



Attachments

Ordinary Meeting
of Council

Tuesday, 21 May 2024

Commencing at 6.00pm

THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 16 APRIL 2024
(Attachment 7.1)

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 16 APRIL 2024 be confirmed as a true and correct record.

Moved:

Seconded:

Carried: __/__

ATTACHMENT 7.1



Unconfirmed Minutes

Ordinary Meeting
of Council

Tuesday, 16 April 2024

Commencing at 6.00pm

This page has been intentionally left blank

Unconfirmed Minutes

Shire of Ravensthorpe

Ordinary Council Meeting

Held on
Tuesday, 16 April 2024
at 6.00pm Council
Chambers
Ravensthorpe Cultural Precinct

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.

INDEX OF AGENDA

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS	7
2. RECORD OF ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE	7
3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	8
4. PUBLIC QUESTIONS TIME	9
5. DECLARATIONS OF INTEREST	9
6. APPLICATIONS FOR LEAVE OF ABSENCE	9
7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING	10
8. ANNOUNCEMENTS/REPORTS BY ELECTED MEMBERS.....	11
9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION	11
10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	11
11. MATTERS ARISING FROM COMMITTEES OF COUNCIL	12
<u>11.1 RAVENSTHORPE BUSH FIRE ADVISORY COMMITTEE (BFAC) AGM AND ORDINARY MEETINGS MINUTES AND RECOMMENDATIONS</u>	
12. REPORTS OF OFFICERS	20
12.1 EXECUTIVE SERVICES.....	20
12.1.1 <u>LOCAL GOVERNMENT EXTRODINARY ELECTION 2024 AND THE APPOINTMENT OF THE WESTERN AUSTRALIA ELECTORAL COMMISSION.....</u>	20
12.1.2 <u>PROGRESS REPORT – BUDGETED 2023/24 PROJECTS UPDATE.....</u>	23
12.2 CORPORATE SERVICES	26
12.2.1 <u>MONTHLY FINANCIAL REPORT – 31 MARCH 2024.....</u>	26
12.2.2 <u>SCHEDULE OF ACCOUNT PAYMENTS – MARCH 2024.....</u>	28
12.3 PROJECTS AND REGULATORY SERVICES.....	31
12.3.1 <u>SHIRE OF RAVENSTHORPE DOGS AMMENDMENT LOCAL LAW</u>	31
12.3.2 <u>APPLICATION TO KEEP MORE THAN PRESCRIBED NUMBER OF DOGS – 70 MAITLAND STREET</u>	36
12.4 INFRASTRUCTURE SERVICES.....	40
13. MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	40
14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	40
15. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS.....	40
15.1 <u>CONFIDENTIAL ITEM – REPEAL OF DOGS AMENDMENT LOCAL LAW</u>	40
16. CLOSURE	40

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.

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

ELECTED MEMBERS:

Cr Thomas Major (Shire President)
Cr Mark Mudie (Deputy Shire President) (via electronic)
Cr Rachel Gibson
Cr Graham Richardson
Cr Sue Leighton

OFFICERS:

Matthew Bird (Chief Executive Officer)
Natalie Bell (Executive Manager Projects and Regulatory Services)
Les Mainwaring (Executive Manager Corporate Services)
Rod McGrath (Manager Community, Sport and Recreation)
Toni Jolly (Acting Executive Assistant)

VISITORS

Ms Karen Sinclair, Ms Kristy Dobson, Ms Gail Baker, Mr Larry Baker, Mr Geoff Vivian (Esperance Weekender)

APOLOGIES

Cr Robert Miloseski
Paul Spencer (Executive Manager Infrastructure Services)

LEAVE OF ABSENCE

Nil.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

The following questions were taken on notice from the March Ordinary Council Meeting.

Ms. Liz Aberline

RE: Esplanade clearing

Q1. Why was this done as there are areas cleared that are not opposite houses?

Shire response; These areas were cleared in response to the Shires bi-annual Shire of Ravensthorpe Townsites Bushfire Review reports, undertaken by an external independent consultant. The aim is to reduce the bushfire attack levels (BAL) within the townsites. Recommendations from the 2022 report and the updates in the 2024 report, along with mapping were provided under separate cover to Ms Aberline.

Q2. This was Hopetoun's only sheltered walk; why was the community not consulted?

Shire response; The vegetation cleared and mulched was weedy wattle, understory and dead eucalypts. As part of the Shire's Bushfire Management Plan the Shire informs local community when we plan to undertake prescribed burning due to potential smoke hazards. We do not typically inform community when we undertake mechanical works or other machinery type of activities.

Q3. Are the cleared areas to be left bare?

Shire response; No. The native wattle will resprout and be kept in a mowed and low/short state. The area is currently covered by mulch.

Q4. If not left bare, will shrubs replace what has been removed?

Shire response; The Acacia rostifilerra will resprout.

Q5. If not left bare, will seeds be sown by hand, leaving non-shaded areas for walkers for quite some time?

Shire response; The burnt windrows will create ashbeds for the establishment of the next generation eucalypts and coastal tea tree.

Q6. Is it being planned that the foredunes are to be removed?

Shire response; No, this has not been considered at any level within the Shire.

Mr. Larry Baker

Q4. Larry queried why there was no ballot postal box made available at the Hopetoun Shire office for the October 2023 local government elections?

Shire response; Neither of the Shire administration offices in Hopetoun nor Ravensthorpe were ballot collection points as part of the October 2023 local government elections. This was operated as a postal election and all ballots were received through the post offices. Shire customer service officers redirected those returning ballots to either Hopetoun or Ravensthorpe post offices. The main reason was to ensure ballot security and integrity of ballot handling. A ballot collection box under the control of the WAEC was setup at the Ravensthorpe shire offices (designated counting location) on the Saturday before the election count to provide last minute ballot submissions, as Post Offices were closed.

Q7. Larry asked what was the status of the old Hopetoun power station and could it be rehabilitated and repurposed?

Shire response: The Shire made contact with Horizon Power to ascertain status of the Hopetoun power station site. Horizon Power indicated that they have plans in place to upgrade the shed and clean the area and this should be completed by the end of August. Horizon Power intend to retain the land for future use. The yard is still in use as a remote depot and used to ensure required equipment is available to minimise unplanned outages when they occur and to store material when maintenance programs are undertaken.

4. PUBLIC QUESTIONS TIME

The following questions were asked at the April Ordinary Council Meeting.

Ms Karen Sinclair

Q. Has there been any developments from my previous question regarding the provision of additional water sources for use by landholders for things such as watering livestock?

CEO response: The CEO responded that there has been no substantive developments in this space however informed Karen that the Goldfields Esperance Development Commission had recently briefed the Council on its "Regional Drought Resilience Plan" and that they would be undertaking community consultation in the near future re the development of this plan. The CEO encouraged the gallery members to participate in this process and ensure their water related issues are included in the development of this plan for the Shire.

Mr Larry Baker

Q1. Larry asked who was the land owner of a property that has dumped 44 gallon drums and IBCs (also provided a hard copy photo with location coordinates) and queried if this land holding could be cleaned up.

CEO response: The CEO thanked Larry for his interest and took the question on notice.

Q2. Larry asked if the Shire had determined the final cost for the Ravensthorpe Cultural Precinct project.

CEO response: The CEO responded saying that there are still some final items of the project to be completed with grants to be acquitted, and once this has been done officers will prepare a finalization report to Council that will include final costings.

Q3. Larry queried if the Shire was currently leasing one or more of the 4 commercial spaces located facing north along Tamar St and if so would it not be better to locate a storage container at the Shire depot to save money?

CEO response: The CEO replied that the Shire was not leasing any of those 4 units highlighted however were leasing the 2 units facing west along Tamar St, being the Hopetoun gym and the Hopetoun Youth and Arts space.

Q4. Larry queried the status of the Airport Master Plan.

CEO response: The CEO responded saying the draft Master Plan will be presented to Council for review in early May and subject to Council feedback officers will then seek approval for the plan to be released for public comment.

Q5. Larry queried a payment made as part of the Report item 12.2.2 Schedule of Accounts for Payment in March, namely "EFT 18395 Scott Smalley Partnership" – "is the Shire paying contractors for providing quotes now?"

CEO response: The CEO took Larry's question on notice.

Q6. Larry queried why the potable water was not working at the Hopetoun groyne and suggested this could be relocated to the black water dump site located at the entry to the Hopetoun transfer station.

CEO response: The CEO took the question on notice.

Q7. Larry asked whether the Shire had to use the WA Electoral Commission to undertake the election services?

CEO response: The CEO responded saying that it is up to Council to decide who conducts the local government elections however the WAEC have been used by the Shire for many years. The main reasons for using the WAEC is that they are the experts in this field and to also ensure that community have confidence in the impartiality and transparency of the election process. Council are considering this item this evening as part of item 12.1.1.

5. DECLARATIONS OF INTEREST

Cr Mudie declared an Impartiality Interest for item 11.1 – Bushfire Advisory Committee being a Fire Control Officer nominated in the BFAC minutes.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 19 MARCH 2024 (Attachment 7.1)

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 Richardson and seconded by Cr Gibson

Resolution 30/24

That the Minutes and associated attachments of the Ordinary Meeting of the Shire of Ravensthorpe held on 19 MARCH 2024 be CONFIRMED as a true and correct record.

Carried: 5/0

8. ANNOUNCEMENTS/REPORTS BY ELECTED MEMBERS

Cr Mudie:

- Along with Shire President and CEO attended meeting with Minister Don Punch and Shelley Payne MLC to discuss Shire current economic issues and opportunities.
- Attended meeting with CBH District Manager. Discussed development plans for the Munglinup, West River, and Ravensthorpe CBH facilities.

Cr Gibson:

- Attended the Ravensthorpe Wildflower Show stand at the Perth Caravan and Camping Show. Great effort from this group in promoting our region.
- Attended the two Shire Strategic Community Plan workshops in Ravensthorpe and Hopetoun.
- Met with the Hopetoun CWA over Easter.
- Attended the "open mic" event at Wavecrest.
- Attended the Shire information stand at the Hopetoun markets, fielded interest in the Shire's new Tiny House policy.
- Attended the WA local government grant commission hearing in Ravensthorpe.

Cr Richardson:

- Attended the Hopetoun Shire Strategic Community Plan workshop.
- Attended the Shire information stand at the Hopetoun markets.
- Attended the meeting with Minister Don Punch and Shelley Payne MLC.

Cr Leighton:

- Attended the Ravensthorpe Wildflower Show stand at the Perth Caravan and Camping Show. Great presence and a lot of interest. The Roadtrip to Ravy competition was very well supported.
- Attended the WA local government grant commission hearing in Ravensthorpe.
- Attended the meeting with Minister Don Punch and Shelley Payne MLC.

Cr Major:

- Thanked the volunteers who resourced the Wildflower Show stand at the Perth Caravan and Camping Show. Great effort and much appreciated.
- Attended a meeting with the Shadow Minister for Emergency Services, Martin Aldridge.
- Along with Shire CEO attended and presented at the recent RAIN meeting. Congratulations to local Khiara Daw on her new appointment at RAIN.
- Attended the Shire Strategic Community Plan workshop in Ravensthorpe.

- Met with the GEDC CEO and team and their presentation to Council at the April Corporate Discussion meeting.
- Along with Shire Deputy President and CEO attended meeting with Minister Don Punch and Shelley Payne MLC to discuss Shire current economic issues and opportunities.

9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil.

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil.

11. MATTERS ARISING FROM COMMITTEES OF COUNCIL

11.1 RAVENSTHORPE BUSH FIRE ADVISORY COMMITTEE (BFAC) AGM AND ORDINARY MEETINGS MINUTES AND RECOMMENDATIONS

File Reference:	ES.ME.1
Location:	N/A
Applicant:	Bush Fire Advisory Committee
Author:	Executive Manager Projects and Regulatory Services
Authorising Officer	Chief Executive Officer
Date:	2 April 2024
Disclosure of Interest:	<i>Cr Mudie declared an Impartiality Interest as a nominated Fire Control Officer of the BFAC</i>
Attachments:	11.1 <ol style="list-style-type: none">1. BFAC AGM Meeting Minutes (Unconfirmed) 18 March 20242. BFAC General Meeting Minutes (Unconfirmed) 18 March 20243. OWG Minutes dated 19 February 20244. Draft Shire of Ravensthorpe Fire Control Notice5. Shire of Ravensthorpe DRAFT Bushfire Operating Procedures
Previous Reference:	N/A

PURPOSE

1. The BFAC is a committee of Council, formed under Council Policy LO2 in order to promote and encourage volunteerism and to make the Shire of Ravensthorpe a safe community by managing fire risk.

BACKGROUND

2. LO2 provides for the Annual General Meeting to be held in March. The meeting precipitates the elections for nominations to Council of Chief Bush Fire Control Officer (CBFCO), Deputy Chief Bush Fire Control Officers (DCBFCO) and Deputy Chairperson of the BFAC. Recent changes to the Policy require that a Council member, or alternatively the Shire Chief Executive Officer, sit as the Chairperson. Shire President, Tom Major, has accepted this position. Fire Control Officers (FCO's), the gazetted Fire Weather Officer and Dual Shire Fire Control Officers are also confirmed.

COMMENT

3. The nominations for CBFCO, DCBFCO's and Deputy Chairperson were uncontested. FCOs were nominated by their respective brigades and all were endorsed at the AGM.

CONSULTATION

4. Bush Fire Advisory Committee

STATUTORY ENVIRONMENT

5. *Bush Fires Act 1954*

POLICY IMPLICATIONS

6. LO2 – Shire of Ravensthorpe Bush Fire Advisory Committee

FINANCIAL IMPLICATIONS

Nil.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational)	Possible	Minor	Low	Improved communication through Operational Working Group to BFAC. Introduction of Standard Operating Procedures Increased advocacy for operational funding Increased training options and requirements
Financial	Rare	Insignificant	Low	Ensure recommendations of BFAC are put forward after whole of committee consultation Increased advocacy for LGGS funding and other grant opportunities
Environmental	Rare	Insignificant	Very Low	Continue to review current fire-fighting practices to improve operational effectiveness SOPs introduce fall-back and containment requirements and rehabilitation procedures
Reputational	Unlikely	Minor	Low	Continue to provide advice to BFBs. Work closely with DFES and DBCA for coordinated and effective approaches Promote fire safety to the community through public education and involvement

ALTERNATE OPTIONS

8. Council do not endorse the recommendations

STRATEGIC ALIGNMENT

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

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

Item	Objectives and Strategies
1.1	To grow business and employment
1.2	The right resources and infrastructure are in place to support local commerce and industry

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

Item	Objectives and Strategies
2.2	Community groups function well with strong volunteer effort and feel supported by the community
2.3	People feel that their community is safe for all, free of nuisance and protected from risk of damage
2.5	Young people, older people and people with disability feel valued and have access to resources which provide opportunities for their development and enjoyment

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

Item	Objectives and Strategies
3.4	It is easy and safe to move around and in and out of the district
3.5	The Shire's heritage structures, heritage and cultural places are valued and protected, and are integrated into community life and economic activity.

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

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

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

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

VOTING REQUIREMENTS

10. Simple Majority

COUNCIL DECISION

Moved by Cr Mudie and seconded by Cr Gibson

Resolution 31/24

That Council:

- RECEIVE the Unconfirmed Minutes of the Bush Fire Advisory Committee Annual General Meeting and Ordinary Meeting held 18 March 2024; and**
- ENDORSE the following nominations as detailed in the Minutes of the Annual General Meeting held on 18 March 2024:**

ELECTION OF DEPUTY CHAIRMAN

BFAC COMMITTEE DECISION AND RECOMMENDATION TO COUNCIL

That Keith Rowe be endorsed as the BFAC Committee Deputy Chair.

ELECTION OF CHIEF BUSH FIRE CONTROL OFFICER

BFAC COMMITTEE DECISION AND RECOMMENDATION TO COUNCIL

That Rod Daw be endorsed as the Shire of Ravensthorpe Chief Bush Fire Control Officer.

ELECTION OF DEPUTY CHIEF BUSH FIRE CONTROL OFFICERS

BFAC COMMITTEE DECISION AND RECOMMENDATION TO COUNCIL

That Gavin Gibson, Rian Duncan and Malcom Grant be endorsed as the Shire of Ravensthorpe Deputy Chief Bush Fire Control Officers

NOMINATION FIRE WEATHER OFFICER

BFAC COMMITTEE DECISION AND RECOMMENDATION TO COUNCIL

That Rod Daw be endorsed as the Shire of Ravensthorpe Fire Weather Officer.

CONFIRMATION OF ELECTED FIRE CONTROL OFFICERS

BFAC COMMITTEE DECISION AND RECOMMENDATION TO COUNCIL

That all confirmed Fire Control Officers be endorsed as the Shire of Ravensthorpe 2024 – 2025 Fire Control Officers.

SHIRE OF RAVENSTHORPE 2024/25 FIRE CONTROL OFFICERS

Nominee	BFB	Nominated By	Seconded
Gary Webster	Cocanarup	Mark Mudie - All	Keith Rowe - All
Luke Webster	Cocanarup		
Andy Daw	East Ravensthorpe		
Devon Burton	East Ravensthorpe		
Malcolm Grant	East Ravensthorpe		
Rod Daw	East Ravensthorpe		
Stott Redman	Hopetoun Rural		
Courtney Foulds	Hopetoun Rural		
Andrew Venning (Permits only)	Hopetoun Rural		
James Mollet	Jerdacuttup		
Matthew Bell	Jerdacuttup		
Paul Bell	Jerdacuttup		
Brad Clarke	Mt Short		
Peter Belli	Mt Short		
Richard Norrish	Mt Short/W River		
Gavin Gibson	Munglinup		
Bernard Featherston Hall	Munglinup		
Samuel Fetherstonhaugh*	Munglinup		
Brodie Wickstein*	Munglinup		
Kieren Barrett*	Munglinup		
Reece Laycock	North Ravensthorpe		

Andrew Chambers	North Ravensthorpe		
Kye Chambers	North Ravensthorpe		
Chad Tuckett	North Ravensthorpe		
Keith Rowe	Cocanarup	Rod Daw	Mark Mudie
Peter Kuiper	West River		
Mark Mudie	West River	Rod Daw	Keith Rowe
Rian Duncan	West River		
Brett Kershaw	West River		
Peter Nankervis (Permits only)	Hopetoun VFES		

FCO's were nominated as a group

NOMINATION FOR DUAL FIRE CONTROL OFFICERS TO NEIGHBOURING LOCAL GOVERNMENTS

BFAC COMMITTEE DECISION AND RECOMMENDATION TO COUNCIL

That all Dual Fire Control Officers be endorsed as the Shire of Ravensthorpe 2024 – 2025 Dual Fire Control Officers.

- Shire of Esperance

Nominee	Nominated By	Seconded
Gavin Gibson	Rod Daw	Mark Mudie
Bernard Fetherstonhaugh	Rod Daw	Mark Mudie
Paul Bell	Rod Daw	Mark Mudie

- Jerramungup Shire

Nominee	Nominated By	Seconded
Mr Rian Duncan	Rod Daw	Mark Mudie
Mr Peter Kuiper	Rod Daw	Mark Mudie
Mr Brett Kershaw	Rod Daw	Mark Mudie
Mark Mudie	Rod Daw	Rian Duncan

- Lake Grace Shire

Nominee	Nominated By	Seconded
Mr Chad Tuckett	Rod Daw	Kye Chambers
Mr Reece Laycock	Rod Daw	Kye Chambers

3. **NOTE the Bush Fire Advisory Committee endorsement that the Shires Emergency Services team work with DBCA in regards to works in the North Ravensthorpe Ranges and that an invite be sent to the relevant Minister to attend the Shire (refer Attachment 3 – OWG Meeting Minutes at 5.2)**

COMMITTEE DECISION

That the BFAC endorse the OWG recommendation to go to council to endorse per item 5.2 of the OWG minutes dated 19 February 2024. That is, that the Shire Emergency Services team work with DBCA to confirm the Shires concerns about the lack of any works being carried out by DBCA and to request that they prioritise the works they are doing be moved closer to town. The OWG also recommends that an invite be sent to the relevant Minister to attend the Shire.

Moved: Keith Rowe

Seconded: Andy Daw

Carried

4. ADOPT the Bush Fire Advisory Committee recommendations to update the Shire of Ravensthorpe 2024/2025 Fire Control and Fire Break Notice (refer Attachment 4) as follows:-

Revised Fire Control Notice requirements as a result of inspections carried out this year by external consultants, and recommendations made, FCO involvement in inspections and in response to community feedback on the 23-24 changes in relation to rural properties, less than 200 hectares.

- a) Unrestricted burning time for rural areas only – new dates 31 March – 1 September;
- b) Burning is prohibited for the entire Easter period 18 April 2025 – 21 April 2025;
- c) Asset protection zone requirements for residential have been addressed
- d) Rural properties under 200ha and within 4kms of the Ravensthorpe Post Office – the 20mt break introduced in 2023 has been removed and the 3mt break reinstated.;
- e) Rural Residential properties in nominated sub-divisions now have additional guidance that outlines specific requirements or variations to the requirements due to the differences in vegetation and soil type and allowable uses of the land under the Shire Planning Scheme #6 or other regulatory requirements

COMMITTEE DECISION

Motion that BFAC recommend that Council endorse these changes for inclusion and amendment to the 2024 – 2025 Fire Control and Fire Break Notice

Moved: Andy Daw

**Seconded: Rod Daw
Carried**

5. ADVERTISE the Bush Fire Control and Fire Break Notice, elected Fire Control Officers and Fire Weather Officer 2024/2025 for the Shire of Ravensthorpe in accordance with s38 (2A) of the *Bush Fires Act 1954*.

6. **GIVE NOTICE** to all owners and occupiers of land in its district by publishing a Notice in the *Government Gazette* in accordance with subsections 33(1) and (2) of the *Bush Fires Act 1954*.
7. **ENDORSE** the Bush Fire Advisory Committee recommendations to adopt the Shire of Ravensthorpe Standard Administration and Operating Procedures (Bushfire Operating Procedures) document (refer Attachment 5).

Motion that BFAC adopt the Standard Administration and Operating Procedures (Bushfire Operating Procedures) document and recommend Council endorsement of the document.

Moved: Rod Daw

Seconded: Rian Duncan
Carried

8. **ENDORSE** the BFAC motion of its position to reinforce to the Council and the community the support of the BFAC and the Shire's Volunteer Bushfire Brigades with respect to the importance of bushfire risk mitigation works undertaken in this Shire to protect life and property and to ensure the sustainability of the environment.

COMMITTEE DECISION

That the Council endorse the BFAC motion of its position to reinforce to the Council and the community the support of the BFAC and the Shire's Volunteer Bushfire Brigades with respect to the importance of bushfire risk mitigation works undertaken in this Shire to protect life and property and to ensure the sustainability of the environment.

Moved: Rod Daw

Seconded: Devon Burton
Carried

9. **ENDORSE** the BFAC recommendation to enable the Shire's Bushfire Risk Mitigation Coordinator to assist in the training of brigade members in the proper use of flame throwers and to assist in gaining Department of Transport dispensation to anyone who undertakes the required training.

COMMITTEE DECISION

That the Council endorse the BFAC motion of its position to reinforce to the Council and the community the support of the BFAC and the Shire's Volunteer Bushfire Brigades with respect to the importance of bushfire risk mitigation works undertaken in this Shire to protect life and property and to ensure the sustainability of the environment.

Moved: Rod Daw

Seconded: Devon Burton
Carried

10. **ENDORSE the BFAC recommendation for the OWG to consider options and recommend back to BFAC an approach to having farm firefighting units identified and markings/decals provided for trucks.**

COMMITTEE DECISION

That the Council endorse the BFAC recommendation for the OWG to consider options and recommend back to BFAC an approach to having farm firefighting units identified and markings/decals provided for trucks.

Moved: Rod Daw

**Seconded: Mark Mudie
Carried**

Carried: 5/0

Cr Gibson noted that there has been a lot of good work done by the BFAC and Shire team in this space.

12. REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.1 LOCAL GOVERNMENT EXTRAORDINARY ELECTION 2024 AND THE APPOINTMENT OF THE WESTERN AUSTRALIAN ELECTORAL COMMISSION

File Reference:	GV.EL.3
Location:	N/A
Applicant:	N/A
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	8 April 2024
Disclosure of Interest:	N/A
Attachments:	12.1.1 Correspondence from the Western Australian Electoral Commission
Previous Reference:	Nil

PURPOSE

1. To seek Council endorsement for the appointment of the Western Australian Electoral Commissioner to undertake an extraordinary election to replace a resigning Councillor.

BACKGROUND

2. In accordance with 2.32 of the Local Government Act 1995 there are various cases in which an extraordinary election occurs when an elected member:
 - a) dies; or
 - b) resigns from the office; or
 - c) does not make the declaration required by section 2.29(1) within 2 months after being declared elected to the office; or
 - d) advises or accepts under section 2.27 that he or she is disqualified, or is declared to be disqualified by the State Administrative Tribunal acting on an application under section 2.27; or
 - e) is disqualified by an order under section 5.113, 5.117 or 5.119 from holding office as a member of a council; or
 - f) is dismissed under section 8.15L or 8.25(2); or
 - g) becomes the holder of any office or position in the employment of the local government; or
 - h) while holding an office of councillor, is elected to the office of elector mayor or president on the council.
3. When an extraordinary vacancy occurs, an extraordinary election must be conducted; the election day must be decided on and fixed within one month of the vacancy.
4. If the Council wishes to conduct the election as a postal ballot, and use the services of the WA Electoral Commission it will need to formally resolve to do so in accordance with Sections 4.20(4) and 4.61(2) of the *Local Government Act 1995*.

COMMENT

5. On 2 April 2024 the Shire President was notified that Cr Rachel Livingston wished to resign from her role as Councillor effective from that date.
6. The Western Australian Electoral Commission (WAEC) was notified of the vacancy.
7. The WAEC has provided the attached written agreement to conduct the extraordinary election as a postal election in accordance with section 4.20(4) of the Local Government Act 1995.
8. The WAEC has previously been responsible for conducting ordinary and extraordinary elections for the Shire in the past and it is recommended that Council declare the responsibility of the pending extraordinary election to the WAEC.
9. The process for Council to follow in terms of appointing the WAEC to be responsible for the conduct of the extraordinary election and for the election to be a postal election is as follows:
 - a. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the extraordinary election, and
 - b. Decide, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting the extraordinary election will be as a postal election.
10. The use of the WAEC to provide a postal ballot is the most commonly used option for local governments, and is the method used by the Shire for numerous years.
11. The WAEC has recommended Friday 12th July as the most suitable date for the extraordinary election.

