budget \$	2023/2024 YTD Budget \$	NOVEMBER 2024 Actual \$
1. ACQUISITION OF ASSETS			
The following assets have been acquired during the period under review:			
By Program			
Law, Order & Public Safety			
<u>Fire Prevention & Control</u>			
Hopetoun Rural Bushfire Shed	352,110	352,110	358,789
Water Tank Installation - Jerdacuttup Bfb	7,929	7,929	176
Water Tank Installation - Ravensthorpe North	14,199	14,199	0
Variable Message Boards	40,000	40,000	48,935
<u>Animal Control</u>			
Construction Of New Dog Pound	50,000	50,000	0
<u>Law & Order</u>			
Ravensthorpe Ses Building Upgrades 21/22	9,700	9,700	0
22/23 Senior Ranger Vehicle	60,000	60,000	0
Dog And Vehicle Signage	12,000	12,000	1,250
Education & Welfare			
<u>Child Care Centres</u>			
Little Barrrens Building Upgrades	10,000	10,000	0
Little Barrrens - Painting	21,120	21,120	0
Little Barrrens - Shade	24,840	24,840	24,840
Little Barrrens - Soft Fall Area	10,000	10,000	0
Cub House Building Upgrades	33,400	33,400	0
Cub House - Structural Repairs	15,000	15,000	0
Cub House - Shade	31,540	31,540	31,540
The Cub House - Playground Drainage	5,000	5,000	0
Housing			
<u>Staff Housing</u>			
30 Kingsmill Street, Ravensthorpe	16,800	16,800	0
4 Daw Street	18,500	18,500	0
88 Martin St, Ravensthorpe	12,100	12,100	13,714
27C Carlisle Street - Internal Painting	6,500	6,500	0
27A Carlisle Street - Internal Painting	6,500	6,500	0
<u>Other Housing</u>			
Community Amenities			
<u>Sanitation - Household Refuse</u>			
Ravensthorpe Transfer Shed Improvements	25,650	25,650	4,020
Munglinup Waste Site Improvements (Design)	57,000	57,000	0
Ravensthorpe Regional Landfill	8,000	8,000	1,509
<u>Sewerage</u>			
Skip Bin Trailer	20,000	20,000	0
2019/20 Purchase Plant - Sewerage Fencing	23,790	23,790	0
Ravensthorpe Effluent Ponds - Restore Banks	49,264	49,264	0
<u>Other Community Amenities</u>			
West Beach Ablutions Updgrade	17,030	17,030	58,199
Hopetoun Foreshore Ablutions - Upgrades	27,440	27,440	0
Munglinup Public Conveniences	25,000	25,000	0
Cemetery - Backhoe Bucket	3,500	3,500	0
Hopetoun Cemetery Upgrades	60,000	60,000	0
Recreation and Culture			
<u>Public Halls & Civic Centres</u>			
Ravensthorpe Town Hall - Security Lighting	12,000	12,000	0
Hopetoun Office - Rainwater Switchboard	20,000	20,000	0
<u>Swimming Areas & Beaches</u>			
Hopetoun Foreshore Upgrade	100,000	100,000	50,537
<u>Other Recreation & Sport</u>			
Hopetoun Sports Pavilion, Repair Doors,	14,000	14,000	0
Ravensthorpe Rec Centre - Generator Switch	8,000	8,000	0
New Gym Equipment	10,000	10,000	0
Hopetoun Hockey Field - Switchboard Upgrade	20,000	20,000	0
<u>Libraries</u>			
Ravensthorpe Crc - Improvements	25,000	25,000	0

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2023

1. ACQUISITION OF ASSETS (Continued)	2023/2024 Adopted Budget \$	2023/2024 YTD Budget \$	NOVEMBER 2024 Actual \$
The following assets have been acquired during the period under review:			
By Program (Continued)			
Recreation and Culture (Continued)			
<i>Other Culture</i>			
Rcp Furniture Fit Out	50,000	50,000	10,781
Rcp Architect Services	4,000	4,000	7,500
Rcp Consultants Services	6,520	6,520	2,700
Rcp Project Management	0	0	0
Rcp Building Construction (& Builders)	0	0	0
Rcp Project Fees And Charges (Non-Grant)	0	0	0
Rcp Demolition	30,000	30,000	0
Rcp Contingency	0	0	0
Rcp Utility Services (External Services)	30,000	30,000	42,925
Rcp Landscaping And Playground	0	0	0
Rcp Public Art	0	0	0
Rcp Carpark	0	0	20,012
Rcp (Shire) Admin Building Construction	50,000	50,000	0
Rcp (Shire) Dunnart Building Construction	70,000	70,000	1,496
Rcp (Shire) Earthworks Building Construction	0	0	0
Rcp (Shire) Project Management	0	0	157
Rcp (Shire) Building Construction	0	0	0
Rcp (Shire) Demolition	0	0	0
Rcp (Shire) Fitout - Contingency	0	0	2,000
Precinct Solar	450,000	450,000	0
Rcp (Shire) Landscaping	220,000	220,000	123,273
Rcp (Shire) Public Art	0	0	0
Rcp (Shire) Carpark	130,000	130,000	0
Transport			
<i>Construction - Roads, Bridges, Depots</i>			
Roads Construction Council			
Bedford Harbour Road Construction	118,699	118,699	0
Springdale Road - Seal Missing Sealed	35,000	35,000	0
Jerdacuttup Road Re-Construction Works (Lrci)	809,099	809,099	0
Gravel Pit Development	55,000	55,000	0
Roads Mrwa V Of G Constr			
Springdale Road Slk 19.0 - 40.0	45,326	45,326	59,005
Southern Ocean Road Slk 0.00 - 2.00	100,000	100,000	0
Jerdacuttup Road - Stabilise Pavement &	0	0	3,264
Jerdacuttup Road Slk 9.74 - 14.74	215,000	215,000	0
Roads To Recovery Construction			
Springdale Road Slk 50.0-59.6 Resheet R2R	250,892	250,892	404
Mt Short Slk 0.0-1.6 Resheet R2R	40,000	40,000	29,980
Koornong Road Slk 27.8-30.0 Resheet R2R	55,000	55,000	45,086
Floater Road Slk 0-7.8 Resheet R2R	95,000	95,000	0
Laurina Road Slk 3.0-5.0	50,000	50,000	0
Commodity Route Road Construction			
Tamarine Road Reseal Slk 0.0 To 7.4	240,100	240,100	0
Drainage Construction			
Elverdton Road Culverts Slk 2.03, 3.02 & 4.19	30,000	30,000	0
Footpath Construction			
Concrete Footpath Construction Programme	75,000	75,000	0
Cambewarra Drive Footpath	7,500	7,500	0
Bike Paths Upgrades From Master Plan	30,000	30,000	0
Bridges Construction			
Jerdacuttup River Bridge - Springdale Road	1,939,499	1,939,499	0
Purchase Land - Roadworks And Depots			
Purchase Land & Buildings - Roadworks			
Ravensthorpe Depot Grounds Upgrades	110,225	110,225	25,186
Purchase Other Infrastructure - Roads & Depots			
Diesel Tank Hopetoun	36,000	36,000	0

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2023

1. ACQUISITION OF ASSETS (Continued)	2023/2024 Adopted Budget \$	2023/2024 YTD Budget \$	NOVEMBER 2024 Actual \$
The following assets have been acquired during the period under review:			
By Program (Continued)			
<u>Road Plant Purchases</u>			
20/21 Purchase Side Tipper	114,730	114,730	0
Patching Trailer 23/24	45,000	45,000	0
Grader Draw Bars 23/24	50,000	50,000	0
<u>Traffic Control</u>			
New Portable Traffic Lights	20,000	20,000	0
<u>Aerodromes</u>			
Ravensthorpe Airport - It Upgrades	18,000	18,000	0
Airport Furniture	8,000	8,000	2,969
Airport Tug	65,000	65,000	44,441
Ravensthorpe Airport Baggage Trolleys	25,000	25,000	23,889
Airport Tractor And Slasher	130,000	130,000	0
Terminal Improvements	30,000	30,000	0
Ravensthorpe Airport Fencing - Boundary	17,583	17,583	7,396
Airport Lighting Upgrade	7,000	7,000	6,200
Economic Services			
<u>Tourism</u>			
Campground Data Connectivity	30,000	30,000	0
Ravensthorpe Interpretive Centre - Fit Out	180,000	180,000	130,020
Campground Fire Pits	25,000	25,000	0
Genstreme Projects	110,000	110,000	0
Ravensthorpe Tennis Club - Dump Point	25,000	25,000	0
Campground Signage	15,000	15,000	0
Other Property & Services			
<u>Works</u>			
22/23 Dual Cab Utility - Eto	60,000	60,000	0
22/23 Dual Cab Utility - Works Supervisor	60,000	60,000	0
22/23 Dual Cab Utility - Ato	60,000	60,000	0
22/23 Dual Cab Utility - Cleaners	50,000	50,000	0
22/23 Single Cab Utility - Cleaners	50,000	50,000	0
<u>Administration</u>			
Fleet Vehicle 23/24	75,000	75,000	64,964
Mcsr Vehicle 23/24	45,000	45,000	0
Computer Upgrades	20,000	20,000	13,868
Office Furniture And Painting	10,000	10,000	6,610
Wide Format Printer	11,000	11,000	4,815
Cleaners Room - Ravensthorpe Office	10,000	10,000	0
	0	0	0
	0	0	0
	0	0	0
	<u>8,027,085</u>	<u>8,027,085</u>	<u>1,272,250</u>
By Class			
Land	0	0	0
Buildings	1,538,723	1,538,723	516,863
Furniture & Equipment	369,000	369,000	170,313
Plant & Equipment	977,020	977,020	182,029
Infrastructure - Roads	4,048,615	4,048,615	137,738
Infrastructure - Footpaths	112,500	112,500	0
Infrastructure - Drainage	79,264	79,264	0
Infrastructure - Parks & Ovals	470,000	470,000	193,822
Infrastructure - Airports	24,583	24,583	13,596
Infrastructure - Other	407,380	407,380	57,889
	<u>8,027,085</u>	<u>8,027,085</u>	<u>1,272,250</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2023

2. DISPOSALS OF ASSETS

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

By Program	Asset #	Plant #	Written Down Value		Sale Proceeds		Profit(Loss)	
			2023/2024 Adopted Budget \$	2023/2024 YTD Actual \$	2023/2024 Adopted Budget \$	2023/2024 YTD Actual \$	2023/2024 Adopted Budget \$	2023/2024 YTD Actual \$
Transport							0	0
Duraquip Side Tipper No 1	P611	P577	24,900		14,000		(10,900)	0
Public Works Overheads								
18/19 Toyota Hilux Dual Cab - (Pool Car)	P638B	P638B	27,400		17,000		(10,400)	0
Toyota Hilux 4X4 Utility - Works Supervisor	P698A	P698A	38,600		35,000		(3,600)	0
18/19 Toyota Hilux - Admin Tech Officer	P702B	P702B	32,800		30,000		(2,800)	0
Triton Xtra Cab	P632A	P632A	4,500		15,000		10,500	0
Mitsubishi Triton	P705	P705	0		15,000		15,000	0
							0	0
			128,200.00	0.00	126,000.00	0.00	(2,200.00)	0.00

By Class of Asset	Asset #	Plant #	Written Down Value		Sale Proceeds		Profit(Loss)	
			2023/2024 Adopted Budget \$	2023/2024 YTD Actual \$	2023/2024 Adopted Budget \$	2023/2024 YTD Actual \$	2023/2024 Adopted Budget \$	2023/2024 YTD Actual \$
Plant & Equipment								
Duraquip Side Tipper No 1	P611		24,900	0	14,000	0	(10,900)	0
18/19 Toyota Hilux Dual Cab - (Pool Car)	P638B	P638B	27,400	0	17,000	0	(10,400)	0
Toyota Hilux 4X4 Utility - Works Supervisor	P698A	P698A	38,600	0	35,000	0	(3,600)	0
18/19 Toyota Hilux - Admin Tech Officer	P702B	P702B	32,800	0	30,000	0	(2,800)	0
Triton Xtra Cab	P632A	P632A	4,500	0	15,000	0	10,500	0
Mitsubishi Triton	P705	P705	0	0	15,000	0	15,000	0
	0	0	0	0	0	0	0	0
			128,200.00	0.00	126,000.00	0.00	(2,200)	0.00

Summary

Profit on Asset Disposals	25,500	0.00
Loss on Asset Disposals	(27,700)	0.00
	<u>(2,200)</u>	<u>0.00</u>

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

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2023

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-23	Principal Repayments		Principal Outstanding		Interest Repayments	
		2023/2024 Adopted Budget \$	2023/2024 YTD Actual \$	2023/2024 Adopted Budget \$	2023/2024 YTD Actual \$	2023/2024 Adopted Budget \$	2023/2024 YTD Actual \$
Housing							
Loan 145 Staff Housing	79,285	39,080	19,401	40,205	59,884	2,593	569
Loan 147 Other Housing	169,538	18,805	9,324	150,733	160,214	6,715	2,013
Recreation and Culture							
Loan 146 Hopetoun Community Centre	254,569	15,678	7,769	238,891	246,800	10,751	1,849
Transport							
Loan 138D Town Street	0	0	0	0	0	0	0
Loan 144 Town Street	0	0	0	0	0	0	0
Loan 143B Refinance	71,004	34,998	17,375	36,006	53,629	2,322	510
Loan 138E Refinance	121,717	39,362	19,534	82,355	102,183	4,184	822
	696,113	147,923	73,403	548,190	622,710	26,565	5,763

(*) 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-23	Principal Repayments		Principal Outstanding		Interest Repayments	
		2023/2024 Adopted Budget \$	2023/2024 YTD Actual \$	2023/2024 Adopted Budget \$	2023/2024 YTD Actual \$	2023/2024 Adopted Budget \$	2023/2024 YTD Actual \$
Law, Order & Public Safety							
Lease Contract 939384 CESO Vehicle	13,726	13,726	0	13,726		101	0
Community Amenities							
Lease Contract 908707	375,437	77,924	0	297,513		13,165	0
Lease Contract 915953	147,179	36,573	0	110,606		6,283	0
	536,342	128,223	0	421,845	0	19,549	0

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2023

	2023/2024 Adopted Budget \$	2023/2024 YTD Actual \$
4. RESERVES		
Cash Backed Reserves		
(a) Plant Reserve		
Opening Balance	842,363	842,363
Amount Set Aside / Transfer to Reserve	1,133,515	2,894
Amount Used / Transfer from Reserve	<u>(328,730)</u>	<u>0</u>
	<u>1,647,148</u>	<u>845,257</u>
(b) Emergency Farm Water Reserve		
Opening Balance	12,722	12,722
Amount Set Aside / Transfer to Reserve	506	44
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>13,228</u>	<u>12,766</u>
(c) Building Reserve		
Opening Balance	389,108	389,108
Amount Set Aside / Transfer to Reserve	295,481	1,337
Amount Used / Transfer from Reserve	<u>(162,165)</u>	<u>0</u>
	<u>522,424</u>	<u>390,445</u>
(d) Road & Footpath Reserve		
Opening Balance	411,242	411,242
Amount Set Aside / Transfer to Reserve	566,362	1,413
Amount Used / Transfer from Reserve	<u>(416,308)</u>	<u>0</u>
	<u>561,296</u>	<u>412,655</u>
(e) Swimming Pool Upgrade Reserve		
Opening Balance	46,437	46,437
Amount Set Aside / Transfer to Reserve	1,848	160
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>48,285</u>	<u>46,597</u>
(f) Recreation Reserve		
Opening Balance	40,522	40,522
Amount Set Aside / Transfer to Reserve	41,612	139
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>82,134</u>	<u>40,661</u>
(g) Airport Reserve		
Opening Balance	319,524	319,524
Amount Set Aside / Transfer to Reserve	362,713	1,098
Amount Used / Transfer from Reserve	<u>(17,583)</u>	<u>0</u>
	<u>664,654</u>	<u>320,622</u>
(h) Waste & Sewerage Reserve		
Opening Balance	295,228	295,228
Amount Set Aside / Transfer to Reserve	201,746	1,014
Amount Used / Transfer from Reserve	<u>(98,704)</u>	<u>0</u>
	<u>398,270</u>	<u>296,242</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2023

	2023/2024 Adopted Budget \$	2023/2024 YTD Actual \$
4. RESERVES (Continued)		
(i) IT & Equipment Reserve		
Opening Balance	36,722	36,722
Amount Set Aside / Transfer to Reserve	21,461	126
Amount Used / Transfer from Reserve	(11,000)	0
	<u>47,183</u>	<u>36,848</u>
(j) Leave Reserve		
Opening Balance	44,138	44,138
Amount Set Aside / Transfer to Reserve	1,756	152
Amount Used / Transfer from Reserve	0	0
	<u>45,894</u>	<u>44,290</u>
Total Cash Backed Reserves	<u><u>4,030,516</u></u>	<u><u>2,446,383</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	1,133,515	2,894
Emergency Farm Water Reserve	506	44
Building Reserve	295,481	1,337
Road & Footpath Reserve	566,362	1,413
Swimming Pool Upgrade Reserve	1,848	160
Recreation Reserve	41,612	139
Airport Reserve	362,713	1,098
Waste & Sewerage Reserve	201,746	1,014
IT & Equipment Reserve	21,461	126
Leave Reserve	1,756	152
	<u>2,627,000</u>	<u>8,377</u>
Transfers from Reserves		
Plant Reserve	(328,730)	0
Emergency Farm Water Reserve	0	0
Building Reserve	(162,165)	0
Road & Footpath Reserve	(416,308)	0
Swimming Pool Upgrade Reserve	0	0
UHF Repeater Reserve	0	0
Airport Reserve	(17,583)	0
Waste & Sewerage Reserve	(98,704)	0
IT & Equipment Reserve	(11,000)	0
Leave Reserve	0	0
	<u>(1,034,490)</u>	<u>0</u>
Total Transfer to/(from) Reserves	<u><u>1,592,510</u></u>	<u><u>8,377</u></u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2023

4. RESERVES (Continued)

Cash Backed Reserves (Continued)