CONSULTATION

12. The WAEC
13. Executive Team.

STATUTORY ENVIRONMENT

14. Local Government Act 1995
 - section 2.32 – How extraordinary vacancies occur in offices elected by electors
 - section 4.8 – Extraordinary Elections
 - section 4.9 – Election Day for extraordinary elections
 - section 4.20 – CEO to be the returning officer unless other arrangements made
 - section 4.61 – Choice of methods of conducting election

POLICY IMPLICATIONS

15. Nil.

FINANCIAL IMPLICATIONS

16. If approved, the notional budget allocation for conducting this extraordinary election as indicated by the WA Electoral Commission is \$17,727 (GST excluded).

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational); elections must be compliant and should be viewed as independent, transparent and impartial	Possible	Moderate	Medium	Engage the WAEC to conduct the extraordinary election by postal vote.

ALTERNATE OPTIONS

18. Nil.

STRATEGIC ALIGNMENT

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

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

Item	Objectives and Strategies
5.1	The Shire's community is engaged and involved
5.2	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

20. Absolute Majority

COUNCIL DECISION

Moved by Cr Leighton and seconded by Cr Richardson

Resolution 32/24

That Council by an Absolute Majority decision:

- DECLARES** that, in accordance with Section 4.20(4) of the *Local Government Act (1995)* the Electoral Commissioner to be responsible for the conduct of the extraordinary election; and
- DECIDES**, in accordance with Section 4.61(2) of the *Local Government Act 1995* that the method of conducting the extraordinary election will be as a postal election; and
- ENDORSE** the allocation of funds up to \$17,727 (GST excluded) in the 2023/24 annual budget to undertake the Shire of Ravensthorpe's 2024 extraordinary election.

Carried: 5/0

Cr Leighton noted that if only one nomination is received and an election is not required then the cost would be significantly reduced.

12.1 EXECUTIVE SERVICES

12.1.2 PROGRESS REPORT – BUDGETED 2023/24 PROJECTS UPDATE

File Reference:	GR.RE.4
Location:	NA
Applicant:	NA
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	8 April 2024
Disclosure of Interest:	Nil
Attachments:	CONFIDENTIAL Report 23/24 Budgeted Projects
Previous Reference:	NA

PURPOSE

1. That Council receives the year to date Budgeted Projects update.

BACKGROUND

2. This report provides the status on projects that were endorsed as part of the 2023/24 budget adoption.

COMMENT

3. The CEO is required to present to Council an update on the Shire's Corporate Business Plan to keep them informed of the organisation's progress through the year.
4. The Corporate Business Plan update was received by Council at the March Ordinary Council meeting as per Resolution number 18/24.
5. This report provides an update on budgeted projects for the period up to 31 March 2024.
6. Table 1 provides a report of the 2023/24 Budgeted Projects as at 31 March 2024. A total of 73 budgeted projects have been reported on for the 2023/24 period with 30 projects completed, 25 on track and 15 to monitor and 3 to intervene. The projects requiring intervention were subject to third party funding grants which have not been successful.

Table 1 – Budgeted 2023/24 Projects

Projects	Completed	On Track	Monitor	Intervene
73	30	25	15	3

CONSULTATION

7. Executive Managers and Shire officers

STATUTORY ENVIRONMENT

8. *Local Government Act 1995 Part 5 Division 5, s 5.56*
Local Government (Administration) Regulations 1996 Part 5, Division 3, r19DA

POLICY IMPLICATIONS

9. Nil

FINANCIAL IMPLICATIONS

10. Nil

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance; (operational); CEO does not provide regular updates to Council on performance of strategic objectives.	Possible	Major	High	A CEO KPI is to report on a regular basis to Council on organisational performance each year.
Financial; the failure to regularly report to Council on achievement of strategic objectives and project delivery inhibits Council's ability to make informed budget decisions	Possible	Major	High	A CEO KPI is to report on a regular basis to Council on organisational performance each year.
Reputational; the failure to provide accurate and timely reporting to Council may cause reputational damage to both Shire organisation and Council.	Possible	Major	High	Regular reporting will ensure the Executive Management team effectively manages delivery of strategic objectives and projects and that Council is provided strong oversight of overall shire performance.

ALTERNATE OPTIONS

11. Council may decide not to receive the report as presented and request the CEO to either provide more information and/or represent the report once new information is supplied.

STRATEGIC ALIGNMENT

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

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

Item	Objectives and Strategies
1.1	To grow business and employment
1.2	The right resources and infrastructure are in place to support local commerce and industry

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

Item	Objectives and Strategies
2.1	Social services and facilities are designed and delivered in a way that fits community needs and aspirations
2.2	Community groups function well with strong volunteer effort and feel supported by the community

Item	Objectives and Strategies
2.3	People feel that their community is safe for all, free of nuisance and protected from risk of damage
2.4	People have access to attractive community facilities, activities and events which support activity and health, community involvement and enjoyment of life
2.5	Young people, older people and people with disability feel valued and have access to resources which provide opportunities for their development and enjoyment

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

Item	Objectives and Strategies
3.1	The Shire of Ravensthorpe has appropriate housing choice available to the community
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
3.5	The Shire's heritage structures, heritage and cultural places are valued and protected, and are integrated into community life and economic activity.

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

Item	Objectives and Strategies
4.1	Maximised resource recovery from waste and safe disposal of residual waste
4.2	Water conservation and water harvesting opportunities are maximised
4.3	The Shire's valued natural areas and systems are protected and enhanced
4.4	Energy is used efficiently and there is an increased use of renewable energy in the Shire

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

Item	Objectives and Strategies
5.1	The Shire's community is engaged and involved
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.4	The Shire of Ravensthorpe is known as a good employer, and staff have the capacity and skills to deliver identified services and strategies
5.5	The value of community owned assets is maintained
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

13. Simple Majority

14.

COUNCIL DECISION

Moved by Cr Richardson and seconded by Cr Major

Resolution 33/24

That Council RECEIVE the following progress reports for the 2023/24 Budgeted Projects as at 31 March 2024.

Carried: 5/0

12.2 **CORPORATE SERVICES**

12.2.1 **MONTHLY FINANCIAL REPORT – 31 MARCH 2024**

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Accounting Manager
Authorising Officer	Executive Manager Corporate Services
Date:	09 April 2024
Disclosure of Interest:	Nil
Attachment:	12.2.1 Monthly Financial Reports for 31 March 2024
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 March 2024 Monthly Financial Reports.

COMMENT

3. The March 2024 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 LG Act 1995.	Rare	Insignificant	Very Low	That Council receives the financial activity statements as required by legislation.

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

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

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

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

VOTING REQUIREMENTS

11. Simple Majority

COUNCIL DECISION

Moved by Cr Leighton and seconded by Cr Mudie

Resolution 34/24

That Council RECEIVE the March 2024 Monthly Financial Reports as presented.

Carried: 5/0

12.2 CORPORATE SERVICES

12.2.2 SCHEDULE OF ACCOUNT PAYMENTS – MARCH 2024

File Reference:	GR.ME.8
Location:	Shire of Ravensthorpe
Applicant:	Shire of Ravensthorpe
Author:	Finance Officer
Authorising Officer	Executive Manager of Corporate Services
Date:	9 April 2024
Disclosure of Interest:	Nil
Attachments:	12.2.2 Schedule of Payments 31 March 2024 Credit Card Transactions to 01 March 2024 Creditors List of Accounts Paid March 2024
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 01/03/2024 – 31/03/2024

2023/2024

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	44,379	1,224,065	38,625	6,417	0	1,313,486	481,171
Dec	9,173	2,956,514	55,025	17,203	0	3,037,914	427,999
Jan	6,543	998,422	39,093	8,505	0	1,052,563	425,009
Feb	11,079	701,744	160,274	9,124	0	882,222	467,711
Mar	5,250	505,555	71,348	4,214	0	586,367	382,018
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	158,407	9,323,797	796,247	70,718	0	10,349,169	3,523,922
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

- The schedule 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

- Accountant and Executive Manager Corporate Services

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

- Nil.

FINANCIAL IMPLICATIONS

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

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational – That Council does not receive the schedule of account payments.	Rare	Insignificant	Very Low	That Council receives the schedule of account payments.

ALTERNATE OPTIONS

- Nil.

STRATEGIC ALIGNMENT

- This item is relevant to the Councils approved Strategic Community Plan 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 Richardson

Resolution 35/24

That Council:

Pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996, the payment of accounts for the month of March 2024 be NOTED.

Carried: 5/0

The Shire President then asked Council to consider moving item 12.3.2 Application to keep more than prescribed number of dogs – 70 Maitland St Hopetoun forward.

12.3 PROJECTS AND REGULATORY SERVICES

12.3.2 APPLICATION TO KEEP MORE THAN PRESCRIBED NUMBER OF DOGS- 70 MAITLAND STREET, HOPETOUN

File Reference:	LE.LL.11 & A1448
Location:	Shire of Ravensthorpe
Applicant:	Sarah Tofts
Author:	Senior Ranger
Authorising Officer	Chief Executive Officer
Date:	6 April 2024
Disclosure of Interest:	Nil
Attachments:	12.3.2
Previous Reference:	N/A

PURPOSE

1. An application to keep more than the prescribed number of dogs has been received from Sarah Tofts of 70 Maitland Street, Hopetoun. Ms Tofts and "housemate" has in their control three (3) dogs, a four (4) year old Golden Retriever, a one (1) year old Golden Retriever and a nine (9) year old Terrier cross. The property has 1.8m fencing and the Shire has no previous reports of breaches of the Dog Act by the applicant.

BACKGROUND

2. The applicant approached the Shire directly to apply for three dogs at the property, they had previous approval from City of Kalgoorlie- Boulder.
3. The Shire of Ravensthorpe Dog Local Law 2010, section 3.2 provides that only two (2) dogs over the age of 3 months can be kept at a premise situated within a Townsite.
4. The *Dog Act 1976*, Section 26(3), allows the Shire to grant an exemption to a placed limit on the keeping of dogs in a specified area if the local government is satisfied the provisions in the Act are met.

COMMENT

5. At the close of the request for comment period there was one submission received- no objection.

CONSULTATION

6. Request for Comment was sent to three parties, made up of one (1) property owner and two (2) occupiers, on 6 March 2024. It was requested submissions were returned to the Shire by 3 April 2024. It was noted on these submissions if no comment was received the Shire would consider no objection to the application.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

9. Nil

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)	Rare	Insignificant	Very Low	Consistency with decision making.
Environmental	Rare	Minor	Low	Consistency with decision making will reduce impact
Reputational	Rare	Insignificant	Very Low	Consistency with decision making.

ALTERNATE OPTIONS

12. The Council does not approve the application.

STRATEGIC ALIGNMENT

13. Nil.

VOTING REQUIREMENTS

14. Simple Majority

COUNCIL DECISION

Moved by Cr Leighton and seconded by Cr Mudie

Resolution 36/24

That Council:

GRANT the exemption for the keeping of three dogs at 70 Maitland Street, Hopetoun subject to the following conditions:

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

Carried: 5/0

The Shire President then asked Council to consider moving Confidential Item 15.1 shire of Ravensthorpe Dogs Local Law 2022 forward for consideration.

COUNCIL DECISION

Moved by Cr Richardson and seconded by Cr Gibson

Resolution 37/24

That Council move behind closed doors to consider Item 15.1.

Carried: 5/0

The public gallery exited the Council Chambers at 6.36pm

COUNCIL DECISION

Moved by Cr Leighton and seconded by Cr Major

Resolution 38/24

That Council APPROVE officer recommendation as detailed in Confidential Item 15.1 as presented.

Carried: 5/0

COUNCIL DECISION

Moved by Cr Gibson and seconded by Cr Mudie

Resolution 39/24

That Council come back from behind closed doors.

Carried: 5/0

The public gallery were invited back to the Council Chambers at 6.40pm. Mr Geoff Vivian returned to the Council Chambers.

12.3 **PROJECTS AND REGULATORY SERVICES**

12.3.1 **SHIRE OF RAVENSTHORPE DOGS AMENDMENT LOCAL LAW 2022**

File Reference:	LE.LL.13
Location:	Shire of Ravensthorpe
Applicant:	Executive Manager Projects and Regulatory Services
Author:	Executive Manager Projects and Regulatory Services
Authorising Officer	Chief Executive Officer
Date:	08 April 2024
Disclosure of Interest:	Nil
Attachments:	12.3.1 Proposed Dogs Amendment Local Law
Previous Reference:	Item 10.3 March 2022 Ordinary Council Meeting

PURPOSE

1. To commence the process to amend the Shire of Ravensthorpe Dogs Local Law 2010 and to provide notice of the purpose and effect of the proposed local law.

BACKGROUND

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

That Council:

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

COMMENT

3. Council has agreed to remove the prescribed areas in which dogs are prohibited and dog exercise areas from the Dogs Local Law. Amendments to the Dog Act in 2013 provided local governments with the power to determine these areas by an absolute majority decision of Council. This provides for administrative efficiency when reviewing/amending the prohibited areas and exercise areas for Dogs.
4. Council has also agreed to review the modified penalties and the changes recommended are as a result of a review of penalties by Council staff responsible for Dog management.
5. The two changes recommended are to increase the modified penalty for:
Failing to provide means for effectively confining a dog, from \$50 to \$100, and
Dog excreting in prohibited place, from \$40 to \$100.
6. All other modified penalties in the Dogs Amendment Local Law 2022 are the same as the current modified penalties.
7. The process of adopting or amending a local law is set out in section 3.12 of the Act and is summarised in Attachment 1 – Local Law Statutory Procedures.

Section 3.12 (2) specifically states:

8. "At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner."
9. The following fulfils the requirement defined in the *Local Government (Functions and General) Regulations 1996* – Reg 3.
10. The intended Purpose and Effect of the Shire of Ravensthorpe Dogs Amendment Local Law 2022 are:

Purpose: The purpose is to remove the prescribed areas in which dogs are prohibited and dog exercise areas from the Dogs Local Law and to amend the modified penalties.

Effect: The effect of the amendment local law is to allow Council to determine the prescribed areas in which dogs are prohibited and dog exercise areas by an absolute majority decision of Council and to amend the modified penalties to reflect current industry standards.

CONSULTATION

11. Proposed Local Law to be advertised for public comment in accordance with the legislative requirements.

STATUTORY ENVIRONMENT

12. *Local Government Act 1995*

Section 3.12 – Procedures for making local laws

3.12. Procedure for making local laws

- (1) In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.
- (2A) Despite subsection (1), a failure to follow the procedure described in this section does not invalidate a local law if there has been substantial compliance with the procedure.
- (2) At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.
- (3) The local government is to —
 - (a) give local public notice stating that —
 - (i) the local government proposes to make a local law the purpose and effect of which is summarised in the notice; and
 - (ii) a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and
 - (iii) submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given; and

- (b) as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and
- (c) provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.

[(3a) deleted]

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

** Absolute majority required.*

- (5) After making the local law, the local government is to publish it in the *Gazette* and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.

- (6) After the local law has been published in the *Gazette* the local government is to give local public notice —

- (a) stating the title of the local law; and
- (b) summarising the purpose and effect of the local law (specifying the day on which it comes into operation); and
- (c) advising that the local law is published on the local government's official website and that copies of the local law may be inspected at or obtained from the local government's office.

- (7) The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.

- (8) In this section —

making in relation to a local law, includes making a local law to amend the text of, or repeal, a local law.

POLICY IMPLICATIONS

- 13. A new Dog Management Policy will be required.

FINANCIAL IMPLICATIONS

- 14. All new Local Laws adopted are required to be published in the *Government Gazette* at the Shires cost, estimated at approximately \$2500.00

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational)	Unlikely	Minor	Low	Statutory requirement process followed
Financial	Unlikely	Minor	Low	Dog Local Law 2010 still in effect until amendments approved.
Environmental	Unlikely	Insignificant	Very Low	Current Dog Local Law remains in effect
Reputational	Unlikely	Minor	Low	Due process followed

ALTERNATE OPTIONS

16. Nil.

STRATEGIC ALIGNMENT

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

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

Item	Objectives and Strategies
2.3	People feel that their community is safe for all, free of nuisance and protected from risk of damage

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

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

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

Item	Objectives and Strategies
5.1	The Shire's community is engaged and involved
5.2	The Council ensures its decisions are well informed and considered

VOTING REQUIREMENTS

18. Absolute Majority

COUNCIL DECISION

Moved by Cr Leighton and seconded by Cr Richardson

Resolution 40/24

That Council:

1. **In accordance with sections 3.12(3)(a) and (3)(b) of the Local Government Act 1995, provide local public notice stating that:**
 - (a) **It is proposed to make a Dogs Amendment Local Law 2022, and a summary of its purpose and effect;**
 - (b) **Copies of the proposed local law may be inspected at the Shire offices and website; and**
 - (c) **Submissions about the proposed local law may be given to the Shire within a period not less than 6 weeks after the notice is given.**
2. **In accordance with section 3.12(3)(b) of the Act, as soon as the notice is given a copy of the proposed local law be sent to the Minister for Local Government, Sport and Cultural Industries.**
3. **In accordance with section 3.12(3)(c) of the Act, a copy of the proposed local law be supplied to any person requesting it.**
4. **Considers any submissions received through the public consultation process.**

Carried: 5/0

12.4 INFRASTRUCTURE SERVICES

Nil.

13. 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

COUNCIL DECISION

Moved by Cr Leighton and seconded by Cr Major

Resolution 38/24

That Council APPROVE officer recommendation as detailed in Confidential Item 15.1 as presented.

Carried: 5/0

16. CLOSURE

The Presiding Member closed the meeting at 6.42pm.

12.2 **CORPORATE SERVICES**

12.2.1 MONTHLY FINANCIAL REPORT – 30 APRIL 2024

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Accounting Manager
Authorising Officer	Executive Manager Corporate Services
Date:	13 May 2024
Disclosure of Interest:	Nil
Attachment:	12.2.1 Monthly Financial Reports for 30 April 2024
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.

OFFICER RECOMMENDATION

That Council RECEIVE the April 2024 Monthly Financial Reports as presented.

Moved: _____

Seconded: _____

Carried: _ / _

ATTACHMENT 12.2.1

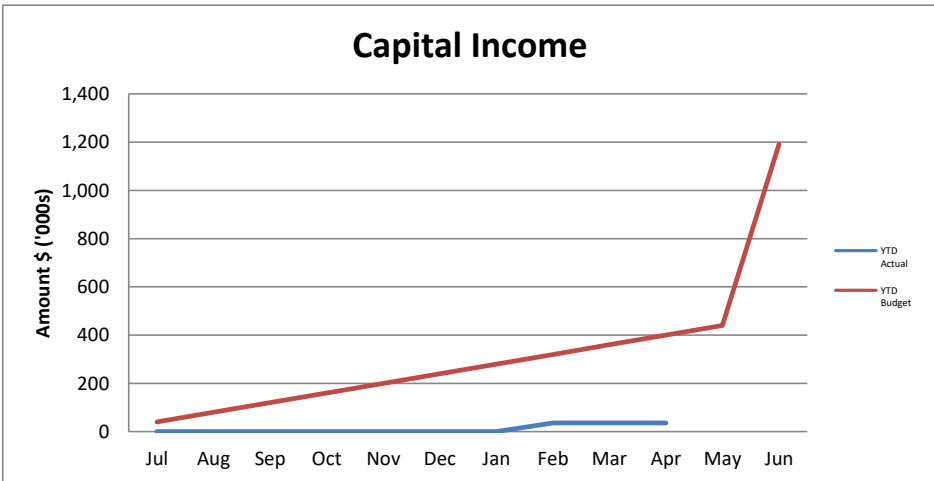
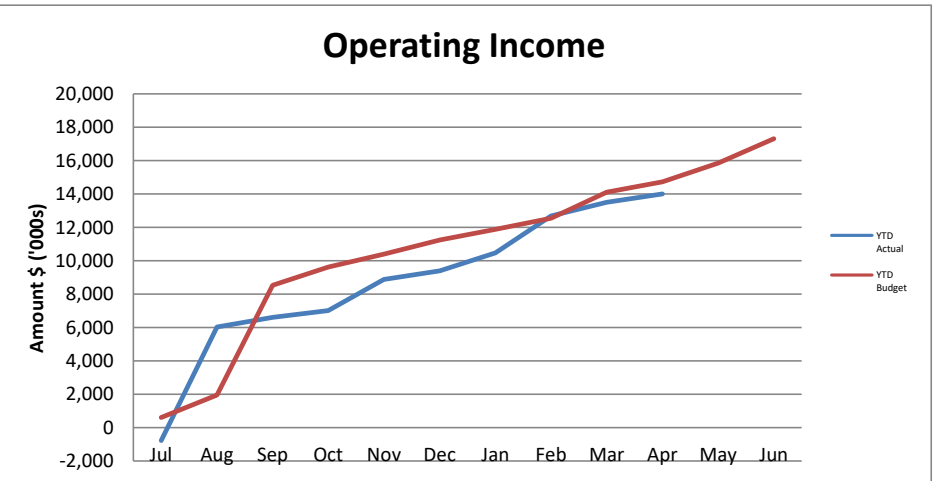
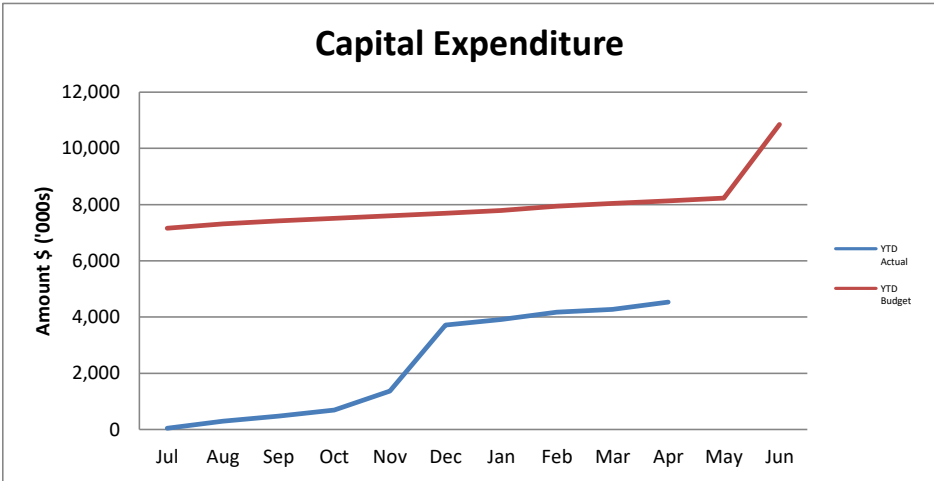
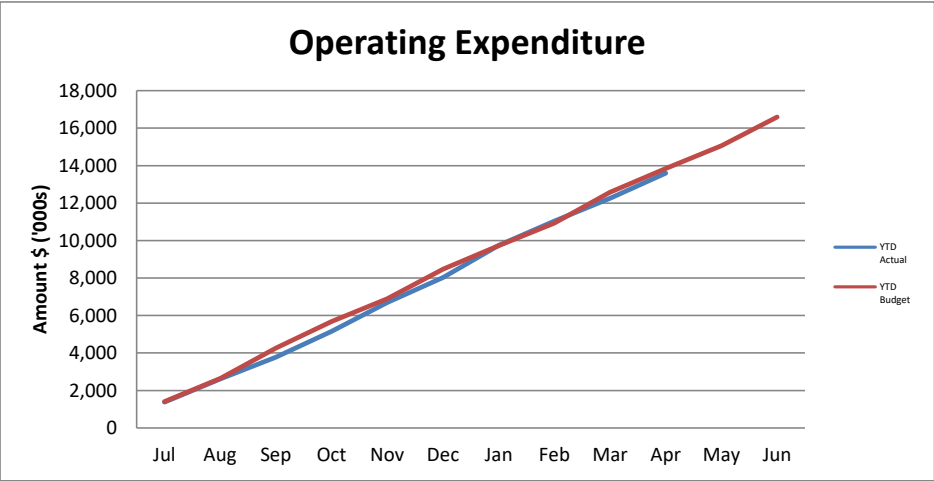


SHIRE OF RAVENSTHORPE
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2024

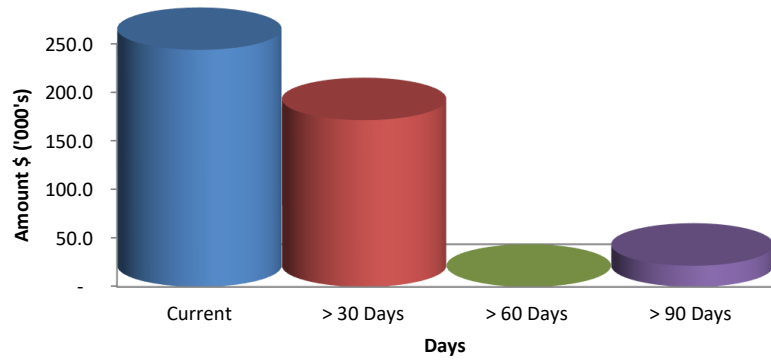
TABLE OF CONTENTS

	Page
Graphical Analysis	2-3
Statement of Financial Activity by Nature	4
Statement of Financial Activity by Program	5
Report on Significant Variances	6
Budget Amendments as per Mid Year Review	7-8
2 Acquisition of Assets	9-11
3 Disposal of Assets	12
4 Information on Borrowings	13
5 Reserves	14-16
6 Net Current Assets	17
7 Rating Information	18
8 Trust Funds	19
9 Operating Statement	20-21
10 Statement of Financial Position	22
11 Financial Ratios	23

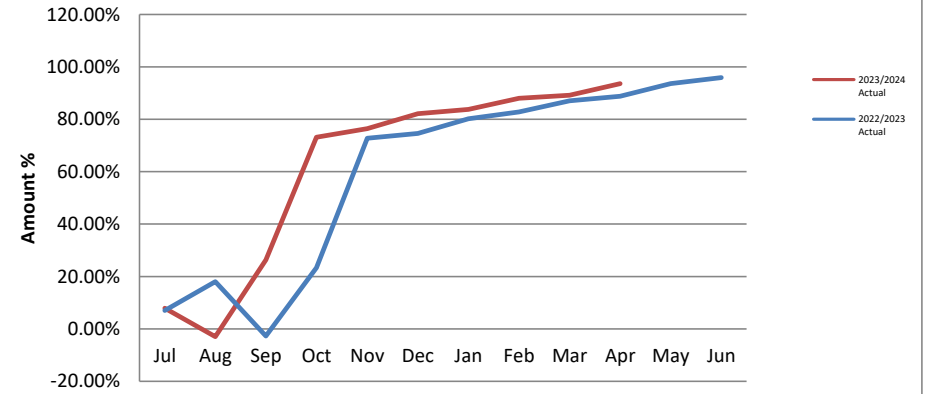
Income and Expenditure Graphs to 30 April 2024



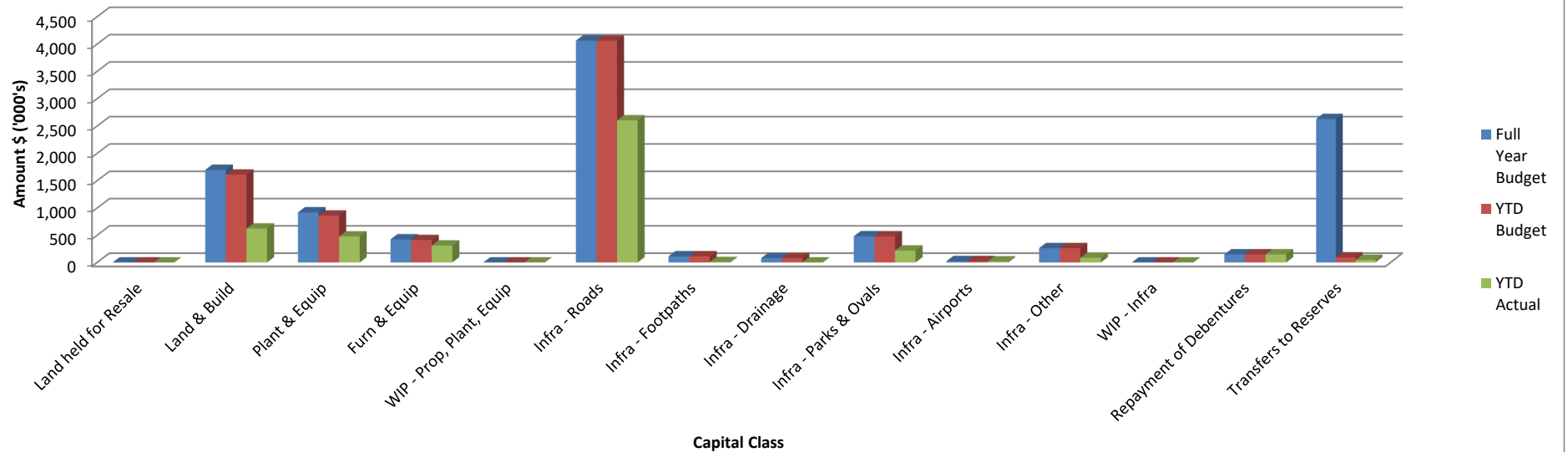
Sundry Debtors Amount O/S



Rates % Collected



Capital Expenditure



SHIRE OF RAVENSTHORPE
STATEMENT OF FINANCIAL ACTIVITY BY NATURE

FOR THE PERIOD ENDED 30 APRIL 2024

	NOTE	2023/2024 Adopted Budget \$	APRIL 2024 Y-T-D Budget \$	APRIL 2024 Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
OPERATING ACTIVITIES							
Revenue from operating activities							
Rates		5,790,238	5,789,112	5,792,250	3,138	100%	
Grants, Subsidies and Contributions		1,235,982	1,049,396	925,069	(124,327)	88%	▲
Fees and Charges		3,446,578	3,439,458	3,473,770	34,312	101%	
Service Charges		0	0	0	0	0%	
Interest Revenue		198,500	212,240	206,741	(5,499)	97%	
Other Revenue		594,055	546,241	554,796	8,555	102%	
Profit on Disposal of Assets		25,500	25,500	35,740	10,240	140%	
FV Adjust (Revenue)		0	0	0	0	0%	
		<u>11,290,853</u>	<u>11,061,947</u>	<u>10,988,365</u>	<u>(73,582)</u>	<u>99%</u>	
Expenditure from operating activities							
Employee Costs		(6,000,489)	(4,567,401)	(4,474,725)	92,676	(98%)	
Materials and Contracts		(4,328,071)	(3,783,804)	(3,095,094)	688,710	(82%)	▲
Utility Charges		(288,540)	(267,559)	(264,713)	2,846	(99%)	
Depreciation		(5,531,509)	(4,609,704)	(5,161,680)	(551,976)	(112%)	▲
Finance Costs		(42,746)	(38,688)	(16,050)	22,638	(41%)	
Insurance Expenses		(262,265)	(262,223)	(277,211)	(14,988)	(106%)	
Other Expenditure		(376,198)	(285,523)	(306,970)	(21,447)	(108%)	
Loss on Disposal of Assets		(27,700)	(27,700)	0	27,700	0%	
FV Adjust (Expenditure)		0	0	0	0	0%	
		<u>(16,857,518)</u>	<u>(13,842,602)</u>	<u>(13,596,444)</u>	<u>246,158</u>	<u>(98%)</u>	
Non-cash amounts excluded from operating activities							
(Profit)/Loss on Asset Disposals	2	2,200	2,200	(35,740)	(37,940)	1625%	
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	4,609,704	5,161,680	551,976	(112%)	▲
		<u>5,533,709</u>	<u>4,611,904</u>	<u>5,125,940</u>	<u>514,036</u>	<u>(111%)</u>	▲
Amount attributable to operating activities		(32,956)	1,831,249	2,517,861	686,612	(137%)	▲
INVESTING ACTIVITIES							
Inflows from investing activities							
Capital Grants, Subsidies and Contributions		5,312,244	3,665,875	3,016,831	(649,044)	(82%)	▼
Proceeds from Disposal of Assets	2	126,000	0	35,740	35,740	0%	
Proceeds from financial assets at amortised cost - self supporting loans		0	0	0	0	0%	
		<u>5,438,244</u>	<u>3,665,875</u>	<u>3,052,571</u>	<u>(613,304)</u>	<u>(83%)</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)	(1,609,659)	(620,958)	988,701	(39%)	▲
Purchase of Furniture & Equipment	1	(369,000)	(409,830)	(309,272)	100,558	(75%)	▲
Purchase of Plant & Equipment	1	(977,020)	(859,500)	(475,701)	383,799	(55%)	▲
Purchase of WIP - PP & E	1	0	0	0	0	0%	
Purchase of Infrastructure Assets - Roads	1	(4,048,615)	(4,059,409)	(2,603,042)	1,456,367	(64%)	▲
Purchase of Infrastructure Assets - Footpaths	1	(112,500)	(112,500)	(7,336)	105,164	(7%)	
Purchase of Infrastructure Assets - Drainage	1	(79,264)	(79,264)	0	79,264	0%	
Purchase of Infrastructure Assets - Parks & Ovals	1	(470,000)	(478,330)	(217,402)	260,928	(45%)	▲
Purchase of Infrastructure Assets - Airports	1	(24,583)	(24,583)	(17,866)	6,717	(73%)	
Purchase of Infrastructure Assets - Other	1	(407,380)	(262,380)	(85,747)	176,633	(33%)	▲
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>(7,895,455)</u>	<u>(4,337,324)</u>	<u>3,558,131</u>	<u>(55%)</u>	▲
Amount attributable to investing activities		(2,588,841)	(4,229,580)	(1,284,753)	2,944,827	(30%)	▲
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	399,660	0	(399,660)	0%	
Transfers from Restricted Asset (Other)		0	0	0	0	0%	
		<u>1,034,490</u>	<u>399,660</u>	<u>0</u>	<u>(399,660)</u>	<u>0%</u>	
Outflows from financing activities							
Repayment of borrowings	3	(147,923)	(147,918)	(147,923)	(5)	(100%)	
Payments for principal portion of lease liabilities	2	(128,223)	0	0	0	0%	
Transfers to Restricted Assets (Reserves)	4	(2,627,000)	(93,330)	(46,484)	46,846	(50%)	
Transfers to Restricted Assets (Other)		0	0	0	0	0%	
		<u>(2,903,146)</u>	<u>(241,248)</u>	<u>(194,407)</u>	<u>46,846</u>	<u>(81%)</u>	
Amount attributable to financing activities		(1,868,656)	158,412	(194,407)	(352,814)	123%	▼
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)	1,831,249	2,517,861	686,612	(137%)	▲
Amount attributable to investing activities		(2,588,841)	(4,229,580)	(1,284,753)	2,944,827	(30%)	▲
Amount attributable to financing activities		(1,868,656)	158,412	(194,407)	(352,814)	123%	▼
Surplus or deficit at the end of the financial year	5	80,001	2,324,152	5,602,772	3,278,625	(241%)	▲

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

REPORTABLE OPERATING EXPENSE VARIATIONS

04 - Governance

Favourable variance with lower YTD Admin allocations. Community Strategic Development plan expenses yet to be received but budget spread across the year, expenses begun in April.

11 - Recreation & Culture

Asset depreciation higher than budgeted (non cash expenditure). Operating costs for campgrounds higher than budgeted due to additional signage and high volumes of campers requiring more maintenance and staff costs.

12 - Transport

Overall road depreciation expenditure YTD is lower than budgeted, however this has no effect on the cash position. Road maintenance is slightly under budget YTD. Airport operations costs is \$27K and airstrip maintenance is \$40K lower than expected YTD due to reduction in flights.

13 - Economic Services

Control of Declared Weeds expenses significantly under the budget figure. Tourism administration and Historical Society Tourism Services YDT spend significantly under YTD budget.

REPORTABLE NON-CASH VARIATIONS

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

REPORTABLE CAPITAL EXPENSE VARIATIONS

Favourable progress on Land and buildings 37%; Furniture & Equipment 75%; Parks & Ovals infrastructure 45% and airport infrastructure programs 73%, Plant and Equipment 55% and Roads Programs 64% have progressed with works in favourable weather.

REPORTABLE CAPITAL INCOME VARIATIONS

Grant funding slightly under YTD budget

REPORTABLE N&T INCOME VARIATIONS

Grant, Subsidies and Contributions - Department of Education to be invoiced for 60% of oval maintenance to be invoiced, CHRMAP grant money to be received on completion of project AC398 Coastal Management Plan

REPORTABLE N&T EXPENSE VARIATIONS

Materials & Contracts - Favourable timing variances on Integrated Planning, Fire Mitigation, Medical Services, Childcare, Refuse services, Works administration and Work Health and Safety.
Depreciation - Non-favourable YTD non-cash expenditure.

**SHIRE OF RAVENSTHORPE
FOR THE PERIOD ENDED 30 APRIL 2024
BUDGET AMENDMENTS**

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

Account#	Job#	Job/GL Description	Reason for Amendment	Council Res	Net Change	New Budget	Amended Budget Running Balance
							\$80,001
	AB503	Hopetoun Rural Bushfire Shed	\$8K over Plus \$12K locks & fencing; Nat 8/2	24/24	20,000	372,110	\$60,001
	AB529	88 Martin St, Ravensthorpe	\$26K Overrun? Bldg Reserve Funded	24/24	26,000	31,112	\$34,001
	AB225	West Beach Ablutions Updgrade	\$43K Overrun? Bldg Reserve Funded	24/24	43,000	55,042	(\$8,999)
	AB605B	Hanger	Purchase Hanger as per valuation	24/24	70,000	70,000	(\$78,999)
	AF653	Campground Data Connectivity	Starlink Estimate \$85K; Muni	24/24	55,000	85,000	(\$133,999)
	AP759	DEFS Style Vehicle Trackers (15 Key Vehicles)	DFES type vehicle trackers for fire grounds	24/24	18,000	18,000	(\$151,999)
	AP760	Aro Ranger Vehicle	3rd Ranger vehicle/Water ARO works	24/24	60,000	60,000	(\$211,999)
	AP366	Airport Tug	Completed \$20K under; Muni	24/24	(20,000)	45,000	(\$191,999)
	AP752	Airport Tractor And Slasher	Completed \$23K under; Muni	24/24	(23,000)	107,000	(\$168,999)
	AP749	22/23 Dual Cab Utility - Cleaners	Completed \$19K under; Plant Reserve funded	24/24	(19,000)	31,000	(\$149,999)
	AP750	22/23 Single Cab Utility - Cleaners	Completed \$19K under; Plant Reserve funded	24/24	(19,000)	31,000	(\$130,999)
	AP754	Fleet Vehicle 23/24	Completed \$10K under; Muni	24/24	(10,000)	65,000	(\$120,999)
	AP757	Mcsr Vehicle 23/24	Staff opted for vehicle alloc; Muni	24/24	(45,000)	-	(\$75,999)
	RG009	Springdale Road Slk 19.0 - 40.0	Completed \$13K over; RRG 66% Funded	24/24	13,000	13,236	(\$88,999)
	AI520	Playground Renewal - Ravensthorpe Recreation Grounds	Tigerland Softfall (trfr frm AI557 TCH)	24/24	10,000	10,000	(\$98,999)
	AI557	Little Barrens - Soft Fall Area	Trfr to AI520 Tigerland Softfall priority	24/24	(10,000)	-	(\$88,999)
	AE346	Campground Fire Pits	Paul - Zahra defered to 24/25	24/24	(25,000)	-	(\$63,999)
	AE347	Genstreme Projects	Zahra - Project supplier ceased trading	24/24	(110,000)	-	\$46,001
3220		Transfer Reserve Interest to Reserve Funds	Est \$112K, increase \$15K, Interest 03206 offset by transfer to Reserves	24/24	15,000	112,000	\$31,001
9161		Transfer from Building Reserve	Inc Trfr From \$43K AB225; \$26K AB529	24/24	(69,000)	(188,870)	\$100,001
12321		Transfer from Plant & Vehicle Reserve	Reduced Trfr From	24/24	38,000	(290,730)	\$62,001
5102		Bushfire Mitigation Activity Fund (MAF) Grant	Est \$280K, increase by \$35K, offset by MAF funding less \$11K overspend not claimable	24/24	(24,000)	(269,736)	\$86,001
	CC003	Other Income/Grants Relating to Child Care Centres	FQM Leased Housing Contribution; Reduced \$24K Birdwood no longer subsidised	24/24	24,000	(23,840)	\$62,001
5107		Bushfire/Compliance Fines and Infringements	Est \$1300, Reduce Income \$15K, Enforcement approach changed to education and warnings	24/24	15,000	(1,300)	\$47,001
8108		The Cub House Income (GST Free)	Est \$243K, Increase \$19K on first 6 mths	24/24	(19,000)	(128,000)	\$66,001
8110		Little Barrens Income (GST Free)	Est \$392K, Reduce \$52K	24/24	52,000	(167,000)	\$14,001
9127		Income from Staff House 41 Kingsmill St	Est \$10K, Increase \$10K	24/24	(10,000)	(10,000)	\$24,001
9131		Other Income Relating to Staff Housing	Est \$20K, Increase \$20K	24/24	(20,000)	(20,000)	\$44,001
9207		Income from Other Housing	Est \$25K, Increase \$20K	24/24	(20,000)	(25,000)	\$64,001
	1104	Tipsite And Transfer Station Fees	Est \$190K, Increase \$10K	24/24	(10,000)	(190,000)	\$74,001
10601		Income Relating to Town Planning & Regional Development	Est \$50K, CBH \$31K, Increase \$35K	24/24	(35,000)	(50,000)	\$109,001
11205		Income Relating to Swimming Pools	Est \$35500, increase \$10K	24/24	(10,000)	(17,000)	\$119,001
12601		Income Relating to Aerodromes	Est \$2,140K, backend reduced 1/3 for downturn, but overall Increased \$402K	24/24	(458,000)	(2,140,000)	\$577,001
12701		Income Relating to Water Transport Facilities	Est \$60K, low rainfall effect, increased \$28K	24/24	(28,000)	(58,000)	\$605,001
14701		Income Relating to Unclassified	Est \$25K, reduced \$15K, lower than expected volume	24/24	15,000	(25,000)	\$590,001
3204		Interest Received Municipal Funds	Est \$101K, increase \$41K, higher interest rates	24/24	(41,000)	(101,000)	\$631,001
3206		Interest Received Reserve Funds	Est \$112K, increase \$15K, increase offset by transfer to Reserves	24/24	(15,000)	(112,000)	\$646,001
5119		Other Income Relating to Fire Prevention	DBCA Fire recovery 01.12.23	24/24	(12,000)	(12,000)	\$658,001
14404		Diesel Fuel Rebate	Est \$71K, increase \$13K in fuel prices	24/24	(13,000)	(71,000)	\$671,001
3203		Grants Commission Grants Received - Special	Additional \$200K for Springdale Bridge	24/24	(200,000)	(1,000,000)	\$871,001
13201		Income Relating to Tourism & Area Promotion	Zahra - Genestreams Project supplier ceased trading	24/24	100,000	(80,000)	\$771,001

**SHIRE OF RAVENSTHORPE
FOR THE PERIOD ENDED 30 APRIL 2024**

7400	R522	Brmc - Operating Expenses	Est \$69K, reduced \$27K late start	24/24	(27,000)	69,193	\$798,001
		Expenses Relating to Preventative Services - Administration & Inspection	Changed to contract Health Inspection services	24/24	(40,000)	50,449	\$838,001
	B812	Little Barrens Employee Costs	Lower childcare numbers; Est \$540K, reduced \$125K	24/24	(125,000)	540,722	\$963,001
	CH001	Cub House Employee Costs	Lower childcare numbers; Est \$283K, reduced \$30K	24/24	(30,000)	283,707	\$993,001
	B190	Recreation Services Employment Costs	Est \$86K, late start for MRCS	24/24	(27,000)	(27,000)	\$1,020,001
	R205	Airport Operating Costs	Est \$68K, reduced \$21K	24/24	(21,000)	66,539	\$1,041,001
	R250	Airport Passenger Services Operations	Est \$155K, reduced \$20K	24/24	(20,000)	155,078	\$1,061,001
	R251	Airport Administration And Compliance Expenses	Est \$86K, reduced \$24K	24/24	(24,000)	86,604	\$1,085,001
	O116	Works Workcare Insurance Premiums	Est \$83K, increase \$26K, increased 23/24 premium \$15K & wage adjustment 22/23 \$11K	24/24	26,000	83,338	\$1,059,001
	O117	Works Superannuation Expenses	Est \$209K, reduced \$15K	24/24	(15,000)	210,215	\$1,074,001
4214	O126	Administration Salaries, Superannuation & Other Employee Costs	Est \$1317K, reduced \$100K from staff absences	24/24	(100,000)	1,317,683	\$1,174,001
		GOV - Grant Co-contribution Expenditure	Reduced \$20K Genestreams project supplier ceased trading	24/24	(20,000)	25,000	\$1,194,001
	E111	Brigade Management & Support Expenses - Esl Funded	E111 Est \$88K, increase \$30K, (Plus 8K H/H Radios, 3K F/F Foam, 4K Thermal Camera, 3K 4G Trackers,)	24/24	18,000	18,000	\$1,176,001
	E126	Dba Frmp Fire 01.12.23	\$12K fire expense recovery from DBCA	24/24	12,000	12,000	\$1,164,001
	R523	Oem - Bushfire Mitigation Activity	Est \$280K, increase by \$35K on budget, offset by MAF funding less \$11K overspend 22/23R2	24/24	35,000	280,736	\$1,129,001
	E116	Council Administration Expenses	Est \$48K, reduced \$10K, lesser use of Non-Esl admin exps.	24/24	(10,000)	48,000	\$1,139,001
	R503	Ranger Salaries, Other Employee Costs	Contract Rangers services not planned Sept '23	24/24	15,000	15,000	\$1,124,001
	B816	Childcare Leased Accomodation Birdwood & Maitland St, Hopetoun	Reduced by 3 Birdwood rent, allocated to Airport	24/24	(24,000)	23,840	\$1,148,001
	BM802	Hopetoun Senior Citizens Centre	+\$10K lights/painting &+\$12K Wet area/plumbing/painting/electrical	24/24	22,000	23,000	\$1,126,001
	R107	Starvation Bay	Est \$16K, Addtl signs, rubbish collection and Vacc Swim exps	24/24	10,000	16,041	\$1,116,001
	R180	Ravensthorpe Swimming Pool	Est \$27K, increase \$15K, Addtnl chemicals, Chemigen servicing, freight, maint. Matls, \$3K Vacc Swim defensive driving	24/24	15,000	24,000	\$1,101,001
	M999	Road Maintenance (Budget Purposes)	Est \$75K, increase \$22K, road slashing, tree lopping, haulage	24/24	22,000	25,272	\$1,079,001
	R205	Airport Operating Costs	Est \$30K; increase \$17K, includes \$9K AFRU PAL System replacement and \$10K treeline maintenance	24/24	17,000	29,728	\$1,062,001
	R251	Airport Administration And Compliance Expenses	Est \$84K; increase \$25K, includes \$24K apron movt assess for DH8D	24/24	25,000	84,100	\$1,037,001
	R253	Airport Master Planning	Est \$116K; increase \$36K for Airport feature and contour survey	24/24	36,000	116,000	\$1,001,001
	R346	Caravan Dump Point Muglinup	Est \$12K; increase \$12K for unplanned pump outs	24/24	12,000	12,000	\$989,001
	R339	Online Camping Grounds Booking System	Est \$28K; decrease \$10K, lower in first 4 months	24/24	(10,000)	28,600	\$999,001
	PW05	Private Works - Firebreak Compliance	Est \$10K; decrease \$20K, lower compliance work	24/24	(20,000)	10,000	\$1,019,001
	O111	Works Administration And Support	Est \$30K; increase \$10K, includes \$10K contract cleaning of depot	24/24	10,000	29,275	\$1,009,001
	O422	Cleaning Expendable Stores	Est \$50K; increase \$20K increased materials for public toilets	24/24	20,000	50,000	\$989,001
	O113	Works Staff Training And Seminars	Est \$35K; decrease \$10K, forecast lower	24/24	(10,000)	35,446	\$999,001
	O115	Building Maintenance Administration Expenses	Est \$3K, decrease \$10K not required	24/24	(10,000)	3,184	\$1,009,001
14303		Fuel & Oils	Est \$510; Act \$284K +allow \$45K/mth Feb-Jun, decrease \$20K	24/24	(20,000)	510,000	\$1,029,001
14304		Tyres and Tubes	Act Feb \$47K; Est \$70K, increase \$30K	24/24	30,000	70,000	\$999,001
14305		Parts & Repairs	Act Feb \$240K; Est \$360K, increase \$60K	24/24	60,000	360,000	\$939,001
	BM401	Admin Building	Est \$30K, increase \$30K, first year commissioning of RCP	24/24	30,000	28,312	\$909,001
14504		Telecommunications Costs	Est \$0; New phone system charged to IT Asset account AF481A	24/24	(12,000)	320	\$921,001
	O159	Temporary Contract Staff	Est \$50K; decrease \$20K lesser use of Temp Agency staff.	24/24	(20,000)	50,000	\$941,001
	R331	Hopetoun Standpipe	Est \$50K; increase \$20K dryer than expected period over summer	24/24	20,000	50,000	\$921,001
	B401	Admin Building Operating Costs	Est \$33K; increase \$13K first full year of RCP use	24/24	13,000	33,000	\$908,001
							\$908,001
					(828,000)	972,406	\$908,001

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 APRIL 2024

	2023/2024 Adopted Budget \$	2023/2024 YTD Budget \$	APRIL 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	310,090	364,758
Water Tank Installation - Jerdacuttup Bfb	7,929	7,929	176
Water Tank Installation - Ravensthorpe North Bfb	14,199	14,199	0
Variable Message Boards	40,000	40,000	48,935
Defs Style Vehicle Trackers (15 Key Vehicles)	0	15,000	0
<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	4,699
Aro New Vehicle	0	50,000	0
Dog And Vehicle Signage	12,000	12,000	4,424
Education & Welfare			
<u>Child Care Centres</u>			
Little Barrens Building Upgrades	10,000	10,000	3,039
Little Barrens - Painting	21,120	21,120	0
Little Barrens - Shade	24,840	24,840	24,840
Little Barrens - Soft Fall Area	10,000	0	0
Cub House Building Upgrades	33,400	33,400	122
Cub House - Structural Repairs	15,000	15,000	2,466
Cub House - Shade	31,540	31,540	31,540
The Cub House - Playground Drainage Upgrade	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	2,716
88 Martin St, Ravensthorpe	12,100	32,908	37,806
27C Carslile 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	10,875
2019/20 Purchase Plant - Sewerage Fencing	23,790	23,790	751
Ravensthorpe Effluent Ponds - Restore Banks	49,264	49,264	0
<u>Other Community Amenities</u>			
West Beach Ablutions Updgrade	17,030	50,848	58,590
Hopetoun Foreshore Ablutions - Upgrades	27,440	27,440	0
Munglinup Public Conveniences	25,000	25,000	0
Cemetary - Backhoe Bucket	3,500	3,500	3,070
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	9,625
<u>Swimming Areas & Beaches</u>			
Hopetoun Foreshore Upgrade	100,000	100,000	70,431
<u>Other Recreation & Sport</u>			
Hopetoun Sports Pavilion, Repair Doors, Ceilings,	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
Playground Renewal - Ravensthorpe Rec Grounds	0	8,330	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 APRIL 2024