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

Plant Reserve

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

Emergency Farm Water Reserve

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

Building Reserve

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

Road and Footpath Reserve

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

Swimming Pool Upgrade Reserve

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

Recreation Reserve

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

Airport Reserve

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

Waste and Sewerage Reserve

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

IT & Equipment Reserve

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

Leave Reserve

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

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2023

	2022/2023 B/Fwd Per 2023/2024 Budget \$	2022/2023 B/Fwd Per Financial Report \$	NOVEMBER 2024 Actual \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	2,373,938	3,673,829	6,702,103
Cash - Restricted Unspent Grants	935,272	0	
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	1,682,126	2,438,006	2,446,381
Receivables (Budget Purposes Only)	0	0	0
Rates Outstanding	254,693	226,344	1,500,118
Sundry Debtors	231,740	774,964	412,527
Provision for Doubtful Debts	0	0	0
Gst Receivable	114,211	178,663	95,960
Accrued Income/Payments In Advance	938,927	2,205,470	10,676
Payments in Advance	0	0	0
Inventories	25,554	32,563	32,563
	<u>6,556,461</u>	<u>9,529,839</u>	<u>11,200,328</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(386,634)	(566,519)	(139,980)
Accrued Interest On Loans	(27,768)	(26,119)	(17,895)
Accrued Salaries & Wages	(28,180)	(44,619)	0
Income In Advance (Contract Liabilities)	(935,272)	(1,147,134)	0
Gst Payable	0	(97,993)	(31,678)
Payroll Creditors	(114,053)	(86,490)	(80,755)
Accrued Expenses	0	(79,647)	0
PAYG Liability	0	0	0
Right of Use Assets - Current	(13,725)	(128,224)	(128,224)
Trust	0	0	0
Other Payables	(322,020)	(479,241)	(422,436)
Current Employee Benefits Provision	(502,817)	(636,870)	(636,870)
Current Loan Liability	(143,522)	(147,923)	(74,520)
	<u>(2,473,991)</u>	<u>(3,440,779)</u>	<u>(1,532,358)</u>
NET CURRENT ASSET POSITION	4,082,470	6,089,060	9,667,970
Less: Cash - Reserves - Restricted	(1,682,126)	(2,438,006)	(2,446,381)
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	502,817	636,870	636,870
Add Back : Current Loan Liability	143,522	147,923	74,520
ADD: Current Portion of Lease Liability	13,725	128,224	128,224
Adjustment for Trust Transactions Within Muni		0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>3,060,408</u>	<u>4,564,071</u>	<u>8,061,203</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2023

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2023/2024 Rate Revenue \$	2023/2024 Interim Rates \$	2023/2024 Back Rates \$	2023/2024 Total Revenue \$	2023/2024 Budget \$
General Rate								
GRV Residential	0.117967	782	12,480,248	1,472,258	0	0	1,472,258	1,472,258
GRV Commercial	0.144823	34	1,661,574	240,634	0	0	240,634	240,634
GRV industrial	0.144823	36	628,700	91,050	0	0	91,050	91,050
GRV - Transient & Short Stay Accom	0.302765	2	1,075,000	325,472	0	0	325,472	325,472
UV - Mining	0.247811	113	3,269,270	810,161	0	0	810,161	810,161
UV - Other	0.004800	318	469,955,000	2,255,784	0	0	2,255,784	2,255,784
Non-Rateable	0.000000	472	201,799	0	0	0	0	0
Sub-Totals		1,757	489,271,591	5,195,360	0	0	5,195,360	5,195,359
Minimum Rates	Minimum \$							
GRV Residential	982.00	374	1,025,127	367,268	0	0	367,268	367,268
GRV Commercial	982.00	10	51,165	9,820	0	0	9,820	9,820
GRV Industrial	982.00	10	40,668	9,820	0	0	9,820	9,820
GRV - Transient & Short Stay Accom	982.00	0	0	0	0	0	0	0
UV - Mining	479.00	43	41,014	20,597	0	0	20,597	20,597
UV - Other	958.00	113	8,431,600	108,254	0	0	108,254	108,254
Sub-Totals		550	9,589,574	515,759	0	0	515,759	515,759
				5,711,119			5,711,119	5,711,118
Back Rates								1,500
Interim Rates								4,500
Total Amount Raised From Rates							5,711,119	5,717,118
Ex Gratia Rates		check after rates raised					0	73,120
Total Rates							5,711,119	5,790,238

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

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

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

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2023

7. TRUST FUNDS

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

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2023

8. OPERATING STATEMENT BY PROGRAM

	NOVEMBER 2024 Actual \$	2023/2024 Adopted Budget \$	2022/2023 Actual \$
OPERATING REVENUES			
Governance	25,698	25,570	(5,608)
General Purpose Funding	6,858,319	6,963,460	8,175,375
Law, Order, Public Safety	196,965	969,506	891,799
Health	8,653	6,300	6,359
Education and Welfare	294,481	748,239	782,969
Housing	31,832	28,400	33,024
Community Amenities	697,633	895,522	1,142,113
Recreation and Culture	(1,915,870)	1,237,375	4,659,826
Transport	2,395,394	4,900,514	2,782,610
Economic Services	202,862	639,178	357,125
Other Property and Services	67,770	189,033	303,989
TOTAL OPERATING REVENUE	8,863,737	16,603,097	19,129,581
OPERATING EXPENSES			
Governance	(396,671)	(1,281,347)	(978,968)
General Purpose Funding	(98,262)	(317,452)	(231,773)
Law, Order, Public Safety	(533,556)	(1,461,690)	(1,175,636)
Health	(136,414)	(472,423)	(380,769)
Education and Welfare	(533,365)	(1,611,298)	(1,386,554)
Housing	(79,339)	(281,488)	(266,128)
Community Amenities	(723,062)	(1,774,454)	(1,513,135)
Recreation & Culture	(1,100,355)	(2,885,695)	(2,448,339)
Transport	(2,216,642)	(5,960,218)	(5,633,628)
Economic Services	(171,605)	(597,995)	(403,687)
Other Property and Services	(165,934)	(213,457)	(911,466)
TOTAL OPERATING EXPENSE	(6,155,205)	(16,857,518)	(15,330,083)
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>2,708,532</u>	<u>(254,420)</u>	<u>3,799,498</u>

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

8. OPERATING STATEMENT BY NATURE & TYPE

	NOVEMBER	2023/2024	2022/2023
	2024	Adopted	Actual
	Actual	Budget	Actual
	\$	\$	\$
OPERATING REVENUES			
Rates	5,711,119	5,790,238	5,024,821
Operating Grants, Subsidies and Contributions	469,827	1,235,982	3,918,617
Non-Operating Grants, Subsidies and Contributions	613,909	5,312,244	5,917,930
Fees and Charges	1,742,544	3,446,578	3,279,397
Service Charges	0	0	0
Interest Earnings	71,788	198,500	130,869
Profit on Asset Disposals	0	25,500	127,118
Proceeds on Disposal of Assets	0	126,000	187,194
Realisation on Disposal of Assets	0	(126,000)	(187,194)
Other Revenue	254,551	594,055	730,828
TOTAL OPERATING REVENUE	8,863,738	16,603,097	19,129,580
OPERATING EXPENSES			
Employee Costs	(2,129,203)	(6,000,489)	(5,290,647)
Materials and Contracts	(1,440,320)	(4,328,071)	(3,229,215)
Utility Charges	(119,034)	(288,540)	(341,067)
Depreciation on Non-Current Assets	(2,143,464)	(5,531,509)	(5,737,635)
Interest Expenses	(5,762)	(42,746)	(50,086)
Insurance Expenses	(167,342)	(262,265)	(240,155)
Loss on Asset Disposals	0	(27,700)	(17,042)
FV Adjustment of Non-Current assets	0	0	0
Other Expenditure	(150,077)	(376,198)	(424,236)
TOTAL OPERATING EXPENSE	(6,155,202)	(16,857,518)	(15,330,083)
CHANGE IN NET ASSETS			
RESULTING FROM OPERATIONS	<u>2,708,536</u>	<u>(254,421)</u>	<u>3,799,497</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2023

9. STATEMENT OF FINANCIAL POSITION

	NOVEMBER 2024 Actual \$	2022/2023 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	9,148,484	6,111,835
Trade and Other Receivables	2,019,281	3,385,441
Inventories	32,563	32,563
TOTAL CURRENT ASSETS	11,200,328	9,529,839
NON-CURRENT ASSETS		
Other Receivables	7,753	7,753
Inventories	0	0
Property, Plant and Equipment	50,045,830	50,135,181
Infrastructure	117,771,084	118,552,109
TOTAL NON-CURRENT ASSETS	167,824,667	168,695,043
TOTAL ASSETS	179,024,995	178,224,882
CURRENT LIABILITIES		
Trade and Other Payables	692,744	2,527,761
Right of Use Asset	128,224	128,224
Long Term Borrowings	74,520	147,923
Provisions	636,870	636,870
TOTAL CURRENT LIABILITIES	1,532,358	3,440,778
NON-CURRENT LIABILITIES		
Trade and Other Payables	0	0
Long Term Borrowings	548,189	548,189
Right of Use Assets	461,742	461,742
Provisions	94,685	94,685
TOTAL NON-CURRENT LIABILITIES	1,104,616	1,104,616
TOTAL LIABILITIES	2,636,974	4,545,394
NET ASSETS	176,388,021	173,679,488
Retained Surplus	45,339,686	42,639,528
Reserves - Cash Backed	2,446,381	2,438,006
Revaluation Surplus	128,213,342	128,213,342
TOTAL EQUITY	175,999,410	173,290,876

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2023

10. FINANCIAL RATIOS

	2024 YTD	2023	2022	2021
Current Ratio	9.78	2.53	3.01	1.64
Operating Surplus Ratio	0.28	(0.24)	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	$\frac{\text{operating revenue minus operating expense}}{\text{own source operating revenue}}$

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Shire of Ravensthorpe
Creditor List of Accounts Paid - November 2023

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
585	02/11/2023	Horizon Power	12 530 8 - 46 ALAN ROSE DRIVE HOPETOUN - 18/8/23 - 19/10/23	1		1,318.80
INV 2101829626/10/2023		Horizon Power	12 530 8 - 46 ALAN ROSE DRIVE HOPETOUN - 18/8/23 - 19/10/23		1,318.80	
586	09/11/2023	ELGAS Limited	SERVICE CHARGE - 65 MORGANS STREET 2 x 45 KG LPG CYL	1		158.40
INV 1646581102/11/2023		ELGAS Limited	SERVICE CHARGE - 41 KINGSMILL STREET 1 x 45 KG LPG CYL		52.80	
INV 1646581102/11/2023		ELGAS Limited	SERVICE CHARGE - 65 MORGANS STREET 2 x 45 KG LPG CYL		105.60	
587	09/11/2023	Horizon Power	13649 - HOPETOUN LAMPS - 01/10/2023 - 31/10/2023	1		5,026.32
INV 2101837801/11/2023		Horizon Power	13649 - HOPETOUN LAMPS - 01/10/2023 - 31/10/2023		5,026.32	
588	16/11/2023	ELGAS Limited	SERVICE CHARGES - 1/29 DUNN STREET RAVENSTHORPE - 2X 45 KG LPG CYL	1		105.60
INV 1646581101/11/2023		ELGAS Limited	SERVICE CHARGES - 1/29 DUNN STREET RAVENSTHORPE - 2X 45 KG LPG CYL		105.60	
589	16/11/2023	Horizon Power	142028 - 2 TUBADA STREET MUNGLINUP - 08/09/2023 - 07/11/2023	1		209.29
INV 2101843408/11/2023		Horizon Power	142028 - 2 TUBADA STREET MUNGLINUP - 08/09/2023 - 07/11/2023		209.29	
590	23/11/2023	Horizon Power	INSTALLATION OF NEW PILLAR SUPPLY	1		37,456.29
INV RPddb02/11/2023		Horizon Power	INSTALLATION OF NEW PILLAR SUPPLY		37,456.29	
591	30/11/2023	Horizon Power	565028 - U5/LOT 705 TAMAR STREET HOPETOUN - 04/11/2023 - 22/11/2023	1		104.11
INV 2101860123/11/2023		Horizon Power	565028 - U5/LOT 705 TAMAR STREET HOPETOUN - 04/11/2023 - 22/11/2023		104.11	
EFT17607	02/11/2023	4 Rivers Plumbing Gas & Civil Contracting WA	EMERGENCY PUMP OUT TO SEPTIC TANK AT DUMP POINT MUNGLINUP TOILETS	1		1,463.00
INV 0000343203/10/2023		4 Rivers Plumbing Gas & Civil Contracting WA	EMERGENCY PUMP OUT TO SEPTIC TANK AT DUMP POINT MUNGLINUP TOILETS		1,463.00	



ATTACHMENTS

Ordinary Meeting of Council
Tuesday, 19 December 2023

12.2.2 Schedule of Account Payments - November 2023

VOTING REQUIREMENTS

14. Simple Majority

OFFICER RECOMMENDATION

That Council:

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

Moved: _____

Seconded: _____

Carried: __ / __

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT17608	02/11/2023	ARRB Group Ltd	COURSE FEES FOR STAFF MEMBER - BEST PRACTISE GUIDE TO UNSEALED ROADS	1		1,850.00
INV BPGURA18/10/2023		ARRB Group Ltd	COURSE FEES FOR STAFF MEMBER - BEST PRACTISE GUIDE TO UNSEALED ROADS		1,850.00	
EFT17609	02/11/2023	Accwest Pty Ltd	ASSISTANCE WITH 2022 - 2023 ANNUAL FINANCE REPORT STATEMENTS AND NOTES 2022/23	1		7,425.00
INV 1161	10/10/2023	Accwest Pty Ltd	ASSISTANCE WITH 2022 - 2023 ANNUAL FINANCE REPORT STATEMENTS AND NOTES 2022/23		7,425.00	
EFT17610	02/11/2023	Advertiser Print	SUPPLY OF 25 FCO HANDBOOKS	1		88.00
INV 0001177328/08/2023		Advertiser Print			88.00	
EFT17611	02/11/2023	Aerodrome Management Services Pty Ltd	COST TO ARRANGE FLIGHT, ACCOMMODATION AND MEALS FOR RFDS REPRESENTATIVE TO ATTEND AIRPORT EMERGENCY EXERCISE ON BEHALF OF SHIRE	1		1,045.00
INV AMSINV30/10/2023		Aerodrome Management Services Pty Ltd	COST TO ARRANGE FLIGHT, ACCOMMODATION AND MEALS FOR RFDS REPRESENTATIVE TO ATTEND AIRPORT EMERGENCY EXERCISE ON BEHALF OF SHIRE		1,045.00	
EFT17612	02/11/2023	Airport Security Pty Ltd	ASIC APPLICATION - NEW STAFF MEMBER	1		240.00
INV INV170727/10/2023		Airport Security Pty Ltd	ASIC APPLICATION - NEW STAFF MEMBER		240.00	
EFT17613	02/11/2023	Albany & Great Southern Pest And Weed Control	ANNUAL TIMBER PEST INSPECTION OF NEW BUILDING & OLD/PRE-EXISTING BUILDING AS PER QUOTE #QU-0194 DATED 21/6/23	1		1,798.50
INV INV-077231/10/2023		Albany & Great Southern Pest And Weed Control	ANNUAL TIMBER PEST INSPECTION OF NEW BUILDING & OLD/PRE-EXISTING BUILDING AS PER QUOTE #QU-0194 DATED 21/6/23		1,798.50	
EFT17614	02/11/2023	Aviation Projects Pty Ltd	RAVENSTHORPE AIRPORT MASTER PLAN DEVELOPMENT - PROJECT COMMENCEMENT	1		8,461.75
INV INV-207726/10/2023		Aviation Projects Pty Ltd	RAVENSTHORPE AIRPORT MASTER PLAN DEVELOPMENT - PROJECT COMMENCEMENT		8,461.75	
EFT17615	02/11/2023	Best Office Systems	PRINTER READINGS - RAVENSTHORPE DEPOT	1		957.65
INV 623382	24/10/2023	Best Office Systems	PRINTER READINGS - RAVENSTHORPE DEPOT		790.03	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 623494	26/10/2023	Best Office Systems			167.62	
EFT17616	02/11/2023	Bill Auburn	REIMBURSMENT - BUNNINGS TAPS	1		139.18
INV REIMBU28/10/2023		Bill Auburn	REIMBURSMENT - BUNNINGS TAPS		139.18	
EFT17617	02/11/2023	Caitlin Jansse	SALARY SACRFICE - CAITLIN JANSSE - FORTNIGHT ENDING 30/10/2023	1		485.00
INV SAL SAC30/10/2023		Caitlin Jansse	SALARY SACRFICE - CAITLIN JANSSE - FORTNIGHT ENDING 30/10/2023		485.00	
EFT17618	02/11/2023	Dieback Working Group Inc	TRAVEL RAVENSTHORPE - ALBANY	1		251.39
INV 0000007128/10/2023		Dieback Working Group Inc	TRAVEL RAVENSTHORPE - ALBANY		251.39	
EFT17619	02/11/2023	Elite HR Solutions	PROVIDING SUPPORT TO THE SHIRE OF RAVENSTHORPE RELATING TO HR NEEDS AS PROVIDED ON QUOTE. SERVICE PERIOD 30 JUNE 2024.	1		330.00
INV 01100	30/10/2023	Elite HR Solutions	PROVIDING SUPPORT TO THE SHIRE OF RAVENSTHORPE RELATING TO HR NEEDS AS PROVIDED ON QUOTE. SERVICE PERIOD 30 JUNE 2024.		330.00	
EFT17620	02/11/2023	Ellison Marincowitz	SALARY SACRFICE - ELLISON MARINCOWITZ-FORTNIGHT ENDING 30/10/2023	1		480.00
INV SAL SAC30/10/2023		Ellison Marincowitz	SALARY SACRFICE - ELLISON MARINCOWITZ-FORTNIGHT ENDING 30/10/2023		480.00	
EFT17621	02/11/2023	Grants Empire	HOPETOUN RECREATION PRECINCT PROJECT -DEVELOPMENT OF REGIONAL PRECINCTS & PARTNERSHIPS PROGRAM - STREAM 1: PRECINCT DEVELOPMENT AND PLANNING APPLICATION - DEVELOPMENT OF PROJECT PLAN IN SUPPORT OF APPLICATION	1		3,234.00
INV 0000224631/10/2023		Grants Empire	HOPETOUN RECREATION PRECINCT PROJECT -DEVELOPMENT OF REGIONAL PRECINCTS & PARTNERSHIPS PROGRAM - STREAM 1: PRECINCT DEVELOPMENT AND PLANNING APPLICATION - DEVELOPMENT OF PROJECT PLAN IN SUPPORT OF APPLICATION		3,234.00	

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Creditor List of Accounts Paid - November 2023

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT17622	02/11/2023	Gregory Alan Stover	REIMBURSEMENT FOR AIRPORT DESK TOP EXECISE - LUNCH	1		306.59
INV REIMBU30/10/2023		Gregory Alan Stover	REIMBURSEMENT FOR AIRPORT DESK TOP EXECISE - LUNCH		306.59	
EFT17623	02/11/2023	Helene Pty Ltd (Lo-Go Appointments)	ADMINISTRATION ASSISTANCE WEEK ENDING 28 OCT 2023	1		3,888.79
INV H3059	26/10/2023	Helene Pty Ltd (Lo-Go Appointments)	ADMINISTRATION ASSISTANCE - ANNE ALLISON - WEEK ENDING 21/10/2023		1,693.04	
INV H3088	31/10/2023	Helene Pty Ltd (Lo-Go Appointments)	ADMINISTRATION ASSISTANCE WEEK ENDING 28 OCT 2023		2,195.75	
EFT17624	02/11/2023	Hopetoun And District Bush Fire Brigade	FOOD AND BEVRAGES FOR BRIGADE MEETING AND TRAINING	1		582.17
INV 0010	25/10/2023	Hopetoun And District Bush Fire Brigade	FOOD AND BEVRAGES FOR BRIGADE MEETING AND TRAINING		582.17	
EFT17625	02/11/2023	Isabella Steinle	REIMBURSMENT FOR HALLOWEEN FOOD AND DECORATIONS	1		252.47
INV REIMBU31/10/2023		Isabella Steinle	REIMBURSMENT FOR HALLOWEEN FOOD AND DECORATIONS		252.47	
EFT17627	02/11/2023	Kleen West Distributors	CLEANING SUPPLIES AS PER QUOTE 00085153 11/9/23	1		1,443.81
INV 0008414827/10/2023		Kleen West Distributors	2 X ULTRASLIM H/TOWEL DISPENSERS AND 2 X DISSOASS SOAP DISPENSERS AS PER QUOTE 00084148 15/8/23		287.54	
INV 0008515327/10/2023		Kleen West Distributors	CLEANING SUPPLIES AS PER QUOTE 00085153 11/9/23		842.88	
INV 0008399727/10/2023		Kleen West Distributors	CLEANING SUPPLIES AS PER YOUR QUOTE 00083997 10/8/23 FOR DELIVERY THURSDAY 17/8/23		313.39	
EFT17628	02/11/2023	Les Mainwaring	SALARY SACRFICE - LES MAINWARING - FORTNIGHT ENDING 30/10/2023	1		548.00
INV SAL SAC30/10/2023		Les Mainwaring	SALARY SACRFICE - LES MAINWARING - FORTNIGHT ENDING 30/10/2023		548.00	
EFT17629	02/11/2023	Livingston Medical Pty Ltd	PRE EMPLOYMENT MEDICAL INC D&A, MUSKULOSKELETAL & AUDIOMETRY - NEW STAFF MEMBER	1		566.80