	2023/2024 Adopted Budget \$	2023/2024 YTD Budget \$	APRIL 2024 Actual \$
1. ACQUISITION OF ASSETS (Continued)			
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	13,684
Rcp Architect Services	4,000	4,000	7,500
Rcp Consultants Services	6,520	6,520	13,200
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	12,268
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	20,916
Rcp (Shire) Admin Building Construction	50,000	50,000	25,123
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	126,055
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	120,663
Springdale Road - Seal Missing Sealed Section	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	56,120	59,005
Southern Ocean Road Slk 0.00 - 2.00	100,000	100,000	24,039
Jerdacuttup Road - Stabilise Pavement & Reseal	0	0	3,264
Jerdacuttup Road Slk 9.74 - 14.74	215,000	215,000	59,606
Roads To Recovery Construction			
Springdale Road Slk 50.0-59.6 Resheet R2R	250,892	250,892	243,293
Mt Short Slk 0.0-1.6 Resheet R2R	40,000	40,000	29,980
Koomong Road Slk 27.8-30.0 Resheet R2R	55,000	55,000	45,086
Woodenup Road 0.000-3.100 Resheet R2R	95,000	95,000	0
Laurina Road Slk 3.0-5.0	50,000	50,000	78,607
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	7,336
Bike Paths Upgrades From Master Plan	30,000	30,000	0
Bridges Construction			
Jerdacuttup River Bridge - Springdale Road	1,939,499	1,939,499	1,939,499
Purchase Land - Roadworks And Depots			
Purchase Land & Buildings - Roadworks And			
Ravensthorpe Depot Grounds Upgrades	110,225	110,225	30,859
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 APRIL 2024

	2023/2024 Adopted Budget \$	2023/2024 YTD Budget \$	APRIL 2024 Actual \$
1. ACQUISITION OF ASSETS (Continued)			
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	105,500
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	19,089
<u>Aerodromes</u>			
Ravensthorpe Airport - It Upgrades	18,000	18,000	0
Airport Furniture	8,000	8,000	6,379
Airport Tug	65,000	37,500	44,441
Ravenshtorpe Airport Baggage Trolleys	25,000	25,000	23,889
Airport Tractor And Slasher	130,000	89,160	106,967
Terminal Improvements	30,000	30,000	0
Hanger	0	58,330	0
Ravensthorpe Airport Fencing - Boundary Height	17,583	17,583	11,666
Airport Lighting Upgrade	7,000	7,000	6,200
Economic Services			
<u>Tourism</u>			
Campground Data Connectivity	30,000	70,830	84,248
Ravensthorpe Interpretive Centre - Fit Out	180,000	180,000	136,942
Campground Fire Pits	25,000	0	0
Genstreme Projects	110,000	0	0
Ravensthorpe Tennis Club - Dump Point	25,000	25,000	27,148
Campground Signage	15,000	15,000	710
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	25,830	31,049
22/23 Single Cab Utility - Cleaners	50,000	25,830	30,762
<u>Administration</u>			
Fleet Vehicle 23/24	75,000	54,160	64,964
Mcsr Vehicle 23/24	45,000	0	0
Computer Upgrades	20,000	20,000	30,955
Office Furniture And Painting	10,000	10,000	8,738
Wide Format Printer	11,000	11,000	4,815
Cleaners Room - Ravensthorpe Office	10,000	10,000	2,110
	0	0	0
	0	0	0
	0	0	0
	<u>8,027,085</u>	<u>7,895,455</u>	<u>4,337,324</u>
By Class			
Land	0	0	0
Buildings	1,538,723	1,609,659	620,958
Furniture & Equipment	369,000	409,830	309,272
Plant & Equipment	977,020	859,500	475,701
Infrastructure - Roads	4,048,615	4,059,409	2,603,042
Infrastructure - Footpaths	112,500	112,500	7,336
Infrastructure - Drainage	79,264	79,264	0
Infrastructure - Parks & Ovals	470,000	478,330	217,402
Infrastructure - Airports	24,583	24,583	17,866
Infrastructure - Other	407,380	262,380	85,747
	<u>8,027,085</u>	<u>7,895,455</u>	<u>4,337,324</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 APRIL 2024

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								
Duraquip Side Tipper No 1	P611	P577	24,900		14,000		0	0
Hino Dual Cab (Road Crew)	P578A	P578				35,739.76	(10,900)	0
							0	35,740
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	35,739.76	(2,200.00)	35,739.76

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
Hino Dual Cab (Road Crew)	P578A	P578	0	0	0	35,740	0	35,740
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	35,739.76	(2,200)	35,739.76

Summary

Profit on Asset Disposals	25,500	35,739.76
Loss on Asset Disposals	(27,700)	0.00
	<u>(2,200)</u>	<u>35,739.76</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 APRIL 2024

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	39,080	40,205	40,205	2,593	1,426
Loan 147 Other Housing	169,538	18,805	18,805	150,733	150,733	6,715	4,704
Recreation and Culture							
Loan 146 Hopetoun Community Centre	254,569	15,678	15,678	238,891	238,891	10,751	6,279
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	34,998	36,006	36,006	2,322	1,277
Loan 138E Refinance	121,717	39,362	39,362	82,355	82,355	4,184	2,365
	696,113	147,923	147,923	548,190	548,190	26,565	16,051

(*) 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 APRIL 2024

	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	16,060
Amount Used / Transfer from Reserve	(328,730)	0
	<u>1,647,148</u>	<u>858,423</u>
(b) Emergency Farm Water Reserve		
Opening Balance	12,722	12,722
Amount Set Aside / Transfer to Reserve	506	243
Amount Used / Transfer from Reserve	0	0
	<u>13,228</u>	<u>12,965</u>
(c) Building Reserve		
Opening Balance	389,108	389,108
Amount Set Aside / Transfer to Reserve	295,481	7,419
Amount Used / Transfer from Reserve	(162,165)	0
	<u>522,424</u>	<u>396,527</u>
(d) Road & Footpath Reserve		
Opening Balance	411,242	411,242
Amount Set Aside / Transfer to Reserve	566,362	7,841
Amount Used / Transfer from Reserve	(416,308)	0
	<u>561,296</u>	<u>419,083</u>
(e) Swimming Pool Upgrade Reserve		
Opening Balance	46,437	46,437
Amount Set Aside / Transfer to Reserve	1,848	885
Amount Used / Transfer from Reserve	0	0
	<u>48,285</u>	<u>47,322</u>
(f) Recreation Reserve		
Opening Balance	40,522	40,522
Amount Set Aside / Transfer to Reserve	41,612	773
Amount Used / Transfer from Reserve	0	0
	<u>82,134</u>	<u>41,295</u>
(g) Airport Reserve		
Opening Balance	319,524	319,524
Amount Set Aside / Transfer to Reserve	362,713	6,092
Amount Used / Transfer from Reserve	(17,583)	0
	<u>664,654</u>	<u>325,616</u>
(h) Waste & Sewerage Reserve		
Opening Balance	295,228	295,228
Amount Set Aside / Transfer to Reserve	201,746	5,629
Amount Used / Transfer from Reserve	(98,704)	0
	<u>398,270</u>	<u>300,857</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 APRIL 2024

	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	700
Amount Used / Transfer from Reserve	(11,000)	0
	47,183	37,422
(j) Leave Reserve		
Opening Balance	44,138	44,138
Amount Set Aside / Transfer to Reserve	1,756	842
Amount Used / Transfer from Reserve	0	0
	45,894	44,980
Total Cash Backed Reserves	4,030,516	2,484,490
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	16,060
Emergency Farm Water Reserve	506	243
Building Reserve	295,481	7,419
Road & Footpath Reserve	566,362	7,841
Swimming Pool Upgrade Reserve	1,848	885
Recreation Reserve	41,612	773
Airport Reserve	362,713	6,092
Waste & Sewerage Reserve	201,746	5,629
IT & Equipment Reserve	21,461	700
Leave Reserve	1,756	842
	2,627,000	46,484
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
	(1,034,490)	0
Total Transfer to/(from) Reserves	1,592,510	46,484

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 APRIL 2024

4. RESERVES (Continued)

Cash Backed Reserves (Continued)

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

Plant Reserve

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

Emergency Farm Water Reserve

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

Building Reserve

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

Road and Footpath Reserve

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

Swimming Pool Upgrade Reserve

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

Recreation Reserve

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

Airport Reserve

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

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 systems and machinery

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 APRIL 2024

	2022/2023 B/Fwd Per 2023/2024 Budget \$	2022/2023 B/Fwd Per Financial Report \$	APRIL 2024 Actual \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	2,373,938	3,673,829	5,014,515
Cash - Restricted Unspent Grants	935,272	0	
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	1,682,126	2,438,006	2,484,487
Receivables (Budget Purposes Only)	0	0	0
Rates Outstanding	254,693	226,344	407,642
Sundry Debtors	231,740	774,964	470,630
Provision for Doubtful Debts	0	0	0
Gst Receivable	114,211	178,663	70,111
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>8,490,624</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(386,634)	(566,519)	(74,021)
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)	(38,187)
Payroll Creditors	(114,053)	(86,490)	853
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)	(274,111)
Current Employee Benefits Provision	(502,817)	(636,870)	(636,870)
Current Loan Liability	(143,522)	(147,923)	0
	<u>(2,473,991)</u>	<u>(3,440,779)</u>	<u>(1,168,455)</u>
NET CURRENT ASSET POSITION	4,082,470	6,089,060	7,322,169
Less: Cash - Reserves - Restricted	(1,682,126)	(2,438,006)	(2,484,487)
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	0
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>5,602,776</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 APRIL 2024

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	(224)	(1,403)	1,470,631	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	(330)	0	90,720	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	9,519	24	819,704	810,161
UV - Other	0.004800	318	469,955,000	2,255,784	424	0	2,256,208	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	9,389	(1,379)	5,203,370	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			5,719,129	5,711,118
Back Rates								1,500
Interim Rates								4,500
Total Amount Raised From Rates							5,719,129	5,717,118
Ex Gratia Rates		check after rates raised					73,121	73,120
Total Rates							5,792,250	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 APRIL 2024

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 APRIL 2024

8. OPERATING STATEMENT BY PROGRAM

	APRIL 2024 Actual \$	2023/2024 Adopted Budget \$	2022/2023 Actual \$
OPERATING REVENUES			
Governance	25,698	25,570	(5,608)
General Purpose Funding	7,139,138	6,963,460	8,175,375
Law, Order, Public Safety	643,958	969,506	891,799
Health	9,203	6,300	6,359
Education and Welfare	535,501	748,239	782,969
Housing	66,431	28,400	33,024
Community Amenities	861,043	895,522	1,142,113
Recreation and Culture	126,210	1,237,375	4,659,826
Transport	3,909,325	4,900,514	2,782,610
Economic Services	570,201	639,178	357,125
Other Property and Services	118,488	189,033	303,989
TOTAL OPERATING REVENUE	14,005,196	16,603,097	19,129,581
OPERATING EXPENSES			
Governance	(823,772)	(1,281,347)	(978,968)
General Purpose Funding	(219,063)	(317,452)	(231,773)
Law, Order, Public Safety	(1,325,331)	(1,461,690)	(1,175,636)
Health	(299,719)	(472,423)	(380,769)
Education and Welfare	(1,130,926)	(1,611,298)	(1,386,554)
Housing	(201,553)	(281,488)	(266,128)
Community Amenities	(1,523,874)	(1,774,454)	(1,513,135)
Recreation & Culture	(2,512,376)	(2,885,695)	(2,448,339)
Transport	(4,862,551)	(5,960,218)	(5,633,628)
Economic Services	(373,224)	(597,995)	(403,687)
Other Property and Services	(324,054)	(213,457)	(911,466)
TOTAL OPERATING EXPENSE	(13,596,443)	(16,857,518)	(15,330,083)
 CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	 408,753	 (254,420)	 3,799,498

SHIRE OF RAVENSTHORPE
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2024

8. OPERATING STATEMENT BY NATURE & TYPE

	APRIL 2024 Actual \$	2023/2024 Adopted Budget \$	2022/2023 Actual \$
OPERATING REVENUES			
Rates	5,792,250	5,790,238	5,024,821
Operating Grants, Subsidies and Contributions	925,069	1,235,982	3,918,617
Non-Operating Grants, Subsidies and Contributions	3,016,831	5,312,244	5,917,930
Fees and Charges	3,473,770	3,446,578	3,279,397
Service Charges	0	0	0
Interest Earnings	206,741	198,500	130,869
Profit on Asset Disposals	35,740	25,500	127,118
Proceeds on Disposal of Assets	35,740	126,000	187,194
Realisation on Disposal of Assets	(35,740)	(126,000)	(187,194)
Other Revenue	554,796	594,055	730,828
TOTAL OPERATING REVENUE	14,005,197	16,603,097	19,129,580
OPERATING EXPENSES			
Employee Costs	(4,474,725)	(6,000,489)	(5,290,647)
Materials and Contracts	(3,095,094)	(4,328,071)	(3,229,215)
Utility Charges	(264,713)	(288,540)	(341,067)
Depreciation on Non-Current Assets	(5,161,680)	(5,531,509)	(5,737,635)
Interest Expenses	(16,050)	(42,746)	(50,086)
Insurance Expenses	(277,211)	(262,265)	(240,155)
Loss on Asset Disposals	0	(27,700)	(17,042)
FV Adjustment of Non-Current assets	0	0	0
Other Expenditure	(306,970)	(376,198)	(424,236)
TOTAL OPERATING EXPENSE	(13,596,443)	(16,857,518)	(15,330,083)
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>408,754</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 APRIL 2024

9. STATEMENT OF FINANCIAL POSITION

	APRIL 2024 Actual \$	2022/2023 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	7,499,002	6,111,835
Trade and Other Receivables	959,060	3,385,441
Inventories	<u>32,563</u>	<u>32,563</u>
TOTAL CURRENT ASSETS	<u>8,490,625</u>	<u>9,529,839</u>
NON-CURRENT ASSETS		
Other Receivables	7,753	7,753
Inventories	0	0
Property, Plant and Equipment	49,207,473	50,135,181
Infrastructure	<u>118,655,460</u>	<u>118,552,109</u>
TOTAL NON-CURRENT ASSETS	<u>167,870,686</u>	<u>168,695,043</u>
TOTAL ASSETS	<u>176,361,311</u>	<u>178,224,882</u>
CURRENT LIABILITIES		
Trade and Other Payables	403,361	2,527,761
Right of Use Asset	128,224	128,224
Long Term Borrowings	0	147,923
Provisions	<u>636,870</u>	<u>636,870</u>
TOTAL CURRENT LIABILITIES	<u>1,168,455</u>	<u>3,440,778</u>
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	<u>94,685</u>	<u>94,685</u>
TOTAL NON-CURRENT LIABILITIES	<u>1,104,616</u>	<u>1,104,616</u>
TOTAL LIABILITIES	<u>2,273,071</u>	<u>4,545,394</u>
NET ASSETS	<u>174,088,240</u>	<u>173,679,488</u>
Retained Surplus	43,001,798	42,639,528
Reserves - Cash Backed	2,484,487	2,438,006
Revaluation Surplus	<u>128,213,342</u>	<u>128,213,342</u>
TOTAL EQUITY	<u>173,699,628</u>	<u>173,290,876</u>

SHIRE OF RAVENSTHORPE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 APRIL 2024

10. FINANCIAL RATIOS

	2024 YTD	2023	2022	2021
Current Ratio	11.30	2.53	3.01	1.64
Operating Surplus Ratio	(0.27)	(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	$\frac{\text{operating revenue minus operating expense}}{\text{own source operating revenue}}$

12.2 CORPORATE SERVICES

12.2.2 SCHEDULE OF ACCOUNT PAYMENTS – APRIL 2024

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 May 2024
Disclosure of Interest:	Nil
Attachments:	Creditors List of Accounts Paid April 2024 Credit Card Transactions to 02 April 2024 BP Fuel Card Report March and April 2024
Previous Reference:	N/A

PURPOSE

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

OFFICER RECOMMENDATION

That Council:

Pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the month of April 2024 be NOTED.

Moved: _____

Seconded: _____

Carried: _ / _

ATTACHMENT 12.2.2

The reason for confidentiality of specific personal names for “Employees” within the Shire of Ravensthorpe’s Monthly Creditors List of Accounts is in accordance with the requirements of s5.23 (2) of the *Local Government Act 1995*:

- (a) a matter affecting an employee or employees;**
- (b) the personal affairs of any person.**

Date: 10/05/2024
 Time: 4:12:34PM

**Shire of Ravensthorpe
 Creditors List of Accounts Paid - April 2024**

USER: Mackenzie Barnsby
 PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
607	04/04/2024	Horizon Power	513789 - LOT 3000 BUCKIE STREET HOPETOUN - 24/01/2024 - 25/03/2024	1		1,633.80
INV 2101978626/03/2024		Horizon Power	414511 - U6/LOT 705 TAMAR STREET HOPETOUN - 24/01/2024 - 25/03/2024		443.81	
INV 2101978326/03/2024		Horizon Power	267634 - LOT 548 TAMAR STREET HOPETOUN - 24/01/2024 - 25/03/2024		177.45	
INV 2101978726/03/2024		Horizon Power	513789 - LOT 3000 BUCKIE STREET HOPETOUN - 24/01/2024 - 25/03/2024		694.85	
INV 2101979727/03/2024		Horizon Power	442429 - 79 ESPLANADE HOPETOUN - 25/01/2024 - 26/03/2024		317.69	
608	11/04/2024	ELGAS Limited	SERVICE CHARGE - U2/29 DUNN STREET - 2X 45KG LPG CYL	1		105.60
INV 1646902301/04/2024		ELGAS Limited	SERVICE CHARGE - U2/29 DUNN STREET - 2X 45KG LPG CYL		105.60	
609	11/04/2024	Horizon Power	136499 - STREET LIGHTING HOPETOUN - 01/03/2024 - 31/03/2024	1		6,744.10
INV 2101980828/03/2024		Horizon Power	137406 - LOT 502 ESPLANADE HOPETOUN - 26/01/2024 - 27/03/2024		561.35	
INV 2101980228/03/2024		Horizon Power	185210 - LOT 461 CANNING BOULEVARD HOPETOUN - 26/01/2024 - 27/03/2024		128.96	
INV 2101982429/03/2024		Horizon Power	397872 - LOT 314 MAITLAND STREET HOPETOUN - 30/01/2024 - 28/03/2024		140.22	
INV 2101982429/03/2024		Horizon Power	450414 - LOT 501 VEAL STREET HOPETOUN - 30/01/2024 - 28/03/2024		310.85	
INV 2101984902/04/2024		Horizon Power	136499 - STREET LIGHTING HOPETOUN - 01/03/2024 - 31/03/2024		5,026.47	
INV 2101985703/04/2024		Horizon Power	397872 - LOT 314 MAITLAND STREET HOPETOUN - 30/01/2024 - 28/03/2024		576.25	
610	18/04/2024	Horizon Power	308541 - LOC 80 JERDACCUTTUP ROAD HOPETOUN - AIRPORT - 07/02/2024 - 05/04/2024	1		1,307.59
INV 2101992708/04/2024		Horizon Power	308541 - LOC 80 JERDACCUTTUP ROAD HOPETOUN - AIRPORT - 07/02/2024 - 05/04/2024		1,307.59	
1082	02/04/2024	1 - BANK FEES	BANK FEES - BPAY FEES	1		126.85

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 2

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
1082	03/04/2024	1 - BANK FEES	BANK FEES - MERCHANT FEE	1		363.32
EFT18527	04/04/2024	4 Rivers Plumbing Gas & Civil Contracting WA	PARTS - BBQ BUTTON KIT	1		1,216.51
INV 0000423021/03/2024		4 Rivers Plumbing Gas & Civil Contracting WA			1,030.61	
INV 0000426228/03/2024		4 Rivers Plumbing Gas & Civil Contracting WA	REPAIR WATER LEAK AT HOPETOUN FORESHORE TOILETS AS PER QUOTE 0004259 26/03/24		185.90	
EFT18528	04/04/2024	AMPAC Debt Recovery (WA) Pty Ltd	DEBTORS LEGAL EXPENSES FOR DEBT COLLECTION 26/03/2024	1		1,218.25
INV 105579	31/03/2024	AMPAC Debt Recovery (WA) Pty Ltd	DEBTORS LEGAL EXPENSES FOR DEBT COLLECTION 26/03/2024		1,218.25	
EFT18529	04/04/2024	Aerodrome Management Services Pty Ltd	MONTHLY SERVICES FEE MARCH 2024	1		3,587.42
INV AMSINV11/03/2024		Aerodrome Management Services Pty Ltd	QUOTE 240796- HIGH VIS TABARDS FOR EMERGENCIES		431.75	
INV AMSINV26/03/2024		Aerodrome Management Services Pty Ltd	MONTHLY SERVICES FEE MARCH 2024		3,155.67	
EFT18530	04/04/2024	Aviation Projects Pty Ltd	QUOTATION 2022-050922- RAVENSTHORPE AIRPORT MASTER PLAN DEVELOPMENT - FIRST DRAFT	1		25,385.25
INV INV-223328/03/2024		Aviation Projects Pty Ltd			25,385.25	
EFT18531	04/04/2024	Bob Waddell	TECHNICAL SUPPORT FOR UPDATE OF CASH BUDGET MODEL AND 2024/25 STATUTORY BUDGET	1		1,278.75
INV 3830	01/04/2024	Bob Waddell	TECHNICAL SUPPORT FOR UPDATE OF CASH BUDGET MODEL AND 2024/25 STATUTORY BUDGET		1,278.75	
EFT18532	04/04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 01/04/2024	1		485.00
INV SAL SAC01/04/2024		Employee	SALARY SACRIFICE - FORTNIGHT ENDING 01/04/2024		485.00	
EFT18533	04/04/2024	Clearyfield Landscape Contractors	RETICULATION WORK AT HOPETOUN FORESHORE TOILET BLOCK AS PER QUOTE 277 22/03/24	1		1,425.90
INV 277	27/03/2024	Clearyfield Landscape Contractors	RETICULATION WORK AT HOPETOUN FORESHORE TOILET BLOCK AS PER QUOTE 277 22/03/24		1,425.90	
EFT18534	04/04/2024	Community Spirit Newspaper Inc	DOUBLE PAGE ADVERTORIAL FOR ISSUE 5 PAGES 12 AND 13	1		342.00
INV 0002608728/03/2024		Community Spirit Newspaper Inc	DOUBLE PAGE ADVERTORIAL FOR ISSUE 5 PAGES 12 AND 13		342.00	

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 3

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT18535	04/04/2024	Devlyn Construction	RETENTION	1		163,576.91
INV 2559	28/03/2024	Devlyn Construction	RETENTION		163,576.91	
EFT18536	04/04/2024	Elite HR Solutions	PROVIDING SUPPORT TO THE SHIRE OF RAVENSTHORPE RELATING TO HR NEEDS - MARCH 2024	1		330.00
INV 01229	28/02/2024	Elite HR Solutions	PROVIDING SUPPORT TO THE SHIRE OF RAVENSTHORPE RELATING TO HR NEEDS - MARCH 2024		330.00	
EFT18537	04/04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 01/04/2024	1		480.00
INV SAL SAC01/04/2024			SALARY SACRIFICE - FORTNIGHT ENDING 01/04/2024		480.00	
EFT18538	04/04/2024	Euphorium Creative Pty Ltd	COMMUNITY ENGAGEMENT SERVICES FOR SHIRE COMMUNITY STRATEGIC PLAN - WORKSHOP DELIVERY MARCH 2024	1		7,473.00
INV INV-171120/03/2024		Euphorium Creative Pty Ltd	COMMUNITY ENGAGEMENT SERVICES FOR SHIRE COMMUNITY STRATEGIC PLAN - WORKSHOP DELIVERY MARCH 2024		4,950.00	
INV INV-171222/03/2024		Euphorium Creative Pty Ltd	WAGYL KAIP SOUTHERN NOONGAR CONSULTANCY FOR CULTURAL AND CREATIVE INDUSTRIES PLAN		2,523.00	
EFT18539	04/04/2024	Galaxy Lithium Australia Ltd	GYM FOB BOND REFUND X16	1		320.00
INV T57	04/04/2024	Galaxy Lithium Australia Ltd	GYM FOB BOND REFUND X16	1	320.00	
EFT18540	04/04/2024	Hanson Construction Materials	SUPPLY AND DELIVERY OF 10MM SEALING AGGREGATE (MRWA SPEC) TO SLK14.5KM FOR JERDACUTTUP RD PROJECT, AS PER QUOTE DATED 11.01.2024.	1		19,021.46
INV 7515569829/03/2024		Hanson Construction Materials	SUPPLY AND DELIVERY OF 10MM SEALING AGGREGATE (MRWA SPEC) TO SLK14.5KM FOR JERDACUTTUP RD PROJECT, AS PER QUOTE DATED 11.01.2024.		19,021.46	
EFT18541	04/04/2024	Hopetoun Painting Service	FOR PAINT AND LABOUR AT THE HOPETOUN SENIOR CITIZENS BUILDING (KITCHEN AND PANTRY) AS PER QUOTE NO QU-1222	1		2,310.00
INV INV-134127/03/2024		Hopetoun Painting Service	FOR PAINT AND LABOUR AT THE HOPETOUN SENIOR CITIZENS BUILDING (KITCHEN AND PANTRY) AS PER QUOTE NO QU-1222		2,310.00	

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 4

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT18542	04/04/2024	Hopetoun Ray White Rural South Coast Wa	8 France Street Rent	1		710.00
INV 8 France	02/04/2024	Hopetoun Ray White Rural South Coast Wa	8 France Street Rent		460.00	
INV 3 Birdwo	02/04/2024	Hopetoun Ray White Rural South Coast Wa	3 Birdwood Street Rent		250.00	
EFT18543	04/04/2024	Indiji Flora	MECHANICAL AND CHEMICAL TREATMENTS - MAF WORKS TREATMENT #17154	1		12,100.00
INV INV-073731	03/2024	Indiji Flora	MECHANICAL AND CHEMICAL TREATMENTS - MAF WORKS TREATMENT #17154		12,100.00	
EFT18544	04/04/2024	Kleen West Distributors	CLEANING SUPPLIES AS PER QUOTE 00092685 25/3/24	1		1,761.05
INV 0009190808	03/2024	Kleen West Distributors	8 X BOXES OF ULTRASLIM AIR WEAVE 6318 AS PER QUOTE 00091908 5/3/24		528.00	
INV 0009268525	03/2024	Kleen West Distributors	CLEANING SUPPLIES AS PER QUOTE 00092685 25/3/24		1,233.05	
EFT18545	04/04/2024	Larhiber Pty Ltd Tas Talbot Walsh	SUPPLY AND SHIPPING OF SINGLE PLAQUE AS PER QUOTE DATED 22 FEB 2024, TO BE COMPLETED IN MARCH.	1		1,199.00
INV 0000238227	03/2024	Larhiber Pty Ltd Tas Talbot Walsh	BRASS STAINLESS STEEL PLAQUE "HAZEL'S SEAT" 200*70MM AS PER QUOTE MONDAY 25 MARCH 2024		214.50	
INV 0000238127	03/2024	Larhiber Pty Ltd Tas Talbot Walsh	SUPPLY AND SHIPPING OF SINGLE PLAQUE AS PER QUOTE DATED 22 FEB 2024, TO BE COMPLETED IN MARCH.		984.50	
EFT18546	04/04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 01/04/2024	1		677.00
INV SAL SAC01	04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 01/04/2024		548.00	
INV REIMBU02	04/2024	Employee	REIMBURSEMENT FOR REPLACEMENT PHONE HANDSET - HOPETOUN PARKS AND GARDENS		129.00	
EFT18547	04/04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 01/04/2024	1		450.00
INV SAL SAC01	04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 01/04/2024		450.00	
EFT18548	04/04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 01/04/2024	1		450.00
INV SAL SAC01	04/2024		SALARY SACRIFICE - FORTNIGHT ENDING 01/04/2024		450.00	
EFT18549	04/04/2024	Employee	REIMBURSEMENT FOR STUDY	1		1,000.00