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INV 4-8138-1	12/10/2023	Livingston Medical Pty Ltd	PRE EMPLOYMENT MEDICAL INC D&A, MUSKULOSKELETAL & AUDIOMETRY - NEW STAFF MEMBER		536.80	
INV 4-8625-1	26/10/2023	Livingston Medical Pty Ltd	HEP A & HEP B VACCINES FOR 3 STAFF MEMBERS INCLUDING BLOOD TEST X 4, HEP A & HEP B SHOTS X 1 EACH, COLD POSTAGE AND VAX APPOINTMENT ADMIN FEE X 4 AS PER PRICING STRUCTURE. APPOINTMENTS AS OF 16/11/23 ONWARDS UNTIL FIRST COURSE IS COMPLETED.		15.00	
INV 4-8626-1	26/10/2023	Livingston Medical Pty Ltd	HEP A & HEP B VACCINES FOR 3 STAFF MEMBERS INCLUDING BLOOD TEST X 4, HEP A & HEP B SHOTS X 1 EACH, COLD POSTAGE AND VAX APPOINTMENT ADMIN FEE X 4 AS PER PRICING STRUCTURE. APPOINTMENTS AS OF 16/11/23 ONWARDS UNTIL FIRST COURSE IS COMPLETED.		15.00	
EFT17630	02/11/2023	Louise Kotze	SALARY SACRFICE - LOUISE KOTZE - FORTNIGHT ENDING 30/10/2023	1		400.00
INV SAL SAC30/10/2023		Louise Kotze	SALARY SACRFICE - LOUISE KOTZE - FORTNIGHT ENDING 30/10/2023		400.00	
EFT17631	02/11/2023	Luciana Fabiano de Almeida Steinle	SALARY SACRFICE - LUCIANA STEINLE - FORTNIGHT ENDING 30/10/2023	1		450.00
INV SAL SAC30/10/2023		Luciana Fabiano de Almeida Steinle	SALARY SACRFICE - LUCIANA STEINLE - FORTNIGHT ENDING 30/10/2023		450.00	
EFT17632	02/11/2023	Mckenzie Concrete Co	SUPPLY 20.8 M3 OF 32MPA CONCRETE	1		13,308.90
INV 461	16/10/2023	Mckenzie Concrete Co	SUPPLY REO MESH PLASTIC - CHAIRS		2,669.70	
INV 460	16/10/2023	Mckenzie Concrete Co	SUPPLY 20.8 M3 OF 32MPA CONCRETE		10,639.20	
EFT17633	02/11/2023	Michaela Pritchard	REIMBURSMENT FOR STUDY	1		1,000.00
INV REIMBU31/10/2023		Michaela Pritchard	REIMBURSMENT FOR STUDY		1,000.00	
EFT17634	02/11/2023	Modern Teaching Aids	TOYS AND EQUIPMENT AND MONTHLY CONSUMABLES ORDER ORDER NUMBER 15523256	1		5,781.12
INV 4548138915/06/2023		Modern Teaching Aids	TOYS AND EQUIPMENT ORDER AND CONSUMABLES ORDER NUMBER 15523367		59.84	

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INV 4548138315/06/2023		Modern Teaching Aids	TOYS AND EQUIPMENT AND MONTHLY CONSUMABLES ORDER ORDER NUMBER 15523256		280.78	
INV 4548221816/06/2023		Modern Teaching Aids	TOYS AND EQUIPMENT ORDER AND CONSUMABLES ORDER NUMBER 15523367		1,477.08	
INV 4548210216/06/2023		Modern Teaching Aids	TOYS AND EQUIPMENT AND MONTHLY CONSUMABLES ORDER ORDER NUMBER 15523256		2,742.47	
INV 4549153623/06/2023		Modern Teaching Aids	TOYS AND EQUIPMENT ORDER AND CONSUMABLES ORDER NUMBER 15523367		1,220.95	
EFT17635	02/11/2023	Mount Barren Cafe	CATERING FOR SHIRE PRESIDENT FAREWELL - AFTER ORDINARY COUNCIL MEETING 17 OCTOBER 2023	1		2,554.00
INV 0031	17/10/2023	Mount Barren Cafe	CATERING FOR SHIRE PRESIDENT FAREWELL - AFTER ORDINARY COUNCIL MEETING 17 OCTOBER 2023		2,554.00	
EFT17636	02/11/2023	Paul Edwards Spencer	REIMBURSEMENT - WHEEL SPIKES - FIXING KIT - GLOBE - BOLLARD	1		614.44
INV REIMBU30/10/2023		Paul Edwards Spencer	REIMBURSEMENT - WHEEL SPIKES - FIXING KIT - GLOBE - BOLLARD		614.44	
EFT17637	02/11/2023	Perfect Computer Solutions Pty Ltd	LABOUR - SERVICE DESK AND ASSOCIATED SUPPORT - 20/10/23 - 25/10/23	1		1,615.00
INV 28349	26/10/2023	Perfect Computer Solutions Pty Ltd	LABOUR - SERVICE DESK AND ASSOCIATED SUPPORT - 20/10/23 - 25/10/23		1,062.50	
INV 28364	31/10/2023	Perfect Computer Solutions Pty Ltd	2023/24 IT SERVICE DESK AND ASSOCIATED SUPPORT		552.50	
EFT17638	02/11/2023	R And R Heavy Diesel Services	SERVICE AND REPAIRS TO JERDACUTTUP LT - 1BSB370	1		4,889.13
INV 7246	23/10/2023	R And R Heavy Diesel Services	CARRY OUT 50,000KM LOGBOOK SERVICE AND INSPECTION P699B RA292		324.90	
INV 7264	27/10/2023	R And R Heavy Diesel Services	CARRY OPUT 40,000KM LOGBOOK SERVICE AND INSPECTION, CUT SPLIT OUT OF REAR RIGHT AIR LINE FOR AIRBAG, REPLACE FRONT RIGHT DOOR CHECK STRAP ON P732 1GDJ-430 AS PER ESTIMATE 5805 23/10/23		1,151.21	
INV 7265	30/10/2023	R And R Heavy Diesel Services	SERVICE AND REPAIRS TO JERDACUTTUP LT - 1BSB370		3,413.02	
EFT17639	02/11/2023	REDFLEET Safety Pty Ltd	6 PACK ICOM IC-41 PRO UHF CB HANDHELD RADIOS + 6 WAY MULTI CHARGER & SHIPPING	1		2,593.80
INV 80433	23/10/2023	REDFLEET Safety Pty Ltd	6 PACK ICOM IC-41 PRO UHF CB HANDHELD RADIOS + 6 WAY MULTI CHARGER & SHIPPING		2,593.80	

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EFT17640	02/11/2023	RP & AL Stephen ATF R&A Steohen Family Trust	ADDITIONAL SAND FOR THE HOPETOUN BFB SHED 50 TONNES	1		1,815.00
INV 1002	04/09/2023	RP & AL Stephen ATF R&A Steohen Family Trust	ADDITIONAL SAND FOR THE HOPETOUN BFB SHED 50 TONNES		825.00	
INV 1003	26/10/2023	RP & AL Stephen ATF R&A Steohen Family Trust	ADDITIONAL SAND FOR THE HOPETOUN BFB SHED 50 TONNES		990.00	
EFT17641	02/11/2023	Ravensthorpe Agencies	1 X STEELBLUE ARG BLK LACE/ZIP 8.5 FOR STAFF MEMBER	1		379.00
INV 18833	24/10/2023	Ravensthorpe Agencies	1 X STEELBLUE ARG BLK LACE/ZIP 8.5 FOR STAFF MEMBER		199.00	
INV 18930	26/10/2023	Ravensthorpe Agencies	1 X GAS BOTTLE FOR 27A CARLISE ST as per email quote 26/10/23		180.00	
EFT17642	02/11/2023	Ravensthorpe Wildflower Show Inc.	CDF GRANT - WILDFLOWER SHOW OPENING CEREMONY 2023	1		3,000.00
INV CDF 23/226/10/2023		Ravensthorpe Wildflower Show Inc.	CDF GRANT - WILDFLOWER SHOW OPENING CEREMONY 2023		3,000.00	
EFT17643	02/11/2023	Ravensthorpe Youth Club	DONATION VIA THE SHIRE PRESIDENT FUND	1		250.00
INV 1001	10/02/2023	Ravensthorpe Youth Club	DONATION VIA THE SHIRE PRESIDENT FUND		250.00	
EFT17644	02/11/2023	Rodney Clarence Daw	CBFO REIMBURSMENT TELSTRA CHARGES PERIOD ENDING 10 NOV 2023	1		82.20
INV REIMBU23/10/2023		Rodney Clarence Daw	CBFO REIMBURSMENT TELSTRA CHARGES PERIOD ENDING 10 NOV 2023		82.20	
EFT17645	02/11/2023	Roselea Trading	Hopetoun Gym Rent	1		2,206.52
INV RENT	01/11/2023	Roselea Trading	Hopetoun Gym Rent		953.15	
INV RATES	01/11/2023	Roselea Trading	Hopetoun Gym Rates		150.11	
INV YOUTH	01/11/2023	Roselea Trading	Hopetoun Youth Space Rent		953.15	
INV YOUTH	01/11/2023	Roselea Trading	Hopetoun Youth Space Rates		150.11	
EFT17646	02/11/2023	Smarter Tourism Technology Pty Ltd	PROJECT MANAGMENT - MODIFY TOUCHSCREEN MANAGEMENT SYSTEM	1		2,145.00
INV INV-103827/10/2023		Smarter Tourism Technology Pty Ltd	PROJECT MANAGMENT - MODIFY TOUCHSCREEN MANAGEMENT SYSTEM		2,145.00	

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EFT17647	02/11/2023	Sonam Lhaki	SALARY SACRFICE - SONAM LHAKI - FORTNIGHT ENDING 30/10/2023	1		519.95
INV SAL SAC30/10/2023		Sonam Lhaki	SALARY SACRFICE - SONAM LHAKI - FORTNIGHT ENDING 30/10/2023		460.00	
INV REIMBU31/10/2023		Sonam Lhaki	REIMBURSMENT FOR STAFF UNIFORM		59.95	
EFT17648	02/11/2023	Stewart & Heaton Clothing Co Pty Ltd	SUPPLY OF PPC FOR BUSHFIRE BRIGADES	1		3,017.69
INV SIN-380931/10/2023		Stewart & Heaton Clothing Co Pty Ltd	SUPPLY OF PPC FOR BUSHFIRE BRIGADES		3,017.69	
EFT17649	02/11/2023	Team Global Express Pty Ltd (TOLL)	FREIGHT - TOOLKIT - SUNNY	1		917.01
INV 0586-S3016/10/2023		Team Global Express Pty Ltd (TOLL)	FREIGHT - TOOLKIT - SUNNY		594.22	
INV 0587-S3023/10/2023		Team Global Express Pty Ltd (TOLL)	FREIGHT - JOVY - PCS		169.90	
INV 0588-S3029/10/2023		Team Global Express Pty Ltd (TOLL)	FREIGHT - PATHWEST		152.89	
EFT17650	02/11/2023	Tetra Tech Coffey Pty Ltd	DESIGN WORKS FOR CARPARKS AT 28 DUNN STREET AND 30-32 DUNN STREET RAVENSTHORPE AS PER QUOTATION P317527 DATED 28 FEB 2023 TO A MAXIMUM VALUE OF \$18,788 (INC GST) AS JUSTIFIED BY EVIDENCE OF HOURS WORKED.	1		10,192.60
INV 6042662308/09/2023		Tetra Tech Coffey Pty Ltd	DESIGN WORKS FOR CARPARKS AT 28 DUNN STREET AND 30-32 DUNN STREET RAVENSTHORPE AS PER QUOTATION P317527 DATED 28 FEB 2023 TO A MAXIMUM VALUE OF \$18,788 (INC GST) AS JUSTIFIED BY EVIDENCE OF HOURS WORKED.		10,192.60	
EFT17651	02/11/2023	WA Fuel Supply PTY LTD	23,007 LITRES DIESEL - OCTOBER 2023	1		51,131.67
INV 0014337027/10/2023		WA Fuel Supply PTY LTD	23,007 LITRES DIESEL - OCTOBER 2023		51,131.67	
EFT17652	09/11/2023	4 Rivers Plumbing Gas & Civil Contracting WA	CALL OUT TO INSPECT DRAIN ODOUR PROBLEM AT 29 DUNN STREET UNIT	1		85.80
INV 0000354702/11/2023		4 Rivers Plumbing Gas & Civil Contracting WA	CALL OUT TO INSPECT DRAIN ODOUR PROBLEM AT 29 DUNN STREET UNIT		85.80	
EFT17653	09/11/2023	ABCO Products PTY LTD	ENVIROPLUS LONG DROP TREATMENT CRYSTALS E-ZYME	1		1,840.44

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INV INV9074	03/11/2023	ABCO Products PTY LTD	ENVIROPLUS LONG DROP TREATMENT CRYSTALS E-ZYME		1,840.44	
EFT17654	09/11/2023	Arpels Pty Ltd T/as Cmm Technology	RECERTIFICATION OF (2) LION ALCOMETER SD400'S	1		264.00
INV 0005465902	10/2023	Arpels Pty Ltd T/as Cmm Technology	RECERTIFICATION OF (2) LION ALCOMETER SD400'S		264.00	
EFT17655	09/11/2023	Australia Post	POSTAL CHARGES PERIOD ENDING 31/10/2023	1		635.46
INV 1012810403	11/2023	Australia Post	POSTAL CHARGES PERIOD ENDING 31/10/2023		635.46	
EFT17656	09/11/2023	BP Australia Pty Ltd	BP FUEL CARD OCT 2023	1		2,774.97
INV 1286682931	10/2023	BP Australia Pty Ltd	BP FUEL CARD OCT 2023		2,774.97	
EFT17657	09/11/2023	Beryl Semple	SHIRE PRESIDENT FAREWELL GIFT	1		580.00
INV 1	07/11/2023	Beryl Semple	SHIRE PRESIDENT FAREWELL GIFT		580.00	
EFT17658	09/11/2023	Best Office Systems	SHIRE OF RAVENSTHORPE - HP DESIGNJET T830 24IN	1		5,296.09
INV 623614	02/11/2023	Best Office Systems	SHIRE OF RAVENSTHORPE - HP DESIGNJET T830 24IN		5,296.09	
EFT17659	09/11/2023	Building and Energy, Department of Mines, Industry Regulation and Safety	BSL RETURN - SEPTEMBER 2023	1		408.58
INV SEPT 23	08/11/2023	Building and Energy, Department of Mines, Industry Regulation and Safety	BSL RETURN - SEPTEMBER 2023		408.58	
EFT17660	09/11/2023	Charlene Spencer	REFUND CHILDCARE FEES	1		20.71
INV REFUND29	10/2023	Charlene Spencer	REFUND CHILDCARE FEES		20.71	
EFT17661	09/11/2023	Cleanaway Pty Ltd	RUBBISH COLLECTION 2 X 3.0M BIN INCLUDING TRAVEL AND FUEL SURCHARGES	1		865.11
INV 2176145131	10/2023	Cleanaway Pty Ltd	RUBBISH COLLECTION 2 X 3.0M BIN INCLUDING TRAVEL AND FUEL SURCHARGES		468.52	
INV 2176145231	10/2023	Cleanaway Pty Ltd	RUBBISH COLLECTION 2 X 3.0M BIN INCLUDING TRAVEL AND FUEL SURCHARGES		396.59	
EFT17662	09/11/2023	Community Spirit Newspaper Inc	DOUBLE PAGE ADVERTORIAL FOR 15 EDITIONS FULL PAGE - DYNAMIC PAGE 12 / 13 ISSUE 20	1		342.00

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INV 0002580706/10/2023		Community Spirit Newspaper Inc	DOUBLE PAGE ADVERTORIAL FOR 15 EDITIONS FULL PAGE - DYNAMIC PAGE 12 / 13 ISSUE 20		342.00	
EFT17663	09/11/2023	Corsign WA	SIGNAGE ORDER - FEMALE TOILETS - MALE TOILETS - NO THROUGH ROAD - STREET NAME PLATE	1		317.90
INV 0008013301/11/2023		Corsign WA	SIGNAGE ORDER - FEMALE TOILETS - MALE TOILETS - NO THROUGH ROAD - STREET NAME PLATE		317.90	
EFT17664	09/11/2023	Cr. Keith Dunlop	RECOGNITION OF SERVICE - FAREWELL GIFT	1		1,000.00
INV G17	06/11/2023	Cr. Keith Dunlop	RECOGNITION OF SERVICE - FAREWELL GIFT		1,000.00	
EFT17665	09/11/2023	Department of Fire and Emergency Services (Previously FESA)	EMERGENCY SERVICES LEVY - 2023/2024	1		6,411.53
INV 156363	01/10/2023	Department of Fire and Emergency Services (Previously FESA)	EMERGENCY SERVICES LEVY - 2023/2024		6,411.53	
EFT17666	09/11/2023	Department of Water and Environment Regulation	ANNUAL LICENCE FEE FOR RAVENSTHORPE WASTE MANAGEMENT FACILITY L8839/2014/1	1		6,952.00
INV WL8839/06/11/2023		Department of Water and Environment Regulation	ANNUAL LICENCE FEE FOR RAVENSTHORPE WASTE MANAGEMENT FACILITY L8839/2014/1		6,952.00	
EFT17667	09/11/2023	E. & M.J. Rosher Pty Ltd	1 X VC 4 CORDLESS MYHOME *AU KARCHER	1		399.00
INV 1463803	05/10/2023	E. & M.J. Rosher Pty Ltd	1 X VC 4 CORDLESS MYHOME *AU KARCHER		399.00	
EFT17668	09/11/2023	Elisha Moody	CHILDCARE FOB BOND REFUND	1		20.00
INV T1659	08/11/2023	Elisha Moody	CHILDCARE FOB BOND REFUND	1	20.00	
EFT17669	09/11/2023	Freight Lines Group	FREIGHT - WESTLAB - SIGMA	1		1,165.07
INV 0016573131/10/2023		Freight Lines Group	FREIGHT - WESTLAB - SIGMA		1,165.07	
EFT17670	09/11/2023	Fulton Hogan Industries	20KG BAGS OF EZ STREET POTHOLE REPAIR - BLACK	1		3,590.40
INV 1831697431/10/2023		Fulton Hogan Industries	20KG BAGS OF EZ STREET POTHOLE REPAIR - BLACK		3,590.40	
EFT17671	09/11/2023	GSE Services Pty Ltd	BAGGAGE BARROW - FREIGHT TO RAVENSTHORPE AIRPORT, JERDACCUTTUP ROAD	1		26,278.41
INV JG26023F05/11/2023		GSE Services Pty Ltd	BAGGAGE BARROW - FREIGHT TO RAVENSTHORPE AIRPORT, JERDACCUTTUP ROAD		26,278.41	

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EFT17672	09/11/2023	Hanneke Coetzee	REIMBURSEMENT TAFE FEES	1		99.10
INV REIMBU02/11/2023		Hanneke Coetzee	EMOTIONAL INTELLIGENCE TRAINING COURSE		99.10	
EFT17673	09/11/2023	Hopetoun Bowling Club	REIMBURSEMENT TAFE FEES			
INV DONATI03/10/2023		Hopetoun Bowling Club	EMOTIONAL INTELLIGENCE TRAINING COURSE			
EFT17673	09/11/2023	Hopetoun Bowling Club	DONATION FOR LADIES CLASIC EVENT JANUARY 2024	1		300.00
INV DONATI03/10/2023		Hopetoun Bowling Club	DONATION FOR LADIES CLASIC EVENT JANUARY 2024		300.00	
EFT17674	09/11/2023	Hopetoun Progress Association Inc	CONTRACTOR WORK - RAC RECONNECT - FORESHORE PROJECT - JERRAMUNGUP ELECTRICAL SERVICES - CONFORMIST CARPENTRY	1		54,981.80
INV 1290	06/11/2023	Hopetoun Progress Association Inc	CONTRACTOR WORK - RAC RECONNECT - FORESHORE PROJECT - JERRAMUNGUP ELECTRICAL SERVICES - CONFORMIST CARPENTRY		54,981.80	
EFT17675	09/11/2023	Hopetoun Ray White Rural South Coast Wa	MONTHLY RENT - 8 FRANCE STREET HOPETOUN - 25/10/2023 - 25/11/2023	1		3,713.33
INV T4099	06/11/2023	Hopetoun Ray White Rural South Coast Wa	BOND - PET BOND - 3 BIRDWOOD STREET HOPETOUN		1,260.00	
INV 8 FRANCO9/11/2023		Hopetoun Ray White Rural South Coast Wa	8 France Street Rent		460.00	
INV 4672	09/11/2023	Hopetoun Ray White Rural South Coast Wa	MONTHLY RENT - 8 FRANCE STREET HOPETOUN - 25/10/2023 - 25/11/2023		1,993.33	
EFT17676	09/11/2023	Hopetoun Senior Citizens	DONATION FOR TRANSPORT TO THE GAMES IN SOUTHERN CROSS	1		750.00
INV DONATI027/10/2023		Hopetoun Senior Citizens	DONATION FOR TRANSPORT TO THE GAMES IN SOUTHERN CROSS		750.00	
EFT17677	09/11/2023	Jeremy Plowman	GYM FOB BOND REFUND	1		20.00
INV T1334	08/11/2023	Jeremy Plowman	GYM FOB BOND REFUND	1	20.00	
EFT17678	09/11/2023	JOVY Uniform and Embroidery	20 X CAPS (CAP CH01 EMB) AT \$15 PER CAP - PER INVOICE 00000736 DATED 17/10/2023 PLUS 5 ADDITIONAL	1		663.30
INV 0000073617/10/2023		JOVY Uniform and Embroidery			330.00	
INV 0000075127/10/2023		JOVY Uniform and Embroidery	VENTED CARGO PANTS - STAFF UNIFORM		148.50	
INV 0000079527/10/2023		JOVY Uniform and Embroidery	4 X Y02960 HARD YAKKA LW DRILL CARGO PANT		184.80	

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EFT17679	09/11/2023	Kleen West Distributors	CLEANING SUPPLIES	1		2,378.31
INV 0008733906/11/2023		Kleen West Distributors	CLEANING SUPPLIES		2,378.31	
EFT17680	09/11/2023	LGIS Broking WA	REGIONAL RISK CO-ORDINATOR FEES JAN - JUNE 2023	1		4,919.22
INV 062-213913/06/2023		LGIS Broking WA	REGIONAL RISK CO-ORDINATOR FEES JAN - JUNE 2023		4,919.22	
EFT17681	09/11/2023	Landgate	LAND ENQUIRIES SEARCH FEES, INTERIMS, RUV, MINING AND GRV ROLLS	1		30.50
INV 1313422	30/09/2023	Landgate	LAND ENQUIRIES SEARCH FEES, INTERIMS, RUV, MINING AND GRV ROLLS		30.50	
EFT17682	09/11/2023	Livingston Medical Pty Ltd	PATHOLOGY COLLECTION - HEP A AND HEP B VACCINES - BLOOD TEST x 3	1		30.00
INV 4-8815-1	02/11/2023	Livingston Medical Pty Ltd	PATHOLOGY COLLECTION - HEP A AND HEP B VACCINES - BLOOD TEST x 3		15.00	
INV 4-8833-1	02/11/2023	Livingston Medical Pty Ltd	PATHOLOGY COLLECTION - HEP A AND HEP B VACCINES - BLOOD TEST x 3		15.00	
EFT17683	09/11/2023	Luke Joseph D'Agostino	Rates refund for assessment A13163 108 DOTTEREL DRIVE HOPETOUN 6348	1		1,080.00
INV A13163	17/10/2023	Luke Joseph D'Agostino	Rates refund for assessment A13163 108 DOTTEREL DRIVE HOPETOUN 6348		1,080.00	
EFT17684	09/11/2023	Madej Concreting	LABOUR TO SET UP AND POUR 184SQM CONCRETE, SUPPLY 1 ROLL PLASTIC, CHAIRS AND RODS PLUS TRAVEL FROM NARROGIN TO RAVENSTHORPE (2 VEHICLES) AND ACCOMMODATION	1		9,850.50
INV 0000015402/11/2023		Madej Concreting	LABOUR TO SET UP AND POUR 184SQM CONCRETE, SUPPLY 1 ROLL PLASTIC, CHAIRS AND RODS PLUS TRAVEL FROM NARROGIN TO RAVENSTHORPE (2 VEHICLES) AND ACCOMMODATION		9,850.50	
EFT17685	09/11/2023	Marie Longwe	REFUND CHILDCARE FEES	1		118.95
INV REFUND27/10/2023		Marie Longwe	REFUND CHILDCARE FEES		118.95	
EFT17686	09/11/2023	McLeods Barristers & Solicitors	LEGAL ADVICE - MATTER NUMBER 51541	1		228.36
INV 132757	31/10/2023	McLeods Barristers & Solicitors	LEGAL ADVICE - MATTER NUMBER 51541		228.36	

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EFT17687	09/11/2023	Monica Tenardi	REFUND CHILDCARE FEES	1		108.20
INV REFUND28/10/2023		Monica Tenardi	REFUND CHILDCARE FEES		108.20	
EFT17688	09/11/2023	Moore Australia Audit (wa)	BBRF AUDIT 2022/2023	1		3,300.00
INV 432502	20/10/2023	Moore Australia Audit (wa)	BBRF AUDIT 2022/2023		3,300.00	
EFT17689	09/11/2023	Ohura Consulting	ENTERPRISE AGREEMENT NEGOTIATION 2023 IR SUPPORT IN OCT 2023	1		2,257.86
INV INV-044601/11/2023		Ohura Consulting	ENTERPRISE AGREEMENT NEGOTIATION 2023 IR SUPPORT IN OCT 2023		2,257.86	
EFT17690	09/11/2023	Penne Metcalf	REFUND CHILDCARE FEES	1		14.35
INV REFUND30/10/2023		Penne Metcalf	REFUND CHILDCARE FEES		14.35	
EFT17691	09/11/2023	R And R Heavy Diesel Services	REPLACE HYDRAULIC PUMP - LABOUR AND PARTS - P721 RA-3751	1		3,314.85
INV 7279	01/11/2023	R And R Heavy Diesel Services	REPLACE 7 PIN PLUG AND WELD UP NEW LOCKS REMOVE OLD LOCKS		311.55	
INV 7296	06/11/2023	R And R Heavy Diesel Services	REPLACE HYDRAULIC PUMP - LABOUR AND PARTS - P721 RA-3751		3,003.30	
EFT17692	09/11/2023	Ravensthorpe Agencies	POLY PIPE X2 - TEE FEMALE OFFTAKE X10 - BUSH MXF X10 - END CONNECT M X20 - HUNTER SENTRY VALVE X5	1		5,354.34
INV 18983	31/10/2023	Ravensthorpe Agencies	1 X GREASE EP2 20KG AND 1 X GREASE EP2 CARTS		434.50	
INV 19014	31/10/2023	Ravensthorpe Agencies	2 X LARGE GAS BOTTLES TO BE DELIVERED TO THE HOPETOUN COMMUNITY CENTRE 31/10/23		360.00	
INV 19006	06/11/2023	Ravensthorpe Agencies	POLY PIPE X2 - TEE FEMALE OFFTAKE X10 - BUSH MXF X10 - END CONNECT M X20 - HUNTER SENTRY VALVE X5		4,455.51	
INV 19087	06/11/2023	Ravensthorpe Agencies	1 X 75MM BLUELINE JOINER		104.33	
EFT17693	09/11/2023	Ravensthorpe Building Supplies	7 X 20KG BAGS SWAN GP 60 X 20KG BAGS SWAN RAPIDSET	1		819.00
INV 34752	30/10/2023	Ravensthorpe Building Supplies	2 X BOXES LAWN SEED PICKED UP BY KERRY CHAPMAN 30/10/23 OVER THE COUNTER SALE AS PER RECEIPT 34752 30/10/23		64.40	

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INV 34858	01/11/2023	Ravensthorpe Building Supplies	LATCH GATE D TYPE GALV X 2 AND ZENITH HOOK GATE GAL 100MM X 1		36.10	
INV 34916	03/11/2023	Ravensthorpe Building Supplies	2 X ACC SPOT & SURVEY FLUORO PINK PAINT		15.00	
INV 34957	06/11/2023	Ravensthorpe Building Supplies	7 X 20KG BAGS SWAN GP 60 X 20KG BAGS SWAN RAPIDSET		703.50	
EFT17694	09/11/2023	Ravensthorpe Community Resource Centre	QUARTERLY LIBRARY INSTALLMENT x2 JULY - SEP 2023 OCT - DEC 2023	1		31,306.00
INV INV-444507/11/2023		Ravensthorpe Community Resource Centre	QUARTERLY LIBRARY INSTALLMENT x2 JULY - SEP 2023 OCT - DEC 2023		31,306.00	
EFT17695	09/11/2023	Ravensthorpe Regional Arts Council	COMMUNITY GROUPS FUNDING 2023-2024	1		33,000.00
INV 191	02/11/2023	Ravensthorpe Regional Arts Council	COMMUNITY GROUPS FUNDING 2023-2024		33,000.00	
EFT17696	09/11/2023	Retravisio Esperance (JAPMR Pty Ltd)	1 X 40L 1100W WESTINGHOUSE MICROWAVE	1		651.00
INV 6029845911/10/2023		Retravisio Esperance (JAPMR Pty Ltd)	1 X 40L 1100W WESTINGHOUSE MICROWAVE		589.00	
INV 6029980220/10/2023		Retravisio Esperance (JAPMR Pty Ltd)	1 X VERVE 600 CERAFLOW STEAM IRON		62.00	
EFT17697	09/11/2023	Russel Graham	GYM FOB BOND REFUND	1		30.00
INV T2406	08/11/2023	Russel Graham	GYM FOB BOND REFUND	1	30.00	
EFT17698	09/11/2023	Seashore Engineering Pty Ltd	BOATRAMP SITE INSPECTION AND REPORT (HOPETOUN, MASONS BAY & STARVATION BAY)	1		5,280.00
INV SE23058	07/11/2023	Seashore Engineering Pty Ltd	BOATRAMP SITE INSPECTION AND REPORT (HOPETOUN, MASONS BAY & STARVATION BAY)		5,280.00	
EFT17699	09/11/2023	Shire of Jerramungup	LONG SERVICE LEAVE ENTITLEMENT - STAFF MEMBER - EMPLOYEMTN PERIOD 25/06/2013 - 15/04/2015	1		1,225.20
INV 17454	11/05/2023	Shire of Jerramungup	LONG SERVICE LEAVE ENTITLEMENT - STAFF MEMBER - EMPLOYEMTN PERIOD 25/06/2013 - 15/04/2015		1,225.20	
EFT17700	09/11/2023	Sigma Chemicals	CHLORINE, HYDROCHLORIC ACID AND SODIUM BICARB	1		1,187.85
INV 176438/027/10/2023		Sigma Chemicals	CHLORINE, HYDROCHLORIC ACID AND SODIUM BICARB		1,187.85	
EFT17701	09/11/2023	Smarter Tourism Technology Pty Ltd	ELECTRICAL CONTRACTOR WORK	1		11,382.06

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INV INV-103029/09/2023		Smarter Tourism Technology Pty Ltd	ELECTRICAL CONTRACTOR WORK		11,382.06	
EFT17702	09/11/2023	T-Quip	TUBE - RIM - P670A 1HIB802	1		532.75
INV 124158 #27/10/2023		T-Quip	TUBE - RIM - P670A 1HIB802		497.85	
INV 124197	30/10/2023	T-Quip	FIT NEW TYRE TO RIM - P670A 1HIB802		34.90	
EFT17703	09/11/2023	Telstra Limited	TELSTRA CHARGES TO 10/10/2023	1		8,443.50
INV K 189 37518/10/2023		Telstra Limited	TELSTRA CHARGES TO 10/10/2023		8,278.11	
INV T311	19/10/2023	Telstra Limited	TIM RAMP UP - 25/10/2023 - 24/11/2023		0.39	
INV T311	22/10/2023	Telstra Limited	TIMS - 22/10/202 - 21/11/2023		165.00	
EFT17704	09/11/2023	Tool Kit Depot	1 X MAKITA 18V 3-PIECE COMBO KIT	1		1,159.00
INV 14-01-00003/11/2023		Tool Kit Depot	1 X MAKITA 18V 3-PIECE COMBO KIT		1,159.00	
EFT17705	09/11/2023	Vanguard Distribution	MONTHLY BROCHURE STORAGE AND DISTRIBUTION COSTS.	1		452.85
INV 0004009731/10/2023		Vanguard Distribution	MONTHLY BROCHURE STORAGE AND DISTRIBUTION COSTS.		452.85	
EFT17706	09/11/2023	WALGA	WALGA TRAINING- STATE EMPLOYMENT LAW ESSENTIALS	1		638.00
INV SI-00771731/10/2023		WALGA	WALGA TRAINING- STATE EMPLOYMENT LAW ESSENTIALS		638.00	
EFT17707	09/11/2023	Zoe Cameron-Foulds	REFUND CHILDCARE FEES CSS REFUND BACKDATED	1		639.31
INV REFUND30/10/2023		Zoe Cameron-Foulds	REFUND CHILDCARE FEES CSS REFUND BACKDATED		639.31	
EFT17708	09/11/2023	Australian Government Child Support Agency	Payroll deductions	1		199.99
INV DEDUCT30/10/2023		Australian Government Child Support Agency	Payroll deductions		199.99	
EFT17709	09/11/2023	Australian Taxation Office (ATO) PAYG	Payroll deductions	1		46,082.25
INV DEDUCT30/10/2023		Australian Taxation Office (ATO) PAYG	Payroll deductions		45,802.25	

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INV DEDUCT30/10/2023		Australian Taxation Office (ATO) PAYG	Payroll deductions		280.00	
EFT17710	09/11/2023	LGRCEU - DO NOT USE (see 2691)	Payroll deductions	1		209.00
INV DEDUCT30/10/2023		LGRCEU - DO NOT USE (see 2691)	Payroll deductions		198.00	
INV DEDUCT30/10/2023		LGRCEU - DO NOT USE (see 2691)	Payroll deductions		11.00	
EFT17711	09/11/2023	Shire of Ravensthorpe Social Club	Payroll deductions	1		200.00
INV DEDUCT30/10/2023		Shire of Ravensthorpe Social Club	Payroll deductions		200.00	
EFT17712	16/11/2023	4 Rivers Plumbing Gas & Civil Contracting WA	SUPPLY AND INSTALL HOT WATER UNIT AND SINK MIXER- AIRPORT KITCHEN	1		4,289.23
INV 0000357909/11/2023		4 Rivers Plumbing Gas & Civil Contracting WA	SUPPLY AND INSTALL HOT WATER UNIT AND SINK MIXER- AIRPORT KITCHEN		2,233.55	
INV 0000358209/11/2023		4 Rivers Plumbing Gas & Civil Contracting WA	REPLACE TWIN SYSTEM WATER FILTERS AT CUB HOUSE CHILD CARE CENTRE AND DEPOT		1,479.28	
INV 0000360314/11/2023		4 Rivers Plumbing Gas & Civil Contracting WA	RELOCATE SERVICES IN THE WALL TO ENABLE RESHEETING OF THE WALLS AT 88 MARTIN STREET, RAVENSTHORPE		576.40	
EFT17713	16/11/2023	Airport Security Pty Ltd	ASIC APPLICATION FOR NEW STAFF MEMBER	1		240.00
INV INV1711@01/11/2023		Airport Security Pty Ltd	ASIC APPLICATION FOR NEW STAFF MEMBER		240.00	
EFT17714	16/11/2023	Barbara Savastano	GYM FOB BOND REFUND	1		30.00
INV T2354	13/11/2023	Barbara Savastano	GYM FOB BOND REFUND	1	30.00	
EFT17715	16/11/2023	Beryl Semple	RETUNED ITEM PAYMENT OF INVOICE 1	1		580.00
INV 1A	08/11/2023	Beryl Semple	RETUNED ITEM PAYMENT OF INVOICE 1		580.00	
EFT17716	16/11/2023	Caitlin Jansse	SALARY SACRIFICE - CAITLIN JANSSE - FORTNIGHT ENDING 13/11/2023	1		485.00
INV SAL SAC13/11/2023		Caitlin Jansse	SALARY SACRIFICE - CAITLIN JANSSE - FORTNIGHT ENDING 13/11/2023		485.00	
EFT17717	16/11/2023	Cleanaway Pty Ltd	RUBISH COLLECTION - OCTOBER 2023	1		22,989.51