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 5

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV REIMBU02/04/2024		Employee	REIMBURSEMENT FOR STUDY		1,000.00	
EFT18550	04/04/2024	Palm Creations	CONTRACT CLEANING IN RAVENSTHORPE 26/03/2024 - 01/04/2024	1		1,450.00
INV 66	01/04/2024	Palm Creations	CONTRACT CLEANING IN RAVENSTHORPE 26/03/2024 - 01/04/2024		1,450.00	
EFT18551	04/04/2024	Perfect Computer Solutions Pty Ltd	IT SERVICE DESK AND ASSOCIATED SUPPORT - 21/03/2024 - 25/03/2024	1		425.00
INV 28667	28/03/2024	Perfect Computer Solutions Pty Ltd			425.00	
EFT18552	04/04/2024	Ravensthorpe Agencies	ROUNDUP ULTRAMAX	1		1,716.23
INV 21143	21/03/2024	Ravensthorpe Agencies	2 X 45KG GAS CYLINDERS DELIVERED TO HOPETOUN COMMUNITY CENTRE AS PER QUOTE 0032 20/3/24		380.00	
INV 21085	21/03/2024	Ravensthorpe Agencies			19.75	
INV 20920	21/03/2024	Ravensthorpe Agencies	2 X 3"NIPPLES AND 2 X THREAD TAPE PINK AS PER QUOTE 0030 19/3/24		39.16	
INV 21123	21/03/2024	Ravensthorpe Agencies	ROUNDUP ULTRAMAX		1,156.32	
INV 21051	21/03/2024	Ravensthorpe Agencies	20 X TEMPORARY FENCE PANELS HIRE AND 1 X CONCRETE FOOT AS PER QUOTE 0035 21/3/24		121.00	
EFT18553	04/04/2024	Ravensthorpe Building Supplies	1 X KETTLE RISE UP 1.7L SUNBEAM AND 1 X KETTLE BRIGHTSIDE GLOSS FINISH WHITE SUNBEAM AS PER RECEIPT 37830 18/3/24	1		218.85
INV 38064	28/03/2024	Ravensthorpe Building Supplies	1 X PC METALSHIELD EPOXY S BLK 300G AS PER RECEIPT 38038 28/3/24		14.50	
INV 38069	28/03/2024	Ravensthorpe Building Supplies	1 X PADLOCK EXL LAM 64MM 51MM SHK AS PER QUOTE 37819 18/3/24		79.00	
INV 38068	28/03/2024	Ravensthorpe Building Supplies	1 X CISTERN WASHER REPAIR KIT AS PER RECEIPT 37996 26/3/24		8.05	
INV 38065	28/03/2024	Ravensthorpe Building Supplies	1 X CHAIN AND BAR OIL 150 1L AND 1 X ULTRA 2-STROKE SEMI SYN C/P 1L AS PER RECEIPT 37849 19/3/24		22.40	
INV 38066	28/03/2024	Ravensthorpe Building Supplies	1 X KETTLE RISE UP 1.7L SUNBEAM AND 1 X KETTLE BRIGHTSIDE GLOSS FINISH WHITE SUNBEAM AS PER RECEIPT 37830 18/3/24		94.90	
EFT18554	04/04/2024	Roselea Trading	Hopetoun Gym Rent	1		2,206.52

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 6

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV RENT	02/04/2024	Roselea Trading	Hopetoun Gym Rent		953.15	
INV RATES	02/04/2024	Roselea Trading	Hopetoun Gym Rates		150.11	
INV YOUTH	02/04/2024	Roselea Trading	Hopetoun Youth Space Rent		953.15	
INV YOUTH	02/04/2024	Roselea Trading	Hopetoun Youth Space Rates		150.11	
EFT18555	04/04/2024	Signs Plus	NAME BADGE - NEW STAFF MEMBER	1		29.00
INV 0019502820/03/2024		Signs Plus			29.00	
EFT18556	04/04/2024	Silas Hick GHD	STANDPIPE CARD BOND REFUND	1		50.00
INV T2525	04/04/2024	Silas Hick GHD	STANDPIPE CARD BOND REFUND	1	50.00	
EFT18557	04/04/2024	Smarter Tourism Technology Pty Ltd	CAMPGROUND WIFI INSTALLATION, PROJECT MANAGEMENT AND 12 MONTH REMOTE SUPPORT.	1		28,906.87
INV INV-107801/04/2024		Smarter Tourism Technology Pty Ltd	PROJECT MANAGMENT - RAVENSTHORPE INTERPRETIVE CENTRE AS PER QUOTE QU-1009 - MATERIALS		3,731.76	
INV INV-107601/04/2024		Smarter Tourism Technology Pty Ltd	CAMPGROUND WIFI INSTALLATION, PROJECT MANAGEMENT AND 12 MONTH REMOTE SUPPORT.		25,175.11	
EFT18558	04/04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 01/04/2024	1		460.00
INV SAL SAC01/04/2024		Employee	SALARY SACRIFICE - FORTNIGHT ENDING 01/04/2024		460.00	
EFT18559	04/04/2024	Stantec Australia Pty Ltd	SITE VISIT - STANTEC AUSTRALIA - MECHANICAL	1		11,550.00
INV 1941325	18/03/2024	Stantec Australia Pty Ltd	SITE VISIT - STANTEC AUSTRALIA - MECHANICAL		11,550.00	
EFT18560	04/04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 01/04/2024	1		340.00
INV SAL SAC01/04/2024			SALARY SACRIFICE - FORTNIGHT ENDING 01/04/2024		340.00	
EFT18561	04/04/2024	Ultimate Detailing & Auto Glass	WINDSCREEN REPLACEMENT FOR TOYOTA HILUX RA-222 P696C AS PER QUOTE 1515 21/3/24	1		525.00
INV 5278	21/03/2024	Ultimate Detailing & Auto Glass	WINDSCREEN REPLACEMENT FOR TOYOTA HILUX RA-222 P696C AS PER QUOTE 1515 21/3/24		525.00	
EFT18562	04/04/2024	WA Fuel Supply PTY LTD	17,954 LITRES DIESEL - MARCH 2024	1		36,812.89

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 7

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 0016664126/03/2024		WA Fuel Supply PTY LTD	17,954 LITRES DIESEL - MARCH 2024		36,812.89	
EFT18563	11/04/2024	4 Rivers Plumbing Gas & Civil Contracting WA	REPAIR BROKEN PIPEWORK AT RAVENSTHORPE TENNIS COURT TOILETS, INSTALL DUMP POINT, TANK AND FRESHWATER LINE, AS PER QUOTE #2098	1		27,976.50
INV 0000426328/03/2024		4 Rivers Plumbing Gas & Civil Contracting WA	LOCATION AND PUMP OUT OF SEPTIC TANK AT 30 KINGSMILL STREET		550.00	
INV 0000426528/03/2024		4 Rivers Plumbing Gas & Civil Contracting WA	CALL OUT TO INSPECT AND CLEAR BLOCKAGE AT JUBILEE PARK TOILETS		66.00	
INV 0000428404/04/2024		4 Rivers Plumbing Gas & Civil Contracting WA	REPLACE EXISTING SEPTIC LIDS AT HOPETOUN DUMP POINT FOR EASE OF FUTURE USAGE AS PER QUOTE 00004281 2/4/24		1,144.00	
INV 0000431008/04/2024		4 Rivers Plumbing Gas & Civil Contracting WA	PUMP OUT AND DISPOSE OF SEPTIC WASTE AT MASON BAY TOILETS WESTERN END - DUMP POINT IN MASON BAY - TRACKING FEE		2,336.00	
INV 0000432309/04/2024		4 Rivers Plumbing Gas & Civil Contracting WA	SUPPLY AND FREIGHT FOR ONE DUMP POINT SYSTEM AS PER QUOTE #2680 FOR RAVENSTHORPE TENNIS CLUB		4,014.18	
INV 0000432209/04/2024		4 Rivers Plumbing Gas & Civil Contracting WA			19,393.32	
INV 0000433810/04/2024		4 Rivers Plumbing Gas & Civil Contracting WA	INVESTIGATE AND REPAIR SEWAGE LEAKAGE AT 30 KINGSMILL STREET		473.00	
EFT18564	11/04/2024	Albany Toyota	SERVICING OF TOYOTA RAV4 RA 3837 P665A	1		481.75
INV JC14065922/03/2024		Albany Toyota	SERVICING OF TOYOTA RAV4 RA 3837 P665A		481.75	
EFT18565	11/04/2024	Employee	REIMBURSEMENT MEALS AND TRAVEL - RATES COURSE	1		117.95
INV REIMBU110/04/2024		Employee	REIMBURSEMENT MEALS AND TRAVEL - RATES COURSE		117.95	
EFT18566	11/04/2024	Anthony John Gallagher	DE-GASSING OF REFRIDGERATORS, FREEZERS AND AIR CONDITIONING UNITS AT THE WASTE STATIONS	1		1,067.00
INV 7017	15/09/2023	Anthony John Gallagher	DE-GASSING OF REFRIDGERATORS, FREEZERS AND AIR CONDITIONING UNITS AT THE WASTE STATIONS		1,067.00	
EFT18567	11/04/2024	Australia Post	POSTAL CHARGES TO 31/03/2024	1		501.21
INV 1013151803/04/2024		Australia Post	POSTAL CHARGES TO 31/03/2024		501.21	
EFT18568	11/04/2024	Australian Government Child Support Agency	Payroll deductions	1		66.72

Date: 10/05/2024
 Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
 PAGE: 8

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV DEDUCT01/04/2024		Australian Government Child Support Agency	Payroll deductions		66.72	
EFT18569	11/04/2024	Australian Taxation Office (ATO) PAYG	Payroll deductions	1		49,304.00
INV DEDUCT01/04/2024		Australian Taxation Office (ATO) PAYG	Payroll deductions		49,024.00	
INV DEDUCT01/04/2024		Australian Taxation Office (ATO) PAYG	Payroll deductions		280.00	
EFT18570	11/04/2024	Australian Training Management Pty Ltd	ONSITE FIRE EQUIPMENT INSPECTION AND TESTING TRAINING COURSE IN RAVENSTHORPE (WORKS DEPOT - 31 MARTIN STREET) 15TH MARCH 2024 - TRAVEL	1		3,386.90
INV 29911	31/03/2024	Australian Training Management Pty Ltd	ONSITE FIRE EQUIPMENT INSPECTION AND TESTING TRAINING COURSE IN RAVENSTHORPE (WORKS DEPOT - 31 MARTIN STREET) 15TH MARCH 2024 - TRAVEL		3,386.90	
EFT18571	11/04/2024	Breeze Connect Pty Ltd	TRUNK ID 118057 VOIP 16 LINE SUBSCRIPTION CHARGE + CALL CHARGES - STANDING ORDER TO JUNE 2024	1		263.68
INV 159641	02/04/2024	Breeze Connect Pty Ltd	TRUNK ID 118057 VOIP 16 LINE SUBSCRIPTION CHARGE + CALL CHARGES - STANDING ORDER TO JUNE 2024		263.68	
EFT18572	11/04/2024	Chem Centre	QUARTERLY WATER TESTING AS PER LICENCE REQUIREMENTS FOR F88/0001 RAVENSTHORPE EFFLUENT REUSE SCHEME AS PER QUOTE 2312022	1		220.00
INV 1714623S28/03/2024		Chem Centre	QUARTERLY WATER TESTING AS PER LICENCE REQUIREMENTS FOR F88/0001 RAVENSTHORPE EFFLUENT REUSE SCHEME AS PER QUOTE 2312022		220.00	
EFT18573	11/04/2024	Cleanaway Pty Ltd	RUBBISH COLLECTION - MARCH 2024	1		24,715.33
INV 2178411331/03/2024		Cleanaway Pty Ltd	RUBBISH COLLECTION 2 X 3.0M BIN INCLUDING TRAVEL AND FUEL SURCHARGES		791.42	
INV 2178493831/03/2024		Cleanaway Pty Ltd	RUBBISH COLLECTION - MARCH 2024		22,989.51	
INV 2178411231/03/2024		Cleanaway Pty Ltd	RUBBISH COLLECTION 2.00 X 3M BIN INCLUDING TRAVEL AND FUEL SURCHARGES		934.40	
EFT18574	11/04/2024	Corsign WA	50 X TRAFFIC CONES ORANGE 710MM WITH WHITE REFLECTIVE SLEEVE AS PER QUOTE 00084288 20/3/24	1		825.00
INV 0008428827/03/2024		Corsign WA	50 X TRAFFIC CONES ORANGE 710MM WITH WHITE REFLECTIVE SLEEVE AS PER QUOTE 00084288 20/3/24		825.00	

Date: 10/05/2024
 Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
 PAGE: 9

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT18575	11/04/2024	Cr Rachel Livingston	COUNCILOR PAYMENT QUARTER 3 2023/2024	1		3,829.45
INV QTR 3 2310/04/2024		Cr Rachel Livingston	COUNCILOR PAYMENT QUARTER 3 2023/2024		3,829.45	
EFT18576	11/04/2024	Cr Rachel Lynne Gibson	COUNCILOR PAYMENT QUARTER 3 2023/2024	1		5,394.80
INV QTR 3 2310/04/2024		Cr Rachel Lynne Gibson	COUNCILOR PAYMENT QUARTER 3 2023/2024		5,394.80	
EFT18577	11/04/2024	Cr Robert Miloseski	COUNCILOR PAYMENT QUARTER 3 2023/2024	1		4,300.00
INV QTR 3 2310/04/2024		Cr Robert Miloseski	COUNCILOR PAYMENT QUARTER 3 2023/2024		4,300.00	
EFT18578	11/04/2024	Cr. Graham Richardson	COUNCILOR PAYMENT QUARTER 3 2023/2024	1		4,674.00
INV QTR 3 2310/04/2024		Cr. Graham Richardson	COUNCILOR PAYMENT QUARTER 3 2023/2024		4,674.00	
EFT18579	11/04/2024	Cr. Mark Mudie	COUNCILOR PAYMENT QUARTER 3 2023/2024	1		5,191.50
INV QTR 3 2310/04/2024		Cr. Mark Mudie	COUNCILOR PAYMENT QUARTER 3 2023/2024		5,191.50	
EFT18580	11/04/2024	Cr. Rhoda Suzanna (Sue) Leighton	COUNCIL PAYMENT QUARTER 3 2023/2024	1		3,960.00
INV QTR 3 2311/04/2024		Cr. Rhoda Suzanna (Sue) Leighton	COUNCIL PAYMENT QUARTER 3 2023/2024		3,960.00	
EFT18581	11/04/2024	Cr. Tom Major	COUNCILOR PAYMENT QUARTER 3 2023/2024	1		9,640.00
INV QTR 3 2310/04/2024		Cr. Tom Major	COUNCILOR PAYMENT QUARTER 3 2023/2024		9,640.00	
EFT18582	11/04/2024	D.K Roy	DONATION TO COMPETE IN THE AUSTRALIAN CLAY TARGET NATIONAL CHAMPIONSHIP 12-17 MARCH 2024	1		750.00
INV DONATI00/04/2024		D.K Roy	DONATION TO COMPETE IN THE AUSTRALIAN CLAY TARGET NATIONAL CHAMPIONSHIP 12-17 MARCH 2024		750.00	
EFT18583	11/04/2024	Dawry's Bottlo PTY LTD	COUNCIL DINING ROOM REFRESHMENTS	1		426.87
INV 1-269863 05/04/2024		Dawry's Bottlo PTY LTD	COUNCIL DINING ROOM REFRESHMENTS		426.87	
EFT18584	11/04/2024	Farmers Centre (WA) Pty	1 X PTO SHAFT 60CM=24" CLOSED PLUS FREIGHT FROM PERTH AS PER QUOTE 31292 2/4/24 - FREIGHT	1		266.06
INV 732175 04/04/2024		Farmers Centre (WA) Pty	1 X PTO SHAFT 60CM=24" CLOSED PLUS FREIGHT FROM PERTH AS PER QUOTE 31292 2/4/24 - FREIGHT		266.06	

Date: 10/05/2024
 Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
 PAGE: 10

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT18585	11/04/2024	Freight Lines Group	FREIGHT - SIGMA	1		485.39
INV 0017635831	03/2024	Freight Lines Group	FREIGHT - SIGMA		485.39	
EFT18586	11/04/2024	Gagandeep Kaur	CATERING FOR CORPORATE DISCUSSION 15 PAX 02/04/2024	1		750.00
INV 00007	03/04/2024	Gagandeep Kaur	CATERING FOR CORPORATE DISCUSSION 15 PAX 02/04/2024		750.00	
EFT18587	11/04/2024	Hopetoun Ray White Rural South Coast Wa	8 France Street Rent	1		710.00
INV 8 France St	10/04/2024	Hopetoun Ray White Rural South Coast Wa	8 France Street Rent		460.00	
INV 3 Birdwood	10/04/2024	Hopetoun Ray White Rural South Coast Wa	3 Birdwood Street Rent		250.00	
EFT18588	11/04/2024	It Vision Australia Pty Ltd	SYNERGYSOFT INTRODUCTORY RATES & PROPERTY ESSENTIALS (ALL STATES) TUESDAY, 26 & WEDNESDAY, 27 MARCH 2024	1		1,375.00
INV 39608	01/04/2024	It Vision Australia Pty Ltd	SYNERGYSOFT INTRODUCTORY RATES & PROPERTY ESSENTIALS (ALL STATES) TUESDAY, 26 & WEDNESDAY, 27 MARCH 2024		1,375.00	
EFT18589	11/04/2024	Jerramungup Electrical	REMOVE POWER FROM EXISTING DUNNART/FITZ BUILDING AND RELOCATE TO POLE ON WESTERN BOUNDARY OF PROPERTY DIGGING ALLOWED TO JOIN WITH EXISTING UNDERGROUND TO SHED ALL LABOUR TRAVEL MATERIALS AND WESTERN POWER CHARGES INCLUDED METER NUMBER 0540103590 AS PER QUOTE #QU-0525 DATED 19/7/23	1		3,795.00
INV 25168	05/04/2024	Jerramungup Electrical	REMOVE POWER FROM EXISTING DUNNART/FITZ BUILDING AND RELOCATE TO POLE ON WESTERN BOUNDARY OF PROPERTY DIGGING ALLOWED TO JOIN WITH EXISTING UNDERGROUND TO SHED ALL LABOUR TRAVEL MATERIALS AND WESTERN POWER CHARGES INCLUDED METER NUMBER 0540103590 AS PER QUOTE #QU-0525 DATED 19/7/23		3,795.00	

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 11

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT18590	11/04/2024	Livingston Medical Pty Ltd	MEDICAL SERVICES DEED - 3RD Quarter JAN-MAR 2024	1		52,296.94
INV INV-024908/04/2024		Livingston Medical Pty Ltd	MEDICAL SERVICES DEED - 3RD Quarter JAN-MAR 2024		52,296.94	
EFT18591	11/04/2024	Lloydey's Power Services	SWITCHBOARD CAPACITY INSPECTION	1		605.00
INV INV-140203/04/2024		Lloydey's Power Services	SWITCHBOARD CAPACITY INSPECTION		605.00	
EFT18592	11/04/2024	Employee	REIMBURSEMENT - TELSTRA - STARLINK TO 24/04/2024	1		1,089.35
INV REIMBU110/04/2024		Employee	REIMBURSEMENT - TELSTRA - STARLINK TO 24/04/2024		1,089.35	
EFT18593	11/04/2024	McLeods Barristers & Solicitors	EXTENSION OF LEASE OPTION - BAI COMMUNICATIONS 6128 TABLE HILL RT	1		2,463.37
INV 134227	28/02/2024	McLeods Barristers & Solicitors	EXTENSION OF LEASE OPTION - BAI COMMUNICATIONS 6128 TABLE HILL RT		1,032.05	
INV 134780	27/03/2024	McLeods Barristers & Solicitors	LEGAL ADVICE - MATTER NUMBER 52289		627.66	
INV 134851	28/03/2024	McLeods Barristers & Solicitors	LEGAL ADVICE - MATTER NUMBER 48198		803.66	
EFT18594	11/04/2024	Meridian Agencies (Weistermann Family Trust)	STATIONERY INCLUDING A 3M DH630 IN-LINE COPY HOLDER AS PER QUOTE QU-0052 11/3/24	1		581.97
INV INV-142503/04/2024		Meridian Agencies (Weistermann Family Trust)	STATIONERY INCLUDING A 3M DH630 IN-LINE COPY HOLDER AS PER QUOTE QU-0052 11/3/24		297.48	
INV INV-142403/04/2024		Meridian Agencies (Weistermann Family Trust)	STATIONERY ORDER : QUOTE QU - 0051		284.49	
EFT18595	11/04/2024	O'Sullivan Financial Group T/as Mount Barren Cafe	40 PAX CATERING HOPETOUN STRATEGIC COMMUNITY PLAN 26/03/24	1		890.00
INV 2024-00005/04/2024		O'Sullivan Financial Group T/as Mount Barren Cafe	40 PAX CATERING HOPETOUN STRATEGIC COMMUNITY PLAN 26/03/24		890.00	
EFT18596	11/04/2024	Palm Creations	CONTRACT CLEANING IN RAVENSTHORPE 02/04/2024 - 08/04/2024	1		1,330.00
INV 67	08/04/2024	Palm Creations	CONTRACT CLEANING IN RAVENSTHORPE 02/04/2024 - 08/04/2024		1,330.00	
EFT18597	11/04/2024	R And R Heavy Diesel Services	CARRY OUT 80,000KM SERVICE INSPECTION AND LUBRICATION, ROATE WHEELS AND REPLACE WIPER BLADES ON HILUX 1HJK-181 P654A AS PER ESTIMATE 6376 9/4/24	1		1,306.27

Date: 10/05/2024
 Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
 PAGE: 12

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 7780	09/04/2024	R And R Heavy Diesel Services	CARRY OUT 140,000KMS SERVICE INSPECTION AND LUBRICATION, FIT TWO-WAY AERIAL ON HILUX RA-106 P638B AS PER ESTIMATE 6363 5/4/24		504.85	
INV 7778	09/04/2024	R And R Heavy Diesel Services	CARRY OUT 80,000KM SERVICE INSPECTION AND LUBRICATION, ROATE WHEELS AND REPLACE WIPER BLADES ON HILUX 1HJK-181 P654A AS PER ESTIMATE 6376 9/4/24		626.43	
INV 7781	09/04/2024	R And R Heavy Diesel Services	CHECK PLUGS AND FUSES FOR TAIL LIGHT CHARGE FUSE, AND POWER TO BEACONS, REPLACE SWITCH ON HINO PRIME MOVER P721 RA-3751 AS PER ESTIMATE 6353 2/4/24		174.99	
EFT18598	11/04/2024	Ravensthorpe Agencies	VARIOUS CHEMICALS AS PER QUOTE 0033 20/4/24	1		4,604.87
INV 21096	21/03/2024	Ravensthorpe Agencies	VARIOUS CHEMICALS AS PER QUOTE 0033 20/4/24		3,413.46	
INV 21203	28/03/2024	Ravensthorpe Agencies			1,159.07	
INV 21158	28/03/2024	Ravensthorpe Agencies			32.34	
EFT18599	11/04/2024	Ravensthorpe Building Supplies	3 X ENERGIZER ADVANCED BATTERY 10 PACK AS PER RECEIPT 37636 7/3/24	1		65.85
INV 37760	11/03/2024	Ravensthorpe Building Supplies	3 X ENERGIZER ADVANCED BATTERY 10 PACK AS PER RECEIPT 37636 7/3/24		65.85	
EFT18600	11/04/2024	Ravensthorpe Community Resource Centre	ANNUAL LIBRARY CONTACT 2023/24 +5.8% - \$14,230 PER QTR + GST	1		15,653.00
INV INV-467910/04/2024		Ravensthorpe Community Resource Centre	ANNUAL LIBRARY CONTACT 2023/24 +5.8% - \$14,230 PER QTR + GST		15,653.00	
EFT18601	11/04/2024	Shire of Ravensthorpe Social Club	Payroll deductions	1		200.00
INV DEDUCT01/04/2024		Shire of Ravensthorpe Social Club	Payroll deductions		200.00	
EFT18602	11/04/2024	Team Global Express Pty Ltd (TOLL)	FREIGHT - JOVY - CORSIGN - WOODLANDS - COAST TO COAST MOUNTS - INTERFIRE - STEWART HEATON	1		1,427.14
INV 0607-S3024/03/2024		Team Global Express Pty Ltd (TOLL)	FREIGHT - JOVY - CORSIGN - WOODLANDS - COAST TO COAST MOUNTS - INTERFIRE - STEWART HEATON		1,085.85	
INV 0608-S3031/03/2024		Team Global Express Pty Ltd (TOLL)	FREIGHT - PATHWEST - CHEM CENTRE - JOVY - TALBOT		341.29	