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INV 2176172431/10/2023		Cleanaway Pty Ltd	RUBISH COLLECTION - OCTOBER 2023		22,989.51	
EFT17718	16/11/2023	DM + DC Burton	SUPPLY AND INSTALL 2M METAL POSTS, 2X FIELD GATES, DISMANTLE AND DISPOSE OF OLD ASSEMBLY, INSTALL NEW AND RESTRAIN	1		3,476.00
INV 5023	11/11/2023	DM + DC Burton	SUPPLY AND INSTALL 2M METAL POSTS, 2X FIELD GATES, DISMANTLE AND DISPOSE OF OLD ASSEMBLY, INSTALL NEW AND RESTRAIN		3,476.00	
EFT17719	16/11/2023	Data Signs Pty Ltd	2 TRAILER MOUNTED VARIABLE MESSAGE BOARDS - TRAILER REGISTRATION & ADMIN SERVICE FEE	1		53,756.50
INV 0000732813/11/2023		Data Signs Pty Ltd	2 TRAILER MOUNTED VARIABLE MESSAGE BOARDS - TRAILER REGISTRATION & ADMIN SERVICE FEE		53,756.50	
EFT17720	16/11/2023	Delfina Arias	GYM FOB BOND REFUND	1		30.00
INV T2355	08/11/2023	Delfina Arias	GYM FOB BOND REFUND	1	30.00	
EFT17721	16/11/2023	Dene Bingham Photographer	FULL PHOTO SHOOT INCLUDING HEADSHOTS OF ALL COUNCILLORS AND EXEC TEAM	1		1,150.00
INV MAN296 09/11/2023		Dene Bingham Photographer	FULL PHOTO SHOOT INCLUDING HEADSHOTS OF ALL COUNCILLORS AND EXEC TEAM		1,150.00	
EFT17722	16/11/2023	Department of Fire and Emergency Services (Previously FESA)	2023-2024 ESL - QTR 1	1		52,754.70
INV 156022	21/08/2023	Department of Fire and Emergency Services (Previously FESA)	2023-2024 ESL - QTR 1		52,754.70	
EFT17723	16/11/2023	Ellison Marincowitz	SALARY SACRIFICE - ELLISON MARINCOWITZ - FORTNIGHT ENDING 13/11/2023	1		480.00
INV SAL SAC13/11/2023		Ellison Marincowitz	SALARY SACRIFICE - ELLISON MARINCOWITZ - FORTNIGHT ENDING 13/11/2023		480.00	
EFT17724	16/11/2023	Florissons Home Furnishings	SUPPLY AND INSTALL BLOCK OUT BLIND (510 X 860)	1		640.00
INV 77258	15/11/2023	Florissons Home Furnishings	SUPPLY AND INSTALL BLOCK OUT BLIND (510 X 860)		640.00	
EFT17725	16/11/2023	Freight Lines Group	FREIGHT - SIGMA	1		138.56
INV 0015967711/08/2023		Freight Lines Group	FREIGHT - SIGMA		125.92	

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INV 0016478220/10/2023		Freight Lines Group	FREIGHT - TOPSIGNS		12.64	
EFT17726	16/11/2023	Frontline Fire & Rescue Equipment	SUPPLY OF PPC FOR VOLUNTEER BUSHFIRE BRIGADES	1		1,853.48
INV 80250	10/11/2023	Frontline Fire & Rescue Equipment	SUPPLY OF PPC FOR VOLUNTEER BUSHFIRE BRIGADES		1,853.48	
EFT17727	16/11/2023	Hopetoun Ray White Rural South Coast Wa	8 France Street Rent	1		710.00
INV 8 France St	16/11/2023	Hopetoun Ray White Rural South Coast Wa	8 France Street Rent		460.00	
INV 3 Birdwood	16/11/2023	Hopetoun Ray White Rural South Coast Wa	3 Birdwood Street Rent		250.00	
EFT17728	16/11/2023	JOVY Uniform and Embroidery	AIRPORT UNIFORMS	1		1,045.55
INV 0000067604/10/2023		JOVY Uniform and Embroidery	AIRPORT UNIFORMS		853.05	
INV 0000077024/10/2023		JOVY Uniform and Embroidery	5X POLOS WITH SHIRE AND RANGER EMBROIDERY		192.50	
EFT17729	16/11/2023	Jade Joyce	REIMBURSEMENT FOR OVER PAID CHILD CARE FEES	1		85.00
INV REFUND13/11/2023		Jade Joyce	REIMBURSEMENT FOR OVER PAID CHILD CARE FEES		85.00	
EFT17730	16/11/2023	Jamie Galwey	REIMBURSEMENT FOR COT SHEETS - CLOCK	1		70.00
INV REIMBU	13/11/2023	Jamie Galwey	REIMBURSEMENT FOR COT SHEETS - CLOCK		70.00	
EFT17731	16/11/2023	Jessica Smith	REFUND OF OVERPAYMENT FOR CHILD CARE FEES	1		51.30
INV REFUND13/11/2023		Jessica Smith	REFUND OF OVERPAYMENT FOR CHILD CARE FEES		51.30	
EFT17732	16/11/2023	Les Mainwaring	SALARY SACRIFICE - LES MAINWARING - FORTNIGHT ENDING 13/11/2023	1		548.00
INV SAL SAC	13/11/2023	Les Mainwaring	SALARY SACRIFICE - LES MAINWARING - FORTNIGHT ENDING 13/11/2023		548.00	
EFT17733	16/11/2023	Livingston Medical Pty Ltd	MONTHLY HIRE OF HANGAR	1		1,320.00
INV INV-018711/11/2023		Livingston Medical Pty Ltd	MONTHLY HIRE OF HANGAR		1,320.00	
EFT17734	16/11/2023	Lloydey's Power Services	INSTALLATION OF HAND DRYERS (SUPPLIED) TO THE MUNGLINUP PARK TOILETS INCLUDING SUNDRIES AND TRAVEL	1		2,093.15

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INV INV-130213/11/2023		Lloydey's Power Services	REPLACE 2 X EXPIRED EMERGENCY EXIT LIGHTS		404.80	
INV INV-133114/11/2023		Lloydey's Power Services	INSPECTION FOR WEST BEACH HAND DRYER		330.00	
INV INV-133214/11/2023		Lloydey's Power Services	INSTALLATION OF HAND DRYERS (SUPPLIED) TO THE MUNGLINUP PARK TOILETS INCLUDING SUNDRIES AND TRAVEL		1,358.35	
EFT17735	16/11/2023	Louise Kotze	SALARY SACRIFICE - LOUISE KOTZE - FORTNIGHT ENDING 13/11/2023	1		400.00
INV SAL SAC13/11/2023		Louise Kotze	SALARY SACRIFICE - LOUISE KOTZE - FORTNIGHT ENDING 13/11/2023		400.00	
EFT17736	16/11/2023	Luciana Fabiano de Almeida Steinle	SALARY SACRIFICE - LUCIANA STEINLE - FORTNIGHT ENDING 13/11/2023	1		450.00
INV SAL SAC13/11/2023		Luciana Fabiano de Almeida Steinle	SALARY SACRIFICE - LUCIANA STEINLE - FORTNIGHT ENDING 13/11/2023		450.00	
EFT17737	16/11/2023	Meridian Agencies (Weistermann Family Trust)	TELEPHONE DIRECTORIES	1		51.98
INV INV-117205/11/2023		Meridian Agencies (Weistermann Family Trust)	TELEPHONE DIRECTORIES		51.98	
EFT17738	16/11/2023	Moore Australia Audit (wa)	ROADS TO RECOVERY 2022-23 ANNUAL REPORT CERTIFICATION	1		3,300.00
INV 432894	31/10/2023	Moore Australia Audit (wa)	ROADS TO RECOVERY 2022-23 ANNUAL REPORT CERTIFICATION		3,300.00	
EFT17739	16/11/2023	Perfect Computer Solutions Pty Ltd	IT SERVICE DESK AND ASSOCIATED SUPPORT - 01/11/2023 - 08/11/2023	1		595.00
INV 28377	09/11/2023	Perfect Computer Solutions Pty Ltd	IT SERVICE DESK AND ASSOCIATED SUPPORT - 01/11/2023 - 08/11/2023		595.00	
EFT17740	16/11/2023	Peter Kalalo	POOL FOB BOND REFUND	1		20.00
INV T1505	10/11/2023	Peter Kalalo	POOL FOB BOND REFUND	1	20.00	
EFT17741	16/11/2023	Pink Lake Tree Works	TREE LOPPING	1		4,716.80
INV 0218	15/11/2023	Pink Lake Tree Works	TREE LOPPING		4,716.80	

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EFT17742	16/11/2023	R And R Heavy Diesel Services	CARRY OUT 80,000KM SERVICE INSPECTION AND LUBRICATIONS, REPLACE BRAKE FLUID AND DETAIL RA025 P711C VEHICLE	1		1,819.80
INV 7301	08/11/2023	R And R Heavy Diesel Services	RA222 P696C SERVICE 110,000KM SERVICE AND REPLACE PASSENGER SIDE WING MIRROR		905.35	
INV 7325	15/11/2023	R And R Heavy Diesel Services	CARRY OUT 80,000KM SERVICE INSPECTION AND LUBRICATIONS, REPLACE BRAKE FLUID AND DETAIL RA025 P711C VEHICLE		914.45	
EFT17743	16/11/2023	Ravensthorpe Agencies	2 X GAS BOTTLE REFILLS FOR HAMMERSLEY CAMPGROUND	1		1,307.53
INV 19129	08/11/2023	Ravensthorpe Agencies	1 X ROLL BLACK PLASTIC SHEETING 4M X 50M		180.00	
INV 19098	09/11/2023	Ravensthorpe Agencies	2 X ELBOW METRIC 40MM		48.40	
INV 19157	09/11/2023	Ravensthorpe Agencies	STEELBLUE ARG BLACK LACE/ZIP BOOTS		247.50	
INV 19096	09/11/2023	Ravensthorpe Agencies	1 X OLIVER SAFETY SHOES		255.00	
INV 19166	10/11/2023	Ravensthorpe Agencies	BUSH MXF 1X3/4		3.63	
INV 19186	10/11/2023	Ravensthorpe Agencies	1 X PVC SOLVENT 250ML & 1 X PVC PRIMER 250ML		24.00	
INV 19187	10/11/2023	Ravensthorpe Agencies	1 X OLIVER LADIES ZIP/LACE WHEAT WORK BOOTS		189.00	
INV 19263	15/11/2023	Ravensthorpe Agencies	2 X GAS BOTTLE REFILLS FOR HAMMERSLEY CAMPGROUND		360.00	
EFT17744	16/11/2023	Ravensthorpe Building Supplies	3X BRACKET & 9X ANCHOR - 6 X THREADED RODS, 60X NUT M16, 60X WASHER M16	1		912.25
INV 35093	09/11/2023	Ravensthorpe Building Supplies	10 X SWAN GP 20KG; 1 GARDENA CLASSIC SPRAY GUN & 1 GARDENA SOFT SPRAY TRIGGER GUN		200.90	
INV 35094	09/11/2023	Ravensthorpe Building Supplies	DUCT TAPE - PINE - PREP PAINT - HINGES		292.45	
INV 35179	13/11/2023	Ravensthorpe Building Supplies	KNOB PRIVACY SETS		66.00	
INV 35218	14/11/2023	Ravensthorpe Building Supplies	3X BRACKET & 9X ANCHOR - 6 X THREADED RODS, 60X NUT M16, 60X WASHER M16		338.40	
INV 35219	14/11/2023	Ravensthorpe Building Supplies	1 X PC METALSHIELD MULTIPURP DEEP OCEAN 300G		14.50	
EFT17745	16/11/2023	Ravensthorpe Bulk Haulage Pty Ltd	SLASHING WORKS IN MUNGLINUP (UPTO 40HRS INC 1HR EACH WAY FOR MOB AND DEMOB)	1		9,900.00

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INV 2567	14/11/2023	Ravensthorpe Bulk Haulage Pty Ltd	SLASHING WORKS IN MUNGLINUP (UPTO 40HRS INC 1HR EACH WAY FOR MOB AND DEMOB)		9,900.00	
EFT17746	16/11/2023	Rod McGrath	REIMBURSEMENT FOR FUEL FOR RELOCATION OF VEHICLE	1		200.55
INV REIMBU09/11/2023		Rod McGrath	REIMBURSEMENT FOR FUEL FOR RELOCATION OF VEHICLE		200.55	
EFT17747	16/11/2023	Seek Limited	SEEK ADVERT- CUSTOMER SERVICE OFFICER	1		401.50
INV 7002223709/11/2023		Seek Limited	SEEK ADVERT- CUSTOMER SERVICE OFFICER		401.50	
EFT17748	16/11/2023	Shire of Ravensthorpe- Petty Cash	HOPETOUN PETTY CASH REIMBURSEMENT - 13/09/2023 - 10/11/2023	1		57.65
INV HOPEY C15/11/2023		Shire of Ravensthorpe- Petty Cash	HOPETOUN PETTY CASH REIMBURSEMENT - 13/09/2023 - 10/11/2023		57.65	
EFT17749	16/11/2023	Signs Plus	NAME BADGE FOR NEW STAFF MEMBER AND POSTAGE	1		29.00
INV 0019013127/10/2023		Signs Plus	NAME BADGE FOR NEW STAFF MEMBER AND POSTAGE		29.00	
EFT17750	16/11/2023	Sonam Lhaki	SALARY SACRIFICE - SONAM LHAKI - FORTNIGHT ENDING 13/11/2023	1		460.00
INV SAL SAC13/11/2023		Sonam Lhaki	SALARY SACRIFICE - SONAM LHAKI - FORTNIGHT ENDING 13/11/2023		460.00	
EFT17751	16/11/2023	South Regional TAFE - Esperance	EMOTIONAL INTELLIGENCE TRAINING	1		99.10
INV I0025835 15/11/2023		South Regional TAFE - Esperance	EMOTIONAL INTELLIGENCE TRAINING		99.10	
EFT17752	16/11/2023	Supafit Seat Covers Pty Ltd	CAR SEAT COVERS	1		501.11
INV 0010493209/11/2023		Supafit Seat Covers Pty Ltd	CAR SEAT COVERS		501.11	
EFT17753	16/11/2023	Team Global Express Pty Ltd (TOLL)	FREIGHT - CORSIGN - T-QUIP	1		135.15
INV 0589-S3005/11/2023		Team Global Express Pty Ltd (TOLL)	FREIGHT - CORSIGN - T-QUIP		135.15	
EFT17754	16/11/2023	Think Water Albany	BERMAD 200 SERIES DIAPHRAGM ASSEMBLY 2320160092 AND BERMAD SOL VOIL 24V 2 WAY	1		148.89
INV S707984 14/11/2023		Think Water Albany	BERMAD 200 SERIES DIAPHRAGM ASSEMBLY 2320160092 AND BERMAD SOL VOIL 24V 2 WAY		148.89	

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EFT17755	16/11/2023	Ubit Computers	ODIFY 5X EXISTING MAPS TO SHOW DOG PROHIBITED, DOG EXERCISE, RURAL LEASHING AREAS. CREATE NEW MAP FOR 2 MILE TO INCLUDE RURAL LEASHING AREA	1		1,250.00
INV 001156	08/11/2023	Ubit Computers	ODIFY 5X EXISTING MAPS TO SHOW DOG PROHIBITED, DOG EXERCISE, RURAL LEASHING AREAS. CREATE NEW MAP FOR 2 MILE TO INCLUDE RURAL LEASHING AREA		1,250.00	
EFT17756	16/11/2023	WINC Australia Pty Ltd	POWERBOARD	1		19.85
INV 9043646512/10/2023		WINC Australia Pty Ltd	POWERBOARD		17.31	
INV 9043787031/10/2023		WINC Australia Pty Ltd	MONTHLY CONSUMABLES ORDER NET55993616 - ALPHA TEC		2.54	
EFT17757	16/11/2023	ZenPay Pty Ltd	KINDYHUB SUBSCRIPTION - NOVEMBER 2023	1		317.90
INV K0387-2310/10/2023		ZenPay Pty Ltd	STANDING ORDER KINDYHUB SUBSCRIPTION		-2.20	
INV K0393-2310/11/2023		ZenPay Pty Ltd	KINDYHUB SUBSCRIPTION - NOVEMBER 2023		157.30	
INV 0393-23710/11/2023		ZenPay Pty Ltd	KINDYHUB SUBSCRIPTION - NOVEMBER 2023		162.80	
EFT17758	23/11/2023	4 Rivers Plumbing Gas & Civil Contracting WA	REPAIR LEAK ON THE METER AT THE HOCKEY OVAL THAT FEEDS THE RETICULATION SYSTEM	1		244.20
INV 0000362316/11/2023		4 Rivers Plumbing Gas & Civil Contracting WA	REPAIR LEAK ON THE METER AT THE HOCKEY OVAL THAT FEEDS THE RETICULATION SYSTEM		244.20	
EFT17759	23/11/2023	AL MORLEY PTY LTD	SUPPLY OF KIA EV6 AIR	1		71,460.00
INV 4020866	17/11/2023	AL MORLEY PTY LTD	SUPPLY OF KIA EV6 AIR		71,460.00	
EFT17760	23/11/2023	Australian Government Child Support Agency	Payroll deductions	1		208.78
INV DEDUCT13/11/2023		Australian Government Child Support Agency	Payroll deductions		208.78	
EFT17761	23/11/2023	Australian Taxation Office (ATO) PAYG	Payroll deductions	1		43,458.00
INV DEDUCT13/11/2023		Australian Taxation Office (ATO) PAYG	Payroll deductions		43,178.00	
INV DEDUCT13/11/2023		Australian Taxation Office (ATO) PAYG	Payroll deductions		280.00	
EFT17762	23/11/2023	Bunnings	HARDWARE ORDER FOR 88 MARTIN STREET RAVENSTHORPE FROM BUNNINGS	1		3,352.13

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INV 25575	09/11/2023	Bunnings	HARDWARE ORDER FOR 88 MARTIN STREET RAVENSTHORPE FROM BUNNINGS		3,352.13	
EFT17763	23/11/2023	City of Albany	BUILDING SURVEYING SERVICES - CERTIFICATE OF DESIGN #167610	1		187.00
INV 103126	16/11/2023	City of Albany	BUILDING SURVEYING SERVICES - CERTIFICATE OF DESIGN #167610		187.00	
EFT17764	23/11/2023	Cleverpatch Pty Ltd	ART AND CRAFT CONSUMABLES ORDER	1		663.85
INV 515552	06/11/2023	Cleverpatch Pty Ltd	ART AND CRAFT CONSUMABLES ORDER		663.85	
EFT17765	23/11/2023	Community Spirit Newspaper Inc	DOUBLE PAGE ADVERTORIAL - ISSUE 21 PAGE 12 & 13	1		342.00
INV 25190	09/11/2023	Community Spirit Newspaper Inc	DOUBLE PAGE ADVERTORIAL - ISSUE 21 PAGE 12 & 13		342.00	
EFT17766	23/11/2023	Early Childhood Australia	ANNUAL SUBSCRIPTION FOR ECA ONLINE LEARNING PORTAL 11 TO 25 STAFF	1		2,100.00
INV INV-421017/10/2023		Early Childhood Australia	ANNUAL SUBSCRIPTION FOR ECA ONLINE LEARNING PORTAL 11 TO 25 STAFF		2,100.00	
EFT17767	23/11/2023	Esperance Weekender	12X3 ADVERT IN CAMPING AND CARAVAN FEATURE WITH FREE EDITORIAL AND PHOTO (17 NOVEMBER 2023 EDITION).	1		310.00
INV INV4777	23/11/2023	Esperance Weekender	12X3 ADVERT IN CAMPING AND CARAVAN FEATURE WITH FREE EDITORIAL AND PHOTO (17 NOVEMBER 2023 EDITION).		310.00	
EFT17768	23/11/2023	Felicity Hanigan	GYM FOB BOND REFUND	1		30.00
INV T1903	23/11/2023	Felicity Hanigan	GYM FOB BOND REFUND	1	30.00	
EFT17769	23/11/2023	Gregory Alan Stover	REIMBURSEMENT FOR MOP AND MOP BUCKET	1		75.49
INV REIMBU116/11/2023		Gregory Alan Stover	REIMBURSEMENT FOR MOP AND MOP BUCKET		75.49	
EFT17770	23/11/2023	Hopetoun Ray White Rural South Coast Wa	8 France Street Rent	1		710.00
INV 8 France	23/11/2023	Hopetoun Ray White Rural South Coast Wa	8 France Street Rent		460.00	
INV 3 Birdwo	23/11/2023	Hopetoun Ray White Rural South Coast Wa	3 Birdwood Street Rent		250.00	

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EFT17771	23/11/2023	Joel Prka	GYM FOB BOND REFUND	1		20.00
INV T1503	23/11/2023	Joel Prka	GYM FOB BOND REFUND	1	20.00	
EFT17772	23/11/2023	Mackenzie Edwards	REIMBURSEMENT FOR VARIOUS NIBBLES FOR CRC AND SOR SUNDOWNER	1		112.57
INV REIMBU22/11/2023	22/11/2023	Mackenzie Edwards	REIMBURSEMENT FOR VARIOUS NIBBLES FOR CRC AND SOR SUNDOWNER		112.57	
EFT17773	23/11/2023	Mount Barren Cafe	SENIORS CHRISTMAS LUNCHEON 2023 - CATERING PRE PAYMENT FOR SUPPLIES	1		2,250.00
INV 02	20/11/2023	Mount Barren Cafe	SENIORS CHRISTMAS LUNCHEON 2023 - CATERING PRE PAYMENT FOR SUPPLIES		2,250.00	
EFT17774	23/11/2023	Perfect Computer Solutions Pty Ltd	MONITOR - MONITOR ARMS - SURFACE PRO - KEY BOARD - CHARGER	1		5,247.00
INV 28385	15/11/2023	Perfect Computer Solutions Pty Ltd	MONITOR - MONITOR ARMS - SURFACE PRO - KEY BOARD - CHARGER		5,247.00	
EFT17775	23/11/2023	R And R Heavy Diesel Services	CARRY OUT SERVICE INSPECTION, ADJUST CLUTCH, REPLACE BENT TRAILER HITCH LEVER, REPLACE AIR DRYER FILTER, REPLACE REAR LIGHTS, REWIRE REAR SIDE LIGHTS, MOUNT & WIRE REVERSE BEEPER - RA3751 P721	1		5,671.32
INV 7326	15/11/2023	R And R Heavy Diesel Services	FIT AND WIRE UP NEW UHF RADIO AND ANTENNA AND WIRE UP VOLTAGE CONVERTER		985.27	
INV 7344	20/11/2023	R And R Heavy Diesel Services	INSTALL AND WIRE UP REDARC TRAILER BRAKE CONTROLLER ON P737 RA-3867 HILUX		906.10	
INV 7343	20/11/2023	R And R Heavy Diesel Services	CARRY OUT SERVICE INSPECTION, ADJUST CLUTCH, REPLACE BENT TRAILER HITCH LEVER, REPLACE AIR DRYER FILTER, REPLACE REAR LIGHTS, REWIRE REAR SIDE LIGHTS, MOUNT & WIRE REVERSE BEEPER - RA3751 P721		3,779.95	
EFT17776	23/11/2023	Ravensthorpe Building Supplies	2 SELLEYS ROOF AND GUTTER GREY 300G & DRIPLESS CONTRACTOR HEX-ROD CAULKING GUN	1		161.29
INV 35268	15/11/2023	Ravensthorpe Building Supplies	2 PADLOCKS AND 2 KEYS		37.30	
INV 35265	15/11/2023	Ravensthorpe Building Supplies	1 DRILL MASONRY BOOSTER SDS PLUS 12X210 GREY AND 5 BREMICK ANCHOR SLEEVE ZINC M12 X 60		30.50	

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INV 35267	15/11/2023	Ravensthorpe Building Supplies	2 SELLEYS ROOF AND GUTTER GREY 300G & DRIPLESS CONTRACTOR HEX-ROD CAULKING GUN		46.50	
INV 35266	15/11/2023	Ravensthorpe Building Supplies	1 X LED GLOBE 8W		10.99	
INV 35311	17/11/2023	Ravensthorpe Building Supplies	SIGN- WET FLOOR CLEANING IN PROGRESS		36.00	
EFT17777	23/11/2023	Shire of Ravensthorpe Social Club	Payroll deductions	1		200.00
INV DEDUCT13/11/2023		Shire of Ravensthorpe Social Club	Payroll deductions		200.00	
EFT17778	23/11/2023	The Local Government, Racing And Cemeteries Employees Union (wa)	Payroll deductions	1		209.00
INV DEDUCT13/11/2023		The Local Government, Racing And Cemeteries Employees Union (wa)	Payroll deductions		198.00	
INV DEDUCT13/11/2023		The Local Government, Racing And Cemeteries Employees Union (wa)	Payroll deductions		11.00	
EFT17779	23/11/2023	The Trustee for the Deltawest Group Trust T/as Deltawest Training	MC-A - DELTAWEST REGIONAL TRAINING FOR STAFF MEMBERS	1		5,600.00
INV INV-314614/11/2023		The Trustee for the Deltawest Group Trust T/as Deltawest Training	MC-A - DELTAWEST REGIONAL TRAINING FOR STAFF MEMBERS		5,600.00	
EFT17780	23/11/2023	WALGA	TRAINING FOR NEW SHIRE PRESIDENT - THE ROLE OF MAYORS AND PRESIDENTS	1		434.50
INV SI-0078715/11/2023		WALGA	TRAINING FOR NEW SHIRE PRESIDENT - THE ROLE OF MAYORS AND PRESIDENTS		434.50	
EFT17781	23/11/2023	WINC Australia Pty Ltd	MONTHLY CONSUMABLES ORDER NET55993616	1		1,179.25
INV 1067798030/10/2023		WINC Australia Pty Ltd	MONTHLY CONSUMABLES ORDER NET55993616		495.87	
INV 9043898813/11/2023		WINC Australia Pty Ltd	CHILDCARE STAFF HATS		333.30	
INV 9043899413/11/2023		WINC Australia Pty Ltd	MONTHLY CONSUMABLES ORDER NET56052120		350.08	
EFT17782	30/11/2023	4 Rivers Plumbing Gas & Civil Contracting WA	2 DAYS HIRE OF 2 X PORTALOOS AND PUMP OUTS	1		1,227.05
INV 0000363020/11/2023		4 Rivers Plumbing Gas & Civil Contracting WA	2 DAYS HIRE OF 2 X PORTALOOS AND PUMP OUTS		660.00	
INV 0000364421/11/2023		4 Rivers Plumbing Gas & Civil Contracting WA	SUPPLY FITTINGS FOR RAVENSTHORPE OVAL		418.55	

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INV 0003650	23/11/2023	4 Rivers Plumbing Gas & Civil Contracting WA	ANNUAL BACKFLOW TESTING TO WATER METER MAIN LOT 20, MORGANS STREET, RAVENSTHORPE (METER NUMBER EK2100779)		148.50	
EFT17784	30/11/2023	Aerodrome Management Services Pty Ltd	MONTHLY SERVICES FEE	1		3,155.67
INV AMSINV22/11/2023		Aerodrome Management Services Pty Ltd	MONTHLY SERVICES FEE		3,155.67	
EFT17785	30/11/2023	Albany Lock and Security	SALTO FOBS FOR POOL AND GYMS	1		1,290.00
INV 0003490614/11/2023		Albany Lock and Security	SALTO FOBS FOR POOL AND GYMS		1,290.00	
EFT17786	30/11/2023	Beecroft Plumbing And Gas	SERVICING OF 40 MM BACK FLOW AT HOPETOUN STANDPIPE - REPLACEMENT OF BACK FLOW VALVE ON STANDPIPE IN SENNA ROAD INCLUDING BACKFLOW TESTING	1		1,918.00
INV INV-005902/11/2023		Beecroft Plumbing And Gas	SERVICING OF 40 MM BACK FLOW AT HOPETOUN STANDPIPE - REPLACEMENT OF BACK FLOW VALVE ON STANDPIPE IN SENNA ROAD INCLUDING BACKFLOW TESTING		1,918.00	
EFT17787	30/11/2023	Best Office Systems	PRINTER READINGS - RAVENSTHORPE OFFICE C659 & C550 - 20/10/2023 - 20/11/2023	1		1,609.31
INV 624339	20/11/2023	Best Office Systems	PRINTER READINGS - RAVENSTHORPE OFFICE C659 & C550 - 20/10/2023 - 20/11/2023		1,293.82	
INV 624340	20/11/2023	Best Office Systems	PRINTER READINGS - HOPETOUN OFFICE C558 - 20/10/2023 - 20/11/2023		207.59	
INV 624615	24/11/2023	Best Office Systems	PRINTER READINGS - RAVENSTHORPE DEPOT - 20/10/2023 - 20/11/2023		107.90	
EFT17788	30/11/2023	Bio Diverse Solutions	SHIRE OF RAVENSTHORPE FIRE CONTROL NOTICE COMPLIANCE INSPECTIONS - 50% PROGRESS INVOICE	1		40,929.63
INV BDSA-0122/11/2023		Bio Diverse Solutions	SHIRE OF RAVENSTHORPE FIRE CONTROL NOTICE COMPLIANCE INSPECTIONS - 50% PROGRESS INVOICE		17,170.32	
INV BDSA-0122/11/2023		Bio Diverse Solutions	SHIRE OF RAVENSTHORPE BAL CONTOUR REVIEW - 50% PROGRESS INVOICE		6,589.00	
INV BDSA-0128/11/2023		Bio Diverse Solutions	SHIRE OF RAVENSTHORPE FIRE CONTROL NOTICE COMPLIANCE INSPECTIONS AS PER TASK 2 QUOTE#RAV001-005 & RAV002 - 100% COMPLETION INVOICE		17,170.31	

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EFT17789	30/11/2023	Bluemar Pty Ltd T/As Esperance Testing and Tagging	STRUCTURAL ADVICE FOR SINKING FOOTINGS AT RAVENSTHORPE TRANSFER STATION	1		4,422.00
INV 2425	27/11/2023	Bluemar Pty Ltd T/As Esperance Testing and Tagging	STRUCTURAL ADVICE FOR SINKING FOOTINGS AT RAVENSTHORPE TRANSFER STATION		4,422.00	
EFT17790	30/11/2023	Bunnings	MATERIALS FOR THE WEST BEACH TOILET UPGRADE	1		402.37
INV 2022/007113/05/2023		Bunnings	MATERIALS FOR THE WEST BEACH TOILET UPGRADE		402.37	
EFT17791	30/11/2023	Caitlin Jansse	SALARY SACRIFICE - CAITLIN JANSSE - FORTNIGHT ENDING 27/11/2023	1		485.00
INV SAL SAC27/11/2023		Caitlin Jansse	SALARY SACRIFICE - CAITLIN JANSSE - FORTNIGHT ENDING 27/11/2023		485.00	
EFT17792	30/11/2023	Corsign WA	SIGNAGE AND POSTS	1		1,056.00
INV 0080316	22/11/2023	Corsign WA	SIGNAGE AND POSTS		1,056.00	
EFT17793	30/11/2023	Edward James Kilbey	REIMBURSEMENT FOR TRAINING - ACCOMODATION AND FUEL	1		753.68
INV REIMBU29/11/2023		Edward James Kilbey	REIMBURSEMENT FOR TRAINING - ACCOMODATION AND FUEL		753.68	
EFT17794	30/11/2023	Ellison Marincowitz	SALARY SACRIFICE - ELLISON MARINCOWITZ - FORTNIGHT ENDING 27/11/2023	1		480.00
INV SAL SAC27/11/2023		Ellison Marincowitz	SALARY SACRIFICE - ELLISON MARINCOWITZ - FORTNIGHT ENDING 27/11/2023		480.00	
EFT17795	30/11/2023	Etech WA Pty Ltd T/A Esperance Communication	TESTING PA AND SOUND SYSTEM HOPETOUN COMMUNITY HALL INCLUDING TRAVEL	1		1,232.30
INV 5212011	21/11/2023	Etech WA Pty Ltd T/A Esperance Communication	FIRE RADIO TESTING WORK SUPERVISOR VEHICLE RA3794 P702B		70.00	
INV 5212014	21/11/2023	Etech WA Pty Ltd T/A Esperance Communication	TRANSMITTER TESTING RAVENSTHORPE INCLUDING TRAVEL		140.00	
INV 5212010	21/11/2023	Etech WA Pty Ltd T/A Esperance Communication	TESTING PA AND SOUND SYSTEM HOPETOUN COMMUNITY HALL INCLUDING TRAVEL		1,022.30	
EFT17796	30/11/2023	Euphorium Creative Pty Ltd	ARTS AND CULTURE PLAN	1		8,140.00
INV INV-160924/11/2023		Euphorium Creative Pty Ltd	ARTS AND CULTURE PLAN		8,140.00	

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EFT17797	30/11/2023	Hinchys Auto Electric	REPLACE DAMAGED BEACON- KUBOTA	1		528.00
INV 0000063928/11/2023		Hinchys Auto Electric	REPLACE DAMAGED BEACON- KUBOTA		528.00	
EFT17798	30/11/2023	Hopetoun Ray White Rural South Coast Wa	8 France Street Rent	1		710.00
INV 8 France 28/11/2023		Hopetoun Ray White Rural South Coast Wa	8 France Street Rent		460.00	
INV 3 Birdwo28/11/2023		Hopetoun Ray White Rural South Coast Wa	3 Birdwood Street Rent		250.00	
EFT17799	30/11/2023	Hopetoun Tyres & Batteries	TYRE REPAIRS	1		2,310.20
INV INV-153025/11/2023		Hopetoun Tyres & Batteries	REPLACEMENT TYRE INC. FREIGHT - P760A MOWER		250.00	
INV INV-152625/11/2023		Hopetoun Tyres & Batteries	RA3280 TOYO 265/65R17 OPAT3 TYRE P697A		737.00	
INV INV-152725/11/2023		Hopetoun Tyres & Batteries	1 X TYRE FOR 1BSB370 P649		82.50	
INV INV-152925/11/2023		Hopetoun Tyres & Batteries	REMOVAL OF 4 X PASSENGER TYRE RIMS FOR RECYCLING OF TYRES		100.00	
INV INV-152825/11/2023		Hopetoun Tyres & Batteries	TYRE REPAIRS		1,140.70	
EFT17800	30/11/2023	Indiji Flora	MAF WORKS - TREATMENT # 18249	1		28,391.00
INV INV-066819/11/2023		Indiji Flora	MAF WORKS - TREATMENT #18281		4,900.50	
INV INV-067120/11/2023		Indiji Flora	MAF WORKS - TREATMENT #18247		594.00	
INV INV-067020/11/2023		Indiji Flora	MAF WORKS - TREATMENT #18178		1,870.00	
INV INV-067320/11/2023		Indiji Flora	MAF WORKS - TREATMENT #18254		495.00	
INV INV-067220/11/2023		Indiji Flora	MAF WORKS - TREATMENT #18250		605.00	
INV INV-068122/11/2023		Indiji Flora	MAF WORKS - TREATMENT #18316		165.00	
INV INV-068022/11/2023		Indiji Flora	MAF WORKS - TREATMENT #18313		165.00	
INV INV-067822/11/2023		Indiji Flora	MAF WORKS - TREATMENT #18248		154.00	
INV INV-067722/11/2023		Indiji Flora	MAF WORKS - TREATMENT #18246		3,300.00	
INV INV-067622/11/2023		Indiji Flora	MAF WORKS - TREATMENT #18244		198.00	
INV INV-067522/11/2023		Indiji Flora	MAF WORKS - TREATMENT #17186		4,752.00	

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INV INV-067922/11/2023		Indiji Flora	MAF WORKS - TREATMENT # 18255		374.00	
INV INV-069025/11/2023		Indiji Flora	MAF WORKS - TREATMENT#12137		1,210.00	
INV INV-068925/11/2023		Indiji Flora	MAF WORKS - TREATMENT # 18294		242.00	
INV INV-068825/11/2023		Indiji Flora	MAF WORKS - TREATMENT # 18295		605.00	
INV INV-068725/11/2023		Indiji Flora	MAF WORKS - TREATMENT # 18295		1,914.00	
INV INV-068625/11/2023		Indiji Flora	MAF WORKS - TREATMENT # 18294		517.00	
INV INV-068525/11/2023		Indiji Flora	MAF WORKS - TREATMENT # 18290		528.00	
INV INV-068425/11/2023		Indiji Flora	MAF WORKS - TREATMENT # 18288		220.00	
INV INV-068325/11/2023		Indiji Flora	MAF WORKS - TREATMENT # 18277		594.00	
INV INV-068225/11/2023		Indiji Flora	MAF WORKS - TREATMENT # 18249		4,988.50	
EFT17801	30/11/2023	J&K Hopkins	QUOTE 14376 FURNITURE FOR AIRPORT/RANGER OFFICE	1		2,661.00
INV T17934	19/10/2023	J&K Hopkins	QUOTE 14376 FURNITURE FOR AIRPORT/RANGER OFFICE		2,661.00	
EFT17802	30/11/2023	Les Mainwaring	SALARY SACRIFICE - LES MAINWARING - FORTNIGHT ENDING 27/11/2023	1		548.00
INV SAL SAC27/11/2023		Les Mainwaring	SALARY SACRIFICE - LES MAINWARING - FORTNIGHT ENDING 27/11/2023		548.00	
EFT17803	30/11/2023	Louise Kotze	SALARY SACRIFICE - LOUISE KOTZE - FORTNIGHT ENDING 27/11/2023	1		400.00
INV SAL SAC27/11/2023		Louise Kotze	SALARY SACRIFICE - LOUISE KOTZE - FORTNIGHT ENDING 27/11/2023		400.00	
EFT17804	30/11/2023	Luciana Fabiano de Almeida Steinle	SALARY SACRIFICE - LUCIANA STEINLE - FORTNIGHT ENDING 27/11/2023	1		450.00
INV SAL SAC27/11/2023		Luciana Fabiano de Almeida Steinle	SALARY SACRIFICE - LUCIANA STEINLE - FORTNIGHT ENDING 27/11/2023		450.00	
EFT17805	30/11/2023	MC Civil Contractors	SUPPLY AND DELIVERY OF 50 TONNES OF ROAD GRAVEL TO DANIELS RD ON 23/11/2023	1		1,100.00
INV 0000260124/11/2023		MC Civil Contractors	SUPPLY AND DELIVERY OF 50 TONNES OF ROAD GRAVEL TO DANIELS RD ON 23/11/2023		1,100.00	