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 13

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT18603	11/04/2024	Terrence Ray Sargent	ENVIRONMENTAL HEALTH OFFICER SERVICES - 05/04/2024 - 06/04/2024	1		3,190.00
INV 24022	08/04/2024	Terrence Ray Sargent	ENVIRONMENTAL HEALTH OFFICER SERVICES - 05/04/2024 - 06/04/2024		3,190.00	
EFT18604	11/04/2024	The Local Government, Racing And Cemeteries Employees Union (wa)	Payroll deductions	1		198.00
INV DEDUCT01/04/2024		The Local Government, Racing And Cemeteries Employees Union (wa)	Payroll deductions		176.00	
INV DEDUCT01/04/2024		The Local Government, Racing And Cemeteries Employees Union (wa)	Payroll deductions		22.00	
EFT18605	11/04/2024	Vanguard Print	MONTHLY STORAGE AND BROCHURE DISTRIBUTION COSTS	1		290.81
INV 0004172629/03/2024		Vanguard Print	MONTHLY STORAGE AND BROCHURE DISTRIBUTION COSTS		290.81	
EFT18606	18/04/2024	4 Rivers Plumbing Gas & Civil Contracting WA	NEW TAP ASSEMBLY FOR RCP	1		6,439.38
INV 0000437015/04/2024		4 Rivers Plumbing Gas & Civil Contracting WA	PUMP OUT AND DISPOSE OF SEPTIC WASTE AT WEST BEACH TOILET AND TRACKING FEE		2,039.00	
INV 0000438516/04/2024		4 Rivers Plumbing Gas & Civil Contracting WA	NEW TAP ASSEMBLY FOR RCP		2,321.33	
INV 0000438416/04/2024		4 Rivers Plumbing Gas & Civil Contracting WA	PUMP OUT RAVENSTHORPE TENNIS COURT FOR DUMP POINT PROJECT ADN TRACKING FEE		720.00	
INV 0000438116/04/2024		4 Rivers Plumbing Gas & Civil Contracting WA	REPLACE INSTANT GAS HOT WATER SERVICE AT HOPEY SENIOR CITIZENS		1,359.05	
EFT18607	18/04/2024	ASSA ABLOY	KEY IN KNOB SINGLE CYL EXTERIOR DEADLATCH X2	1		103.49
INV IN02718515/04/2024		ASSA ABLOY	KEY IN KNOB SINGLE CYL EXTERIOR DEADLATCH X2		103.49	
EFT18608	18/04/2024	Albany Mediation Services	STAFF MEDIATION SERVICES - INTAKE SESSIONS	1		570.00
INV A24007	16/04/2024	Albany Mediation Services	STAFF MEDIATION SERVICES - INTAKE SESSIONS		570.00	
EFT18609	18/04/2024	Allied Co Commercial Pty Ltd	SUPPLY AND DELIVERY OF NEW PUMP FOR HOPETOUN COMMUNITY CENTRE AS PER QUOTE#77602.02 DATED 12 FEB 2024.	1		10,587.96

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 14

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 305084	10/04/2024	Allied Co Commercial Pty Ltd	SUPPLY AND DELIVERY OF NEW PUMP FOR HOPETOUN COMMUNITY CENTRE AS PER QUOTE#77602.02 DATED 12 FEB 2024.		10,587.96	
EFT18610	18/04/2024	Anthony John Gallagher	DIAGNOSIS AND CALL OUT TO INSPECT AIR CONDITIONING INSTALLATION AT 30 KINGSMILL STREET, RAVENSTHORPE	1		583.00
INV 7018	08/04/2024	Anthony John Gallagher	DIAGNOSIS AND CALL OUT TO INSPECT AIR CONDITIONING INSTALLATION AT 30 KINGSMILL STREET, RAVENSTHORPE		583.00	
EFT18611	18/04/2024	Australian Government Child Support Agency	Payroll deductions	1		66.72
INV DEDUCT15/04/2024	15/04/2024	Australian Government Child Support Agency	Payroll deductions		66.72	
EFT18612	18/04/2024	Australian Taxation Office (ATO)	BAS RETURN FOR MARCH 2024	1		22,732.00
INV BAS MAH7/04/2024	07/04/2024	Australian Taxation Office (ATO)	BAS RETURN FOR MARCH 2024		22,732.00	
EFT18613	18/04/2024	Australian Taxation Office (ATO) PAYG	Payroll deductions	1		50,236.00
INV DEDUCT15/04/2024	15/04/2024	Australian Taxation Office (ATO) PAYG	Payroll deductions		49,956.00	
INV DEDUCT15/04/2024	15/04/2024	Australian Taxation Office (ATO) PAYG	Payroll deductions		280.00	
EFT18614	18/04/2024	Benjamin Delaney	GYM FOB BOND REFUND	1		30.00
INV T2559	18/04/2024	Benjamin Delaney	GYM FOB BOND REFUND	1	30.00	
EFT18615	18/04/2024	Bob Waddell	TECHNICAL SUPPORT FOR UPDATE OF CASH BUDGET MODEL AND 2024/25 STATUTORY BUDGET - MARCH 2024	1		1,155.00
INV 3846	15/04/2024	Bob Waddell	TECHNICAL SUPPORT FOR UPDATE OF CASH BUDGET MODEL AND 2024/25 STATUTORY BUDGET - MARCH 2024		1,155.00	
EFT18616	18/04/2024	Building And Construction Industry Training Board	BCTIF LEVY PAYMENT - INV-221641-M4W7D4 - B24-03	1		5,818.25
INV INV-221604/04/2024	04/04/2024	Building And Construction Industry Training Board	BCTIF LEVY PAYMENT - INV-221641-M4W7D4 - B24-03		5,591.75	
INV INV-221604/04/2024	04/04/2024	Building And Construction Industry Training Board	BCTIF LEVY PAYMENT - INV-221643-F9S5W6 - B24-04		134.75	
INV INV-221604/04/2024	04/04/2024	Building And Construction Industry Training Board	BCTIF LEVY PAYMENT - INV-221645-G5L4D4 - B24-07		91.75	

Date: 10/05/2024
 Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
 PAGE: 15

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT18617	18/04/2024	Building and Energy, Department of Mines, Industry Regulation and Safety	BSL RETURN - MARCH 2024	1		120.15
INV MAR 24	18/04/2024	Building and Energy, Department of Mines, Industry Regulation and Safety	BSL RETURN - MARCH 2024		120.15	
EFT18618	18/04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 15/04/2024	1		485.00
INV SAL SAC15	04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 15/04/2024		485.00	
EFT18619	18/04/2024	Community Spirit Newspaper Inc	DOUBLE PAGE ADVERTORIAL FOR ISSUE 6 PAGE 12 & 13	1		342.00
INV 0002611411	04/2024	Community Spirit Newspaper Inc	DOUBLE PAGE ADVERTORIAL FOR ISSUE 6 PAGE 12 & 13		342.00	
EFT18620	18/04/2024	Corsign WA	SIGNAGE AND SUNDRIES AS PER QUOTE 83085	1		1,307.90
INV 0008308509	04/2024	Corsign WA	SIGNAGE AND SUNDRIES AS PER QUOTE 83085		1,307.90	
EFT18621	18/04/2024	Department of Transport	RELEASE OF INFORMATION REQUESTS	1		19.85
INV 8047896	06/10/2023	Department of Transport	RELEASE OF INFORMATION REQUESTS		19.85	
EFT18622	18/04/2024	Dion Stasev	GYM FOB BOND REFUND	1		30.00
INV T2537	18/04/2024	Dion Stasev	GYM FOB BOND REFUND	1	30.00	
EFT18623	18/04/2024	Edward Hicks	GYM FOB BOND REFUND	1		30.00
INV T2521	17/04/2024	Edward Hicks	GYM FOB BOND REFUND	1	30.00	
EFT18624	18/04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 15/04/2024	1		480.00
INV SAL SAC15	04/2024		SALARY SACRIFICE - FORTNIGHT ENDING 15/04/2024		480.00	
EFT18625	18/04/2024	Four Barrell Cafe & Restaurant	CATERING FOR STRATEGIC COMMUNITY PLAN RAVENSTHORPE 27 MARCH 2024	1		440.00
INV IV00030018	04/2024	Four Barrell Cafe & Restaurant	CATERING FOR STRATEGIC COMMUNITY PLAN RAVENSTHORPE 27 MARCH 2024		440.00	
EFT18626	18/04/2024	Franke Services	25% PAYMENT 1 - DUNN ART STUDIO DEMOLISHION	1		9,700.00
INV INV-026215	04/2024	Franke Services	25% PAYMENT 1 - DUNN ART STUDIO DEMOLISHION		9,700.00	

Date: 10/05/2024
 Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
 PAGE: 16

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT18627	18/04/2024	Freight Lines Group	FREIGHT - SIGMA	1		918.58
INV 0017694012/04/2024		Freight Lines Group	FREIGHT - SIGMA		918.58	
EFT18628	18/04/2024	Gagandeep Kaur	CATERING FOR COUNCIL MEETING 16/04/2024 - PAX 12	1		600.00
INV 00008	17/04/2024	Gagandeep Kaur	CATERING FOR COUNCIL MEETING 16/04/2024 - PAX 12		600.00	
EFT18629	18/04/2024	Glass Suppliers	PLEASE SUPPLY AS PER YOUR QUOTE NO T1517/REV DATED 29-02-2024 FOR THE FOLLOWING ITEMS DIAMOND GRILLE SCREENS ALL IN MAGNOLIA 2/ 1.350 H M X 0.735M W & 2/ 1.350 H X 0.600M W	1		2,101.00
INV 60258	28/03/2024	Glass Suppliers	PLEASE SUPPLY AS PER YOUR QUOTE NO T1517/REV DATED 29-02-2024 FOR THE FOLLOWING ITEMS DIAMOND GRILLE SCREENS ALL IN MAGNOLIA 2/ 1.350 H M X 0.735M W & 2/ 1.350 H X 0.600M W		2,101.00	
EFT18630	18/04/2024	Government of Western Australia Gaming and Wagering Commission	UNEXPENDED GRANTS FUNDS - YEAR 1 2022/23 EVERY CLUB	1		27,753.00
INV R103760209/04/2024		Government of Western Australia Gaming and Wagering Commission	UNEXPENDED GRANTS FUNDS - YEAR 1 2022/23 EVERY CLUB		27,753.00	
EFT18631	18/04/2024	Himac Group Pty Ltd	7 TYNE RIPPER FOR CAT SKID AS PER EMAIL QUOTE 12/4/24 AND FREIGHT	1		3,482.60
INV SI-44894	15/04/2024	Himac Group Pty Ltd	7 TYNE RIPPER FOR CAT SKID AS PER EMAIL QUOTE 12/4/24 AND FREIGHT		3,482.60	
EFT18632	18/04/2024	Hinchys Auto Electric	QUOTE 709 - REPAIR SPRAYER PUMP INC TRAVEL TO/FROM AIRPORT	1		473.00
INV 0000072010/04/2024		Hinchys Auto Electric	QUOTE 709 - REPAIR SPRAYER PUMP INC TRAVEL TO/FROM AIRPORT		330.00	
INV 0000072110/04/2024		Hinchys Auto Electric	QUOTE 708- REPAIR POWER SUPPLY CABLE ON PORTABLE CTA. ITEM TO BE DROPPED OFF		143.00	
EFT18633	18/04/2024	Hollowpool Pty Ltd T/as North OZ Electrical Contracting	HOPETOUN SENIOR CITIZENS CENTRE - ELECTRICAL WORKS - KITCHEN PROJECT	1		1,268.30
INV INV-025810/04/2024		Hollowpool Pty Ltd T/as North OZ Electrical Contracting	HOPETOUN SENIOR CITIZENS CENTRE - ELECTRICAL WORKS - KITCHEN PROJECT		1,268.30	
EFT18634	18/04/2024	Hopetoun Ray White Rural South Coast Wa	8 France Street Rent	1		710.00

Date: 10/05/2024
 Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
 PAGE: 17

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 8 France	12/04/2024	Hopetoun Ray White Rural South Coast Wa	8 France Street Rent		460.00	
INV 3 Birdwo	12/04/2024	Hopetoun Ray White Rural South Coast Wa	3 Birdwood Street Rent		250.00	
EFT18635	18/04/2024	Hopetoun Senior Citizens	COMMUNITY DEVELOPMENT FUND	1		146.25
INV CDF	06/04/2024	Hopetoun Senior Citizens	COMMUNITY DEVELOPMENT FUND		146.25	
EFT18636	18/04/2024	Hopetoun Tyres & Batteries	265/65R17 TOYO AT3 - P696C RA222	1		860.20
INV INV-165112	04/2024	Hopetoun Tyres & Batteries	STRIP AND REPAIR 11R22.5 TYRE ON WATER TANKER 1TQB638 P713 AS PER QUOTE 0145 9/4/24		112.20	
INV INV-165513	04/2024	Hopetoun Tyres & Batteries	265/65R17 TOYO AT3 - P696C RA222		748.00	
EFT18637	18/04/2024	Indiji Flora	PRESCRIBED BURNS - MAF WORKS TREATMENT #26486	1		46,571.25
INV INV-073903	04/2024	Indiji Flora	PRESCRIBED BURNS - MAF WORKS TREATMENT #27348		5,390.00	
INV INV-073803	04/2024	Indiji Flora	PRESCRIBED BURNS - MAF WORKS TREATMENT #26486		21,931.25	
INV INV-074003	04/2024	Indiji Flora	MECHANICAL AND CHEMICAL TREATMENTS - MAF WORKS TREATMENT#26538		6,050.00	
INV INV-074112	04/2024	Indiji Flora	MECHANICAL AND CHEMICAL TREATMENTS - MAF WORKS TREATMENT #26598		13,200.00	
EFT18638	18/04/2024	Jerramungup Electrical	TRAVEL TO RAVENSTHORPE AIRPORT AND SOURCE FAULT IN PILOT ACTIVATED LIGHTING SYSTEM	1		616.00
INV INV-498308	04/2024	Jerramungup Electrical	TRAVEL TO RAVENSTHORPE AIRPORT AND SOURCE FAULT IN PILOT ACTIVATED LIGHTING SYSTEM		616.00	
EFT18639	18/04/2024	Kleen West Distributors	VARIOUS CLEANING SUPPLIES AS PER QUOTE 0093287 8/4/24	1		1,299.31
INV 00093287	11/04/2024	Kleen West Distributors	VARIOUS CLEANING SUPPLIES AS PER QUOTE 0093287 8/4/24		1,299.31	
EFT18640	18/04/2024	Komatsu Australia Pty Ltd	1 SUPPORT ASSEMBLY FOR KOMATSU 655 GRADER P706A AS PER QUOTE Q003673185 INCLUDING OVERNIGHT FREIGHT 5/4/24	1		1,144.85
INV 0036546906	04/2024	Komatsu Australia Pty Ltd	1 SUPPORT ASSEMBLY FOR KOMATSU 655 GRADER P706A AS PER QUOTE Q003673185 INCLUDING OVERNIGHT FREIGHT 5/4/24		1,144.85	

Date: 10/05/2024
 Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
 PAGE: 18

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT18641	18/04/2024	Landgate	SLIP SUBSCRIPTION RENEWAL FEE FOR PERIOD 18 MARCH 2024 - 17 MARCH 2025	1		2,533.00
INV 1369422	02/04/2024	Landgate	SLIP SUBSCRIPTION RENEWAL FEE FOR PERIOD 18 MARCH 2024 - 17 MARCH 2025		2,533.00	
EFT18642	18/04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 15/04/2024	1		548.00
INV SAL SAC15/04/2024		Employee	SALARY SACRIFICE - FORTNIGHT ENDING 15/04/2024		548.00	
EFT18643	18/04/2024	Livingston Medical Pty Ltd	PRE EMPLOYMENT MEDICAL INCL: D&A, HEARING & MUSKULOSKELETAL- NEW STAFF MEMBER	1		536.80
INV 4-14014-111/04/2024		Livingston Medical Pty Ltd	PRE EMPLOYMENT MEDICAL INCL: D&A, HEARING & MUSKULOSKELETAL- NEW STAFF MEMBER		536.80	
EFT18644	18/04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 15/04/2024	1		450.00
INV SAL SAC15/04/2024		Employee	SALARY SACRIFICE - FORTNIGHT ENDING 15/04/2024		450.00	
EFT18645	18/04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 15/04/2024	1		450.00
INV SAL SAC15/04/2024			SALARY SACRIFICE - FORTNIGHT ENDING 15/04/2024		450.00	
EFT18646	18/04/2024	Employee	REIMBURSEMENT FOR FACE MASK - GLOVES - JERRY CAN - METAL BOX	1		221.80
INV REIMBU16/04/2024			REIMBURSEMENT FOR FACE MASK - GLOVES - JERRY CAN - METAL BOX		221.80	
EFT18647	18/04/2024	Meridian Agencies (Weistermann Family Trust)	VARIOUS STATIONARY ITEMS	1		535.40
INV INV-142603/04/2024		Meridian Agencies (Weistermann Family Trust)	VARIOUS STATIONARY ITEMS		535.40	
EFT18648	18/04/2024	Palm Creations	CONTRACT CLEANING IN RAVENSTHORPE - 09/04/2024 - 15/04/2024	1		450.00
INV 68	15/04/2024	Palm Creations	CONTRACT CLEANING IN RAVENSTHORPE - 09/04/2024 - 15/04/2024		450.00	
EFT18649	18/04/2024	Perfect Computer Solutions Pty Ltd	2023/24 IT SERVICE DESK AND ASSOCIATED SUPPORT - 02/04/2024 - 10/04/2024	1		722.50
INV 28685	11/04/2024	Perfect Computer Solutions Pty Ltd	2023/24 IT SERVICE DESK AND ASSOCIATED SUPPORT - 02/04/2024 - 10/04/2024		722.50	

Date: 10/05/2024
 Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
 PAGE: 19

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT18650	18/04/2024	R And R Heavy Diesel Services	REMOVE AND REPLACE OPERATOR CAB SEAT ON P552 CATERPILLAR D6 DOZER, INCLUDING FREIGHT, AS PER ESTIMATE 6408 15/4/24	1		11,670.46
INV 7782	10/04/2024	R And R Heavy Diesel Services	REMOVE SUPPORT ASSEMBLY FROM GRADER - BROKEN PULLY BEARING ON KOMATSU GRADER RA-3828 P706A. PARTS SUPPLIED, FIT USED BELT, INCLUDES TRAVEL AS PER ESTIMATE 6380 9/4/24		1,329.62	
INV 7792	13/04/2024	R And R Heavy Diesel Services	CARRY OUT 50,000KM SERVICE, INSPECTION AND LUBRICATION ON HILUX 1GDJ-430 P732 AS PER ESTIMATE 6392 12/4/24		470.16	
INV 7791	13/04/2024	R And R Heavy Diesel Services	CARRY OUT 100,000KM SERVICE INSPECTION AND LUBRICATION, REPLACE WIPER BLADES ON HILUX RA-233 P677C AS PER ESTIMATE 6399 12/4/24		466.54	
INV 7789	13/04/2024	R And R Heavy Diesel Services	CARRY OUT 70,000KM LOGBOOK SERVICE AND INSPECTION, REPAIR L/H FRONT INDICATOR, CHECK FOR AIR LEAKS IN AIR BAGS, CLEAN AND TIGHTEN VALVES ON HILUX RA-3941 P700B AS PER ESTIMATE 6391 12/4/24		615.04	
INV 7801	13/04/2024	R And R Heavy Diesel Services	CARRY OUT 40,000KM SERVICE INSPECTION AND LUBRICATION, ON HILUX RA-235 P678B AS PER ESTIMATE 6398 12/4/24		724.23	
INV 7797	13/04/2024	R And R Heavy Diesel Services	DIAGNOSE OVERHEATING, REPLACE THERMOSTAT, TEST OLD ONES, TOP UP COOLANT ON HINO PRIME MOVER RA-3751 P721 AS PER ESTIMATE 6084 19/1/24		431.99	
INV 7804	15/04/2024	R And R Heavy Diesel Services	ESTIMATE# 6350- INSPECT AND REPAIR WATER PUMP - P696C RA222		67.52	
INV 7803	15/04/2024	R And R Heavy Diesel Services	REMOVE CORRODED TRANSMISSION RETURN PIPE, WELD FITTINGS AND MAKE UP HYDRAULIC HOSES ON CATERPILLAR D6 DOZER P552 AS PER ESTIMATE 6401 12/4/24		2,939.96	
INV 7805	16/04/2024	R And R Heavy Diesel Services	RA 3860 P698A TOYOTA HILUX SERVICE		601.05	
INV 7810	17/04/2024	R And R Heavy Diesel Services	REMOVE AND REPLACE OPERATOR CAB SEAT ON P552 CATERPILLAR D6 DOZER, INCLUDING FREIGHT, AS PER ESTIMATE 6408 15/4/24		4,024.35	
EFT18651	18/04/2024	Ravensthorpe Agencies	6 X 20KG GREY CEMENT AS PER QUOTE 0023 27/2/24	1		99.00

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 20

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 20700	28/02/2024	Ravensthorpe Agencies	6 X 20KG GREY CEMENT AS PER QUOTE 0023 27/2/24		99.00	
EFT18652	18/04/2024	Ravensthorpe Building Supplies	4 X ANCHOR DYNABOLTS, 2 X SLEEVE ANCHOR GALV, 1 X DRILL D105 31/64" AS PER RECEIPT 37550 29/2/24	1		44.85
INV 37564	29/02/2024	Ravensthorpe Building Supplies	4 X ANCHOR DYNABOLTS, 2 X SLEEVE ANCHOR GALV, 1 X DRILL D105 31/64" AS PER RECEIPT 37550 29/2/24		44.85	
EFT18653	18/04/2024	Ravensthorpe Handgun Club W38	USE OF FIREARM RANGE FOR RANGER TRAINING & TEST ADMINISTRATION	1		75.00
INV 3	07/04/2024	Ravensthorpe Handgun Club W38	USE OF FIREARM RANGE FOR RANGER TRAINING & TEST ADMINISTRATION		75.00	
EFT18654	18/04/2024	Refuel Australia Pty Ltd	KEROSENE CLEAR 1000L AS PER QUOTE NO 0340643	1		4,877.40
INV 0252461410/04/2024		Refuel Australia Pty Ltd	KEROSENE CLEAR 1000L AS PER QUOTE NO 0340643		4,877.40	
EFT18655	18/04/2024	Rodney Clarence Daw	CBFO REIMBURSEMENT FOR TELSTRA CHARGES TO 10/04/2024	1		82.14
INV REIMBU117/04/2024		Rodney Clarence Daw	CBFO REIMBURSEMENT FOR TELSTRA CHARGES TO 10/04/2024		82.14	
EFT18656	18/04/2024	Ruangyot Wiangnon	GYM FOB BOND REFUND	1		30.00
INV T2475	18/04/2024	Ruangyot Wiangnon	GYM FOB BOND REFUND	1	30.00	
EFT18657	18/04/2024	Shire of Ravensthorpe Social Club	Payroll deductions	1		215.00
INV DEDUCT15/04/2024		Shire of Ravensthorpe Social Club	Payroll deductions		215.00	
EFT18658	18/04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 15/04/2024	1		460.00
INV SAL SAC15/04/2024		Employee	SALARY SACRIFICE - FORTNIGHT ENDING 15/04/2024		460.00	
EFT18659	18/04/2024	Stantec Australia Pty Ltd	BLUE VISTA BFB ELECTRICAL CONNECTION AS PER EMAIL DATED 23/5/23	1		1,540.00
INV 1943315	10/04/2024	Stantec Australia Pty Ltd	BLUE VISTA BFB ELECTRICAL CONNECTION AS PER EMAIL DATED 23/5/23		1,540.00	
EFT18660	18/04/2024	Team Global Express Pty Ltd (TOLL)	FREIGHT - STEWART HEATON - CORSIGN - BEST OFFICE - INDUSTRIAL AIR	1		741.29

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 21

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 0609-S3007/04/2024		Team Global Express Pty Ltd (TOLL)	FREIGHT - STEWART HEATON - CORSIGN - BEST OFFICE - INDUSTRIAL AIR		422.62	
INV 0610-S3014/04/2024		Team Global Express Pty Ltd (TOLL)	FREIGHT - STEWART & HEATON - JOVY - CORSIGN		318.67	
EFT18661	18/04/2024	The Local Government, Racing And Cemeteries Employees Union (wa)	Payroll deductions	1		187.00
INV DEDUCT15/04/2024		The Local Government, Racing And Cemeteries Employees Union (wa)	Payroll deductions		176.00	
INV DEDUCT15/04/2024		The Local Government, Racing And Cemeteries Employees Union (wa)	Payroll deductions		11.00	
EFT18662	18/04/2024	The Trustee for Pendle Hill Trust T/as Steerdale Farms	2400M3 GRAVEL FOR LAURINA ROAD AS PER INVOICE INV-0021 11/3/24	1		5,280.00
INV INV-002111/03/2024		The Trustee for Pendle Hill Trust T/as Steerdale Farms	2400M3 GRAVEL FOR LAURINA ROAD AS PER INVOICE INV-0021 11/3/24		5,280.00	
EFT18663	18/04/2024	Employee	SALARY SACRIFICE - FORTNIGHT ENDING 15/04/2024	1		340.00
INV SAL SAC15/04/2024			SALARY SACRIFICE - FORTNIGHT ENDING 15/04/2024		340.00	
EFT18664	18/04/2024	Employee	REIMBURSEMENT FOR STAFF UNIFORM AND WORK BOOTS	1		404.84
INV REIMBU15/04/2024		Employee	REIMBURSEMENT FOR STAFF UNIFORM AND WORK BOOTS		404.84	
EFT18665	18/04/2024	Troy Recker	GYM FOB BOND REFUND	1		30.00
INV T2346	17/04/2024	Troy Recker	GYM FOB BOND REFUND	1	30.00	
EFT18666	18/04/2024	WA Rangers Association	WARA MEMBERSHIP - NEW FOR RANGER, RENEWAL 698 FOR SENIOR RANGER	1		240.00
INV 20	10/04/2024	WA Rangers Association	WARA MEMBERSHIP - NEW FOR RANGER, RENEWAL 698 FOR SENIOR RANGER		240.00	
EFT18667	18/04/2024	WINC Australia Pty Ltd	MONTHLY CONSUMABLES ORDER NET56986400	1		839.39
INV 9044970727/03/2024		WINC Australia Pty Ltd	MONTHLY CONSUMABLES ORDER NET56992816		319.02	
INV 9044976827/03/2024		WINC Australia Pty Ltd			520.37	
EFT18668	18/04/2024	ZenPay Pty Ltd	KINDYHUB SUBSCRIPTION - APRIL 2024	1		320.10

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 22

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV K0409-2609/04/2024		ZenPay Pty Ltd	KINDYHUB SUBSCRIPTION - APRIL 2024		157.30	
INV K0409-2609/04/2024		ZenPay Pty Ltd	KINDYHUB SUBSCRIPTION - APRIL 2024		162.80	
EFT18669	24/04/2024	4 Rivers Plumbing Gas & Civil Contracting WA	SUPPLY ONLY 1 X 80MM TELESCOPIC JOINER, 1 X 80MM PRESSURE TO 80MM FL, 1 X 40MM TELESCOPIC JOINER, 1 X 40MM SOCKET & 1 X 80MM SOCKET AS PER QUOTE 00004400 17/4/24	1		417.05
INV 0000441218/04/2024		4 Rivers Plumbing Gas & Civil Contracting WA	SUPPLY ONLY 1 X 80MM TELESCOPIC JOINER, 1 X 80MM PRESSURE TO 80MM FL, 1 X 40MM TELESCOPIC JOINER, 1 X 40MM SOCKET & 1 X 80MM SOCKET AS PER QUOTE 00004400 17/4/24		417.05	
EFT18670	24/04/2024	AMPAC Debt Recovery (WA) Pty Ltd	LEGAL CHARGES FOR DEBT RECOVERY 2023/2024 - RATES ONLY	1		269.50
INV 106240	12/04/2024	AMPAC Debt Recovery (WA) Pty Ltd	LEGAL CHARGES FOR DEBT RECOVERY 2023/2024 - RATES ONLY		269.50	
EFT18671	24/04/2024	Best Office Systems	PRINTER READINGS - RAVENSTHORPE OFFICE C659 & C550 - 20/03/2024 - 20/04/2024	1		1,312.28
INV 630433	24/04/2024	Best Office Systems	PRINTER READINGS - HOPETOUN OFFICE C558 - 20/03/2024 -20/04/2024		550.28	
INV 630432	24/04/2024	Best Office Systems	PRINTER READINGS - RAVENSTHORPE OFFICE C659 & C550 - 20/03/2024 - 20/04/2024		762.00	
EFT18672	24/04/2024	Countrywide Publications	FULL PAGE COLOUR ADVERT (210MM X 297MM) IN YOUR GUIDE TO PERTH + WESTERN AUSTRALIA 2024 EDITION PLUS WEBSITE LISTING	1		1,500.00
INV 29044	23/04/2024	Countrywide Publications	FULL PAGE COLOUR ADVERT (210MM X 297MM) IN YOUR GUIDE TO PERTH + WESTERN AUSTRALIA 2024 EDITION PLUS WEBSITE LISTING		1,500.00	
EFT18673	24/04/2024	Department of Transport (Shire Licensing)	LICENSE REGISTRATION FOR P758 1TVY746 - BOXTOP TRAILER - TO 31/07/2024	1		18.35
INV 1450421817/04/2024		Department of Transport (Shire Licensing)	LICENSE REGISTRATION FOR P758 1TVY746 - BOXTOP TRAILER - TO 31/07/2024		18.35	
EFT18674	24/04/2024	Esperance Fire Services	MONTHLY ROUTINE TESTING OF JACKING PUMP SITE IN MORGAN STREET, RAVENSTHORPE AS PER QUOTE Q0577 AND TRAVEL COSTS	1		324.50

Date: 10/05/2024
 Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
 PAGE: 23

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV S4989	17/04/2024	Esperance Fire Services	MONTHLY ROUTINE TESTING OF JACKING PUMP SITE IN MORGAN STREET, RAVENSTHORPE AS PER QUOTE Q0577 AND TRAVEL COSTS		324.50	
EFT18675	24/04/2024	Hopetoun Ray White Rural South Coast Wa	8 France Street Rent	1		710.00
INV 8 France	22/04/2024	Hopetoun Ray White Rural South Coast Wa	8 France Street Rent		460.00	
INV 3 Birdwo	22/04/2024	Hopetoun Ray White Rural South Coast Wa	3 Birdwood Street Rent		250.00	
EFT18676	24/04/2024	Madden Rural	4 X SM 216030 RHS GAL 100-100-3-8000MM AS PER QUOTE QU-0444 13/3/24	1		1,083.50
INV INV-225719	04/2024	Madden Rural	4 X SM 216030 RHS GAL 100-100-3-8000MM AS PER QUOTE QU-0444 13/3/24		1,083.50	
EFT18677	24/04/2024	Employee	REIMBURSEMENT FOR MEALS FOR FIRE VOLUNTEERS (INCLUDED IN MAF GRANT FUNDING)	1		633.96
INV REIMBU	23/04/2024		REIMBURSEMENT FOR MEALS FOR FIRE VOLUNTEERS (INCLUDED IN MAF GRANT FUNDING)		633.96	
EFT18678	24/04/2024	Palm Creations	CONTRACT CLEANING IN RAVENSTHORPE - 16/04/2024 - 22/04/2024	1		1,280.00
INV 69	22/04/2024	Palm Creations	CONTRACT CLEANING IN RAVENSTHORPE - 16/04/2024 - 22/04/2024		1,280.00	
EFT18679	24/04/2024	Employee	REIMBURSEMENT FOR MIRRORS IN HOPETOUN GYM	1		500.00
INV REIMBU	19/04/2024		REIMBURSEMENT FOR MIRRORS IN HOPETOUN GYM		500.00	
EFT18680	24/04/2024	Perfect Computer Solutions Pty Ltd	2023/24 IT SERVICE DESK AND ASSOCIATED SUPPORT - 11/04/2024 -15/04/2024	1		212.50
INV 28702	18/04/2024	Perfect Computer Solutions Pty Ltd	2023/24 IT SERVICE DESK AND ASSOCIATED SUPPORT - 11/04/2024 -15/04/2024		212.50	
EFT18681	24/04/2024	R Munns Engineering Consulting Services	GOPRO VIDEO OF ROAD NETWORK (INDEPENDENT OF ROAD SURVEY) AS PER QUOTATION RM24-G04 ON 6 JANUARY 2024	1		8,800.00
INV 774	20/04/2024	R Munns Engineering Consulting Services	GOPRO VIDEO OF ROAD NETWORK (INDEPENDENT OF ROAD SURVEY) AS PER QUOTATION RM24-G04 ON 6 JANUARY 2024		8,800.00	

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 24

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT18682	24/04/2024	Ravensthorpe Agencies	6 X GLYPHOSATE 570 ROUNDUP ULTRAMAX 20L AS PER QUOTE 0039 3/4/24	1		4,030.15
INV 21234	08/04/2024	Ravensthorpe Agencies	1 X BOX 24 MOLY GREASE CARTRIDGES 450GM AS PER QUOTE 0038 3/4/24		249.00	
INV 21302	08/04/2024	Ravensthorpe Agencies	6 X GLYPHOSATE 570 ROUNDUP ULTRAMAX 20L AS PER QUOTE 0039 3/4/24		1,156.32	
INV 21332	12/04/2024	Ravensthorpe Agencies	1 X OLIVER BOOTS FOR WORK CREW STAFF		199.00	
INV 21374	12/04/2024	Ravensthorpe Agencies	1 X STEELBLUE ARGYLE BLACK LACE-UP FOR WORKS CREW STAFF		246.00	
INV 21412	12/04/2024	Ravensthorpe Agencies	1 X HOSE REEL RED 25MM X 20M AND 1 X FIRE NOZZLE AS PER QUOTE 0044 11/4/24		560.00	
INV 21459	12/04/2024	Ravensthorpe Agencies	1 X ELBOW THREADED 3INCH AS PER QUOTE 0046 11/4/24		53.30	
INV 21460	12/04/2024	Ravensthorpe Agencies	1 X BALL VALVE 50MM & 1 X YCL200DP AS PER QUOTE 0047 11/4/24		88.88	
INV 21461	12/04/2024	Ravensthorpe Agencies	0 X THREAD TAPE, 1 X BALL VALVE METAL 1-1/2, 1 X THREADED TEE 1-1/2, 2 X NIPPLE 1-1/2, 1 X HOSE TAIL 1-1/2 & 1 X YCL150DP DUST PLUG AS PER QUOTE 0048 11/4/24		94.89	
INV 21471	12/04/2024	Ravensthorpe Agencies	1 X HOSE SUCTION GREY 38MM, 2 X HOSE CLAMP HD T-BOLT 44-47, 1 X HYPRO JOINER SHM100 AS PER QUOTE 0049 11/4/24		26.95	
INV 21614	16/04/2024	Ravensthorpe Agencies	GAS BOTTLE REFILL TO 29 DUNN STREET UNIT NO 1		190.00	
INV 21541	18/04/2024	Ravensthorpe Agencies	1 X AAB126ML-6-100 FILTER AND 1 X NIPPLE 1-1/2 AS PER QUOTE 0052 16/4/24		149.77	
INV 21500	18/04/2024	Ravensthorpe Agencies	20 X 20KG CEMENT GREY AS PER QUOTE 0050 16/4/24		330.00	
INV 21521	18/04/2024	Ravensthorpe Agencies	2 X 45KG GAS CYLINDERS DELIVERED TO PRECINCT AS PER QUOTE 0051 16/4/24		380.00	
INV 21585	18/04/2024	Ravensthorpe Agencies	4 X FLAGGING TAPE PINK AS PER QUOTE 0053 16/4/24		26.40	
INV 21605	18/04/2024	Ravensthorpe Agencies	6 X 20KG CEMENT RAPIDSET AS PER QUOTE 0055 17/4/24		90.00	
INV 21596	18/04/2024	Ravensthorpe Agencies	PIPES, ELBOWS, COUPLINGS AND CAPS AS PER QUOTE 0054 17/4/24		189.64	
EFT18683	24/04/2024	Ravensthorpe Building Supplies	SWAN RAPIDSET 20KG BAGS X12	1		203.25

Date: 10/05/2024
 Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
 PAGE: 25

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 38120	05/04/2024	Ravensthorpe Building Supplies	1 X 4KG SUDDEN IMPACT FOR ROSES AS PER RECEIPT 38120 5/4/24		38.00	
INV 38329	15/04/2024	Ravensthorpe Building Supplies	1 X HINGE GATE BALL BEARING LEFT HAND PACK OF 2 AS PER RECEIPT 38329 15/4/24		21.95	
INV 38330	15/04/2024	Ravensthorpe Building Supplies	10 X PRYDA MULTIGRIP GALV 1MM 100X35MM AS PER RECEIPT 38330 15/4/24		9.50	
INV 38423	22/04/2024	Ravensthorpe Building Supplies	SWAN RAPIDSET 20KG BAGS X12		133.80	
EFT18684	24/04/2024	Sling Lift and Rigging PTY LTD	2 X SAFETY HARNESS FULL BODY, 2 X 2.0MTR TEAR WEB LANYARD W/ SHOCK ABSORBER AND DA SNAP HOOKS & 2 X 25MTR ADJUSTABLE ROPE LINES C/W TAK'S AS PER QUOTE 00112602 17/4/24	1		1,012.00
INV 0011260217/04/2024		Sling Lift and Rigging PTY LTD	2 X SAFETY HARNESS FULL BODY, 2 X 2.0MTR TEAR WEB LANYARD W/ SHOCK ABSORBER AND DA SNAP HOOKS & 2 X 25MTR ADJUSTABLE ROPE LINES C/W TAK'S AS PER QUOTE 00112602 17/4/24		1,012.00	
EFT18685	24/04/2024	WA Fuel Supply PTY LTD	18,000 LITRES OF DIESEL - APRIL 2024	1		37,390.32
INV 0016945617/04/2024		WA Fuel Supply PTY LTD	18,000 LITRES OF DIESEL - APRIL 2024		37,390.32	
EFT18686	24/04/2024	WA Tyre Recovery	BALING AND REMOVAL OF TYRES FROM RAVENSTHORPE LANDFILL SITE AS PER ESTIMATED QUANTITIES INCLUDING TRACKING FEE	1		4,909.65
INV INV-287018/04/2024		WA Tyre Recovery	BALING AND REMOVAL OF TYRES FROM RAVENSTHORPE LANDFILL SITE AS PER ESTIMATED QUANTITIES INCLUDING TRACKING FEE		4,909.65	
DD7327.1	01/04/2024	Aware Super	Payroll deductions	1		13,310.30
INV SUPER	01/04/2024	Aware Super	Superannuation contributions	1	11,034.61	
INV DEDUCT01/04/2024		Aware Super	Payroll deductions	1	473.75	
INV DEDUCT01/04/2024		Aware Super	Payroll deductions	1	1,326.92	
INV DEDUCT01/04/2024		Aware Super	Payroll deductions	1	448.08	
INV DEDUCT01/04/2024		Aware Super	Payroll deductions	1	26.94	
DD7327.2	01/04/2024	C-Bus Super	Payroll deductions	1		955.75

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 26

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	01/04/2024	C-Bus Super	Superannuation contributions	1	904.38	
INV DEDUCT	01/04/2024	C-Bus Super	Payroll deductions	1	51.37	
DD7327.3	01/04/2024	MLC Superannuation	Superannuation contributions	1		535.39
INV SUPER	01/04/2024	MLC Superannuation	Superannuation contributions	1	535.39	
DD7327.4	01/04/2024	Employee	Payroll deductions	1		1,064.80
INV SUPER	01/04/2024		Superannuation contributions	1	811.28	
INV DEDUCT	01/04/2024		Payroll deductions	1	253.52	
DD7327.5	01/04/2024	IOOF Lifetrack Personal Super	Superannuation contributions	1		18.12
INV SUPER	01/04/2024	IOOF Lifetrack Personal Super	Superannuation contributions	1	18.12	
DD7327.6	01/04/2024	Resolution Life Australasia Limited SUPER	Superannuation contributions	1		84.03
INV SUPER	01/04/2024	Resolution Life Australasia Limited SUPER	Superannuation contributions	1	84.03	
DD7327.7	01/04/2024	Commonwealth Essential Super	Superannuation contributions	1		278.88
INV SUPER	01/04/2024	Commonwealth Essential Super	Superannuation contributions	1	278.88	
DD7327.8	01/04/2024	Australian Super Pty Ltd	Superannuation contributions	1		600.48
INV SUPER	01/04/2024	Australian Super Pty Ltd	Superannuation contributions	1	600.48	
DD7327.9	01/04/2024	Public Sector Superannuation Accumulation Plan (PSSap)	Payroll deductions	1		637.35
INV SUPER	01/04/2024	Public Sector Superannuation Accumulation Plan (PSSap)	Superannuation contributions	1	485.60	
INV DEDUCT	01/04/2024	Public Sector Superannuation Accumulation Plan (PSSap)	Payroll deductions	1	151.75	
DD7348.1	15/04/2024	Aware Super	Payroll deductions	1		13,736.36
INV SUPER	15/04/2024	Aware Super	Superannuation contributions	1	11,436.86	

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 27

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV DEDUCT	15/04/2024	Aware Super	Payroll deductions	1	502.40	
INV DEDUCT	15/04/2024	Aware Super	Payroll deductions	1	1,326.92	
INV DEDUCT	15/04/2024	Aware Super	Payroll deductions	1	448.08	
INV DEDUCT	15/04/2024	Aware Super	Payroll deductions	1	22.10	
DD7348.2	15/04/2024	C-Bus Super	Superannuation contributions	1		791.36
INV SUPER	15/04/2024	C-Bus Super	Superannuation contributions	1	791.36	
DD7348.3	15/04/2024	MLC Superannuation	Superannuation contributions	1		535.39
INV SUPER	15/04/2024	MLC Superannuation	Superannuation contributions	1	535.39	
DD7348.4	15/04/2024	Employee	Payroll deductions	1		1,064.80
INV SUPER	15/04/2024		Superannuation contributions	1	811.28	
INV DEDUCT	15/04/2024		Payroll deductions	1	253.52	
DD7348.5	15/04/2024	Resolution Life Australasia Limited SUPER	Superannuation contributions	1		81.74
INV SUPER	15/04/2024	Resolution Life Australasia Limited SUPER	Superannuation contributions	1	81.74	
DD7348.6	15/04/2024	Commonwealth Essential Super	Superannuation contributions	1		278.88
INV SUPER	15/04/2024	Commonwealth Essential Super	Superannuation contributions	1	278.88	
DD7348.7	15/04/2024	Australian Super Pty Ltd	Superannuation contributions	1		726.70
INV SUPER	15/04/2024	Australian Super Pty Ltd	Superannuation contributions	1	726.70	
DD7348.8	15/04/2024	Public Sector Superannuation Accumulation Plan (PSSap)	Payroll deductions	1		479.80
INV SUPER	15/04/2024	Public Sector Superannuation Accumulation Plan (PSSap)	Superannuation contributions	1	365.56	
INV DEDUCT	15/04/2024	Public Sector Superannuation Accumulation Plan (PSSap)	Payroll deductions	1	114.24	

Date: 10/05/2024
 Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
 PAGE: 28

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD7348.9	15/04/2024	Australian Retirement Trust	Superannuation contributions	1		315.20
INV SUPER	15/04/2024	Australian Retirement Trust	Superannuation contributions	1	315.20	
DD7364.1	21/04/2024	BANKWEST Corporate Mastercard	MARCH 2024 STATEMENT - BANKWEST	1		14,196.32
INV MAR 24	21/04/2024	BANKWEST Corporate Mastercard	MARCH 2024 STATEMENT - WORKS SUPERVISOR	1	994.05	
INV MAR 24	21/04/2024	BANKWEST Corporate Mastercard	MARCH 2024 - STATEMENT - MANAGER OF CHILDCARE SERVICES	1	457.87	
INV MAR 24	21/04/2024	BANKWEST Corporate Mastercard	MARCH 2024 - STATEMENT - COMMUNITY EMERGENCIES SERVICES MANAGER	1	1,982.58	
INV MAR 24	21/04/2024	BANKWEST Corporate Mastercard	MARCH 2024 - STATEMENT - EXECUTIVE MANAGER CORPORATE SERVICES	1	4,362.98	
INV MAR 24	21/04/2024	BANKWEST Corporate Mastercard	MARCH 2024 - STATEMENT - EXECUTIVE MANAGER INFRASTRUCTURE SERVICES	1	945.76	
INV MAR 24	21/04/2024	BANKWEST Corporate Mastercard	MARCH 2024 - STATEMENT - EXECUTIVE MANAGER PROJECT & REGULATORY SERVICES	1	30.00	
INV MAR 24	21/04/2024	BANKWEST Corporate Mastercard	MARCH 2024 - STATEMENT - CHIEF EXECUTIVE OFFICER	1	5,308.75	
INV MAR 24	21/04/2024	BANKWEST Corporate Mastercard	MARCH 2024 STATEMENT - BANKWEST	1	114.33	
DD7371.1	29/04/2024	Aware Super	Payroll deductions	1		13,877.82
INV SUPER	29/04/2024	Aware Super	Superannuation contributions	1	11,594.50	
INV DEDUCT	29/04/2024	Aware Super	Payroll deductions	1	491.22	
INV DEDUCT	29/04/2024	Aware Super	Payroll deductions	1	1,326.92	
INV DEDUCT	29/04/2024	Aware Super	Payroll deductions	1	448.08	
INV DEDUCT	29/04/2024	Aware Super	Payroll deductions	1	17.10	
DD7371.2	29/04/2024	C-Bus Super	Superannuation contributions	1		802.14
INV SUPER	29/04/2024	C-Bus Super	Superannuation contributions	1	802.14	
DD7371.3	29/04/2024	MLC Superannuation	Superannuation contributions	1		535.39
INV SUPER	29/04/2024	MLC Superannuation	Superannuation contributions	1	535.39	

Date: 10/05/2024
 Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
 PAGE: 29

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD7371.4	29/04/2024	Employee	Payroll deductions	1		1,064.80
INV SUPER	29/04/2024		Superannuation contributions	1	811.28	
INV DEDUCT	29/04/2024		Payroll deductions	1	253.52	
DD7371.5	29/04/2024	IEOF Lifetrack Personal Super	Superannuation contributions	1		97.85
INV SUPER	29/04/2024	IEOF Lifetrack Personal Super	Superannuation contributions	1	97.85	
DD7371.6	29/04/2024	Resolution Life Australasia Limited SUPER	Superannuation contributions	1		90.90
INV SUPER	29/04/2024	Resolution Life Australasia Limited SUPER	Superannuation contributions	1	90.90	
DD7371.7	29/04/2024	Commonwealth Essential Super	Superannuation contributions	1		278.88
INV SUPER	29/04/2024	Commonwealth Essential Super	Superannuation contributions	1	278.88	
DD7371.8	29/04/2024	Australian Super Pty Ltd	Superannuation contributions	1		748.58
INV SUPER	29/04/2024	Australian Super Pty Ltd	Superannuation contributions	1	748.58	
DD7371.9	29/04/2024	Public Sector Superannuation Accumulation Plan (PSSap)	Payroll deductions	1		545.21
INV SUPER	29/04/2024	Public Sector Superannuation Accumulation Plan (PSSap)	Superannuation contributions	1	415.40	
INV DEDUCT	29/04/2024	Public Sector Superannuation Accumulation Plan (PSSap)	Payroll deductions	1	129.81	
DD7373.1	30/04/2024	Department of Transport (Shire Licensing)	DOT PAYMENT BY AUTHORITY - APRIL 2024	1		39,890.05
INV APR 24	30/04/2024	Department of Transport (Shire Licensing)	DOT PAYMENT BY AUTHORITY - APRIL 2024	1	39,890.05	
DD7373.2	30/04/2024	Water Corporation	WATER CORPORATION PAYMENT BY AUTHORITY - APRIL 2024	1		5,472.37
INV APR 24	30/04/2024	Water Corporation	WATER CORPORATION PAYMENT BY AUTHORITY - APRIL 2024	1	5,472.37	
DD7373.3	17/04/2024	Synergy	SYNERGY PAYMENT BY AUTHORITY - APRIL 2024	1		10,281.00

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 30

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV APR 24	17/04/2024	Synergy	SYNERGY PAYMENT BY AUTHORITY - APRIL 2024	1	10,281.00	
DD7373.4	02/04/2024	WA Treasury Corporation (WATC)	WA TREASURY PAYMENT BY AUTHORITY - APRIL 2024	1		12,172.18
INV APR 24	02/04/2024	WA Treasury Corporation (WATC)	WA TREASURY PAYMENT BY AUTHORITY - APRIL 2024	1	12,172.18	
DD7373.5	05/04/2024	Fleetcare Pty Ltd	FLEETCARE PAYMENT BY AUTHORITY - APRIL 2024	1		1,474.30
INV APR 24	05/04/2024	Fleetcare Pty Ltd	FLEETCARE PAYMENT BY AUTHORITY - APRIL 2024	1	1,474.30	
DD7373.6	15/04/2024	SG Fleet	SG FLEET PAYMENT BY AUTHORITY - APRIL 2024	1		13,236.15
INV APR 24	15/04/2024	SG Fleet	SG FLEET PAYMENT BY AUTHORITY - APRIL 2024	1	13,236.15	
DD7377.1	07/04/2024	Childcare EasyPay	Chilcare Easypay Zenpay - Direct Debit Processing April 2024	5		55.13
INV 007738-2	07/04/2024	Childcare EasyPay	Chilcare Easypay Zenpay - Direct Debit Processing April 2024	5	31.10	
INV 007721-2	07/04/2024	Childcare EasyPay	Chilcare Easypay Zenpay - Direct Debit Processing April 2024	5	24.03	
DD7327.10	01/04/2024	Australian Retirement Trust	Superannuation contributions	1		315.20
INV SUPER	01/04/2024	Australian Retirement Trust	Superannuation contributions	1	315.20	
DD7327.11	01/04/2024	Uni Super	Payroll deductions	1		165.56
INV SUPER	01/04/2024	Uni Super	Superannuation contributions	1	113.82	
INV DEDUCT	01/04/2024	Uni Super	Payroll deductions	1	51.74	
DD7327.12	01/04/2024	Mercer SmartSuper	Payroll deductions	1		1,913.23
INV SUPER	01/04/2024	Mercer SmartSuper	Superannuation contributions	1	1,592.61	
INV DEDUCT	01/04/2024	Mercer SmartSuper	Payroll deductions	1	320.62	
DD7327.13	01/04/2024	Prime Super	Superannuation contributions	1		278.88
INV SUPER	01/04/2024	Prime Super	Superannuation contributions	1	278.88	
DD7327.14	01/04/2024	WA Local Government Super Plan	Payroll deductions	1		1,758.34
INV DEDUCT	01/04/2024	WA Local Government Super Plan	Payroll deductions	1	360.00	

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 31

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV DEDUCT01/04/2024		WA Local Government Super Plan	Payroll deductions	1	209.26	
INV DEDUCT01/04/2024		WA Local Government Super Plan	Payroll deductions	1	925.42	
INV DEDUCT01/04/2024		WA Local Government Super Plan	Payroll deductions	1	52.73	
INV DEDUCT01/04/2024		WA Local Government Super Plan	Payroll deductions	1	210.93	
DD7327.15	01/04/2024	Australian Superannuation (Formally Westscheme)	Payroll deductions	1		2,440.80
INV DEDUCT01/04/2024		Australian Superannuation (Formally Westscheme)	Payroll deductions	1	200.43	
INV SUPER	01/04/2024	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	2,098.78	
INV DEDUCT01/04/2024		Australian Superannuation (Formally Westscheme)	Payroll deductions	1	141.59	
DD7327.16	01/04/2024	BUSSQ	Superannuation contributions	1		532.40
INV DEDUCT01/04/2024		BUSSQ	Payroll deductions	1	126.76	
INV SUPER	01/04/2024	BUSSQ	Superannuation contributions	1	405.64	
DD7327.17	01/04/2024	Colonial First State	Superannuation contributions	1		1,110.66
INV DEDUCT01/04/2024		Colonial First State	Payroll deductions	1	25.00	
INV DEDUCT01/04/2024		Colonial First State	Payroll deductions	1	258.49	
INV SUPER	01/04/2024	Colonial First State	Superannuation contributions	1	827.17	
DD7327.18	01/04/2024	Hostplus Superannuation	Superannuation contributions	1		1,917.00
INV DEDUCT01/04/2024		Hostplus Superannuation	Payroll deductions	1	176.99	
INV DEDUCT01/04/2024		Hostplus Superannuation	Payroll deductions	1	96.09	
INV SUPER	01/04/2024	Hostplus Superannuation	Superannuation contributions	1	1,643.92	
DD7327.19	01/04/2024	MLC MasterKey Business Super	Payroll deductions	1		167.31
INV DEDUCT01/04/2024		MLC MasterKey Business Super	Payroll deductions	1	167.31	
DD7327.20	01/04/2024	IOOF Employer Super	Superannuation contributions	1		1,114.42
INV DEDUCT01/04/2024		IOOF Employer Super	Payroll deductions	1	500.00	