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EFT17806	30/11/2023	Malcom James Grant	REIMBURSEMENT FOR ST JOHN FIRST AID TRAINING	1		170.00
INV REIMBU22/11/2023		Malcom James Grant	REIMBURSEMENT FOR ST JOHN FIRST AID TRAINING		170.00	
EFT17807	30/11/2023	Matthew Bird	REIMBURSEMENT FOR AIRFARE - TELSTRA MOBIILE AND NBN - SETUP OF STARLINK	1		4,211.88
INV REIMBU30/11/2023		Matthew Bird	REIMBURSEMENT FOR AIRFARE - TELSTRA MOBIILE AND NBN - SETUP OF STARLINK		4,211.88	
EFT17808	30/11/2023	Matthews Smash Repairs	INSURANCE CLAIM REPAIRWORK TO RA3520 P678A	1		500.00
INV 13142/2	23/11/2023	Matthews Smash Repairs	INSURANCE CLAIM REPAIRWORK TO RA3520 P678A		500.00	
EFT17809	30/11/2023	Nutrien Ag Solutions Ravensthorpe	PINK PIC TAG X 100- PIC WCPD0037- SHIRE OF RAVENSTHORPE + APPLICATOR	1		39.60
INV 9098205931/10/2023		Nutrien Ag Solutions Ravensthorpe	PINK PIC TAG X 100- PIC WCPD0037- SHIRE OF RAVENSTHORPE + APPLICATOR		39.60	
EFT17810	30/11/2023	Ornithological Technical Services Pty Ltd	ANNUAL ONSITE ORNITHHOLOGIST- WHMP REVIEW/ AUDIT/ SURVEY/ TRAINING	1		4,400.00
INV INV0340	21/11/2023	Ornithological Technical Services Pty Ltd	ANNUAL ONSITE ORNITHHOLOGIST- WHMP REVIEW/ AUDIT/ SURVEY/ TRAINING		4,400.00	
EFT17811	30/11/2023	Perfect Computer Solutions Pty Ltd	2023/24 IT SERVICE DESK AND ASSOCIATED SUPPORT - 15/11/2023 - 16/11/2023	1		2,167.50
INV 28387	16/11/2023	Perfect Computer Solutions Pty Ltd	2023/24 IT SERVICE DESK AND ASSOCIATED SUPPORT - 15/11/2023 - 16/11/2023		1,317.50	
INV 28402	23/11/2023	Perfect Computer Solutions Pty Ltd	IT SERVICE DESK AND ASSOCIATED SUPPORT - 16/11/2023 -22/11/2023		850.00	
EFT17812	30/11/2023	Plantagenet Sheds & Steel Pty Ltd	CONSTRUCTION OF BUSH FIRE BRIGADE SHED AT BLUE VISTA - PROGRESS CLAIM 2	1		316,532.85
INV 0000839924/11/2023		Plantagenet Sheds & Steel Pty Ltd	CONSTRUCTION OF BUSH FIRE BRIGADE SHED AT BLUE VISTA - PROGRESS CLAIM 2		316,532.85	
EFT17813	30/11/2023	Qualup Bell Florist	REMEMBERANCE DAY 2023 WREATHS X 2	1		200.00
INV 007	10/11/2023	Qualup Bell Florist	REMEMBERANCE DAY 2023 WREATHS X 2		200.00	
EFT17814	30/11/2023	R And R Heavy Diesel Services	CARRY OUT REPAIRS ON 1DHY-580 P656	1		12,388.60

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INV 7331	15/11/2023	R And R Heavy Diesel Services	CARRY OUT REPAIRS ON 1DHY-580 P656		8,306.94	
INV 7360	24/11/2023	R And R Heavy Diesel Services	SUPPLY 23 LITRES HYDRAULIC TRANSMISSION OIL FOR P706B RA3930 GRADER		302.16	
INV 7359	24/11/2023	R And R Heavy Diesel Services	CHANGE OUT FLAT TYRE ON P735 1GOA-197 KOMATSU WA320 LOADER		466.29	
INV 7358	24/11/2023	R And R Heavy Diesel Services	CLEAN MACHINE, REMOVE RIGHT REAR FINAL DRIVE MOTOR, STRIP DOWN, REPLACE SEALS AND SOILE BRAKE SHOES, CARRY OUT LUBRICATION SERVICE AND INSPECTION, REPLACE DECK BELTS AND FAN BELT, TOP UP WITH HYDRAULIC OIL ON TORO GROUND MASTER RA-3761 P731		2,792.87	
INV 7366	27/11/2023	R And R Heavy Diesel Services	TRAVEL TO HOPETOUN, TOW ABANDONED VEHICLE TO RAVENSTHORPE WASTE FACILITY		520.34	
EFT17815	30/11/2023	Ravensthorpe Building Supplies	ROBE HOOKS - CORNICE COVE	1		142.80
INV 35546	24/11/2023	Ravensthorpe Building Supplies	ROBE HOOKS - CORNICE COVE		142.80	
EFT17816	30/11/2023	Ravensthorpe Community Resource Centre	CDF - RAVY CRC COMMUNITY EVENTS PROGRAM 2023 - JULY - DECEMBER - ONGOING TEACHER TRAINING	1		5,500.00
INV INV-447829/11/2023		Ravensthorpe Community Resource Centre	CDF - RAVY CRC COMMUNITY EVENTS PROGRAM 2023 - JULY - DECEMBER - ONGOING TEACHER TRAINING		5,500.00	
EFT17817	30/11/2023	Ravensthorpe State Emergency Service	ESL PAYMENT 2ND QUARTER 2023/2024	1		6,450.00
INV 0000006116/11/2023		Ravensthorpe State Emergency Service	ESL PAYMENT 2ND QUARTER 2023/2024		6,450.00	
EFT17818	30/11/2023	Rodney Clarence Daw	CBFO REIMBURSEMENT TELSTRA CHARGES PERIOD ENDING 10 DECEMBER 2023	1		82.14
INV REIMBU20/11/2023		Rodney Clarence Daw	CBFO REIMBURSEMENT TELSTRA CHARGES PERIOD ENDING 10 DECEMBER 2023		82.14	
EFT17819	30/11/2023	Roselea Trading	Hopetoun Gym Rent	1		2,206.52
INV RENT	28/11/2023	Roselea Trading	Hopetoun Gym Rent		953.15	
INV RATES	28/11/2023	Roselea Trading	Hopetoun Gym Rates		150.11	
INV YOUTH 28/11/2023		Roselea Trading	Hopetoun Youth Space Rent		953.15	
INV YOUTH 28/11/2023		Roselea Trading	Hopetoun Youth Space Rates		150.11	

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EFT17820	30/11/2023	Sonam Lhaki	SALARY SACRIFICE - SONAM LHAKI - FORTNIGHT ENDING 27/11/2023	1		460.00
INV SAL SAC27/11/2023		Sonam Lhaki	SALARY SACRIFICE - SONAM LHAKI - FORTNIGHT ENDING 27/11/2023		460.00	
EFT17821	30/11/2023	Stewart & Heaton Clothing Co Pty Ltd	FIRE JACKETS AND TROUSERS FOR BUSHFIRE BRIGADES - NAME BADGE FOR FIRE JACKET	1		313.73
INV SIN-3817/15/11/2023		Stewart & Heaton Clothing Co Pty Ltd	FIRE JACKETS AND TROUSERS FOR BUSHFIRE BRIGADES - NAME BADGE FOR FIRE JACKET		313.73	
EFT17822	30/11/2023	Team Global Express Pty Ltd (TOLL)	FREIGHT - JOVY - EOM GROUP	1		97.82
INV 0590-S30:12/11/2023		Team Global Express Pty Ltd (TOLL)	FREIGHT - JOVY - EOM GROUP		97.82	
EFT17823	30/11/2023	Telstra Limited	TELSTRA CHARGES TO 24/12/2023 - TIMS	1		798.64
INV T311	22/11/2023	Telstra Limited	TELSTRA CHARGES TO 21/12/2023 - SATELLIGHT PHONES		165.00	
INV T311	25/11/2023	Telstra Limited	TELSTRA CHARGES TO 24/12/2023 - TIMS		633.64	
EFT17824	30/11/2023	Topsigns	VARIOUS SIGNAGE FOR TIP	1		1,817.20
INV INV-633730/09/2023		Topsigns	VARIOUS SIGNAGE FOR TIP		1,817.20	
EFT17825	30/11/2023	Tracy Louise Preusker	SALARY SACRIFICE - TRACY PREUSKER - FORTNIGHT ENDING 27/11/2023	1		340.00
INV SAL SAC27/11/2023		Tracy Louise Preusker	SALARY SACRIFICE - TRACY PREUSKER - FORTNIGHT ENDING 27/11/2023		340.00	
EFT17826	30/11/2023	WINC Australia Pty Ltd	MONTHLY CONSUMABLES ORDER NET55101272	1		11.88
INV 9043955920/11/2023		WINC Australia Pty Ltd	MONTHLY CONSUMABLES ORDER NET55101272		11.88	
DD7076.1	13/11/2023	Aware Super	Payroll deductions	1		11,777.96
INV SUPER	13/11/2023	Aware Super	Superannuation contributions	1	10,230.50	
INV DEDUCT13/11/2023		Aware Super	Payroll deductions	1	391.69	
INV DEDUCT13/11/2023		Aware Super	Payroll deductions	1	707.69	
INV DEDUCT13/11/2023		Aware Super	Payroll deductions	1	448.08	

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DD7076.2	13/11/2023	Hostplus Superannuation	Payroll deductions	1		1,517.29
INV SUPER	13/11/2023	Hostplus Superannuation	Superannuation contributions	1	1,459.83	
INV DEDUCT	13/11/2023	Hostplus Superannuation	Payroll deductions	1	57.46	
DD7076.3	13/11/2023	C-Bus Super	Superannuation contributions	1		756.51
INV SUPER	13/11/2023	C-Bus Super	Superannuation contributions	1	756.51	
DD7076.4	13/11/2023	MLC Superannuation	Superannuation contributions	1		535.39
INV SUPER	13/11/2023	MLC Superannuation	Superannuation contributions	1	535.39	
DD7076.5	13/11/2023	AL & KL Pearson PTY LTD ATF Alaska Superannuation Fund	Superannuation contributions	1		514.56
INV SUPER	13/11/2023	AL & KL Pearson PTY LTD ATF Alaska Superannuation Fund	Superannuation contributions	1	514.56	
DD7076.6	13/11/2023	Resolution Life Australasia Limited SUPER	Superannuation contributions	1		75.12
INV SUPER	13/11/2023	Resolution Life Australasia Limited SUPER	Superannuation contributions	1	75.12	
DD7076.7	13/11/2023	Commonwealth Essential Super	Superannuation contributions	1		266.15
INV SUPER	13/11/2023	Commonwealth Essential Super	Superannuation contributions	1	266.15	
DD7076.8	13/11/2023	Australian Super Pty Ltd	Superannuation contributions	1		434.57
INV SUPER	13/11/2023	Australian Super Pty Ltd	Superannuation contributions	1	434.57	
DD7076.9	13/11/2023	Public Sector Superannuation Accumulation Plan (PSSap)	Superannuation contributions	1		319.47
INV SUPER	13/11/2023	Public Sector Superannuation Accumulation Plan (PSSap)	Superannuation contributions	1	319.47	
DD7102.1	21/11/2023	BANKWEST Corporate Mastercard	OCTOBER 2023 STATEMENT - MATTHEW BIRD	1		6,417.01
INV OCT 2023	21/11/2023	BANKWEST Corporate Mastercard	OCTOBER 2023 STATEMENT - EDWARD KILBEY	1	1,607.17	
INV OCT 2023	21/11/2023	BANKWEST Corporate Mastercard	OCTOBER 2023 STATEMENT - EVELYN HOUGHTON	1	116.56	
INV OCT 2023	21/11/2023	BANKWEST Corporate Mastercard	OCTOBER 2023 STATEMENT - RUSSELL PALMER	1	181.86	

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INV OCT 2022	21/11/2023	BANKWEST Corporate Mastercard	OCTOBER 2023 STATEMENT - LESLIE MAINWARING	1	243.55	
INV OCT 2022	21/11/2023	BANKWEST Corporate Mastercard	OCTOBER 2023 STATEMENT - PAUL SPENCER	1	1,982.39	
INV OCT 2022	21/11/2023	BANKWEST Corporate Mastercard	OCTOBER 2023 STATEMENT - MATTHEW BIRD	1	2,285.48	
DD7109.1	30/11/2023	Department of Transport (Shire Licensing)	DOT PAYMENT BY AUTHORITY - NOVEMBER 2023	1		17,836.40
INV NOV 2022	30/11/2023	Department of Transport (Shire Licensing)	DOT PAYMENT BY AUTHORITY - NOVEMBER 2023	1	17,836.40	
DD7109.2	23/11/2023	Water Corporation	WATER CORPORATION PAYMENT BY AUTHORITY - NOVEMBER 2023	1		268.28
INV NOV 2022	23/11/2023	Water Corporation	WATER CORPORATION PAYMENT BY AUTHORITY - NOVEMBER 2023	1	268.28	
DD7109.3	29/11/2023	Synergy	SYNERGY PAYMENT BY AUTHORITY - NOVEMBER 2023	1		7,282.97
INV NOV 2022	29/11/2023	Synergy	SYNERGY PAYMENT BY AUTHORITY - NOVEMBER 2023	1	7,282.97	
DD7109.4	15/11/2023	SG Fleet	SG FLEET PAYMENT BY AUTHORITY - NOVEMBER 2023	1		13,237.11
INV NOV 2022	15/11/2023	SG Fleet	SG FLEET PAYMENT BY AUTHORITY - NOVEMBER 2023	1	13,237.11	
DD7076.10	13/11/2023	Australian Retirement Trust	Superannuation contributions	1		275.02
INV SUPER	13/11/2023	Australian Retirement Trust	Superannuation contributions	1	275.02	
DD7076.11	13/11/2023	Uni Super	Payroll deductions	1		141.83
INV SUPER	13/11/2023	Uni Super	Superannuation contributions	1	97.51	
INV DEDUCT	13/11/2023	Uni Super	Payroll deductions	1	44.32	
DD7076.12	13/11/2023	Mercer SmartSuper	Payroll deductions	1		2,499.89
INV SUPER	13/11/2023	Mercer SmartSuper	Superannuation contributions	1	2,190.59	
INV DEDUCT	13/11/2023	Mercer SmartSuper	Payroll deductions	1	309.30	
DD7076.13	13/11/2023	Prime Super	Superannuation contributions	1		266.15
INV SUPER	13/11/2023	Prime Super	Superannuation contributions	1	266.15	

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DD7076.14	13/11/2023	WA Local Government Super Plan	Payroll deductions	1		1,754.20
INV DEDUCT	13/11/2023	WA Local Government Super Plan	Payroll deductions	1	360.00	
INV DEDUCT	13/11/2023	WA Local Government Super Plan	Payroll deductions	1	203.52	
INV DEDUCT	13/11/2023	WA Local Government Super Plan	Payroll deductions	1	865.38	
INV DEDUCT	13/11/2023	WA Local Government Super Plan	Payroll deductions	1	69.32	
INV DEDUCT	13/11/2023	WA Local Government Super Plan	Payroll deductions	1	51.20	
INV DEDUCT	13/11/2023	WA Local Government Super Plan	Payroll deductions	1	204.78	
DD7076.15	13/11/2023	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1		2,162.31
INV DEDUCT	13/11/2023	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	137.11	
INV DEDUCT	13/11/2023	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	137.83	
INV SUPER	13/11/2023	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	1,887.37	
DD7076.16	13/11/2023	MLC MasterKey Business Super	Payroll deductions	1		469.64
INV SUPER	13/11/2023	MLC MasterKey Business Super	Superannuation contributions	1	302.33	
INV DEDUCT	13/11/2023	MLC MasterKey Business Super	Payroll deductions	1	167.31	
DD7076.17	13/11/2023	BUSSQ	Superannuation contributions	1		508.11
INV DEDUCT	13/11/2023	BUSSQ	Payroll deductions	1	120.98	
INV SUPER	13/11/2023	BUSSQ	Superannuation contributions	1	387.13	
DD7076.18	13/11/2023	Colonial First State	Superannuation contributions	1		1,079.04
INV DEDUCT	13/11/2023	Colonial First State	Payroll deductions	1	25.00	
INV DEDUCT	13/11/2023	Colonial First State	Payroll deductions	1	250.96	
INV SUPER	13/11/2023	Colonial First State	Superannuation contributions	1	803.08	
DD7076.19	13/11/2023	IOOF Employer Super	Superannuation contributions	1		1,150.23
INV DEDUCT	13/11/2023	IOOF Employer Super	Payroll deductions	1	500.00	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	13/11/2023	IOOF Employer Super	Superannuation contributions	1	650.23	
DD7076.20	13/11/2023	The Trustee for Ronnie and Evelyn Superannuation	Superannuation contributions	1		400.71
INV SUPER	13/11/2023	The Trustee for Ronnie and Evelyn Superannuation	Superannuation contributions	1	400.71	
DD7076.21	13/11/2023	Rest Superannuation	Superannuation contributions	1		408.10
INV SUPER	13/11/2023	Rest Superannuation	Superannuation contributions	1	408.10	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	Municipal Bank Account	1,340,797.95
TOTAL		1,340,797.95

03 October 2023 - 01 November 2023

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

Business Credit Card - Matthew Bird

Date	Payment to	Description	Amount	GST
2/10/2023	Local Government Management	LG professionals WA membership 2023-24	\$ 531.00	\$ -
3/10/2023	Ravy Country Kitchen	Catering - DBCA and Corporate Discussion	\$ 190.00	\$ 17.27
4/10/2023	WANEWSDTI	Newspaper subscription	\$ 28.00	\$ -
7/10/2023	Adobe Systems P/L	Creative Cloud 100GB	\$ 79.99	\$ 7.27
8/10/2023	Adobe Systems P/L	Adobe stock - 10 assets a month	\$ 39.59	\$ 3.60
10/10/2023	Dawry's Bottlo	Beverages - HPA Candidate night	\$ 295.98	\$ 26.91
17/10/2023	Dawry's Bottlo	Beverages - Post Ocm Dinner	\$ 376.37	\$ 34.22
17/10/2023	Dawry's Bottlo	Beverages - Post Ocm Dinner	\$ 30.00	\$ 2.73
17/10/2023	Dawry's Bottlo	Beverages - Post Ocm Dinner	\$ 20.00	\$ 1.82
21/10/2023	Eagle Roadhouse Ravensthorpe	Meals - Council elections	\$ 156.20	\$ 13.78
27/10/2023	Dawry's Bottlo	Beverages for council and staff fridge	\$ 397.93	\$ 36.18
28/10/2023	Mailchimp	Monthly subscription	\$ 71.59	\$ -
31/10/2023	F E Daw & sons	Food items for special council meeting	\$ 68.83	\$ 3.30
Total Purchases for M. Bird			\$ 2,285.48	\$ 147.07

Business Credit Card - Leslie Mainwaring

Date	Payment to	Description	Amount	GST
1/10/2023	Bunnings Group	Magnetic whiteboard	\$ 158.55	\$ 14.41
12/10/2023	LG Professionals	Event - People and Culture Network	\$ 85.00	\$ 7.73
Total Purchases for L. Mainwaring			\$ 243.55	\$ 22.14

Business Credit Card - Evelyn Houghton

Date	Payment to	Description	Amount	GST
3/10/2023	Bunnings Group	Door lever lock - Flat strap - Tiedown strap	\$ 32.81	\$ 2.98
26/10/2023	Eagle Roadhouse Ravensthorpe	Meals - staff meeting	\$ 76.90	\$ 6.99
30/10/2023	Hopetoun IGA	Eggs	\$ 6.85	\$ -
Total Purchases for E. Houghton			\$ 116.56	\$ 9.97

Business Credit Card - Edward Kilbey

Date	Payment to	Description	Amount	GST
3/10/2023	Ravensthorpe Building Supplies	Gutter guard	\$ 27.30	\$ 2.48
4/10/2023	Ravensthorpe Building Supplies	Light Globes	\$ 33.90	\$ 3.08
9/10/2023	Ravensthorpe Building Supplies	Globes - filler - drill bit - latch spring	\$ 53.60	\$ 4.87
10/10/2023	Bunnings Esperance	Door stop	\$ 10.50	\$ 0.95
10/10/2023	Supercheap Auto	Hand Trolley 250kg	\$ 35.09	\$ 3.19
11/10/2023	F E Daw & Sons	Furniture polish and food items for toolbox meeting	\$ 71.28	\$ 2.62
24/10/2023	St Johns WA	First aid course	\$ 1,700.00	\$ -
26/10/2023	Ravensthorpe Building Supplies	White oil	\$ 15.50	\$ 1.41
30/10/2023	St Johns WA		\$ 340.00	\$ -
Total Purchases for E. Kilbey			\$ 1,607.17	\$ 18.61

Business Credit Card - Russell Palmer

Date	Payment to	Description	Amount	GST
5/10/2023	Ink Station	Ink Cartridges	\$ 61.86	\$ 5.62
6/10/2023	Ravy Country Kitchen	Catering - DBCA briefing	\$ 120.00	\$ 10.91
Total Purchases for R. Palmer			\$ 181.86	\$ 16.53

Business Credit Card - Paul Spencer

Date	Payment to	Description	Amount	GST
5/10/2023	Gaylene Wiesterman (Meridian Agencies)	Key cutting - Batteries	\$ 24.49	\$ 2.23
20/10/2023	Bunnings Esperance	Decking Oil	\$ 259.00	\$ 23.55
20/10/2023	Dicks Electronics	Solar camera - USB5	\$ 1,659.90	\$ 150.90
31/10/2023	Bankwest	Reward fee - Corporate	\$ 39.00	\$ -
Total Purchases for P. Spencer			\$ 1,982.39	\$ 176.67

Business Credit Card - Miscellaneous Fees and Charges Bankwest

Date	Payment to	Description	Amount	GST
28/10/2023	Bankwest	Foreign Transaction Fee	\$ 2.11	\$ -
Total fees and charges			\$ 2.11	\$ -
Total Bankwest Corporate MasterCard Statement			\$ 6,419.12	\$ 391.00
			\$ 6,417.01	



ATTACHMENTS

Ordinary Meeting of Council
Tuesday, 19 December 2023

12.4.1 Proposed Local Planning Policy – Chalet Development

VOTING REQUIREMENTS

16. Simple Majority

OFFICER RECOMMENDATION

That Council in accordance with Clause 4 of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2) approve for public comment the Local Planning Policy – Chalet Development as contained in Attachment A to this report.

Moved: _____

Seconded: _____

Carried: _ / _

Policy Name:	Local Planning Policy – Chalet Development
Objective:	To provide a standardised process for assessing Chalet or related development on ‘Rural’ zoned land.
Key Words	Chalet, Chalets
Statutory Compliance	Local Planning Scheme No. 6

1. Objective

The objective of the Local Planning Policy – Chalet is to:

1. Guide development of and provide opportunities for chalet development in the ‘Rural’ zone to ensure it does not adversely impact on the rural character or amenity of the locality or that of surrounding landowners
2. Facilitate a range of safe and secure short stay accommodation services within the rural areas
3. Provide a balance between any existing land uses, long-term rural pursuits and chalet development, ensuring that the chalet development enterprises do not dominate and detrimentally impact rural land
4. Ensure chalet development does not detrimentally impact upon the usability of rural land for rural uses
5. Ensure chalet development does not detrimentally impact upon the environment
6. Protect the existing rural character and streetscape of rural areas
7. Provide safe, secure and healthy accommodation environments within the Shire.

2. Application of Policy

This policy applies to all ‘Rural’ zoned land under Local Planning Scheme No. 6

3. Policy Provisions

3.1 General

- Pre-lodgment meetings with the Shire are encouraged

Table 1 – Development Standards

Proposals that fall entirely within the acceptable development will generally be supported.

Proposals falling within performance based will be required to be accompanied by relevant plans/information to address the policy objectives.

Proposals that do not satisfy acceptable or performance based will generally not be supported.

Acceptable Development	Performance based
Location/Siting	
Chalet development that provides on-site tourism activities or within 5km of a townsite.	Chalet development that is in close proximity to tourism activities or natural features

Development located 50m from any highway, important regional road, or nominated tourist road	Development located so as to not appear visually intrusive within the streetscape Development location so as to not be adversely impacted upon by traffic noise
Development located 50m from the front boundary and 20m from the side and rear boundary	Development that would not impact on the visual amenity of surrounding landowners Development that would not adversely impact on the residential amenity of surrounding landowners
Development is associated with rural uses i.e. farm stay type development and will not result in land use conflict or adversely impact on rural uses or the ability for the site to be used for rural uses in the future	Development is separated from any rural uses occurring on the site so as to ensure there is no conflict between the two uses
Scale	
Lot size is a minimum of 10ha	Development on the lot by way of its location would not impact on the rural character or amenity of the locality or that of surrounding landowners
Chalets should not be developed at a greater density than 1 chalet per 4 hectares of site and should be made up of a minimum of 2 accommodation units per site. Chalets or related development with a low ecological footprint can be developed at a bonus of double the density applies.	Clustered chalets or related developments that do not adversely impact on rural character or appear as residential development of a density beyond what could otherwise be considered in the area
Where there is an existing rural use occurring on the same site, short stay accommodation must be of a scale subservient to the rural use	Where there is an existing rural use occurring on the same site, chalet development must be demonstrated as having a direct benefit to the existing rural use.
Design	
Development that is in keeping with the surrounding landscape and character of the locality. Development does not mimic residential urban form	N/A
Services	
The scale of the development is such that traffic generation would not result in an undue level of dust or impact upon the road surface.	N/A
Suitable toilets and handwashing facilities must be made readily available to the development. Approved wastewater disposal system and amenities to be installed subject to the requirements of the Shire of Ravensthorpe.	N/A

Potable water supply	N/A
Management	
Adequate management plans should be put in place to ensure that onsite owners and managers of facilities are easily contactable, so that they can respond to issues that may arise at the premises immediately.	N/A
Fire Prone Areas	
When a Chalet is proposed in a bush fire prone area the Chalet is to be constructed and or sited to achieve a BAL-29 standard.	N/A

Development Application Requirements

All development applications for Chalet development, together with the requirements under the application form checklist, should include the following:

- Operational Management Plan
- Emergency Management Plan
- Bushfire Attack Level Assessment – where in a fire prone area.

Where approval is sought against the Performance Criteria, the following may also be required to be submitted for assessment:

- Visual Impact Assessment;
- Schedule of Colours and Materials;
- Perspectives/Artist Impressions of Development;
- Noise Impact Assessment;
- Environmental Health Risk Assessment



ATTACHMENTS

Ordinary Meeting of Council
Tuesday, 19 December 2023

12.4.2 Proposed Local Planning Policy – Tiny House on Wheels

VOTING REQUIREMENTS

14. Simple Majority

OFFICER RECOMMENDATION

That Council in accordance with Clause 4 of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2) prepare the Local Planning Policy – Tiny Houses on Wheels as contained in Attachment A to this report.

Moved: _____ Seconded: _____

Carried: __ / __

Policy Name:	Local Planning Policy – Tiny Houses on Wheels
Objective:	To provide a standardised process for assessing Tiny-Houses-On-Wheels (THOW - herein referred to as tiny houses), considered dwellings with a floor area of 50m ² or less which are built on a wheeled trailer base and able to be transported but can remain tethered to a site for extended periods of time.
Key Words	Tiny Houses, Tiny House, Tiny-House-On-Wheels
Statutory Compliance	Local Planning Scheme No. 24

1. Purpose

This policy is to provide guidance for Tiny-Houses-On-Wheels (THOW - herein referred to as tiny houses), considered dwellings with a floor area of 50m² or less which are built on a wheeled trailer base and able to be transported but can remain tethered to a site for extended periods of time. This policy is proposed to:

- Identify the circumstances where a tiny house or tiny house community may be permitted
- Provide a simple framework which tiny houses can be assessed against
- Outline standard requirements for all tiny houses to comply with related regulations
- Clarify that the standard of building required should refer to *Vehicle Standards Bulletin 1* in the absence of a classification for tiny houses in the National Construction Code.

2. Application of Policy

This policy applies to all zoned and reserved land under Local Planning Scheme No. 24.

3. Policy Provisions

3.1 Tiny House Definition

A tiny house is a dwelling of no more than 50m² which is built on a wheeled trailer base, constructed of domestic grade materials and finishes, and is permanently occupied. A tiny house cannot (and is designed not to) be moved under its own power and is designed and built to look like conventional dwelling.

In the context of this policy a retrofitted bus, van or truck, wagon, retrofitted sea container, caravan, tent, yurt, non-retrofitted vehicle or 'donga' transportable or park home, is not a tiny house.

Please note the definition of a tiny house does not relate to permanently fixed smaller sized homes on foundations. A small sized house on fixed foundations can already be assessed under the *National Construction Codes*.

4. Development Approval Requirements

A tiny house is subject to the following requirements:

- a) Development Approval is required for all tiny house dwellings, except where considered compliant with all elements of this policy and the local planning scheme.
- b) A tiny house on one titled lot will be considered a single house.
- c) A tiny house on a lot with an existing dwelling will be considered an ancillary dwelling.
- d) Should development approval be granted for a single tiny house, which then moves away from the property, then moves back to the same location, the development approval is still valid.
- e) Should development approval be granted for a single tiny house, which then moves away from the property and is replaced with a different tiny house, development approval will be required unless consisted with **Cl 4.a) and Cl 5.i).**
- f) Where a tiny house is fixed to a site a building permit will be required.
- g) A tiny house is to be fully self-sufficient and contained on only one lot.
- h) A tiny house is to be anchored to a site.

5. A Single Tiny House on a Private Lot

Development approval may be granted for one tiny house on a residential or rural residential, rural smallholdings or rural property provided the proposal meets the following:

- a) External fixtures, utilities and facilities such as aerials, satellite dishes, pipes or other external fixtures situated so they are not visually obtrusive and where possible located out of view from the primary street or any public area.
- b) Has access to at least one dedicated car-parking bay per tiny house.
- c) Is not located within the riparian zone of a waterway, within a floodplain or in a flood prone area.
- d) Contains or is connected to reticulated sewerage or an appropriate effluent disposal system, to the satisfaction of the Shire of **Esperance** Environmental Health Services.
- e) Has access to a source of electricity, which may include an off-grid solar system.

- f) Has access to potable water.
- g) Additional free-standing structures such as a deck, outbuilding, carport, or patio may be permitted provided within maximum site cover and minimum open space requirements for that zone. Any additional structures should not exceed the height of the tiny house. Where structures are fixed a building permit will be required.
- h) If in a bushfire prone area, a tiny house would be subject to the same legislation and policy as a habitable dwelling. In a bushfire prone area the applicant is to provide a Bushfire Attack Level (BAL) assessment of the proposed tiny house site, demonstrate the design meets the applicable BAL standards as per AS3959 and if necessary demonstrate how it can comply with the recommended Asset Protection Zone (APZ) setback distances and/or applicable evacuation plan.
- i) Complies with setbacks, height and lot coverage requirements for that zone (refer also Table 1 – Tiny House Setback Requirements).

Table 1 – Tiny House Setback Requirements

Deemed – to - comply	Design Objectives
<p>Residential Zone</p> <p>Setback in accordance with the Residential Design Codes or applicable Special Control Area Provision</p>	<p>Where a setback variation is sought the applicant must demonstrate:</p> <ul style="list-style-type: none"> a) Appropriate screening shall be provided should the proposal have a reduced setback or is viewable from a public area to the satisfaction of the Local Government. b) That the proposal will not result in the excessive removal of significant trees or stands of established vegetation.

<p>Rural Residential, Rural Smallholdings and Rural Zone</p> <p>Compliant with setbacks in accordance with the Local Planning Scheme or a Building Envelope when in place.</p>	<p>Where a setback variation is sought the applicant must demonstrate:</p> <ul style="list-style-type: none"> a) The proposal does not detract from rural amenity or existing views of significance; and, b) Where there is an existing dwelling the tiny house is located behind the building setback; or, c) Appropriate screening shall be provided should the proposal have a reduced setback or is viewable from a public area to the satisfaction of the Local Government. d) That the proposal will not result in the excessive removal of significant trees or stands of established vegetation.
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j)

6. Tiny Houses for Short Term Tourism Accommodation

Development approval for a tiny house may be granted for short term tourism accommodation and classified as a single house or ancillary dwelling with consideration of the following criteria:

- a) Traffic able to be contained by the local road network
- b) Parking to be contained onsite
- c) Retention of existing vegetation and proposed landscaping
- d) Submission of a Management Plan which outlines maximum patron numbers, how complaints will be dealt with and/or potential for neighbouring land use conflicts and recommendations for ongoing management solutions.

7. Environmental Protection

As tiny houses are a 'transient' structure, tiny houses should not result in the clearing of native vegetation. Where vegetation removal is unavoidable the applicant shall submit a landscape plan showing where replacement vegetation is to be planted.

A tiny house proposal will not be supported where in the opinion of the local government the development would result in the excessive removal of significant trees and vegetation, or adversely impact existing waterways, soil stability or ecosystem functions.

8. Other Matters to be considered

- a) Impact on neighbourhood amenity
- b) Whether it meets the objectives of that zone
- c) Road Transport Authority (RTA) vehicle regulations
- d) Environmental Health regulations
- e) The National Building Construction Codes
- f) Engineering certification
- g) BAL construction standards

9. Relationship to Local Planning Scheme

This policy is a local planning policy prepared, advertised and adopted pursuant to Clause 4 of the Deemed Provisions.

Appendix 1 - Definitions

Associated structures – includes any approved outbuilding, patio, pergola, carport, pool, water tank, bridge, sewer, gas, and electricity or water infrastructure.

Clearing - the removal of a significant tree or vegetation – Includes ringbarking, cutting down, topping, removal, and injuring or wilful destruction of native vegetation. It can also include keeping of horses or livestock in native vegetation without prior approval and includes excessive or unnecessary clearing for fire mitigation.

Permanently fixed – the term permanently fixed means any building or structure permanently fixated to a foundation, slab, stumps or any other means of support.

Permanently occupied – means permanently inhabited by an owner or tenant for more than three consecutive months, which excludes short-term accommodation uses for tourism purposes.

Tether – secured to the ground, permanent hardstand or purpose-built slab with stands, pegs, chains to a fixed anchor, a grounding wire, and by enclosing the exterior with a permanent skirt.

Tiny House - A tiny-house-on-wheels (herein referred to as tiny house and also commonly known as THOW) is a dwelling of no more than 50m² which is built on a wheeled trailer base, constructed of high-quality materials and finishes, and is permanently occupied. A tiny house cannot (and is designed not to) be moved under its own power and is designed and built to look like a conventional building structure.

In the context of this policy a retrofitted bus, van or truck, wagon, retrofitted sea container, caravan, tent, yurt, non-retrofitted vehicle or 'donga' transportable or park home, is not a tiny house. Please note the definition of a tiny house does not relate to permanently fixed tiny homes on foundations. A tiny sized house on fixed foundations will be assessed under the *National Construction Codes*. Any dwelling on 'skids' is considered a transportable home under the *National Construction Codes*.

Short-term accommodation – accommodation used for tourism purposes occupied by a visitor for up to three consecutive months or less, within any 12-month period.

Appendix 2 - Explanatory Notes

Public Drinking Water Source Area

A tiny house community in a Public Drinking Water Source Area shall not be approved without the endorsement of the Department of Water and Environmental Regulation.

Bushfire Prone Areas

A tiny house community is considered a vulnerable land use and requires the preparation and continuous update of a Bushfire Management Plan and Evacuation Plan if in a Bushfire Prone Area.

Noise

Noise generated from the development is not to exceed reasonable levels as outlined in the. *Environmental Protection (Noise) Regulations 1997 (WA)*.

Roadworthy Design

Applicants should refer to the technical requirements of the Vehicle Standards Bulletin 1, which can be found at:

https://www.infrastructure.gov.au/vehicles/vehicle_regulation/bulletin/vsbl/vsb_01_b.aspx#anc_11

The tiny house should at minimum meet the standards outlined in Vehicle Standards - Bulletin 1.

Should the tiny house be constructed at greater dimensions than listed in the Vehicle Standards Bulletin 1 then additional road safety requirements may be compulsory, including but not limited to an oversize permit, pilot vehicle, wide load signage, lights, or limited hours of movement. For questions regarding road transport please contact the Department of Infrastructure, Transport, Regional Development and Communications.



ATTACHMENTS

Ordinary Meeting of Council
Tuesday, 19 December 2023

12.4.3 DRAFT Health and Wellbeing Policy

VOTING REQUIREMENTS

12. Absolute Majority

OFFICER RECOMMENDATION

That Council ENDORSE and support the Draft Health and Wellbeing Policy:

Moved: _____ Seconded: _____

Carried: __ / __

?? HEALTH AND WELLBEING POLICY

Policy Objective

The Shire of Ravensthorpe is committed to the health and wellbeing of our people and providing a safe, healthy and supportive working environment and culture.

Policy

The Shire of Ravensthorpe will show commitment to improving the health and wellbeing of its workers by ensuring they are familiar with the policy and promote the options available to engage in activities to improve health and wellbeing.

Commitment

The Shire will:

- a) endorse and support the implementation of the health and wellbeing program and show commitment to improving the health and wellbeing of its workers.
- b) promote awareness of key health issues for workers.
- c) commit to providing a supportive workplace culture where healthy lifestyle choices are valued and encouraged.
- d) promote and encourage participation in workplace health and wellbeing activities including the option for workers to access the gym and pool (on a seasonal basis).
- e) manage the implementation and review of this policy and encourage feedback from workers and management.

Staff and Contractors will:

- a) understand this policy and seek clarification from management where required.
- b) consider this policy while completing work-related duties at any time while representing the Shire of Ravensthorpe.
- c) support fellow workers in their awareness of this policy.
- d) support and contribute to the Shire of Ravensthorpe's aim of providing a safe, healthy and supportive environment for all workers.

Responsibilities:

The development of a health and wellbeing policy is the responsibility of the Executive Team. Its implementation is the responsibility of the Chief Executive Officer. The application of this policy is the responsibility of all Shire employees.

Document Control Box							
Custodian:	Chief Executive Officer						
Decision Maker:	Council						
Compliance Requirements:							
Legislation:	Related Acts and Regulations, Codes of Practice, and Australian Standards.						
Industry:							
Organisational:							
Document Management:							
Risk Rating:		Review Frequency:	annually	Next Due:	2024	Ref:	
Version #	Decision Reference:	Description					
1.							
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