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 32

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	01/04/2024	IOOF Employer Super	Superannuation contributions	1	614.42	
DD7327.21	01/04/2024	Rest Superannuation	Superannuation contributions	1		890.00
INV DEDUCT	01/04/2024	Rest Superannuation	Payroll deductions	1	126.76	
INV SUPER	01/04/2024	Rest Superannuation	Superannuation contributions	1	763.24	
DD7327.22	01/04/2024	The Trustee for Ronnie and Evelyn Superannuation	Superannuation contributions	1		414.74
INV SUPER	01/04/2024	The Trustee for Ronnie and Evelyn Superannuation	Superannuation contributions	1	414.74	
DD7348.10	15/04/2024	Uni Super	Payroll deductions	1		264.34
INV SUPER	15/04/2024	Uni Super	Superannuation contributions	1	201.40	
INV DEDUCT	15/04/2024	Uni Super	Payroll deductions	1	62.94	
DD7348.11	15/04/2024	Prime Super	Superannuation contributions	1		278.88
INV SUPER	15/04/2024	Prime Super	Superannuation contributions	1	278.88	
DD7348.12	15/04/2024	Mercer SmartSuper	Payroll deductions	1		1,913.23
INV SUPER	15/04/2024	Mercer SmartSuper	Superannuation contributions	1	1,592.61	
INV DEDUCT	15/04/2024	Mercer SmartSuper	Payroll deductions	1	320.62	
DD7348.13	15/04/2024	WA Local Government Super Plan	Payroll deductions	1		1,773.78
INV DEDUCT	15/04/2024	WA Local Government Super Plan	Payroll deductions	1	360.00	
INV DEDUCT	15/04/2024	WA Local Government Super Plan	Payroll deductions	1	209.26	
INV DEDUCT	15/04/2024	WA Local Government Super Plan	Payroll deductions	1	940.86	
INV DEDUCT	15/04/2024	WA Local Government Super Plan	Payroll deductions	1	52.73	
INV DEDUCT	15/04/2024	WA Local Government Super Plan	Payroll deductions	1	210.93	
DD7348.14	15/04/2024	Australian Superannuation (Formally Westscheme)	Payroll deductions	1		2,523.97
INV DEDUCT	15/04/2024	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	206.41	

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 33

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	15/04/2024	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	2,175.97	
INV DEDUCT	15/04/2024	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	141.59	
DD7348.15	15/04/2024	BUSSQ	Superannuation contributions	1		532.40
INV DEDUCT	15/04/2024	BUSSQ	Payroll deductions	1	126.76	
INV SUPER	15/04/2024	BUSSQ	Superannuation contributions	1	405.64	
DD7348.16	15/04/2024	Colonial First State	Superannuation contributions	1		1,110.66
INV DEDUCT	15/04/2024	Colonial First State	Payroll deductions	1	25.00	
INV DEDUCT	15/04/2024	Colonial First State	Payroll deductions	1	258.49	
INV SUPER	15/04/2024	Colonial First State	Superannuation contributions	1	827.17	
DD7348.17	15/04/2024	Hostplus Superannuation	Superannuation contributions	1		1,873.08
INV DEDUCT	15/04/2024	Hostplus Superannuation	Payroll deductions	1	166.88	
INV DEDUCT	15/04/2024	Hostplus Superannuation	Payroll deductions	1	96.09	
INV SUPER	15/04/2024	Hostplus Superannuation	Superannuation contributions	1	1,610.11	
DD7348.18	15/04/2024	MLC MasterKey Business Super	Payroll deductions	1		167.31
INV DEDUCT	15/04/2024	MLC MasterKey Business Super	Payroll deductions	1	167.31	
DD7348.19	15/04/2024	IOOF Employer Super	Superannuation contributions	1		1,199.28
INV DEDUCT	15/04/2024	IOOF Employer Super	Payroll deductions	1	500.00	
INV SUPER	15/04/2024	IOOF Employer Super	Superannuation contributions	1	699.28	
DD7348.20	15/04/2024	Rest Superannuation	Superannuation contributions	1		890.92
INV DEDUCT	15/04/2024	Rest Superannuation	Payroll deductions	1	126.76	
INV SUPER	15/04/2024	Rest Superannuation	Superannuation contributions	1	764.16	
DD7348.21	15/04/2024	Employee	Superannuation contributions	1		414.74

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 34

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	15/04/2024	Employee	Superannuation contributions	1	414.74	
DD7371.10	29/04/2024	Australian Retirement Trust	Superannuation contributions	1		315.20
INV SUPER	29/04/2024	Australian Retirement Trust	Superannuation contributions	1	315.20	
DD7371.11	29/04/2024	Uni Super	Payroll deductions	1		255.95
INV SUPER	29/04/2024	Uni Super	Superannuation contributions	1	195.01	
INV DEDUCT	29/04/2024	Uni Super	Payroll deductions	1	60.94	
DD7371.12	29/04/2024	Mercer SmartSuper	Payroll deductions	1		1,937.57
INV SUPER	29/04/2024	Mercer SmartSuper	Superannuation contributions	1	1,613.55	
INV DEDUCT	29/04/2024	Mercer SmartSuper	Payroll deductions	1	324.02	
DD7371.13	29/04/2024	Prime Super	Superannuation contributions	1		278.88
INV SUPER	29/04/2024	Prime Super	Superannuation contributions	1	278.88	
DD7371.14	29/04/2024	WA Local Government Super Plan	Payroll deductions	1		1,793.92
INV DEDUCT	29/04/2024	WA Local Government Super Plan	Payroll deductions	1	360.00	
INV DEDUCT	29/04/2024	WA Local Government Super Plan	Payroll deductions	1	212.92	
INV DEDUCT	29/04/2024	WA Local Government Super Plan	Payroll deductions	1	957.34	
INV DEDUCT	29/04/2024	WA Local Government Super Plan	Payroll deductions	1	52.73	
INV DEDUCT	29/04/2024	WA Local Government Super Plan	Payroll deductions	1	210.93	
DD7371.15	29/04/2024	Australian Superannuation (Formally Westscheme)	Payroll deductions	1		2,539.48
INV DEDUCT	29/04/2024	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	215.67	
INV SUPER	29/04/2024	Australian Superannuation (Formally Westscheme)	Superannuation contributions	1	2,165.03	
INV DEDUCT	29/04/2024	Australian Superannuation (Formally Westscheme)	Payroll deductions	1	158.78	
DD7371.16	29/04/2024	BUSSQ	Superannuation contributions	1		569.68

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 35

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV DEDUCT	29/04/2024	BUSSQ	Payroll deductions	1	135.64	
INV SUPER	29/04/2024	BUSSQ	Superannuation contributions	1	434.04	
DD7371.17	29/04/2024	Colonial First State	Superannuation contributions	1		1,244.18
INV DEDUCT	29/04/2024	Colonial First State	Payroll deductions	1	25.00	
INV DEDUCT	29/04/2024	Colonial First State	Payroll deductions	1	290.28	
INV SUPER	29/04/2024	Colonial First State	Superannuation contributions	1	928.90	
DD7371.18	29/04/2024	Hostplus Superannuation	Superannuation contributions	1		1,974.62
INV DEDUCT	29/04/2024	Hostplus Superannuation	Payroll deductions	1	176.99	
INV DEDUCT	29/04/2024	Hostplus Superannuation	Payroll deductions	1	85.54	
INV SUPER	29/04/2024	Hostplus Superannuation	Superannuation contributions	1	1,712.09	
DD7371.19	29/04/2024	MLC MasterKey Business Super	Payroll deductions	1		167.31
INV DEDUCT	29/04/2024	MLC MasterKey Business Super	Payroll deductions	1	167.31	
DD7371.20	29/04/2024	IOOF Employer Super	Superannuation contributions	1		1,130.47
INV DEDUCT	29/04/2024	IOOF Employer Super	Payroll deductions	1	500.00	
INV SUPER	29/04/2024	IOOF Employer Super	Superannuation contributions	1	630.47	
DD7371.21	29/04/2024	Rest Superannuation	Superannuation contributions	1		896.43
INV DEDUCT	29/04/2024	Rest Superannuation	Payroll deductions	1	126.76	
INV SUPER	29/04/2024	Rest Superannuation	Superannuation contributions	1	769.67	
DD7371.22	29/04/2024	Employee	Superannuation contributions	1		414.74
INV SUPER	29/04/2024		Superannuation contributions	1	414.74	

Date: 10/05/2024
Time: 4:12:34PM

Shire of Ravensthorpe
Creditors List of Accounts Paid - April 2024

USER: Mackenzie Barnsby
PAGE: 36

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
---------------------------	-------------	-------------	----------------------------	----------------------	-----------------------	---------------

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	Municipal Bank Account	1,069,926.65
5	Childcare Operating Account	55.13
TOTAL		1,069,981.78

02 March 2024 to 02 April 2024

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

Business Credit Card - Chief Executive Officer

Date	Payment to	Description	Amount	GST
3/5/2024	A&H Frameshop	Plaque	\$ 42.00	\$ 3.82
3/5/2024	Rise merchandise	Shire merchandise	\$ 623.00	\$ 56.64
3/5/2024	Survey Monkey	Software subscription	\$ 828.00	\$ 75.27
3/6/2024	Adobe Systems	Software subscription	\$ 79.99	\$ 7.27
3/7/2024	Elite Office Furniture	Ottomans for Interpretive centre	\$ 828.00	\$ 75.27
3/8/2024	Adobe Systems	Software subscription	\$ 39.59	\$ 3.60
3/9/2024	Coles	Refreshments and milk for Council chambers	\$ 32.70	\$ 2.10
3/11/2024	Dropbox	Software subscription	\$ 30.79	\$ 2.80
3/12/2024	Survey Monkey	Software subscription	\$ 1,896.95	\$ 172.45
3/19/2024	Yummylicious	Confectionary	\$ 39.60	\$ 3.60
3/20/2024	WANEWSDTI	Newspaper Subscription	\$ 28.00	\$ -
3/20/2024	Munglinup Community Hall	Refreshments for MGC Meeting	\$ 36.00	\$ 3.27
3/26/2024	Hopetoun IGA	Refreshments for the Community Workshop	\$ 157.65	\$ 4.03
3/27/2024	Guardian Print	Business cards for MCSR	\$ 160.00	\$ 14.55
3/27/2024	Starlink Australia	Internet subscription for campsites	\$ 417.00	\$ 37.91
3/28/2024	Intuit Mailchimp	Software subscription	\$ 69.48	\$ 6.32
			\$ -	\$ -

Total Purchases for CEO	\$ 5,308.75	\$ 468.89
--------------------------------	--------------------	------------------

Business Credit Card - Executive Manager Corporate Services

Date	Payment to	Description	Amount	GST
3/8/2024	Lavazza	Coffee pods	\$ 660.00	\$ -
3/10/2024	Quest Innaloo	Accommodation for staff training	\$ 1,014.92	\$ 92.27
3/13/2024	St John Ambulance	First aid training	\$ 680.00	\$ -
3/13/2024	Hotel at booking.com	Accommodation for staff training	\$ 561.00	\$ 51.00
3/13/2024	Adobe Systems	Adobe licensing subscription	\$ 122.56	\$ 11.14
3/22/2024	Australia Post	Renewal of corporate gun licence	\$ 166.00	\$ -
3/23/2024	Zoom U.S	Zoom subscription	\$ 1,119.50	\$ -
3/28/2024	Bankwest	Reward fee - Corporate	\$ 39.00	\$ -

Total Purchases for EMCS	\$ 4,362.98	\$ 154.41
---------------------------------	--------------------	------------------

Business Credit Card - Manager Child Care Services

Date	Payment to	Description	Amount	GST
3/14/2024	HXY Group (WAVECREST)	Pizzas for Staff meeting	\$ 104.00	\$ 9.45
3/22/2024	Red Dot	Arts and craft materials	\$ 23.46	\$ 2.13
3/26/2024	Airbnb	Accommodation for staff training	\$ 288.82	\$ 26.26
3/27/2024	FE Daw & Sons	Cornflour	\$ 2.59	\$ -
3/28/2024	Bankwest	Reward Fee - Corporate	\$ 39.00	\$ -

Total Purchases for M CCS	\$ 457.87	\$ 37.84
----------------------------------	------------------	-----------------

Business Credit Card - Works Supervisor

Date	Payment to	Description	Amount	GST
3/1/2024	RV Online	Gas Bottle/Cylinder level checks	\$ 238.00	\$ 21.64
3/14/2024	Hopetoun IGA	Morning Tea food items	\$ 25.65	\$ 1.32
3/18/2024	Ravy Country Kitchen	Morning Tea food items	\$ 90.00	\$ 8.18
3/19/2024	Hopetoun IGA	Toolbox meeting BBQ items	\$ 57.26	\$ 5.21
3/22/2024	Bunnings Esperance	High pressure cleaner, Grevilleas, Irrigation fittings, Insecticide, Chainsaw file, Window safety decal	\$ 343.44	\$ 31.22

3/22/2024	Bunnings Esperance	Work light, Extension lead	\$ 163.00	\$ 14.82
3/22/2024	Powerplant Motorcycles	Mower blades	\$ 76.70	\$ 6.97
Total Purchases for WS			\$ 994.05	\$ 89.36

Business Credit Card - Community Emergency Services Manager

Date	Payment to	Description	Amount	GST
3/13/2024	Dawry's Bottlo	Refreshments	\$ 138.98	\$ 12.63
3/15/2024	Goodyear Autocar	Tyres and wheel balance	\$ 1,600.00	\$ 145.45
3/17/2024	GSC WA Pty Ltd (Shell Ravensthorpe)	Catering for BFAC meeting	\$ 243.60	\$ 22.15
Total Purchases for CESM			\$ 1,982.58	\$ 180.23

Business Credit Card - Executive Manager Infrastructure Services

Date	Payment to	Description	Amount	GST
3/8/2024	Darren's A1 Auto	Motor vehicle inspection	\$ 193.75	\$ -
3/13/2024	Fine Foams	Ergonomic cushions	\$ 163.00	\$ 14.82
3/19/2024	Ergolink	Ergonomic chair	\$ 589.01	\$ 53.55
Total Purchases for EMIS			\$ 945.76	\$ 68.36

Business Credit Card - Executive Manager Project & Regulatory Services

Date	Payment to	Description	Amount	GST
3/1/2024	Shipwrecked Bakery	Morning tea DMRS Training	\$ 30.00	\$ 2.73
			\$ -	\$ -
Total Purchases for EMPRS			\$ 30.00	\$ 2.73

Business Credit Card - Miscellaneous Fees and Charges Bankwest

Date	Payment to	Description	Amount	GST
3/5/2024	Bankwest	Foreign Transaction Fee	\$ 24.43	
3/11/2024	Bankwest	Foreign Transaction Fee	\$ 0.91	
3/12/2024	Bankwest	Foreign Transaction Fee	\$ 55.96	
3/23/2024	Bankwest	Foreign Transaction Fee	\$ 33.03	
Total fees and charges			\$ 114.33	\$ -
Total Bankwest Corporate MasterCard Statement			\$ 14,196.32	\$ 999.10
			\$ 14,081.99	

BP FUEL CARD REPORT
01 March to 31 March 2024

BP Fuel Card - RA225 - Building Maintenance Officer

Date	Purchase location	Litres	Amount	GST
3/8/2024	Esperance	63.94	\$ 126.54	\$ 11.50
			\$ -	\$ -

Total Purchases for BMO	63.94	\$ 126.54	\$ 11.50
--------------------------------	--------------	------------------	-----------------

BP Fuel Card - RA106 - Senior Ranger

Date	Purchase location	Litres	Amount	GST
3/12/2024	Ravensthorpe	48.33	\$ 104.34	\$ 9.49
3/13/2024	Munglinup	53.90	\$ 134.75	\$ 12.25
3/14/2024	Ravensthorpe	14.20	\$ 30.66	\$ 2.79
3/15/2024	Ravensthorpe	60.79	\$ 131.25	\$ 11.93
3/23/2024	Ravensthorpe	15.92	\$ 34.37	\$ 3.12
3/23/2024	Albany	34.81	\$ 66.10	\$ 6.01

Total Purchases for SR	227.95	\$ 501.47	\$ 45.59
-------------------------------	---------------	------------------	-----------------

BP Fuel Card - RA137 - Chief Bushfire Control Officer

Date	Purchase location	Litres	Amount	GST
3/6/2024	Ravensthorpe	54.31	\$ 117.26	\$ 10.66
1/13/1900	Ravensthorpe	42.21	\$ 91.13	\$ 8.28
3/27/2024	Ravensthorpe	53.79	\$ 116.13	\$ 10.56

Total Purchases for CBFO	150.31	\$ 324.52	\$ 29.50
---------------------------------	---------------	------------------	-----------------

BP Fuel Card - RA682 - Executive Manager Infrastructure Services

Date	Purchase location	Litres	Amount	GST
------	-------------------	--------	--------	-----

3/2/2024	Ravensthorpe	57.79	\$ 123.50	\$ 11.23
3/8/2024	Ravensthorpe	80.86	\$ 108.69	\$ 9.88
3/24/2024	Ravensthorpe	50.06	\$ 106.98	\$ 9.73
3/30/2024	Lake King	44.92	\$ 85.21	\$ 7.75
3/30/2024	Brookton	49.59	\$ 93.45	\$ 8.50

Total Purchases for EMIS	283.22	\$ 517.83	\$ 47.08
---------------------------------	---------------	------------------	-----------------

BP Fuel Card - RA222 - Ranger 1

Date	Purchase location	Litres	Amount	GST
3/27/2024	Ravensthorpe	43.30	\$ 47.63	\$ 4.33
			\$ -	\$ -

Total Purchases for Ranger 1	43.30	\$ 47.63	\$ 4.33
-------------------------------------	--------------	-----------------	----------------

BP Fuel Card - 101RA - Executive Manager Corporate Services

Date	Purchase location	Litres	Amount	GST
2/29/2024	Fremantle	45.33	\$ 88.59	\$ 8.05
3/14/2024	Fremantle	44.83	\$ 85.63	\$ 7.78
3/1/2024	Fremantle	11.95	\$ 22.59	\$ 2.05
3/28/2024	Fremantle	50.26	\$ 95.95	\$ 8.72

Total Purchases for EMIS	152.37	\$ 292.76	\$ 26.61
---------------------------------	---------------	------------------	-----------------

BP Fuel Card - RA025 - Staff pool car

Date	Purchase location	Litres	Amount	GST
3/10/2024	Ravensthorpe	15.26	\$ 32.95	\$ 3.00
3/16/2024	Myaree	53.75	\$ 102.67	\$ 9.33
3/20/2024	Ravensthorpe	48.53	\$ 104.78	\$ 9.53
3/21/2024	Ravensthorpe	27.91	\$ 60.26	\$ 5.48
3/23/2024	Kondidin	41.51	\$ 80.42	\$ 7.31
3/28/2024	Brookton	56.34	\$ 111.40	\$ 10.13

3/28/2024	Ravensthorpe	33.20	\$ 71.68	\$ 6.52
-----------	--------------	-------	----------	---------

Total Purchases for SPC		276.5	\$ 564.16	\$ 51.29
--------------------------------	--	--------------	------------------	-----------------

BP Fuel Card - 1ICP358 - Bushfire Risk Mitigation Coordinator

Date	Purchase location	Litres	Amount	GST
3/27/2024	Munglinup	20	\$ 50.00	\$ 4.55
			\$ -	\$ -

Total Purchases for BRMC		20	\$ 50.00	\$ 4.55
---------------------------------	--	-----------	-----------------	----------------

BP Fuel Card -Depot Plant PSP - ULP only

Date	Purchase location	Litres	Amount	GST
3/27/2024	Ravensthorpe	69.81	\$ 159.66	\$ 14.51
3/31/2024	Card monthly fee		\$ 2.20	\$ 0.20

Total Purchases for PSP		69.81	\$ 161.86	\$ 14.71
--------------------------------	--	--------------	------------------	-----------------

BP Fuel Card -RA3837 - Tourism Officer

Date	Purchase location	Litres	Amount	GST
3/8/2024	Munglinup	38.52	\$ 90.52	\$ 8.23
3/10/2024	Denmark	44.04	\$ 88.32	\$ 8.03
3/11/2024	Ravensthorpe	23.54	\$ 53.84	\$ 4.89
3/23/2024	Albany	37.68	\$ 74.26	\$ 6.75

Total Purchases for Tourism Officer		143.78	\$ 306.94	\$ 27.90
--	--	---------------	------------------	-----------------

Total BP Fuel Statement	\$ 2,893.71	\$ 263.06
--------------------------------	--------------------	------------------

Total Litres	1431.18
---------------------	----------------

BP FUEL CARD REPORT
01 April 2024 to 30/04/2024

BP Fuel Card - 1GUV793 - Community Emergency Services Manager

Date	Purchase location	Litres	Amount	GST
4/2/2024	Esperance	52.96	\$ 104.28	\$ 9.48
			\$ -	\$ -

Total Purchases for CESM		52.96	\$ 104.28	\$ 9.48
---------------------------------	--	--------------	------------------	----------------

BP Fuel Card - 1GAR559 - Munglinup BFS

Date	Purchase location	Litres	Amount	GST
4/11/2024	Munglinup	82.3	\$ 205.75	\$ 18.70
4/11/2024	Munglinup	58.54	\$ 146.35	\$ 13.30

Total Purchases for MBFS		140.84	\$ 352.10	\$32.00
---------------------------------	--	---------------	------------------	----------------

BP Fuel Card - RA137 - Chief Bushfire Control Officer

Date	Purchase location	Litres	Amount	GST
4/9/2024	Ravensthorpe	37.32	\$ 80.57	\$ 7.32
4/16/2024	Ravensthorpe	23.26	\$ 50.92	\$ 4.63
4/22/2024	Ravensthorpe	43.11	\$ 94.37	\$ 8.58
4/25/2024	Ravensthorpe	53.27	\$ 116.61	\$ 10.60

Total Purchases for CBFO		156.96	\$ 342.47	\$ 31.13
---------------------------------	--	---------------	------------------	-----------------

BP Fuel Card - RA682 - Executive Manager Infrastructure Services

Date	Purchase location	Litres	Amount	GST
4/1/2024	Kondinin	45.2	\$ 85.74	\$ 7.79
4/7/2024	Ravensthorpe	54.74	\$ 116.98	\$ 10.63
4/14/2024	Ravensthorpe	48.63	\$ 103.92	\$ 9.45

4/25/2024	Ravensthorpe	48.44	\$ 106.42	\$ 9.67
5/20/1973	Mount Barker	56.25	\$ 110.59	\$ 10.05

Total Purchases for EMIS	253.26	\$ 523.65	\$ 47.59
---------------------------------	---------------	------------------	-----------------

BP Fuel Card - RA3860 - Facilities Technical Officer

Date	Purchase location	Litres	Amount	GST
4/8/2024	Ravensthorpe	32.02	\$ 69.13	\$ 6.28
4/11/2024	Ravensthorpe	29.62	\$ 63.95	\$ 5.81
4/15/2024	Ravensthorpe	22.72	\$ 49.05	\$ 4.46
4/18/2024	Ravensthorpe	9.81	\$ 21.47	\$ 1.95

Total Purchases for FTO	94.17	\$ 203.60	\$ 18.50
--------------------------------	--------------	------------------	-----------------

BP Fuel Card - 101RA - Executive Manager Corporate Services

Date	Purchase location	Litres	Amount	GST
4/11/2024	Fremantle	46.31	\$ 88.10	\$ 8.01
4/15/2024	Fremantle	10.67	\$ 20.71	\$ 1.88
4/18/2024	Fremantle	47.67	\$ 92.52	\$ 8.41
4/29/2024	Fremantle	23.75	\$ 45.19	\$ 4.11

Total Purchases for EMIS	128.4	\$ 246.52	\$ 22.41
---------------------------------	--------------	------------------	-----------------

BP Fuel Card - 11CP358 - Bushfire Risk Mitigation Coordinator

Date	Purchase location	Litres	Amount	GST
4/9/2024	Albany	55.39	\$ 106.29	\$ 9.66
			\$ -	\$ -

Total Purchases for BRMC	55.39	\$ 106.29	\$ 9.66
---------------------------------	--------------	------------------	----------------

BP Fuel Card -Depot Plant PSP - ULP only

Date	Purchase location	Litres	Amount	GST
4/8/2024	Ravensthorpe	82.41	\$ 176.11	\$ 16.01
4/30/2024	Card Monthly Fee		\$ 2.20	\$ 0.20

Total Purchases for PSP	82.41	\$ 178.31	\$ 16.21
--------------------------------	--------------	------------------	-----------------

BP Fuel Card -RA3837 - Tourism Officer

Date	Purchase location	Litres	Amount	GST
4/13/2024	Mount Barker	38.59	\$ 80.21	\$ 7.29
4/28/2024	Ravensthorpe	32.53	\$ 77.00	\$ 7.00
4/29/2024	Mount Barker	25.03	\$ 52.42	\$ 4.77

Total Purchases for Tourism Officer	96.15	\$ 209.63	\$ 19.06
--	--------------	------------------	-----------------

Total BP Fuel Statement	\$ 2,266.85	\$ 206.04
--------------------------------	--------------------	------------------

Total Litres **1060.54**

12.2 CORPORATE SERVICES

12.2.3 REVIEW OF POLICY F2 PURCHASING POLICY

File Reference:	CM.PO.1
Location:	N/A
Applicant:	N/A
Author:	Executive Manager Corporate Services
Authorising Officer	Chief Executive Officer
Date:	11 May 2024
Disclosure of Interest:	Nil
Attachments:	12.2.3 Draft Policy F2 Purchasing Policy
Previous Reference:	N/A

PURPOSE

1. Shire has reviewed the appropriateness and completeness of the Purchasing Policy to reflect the current staff structure of the Shire.

OFFICER / COMMITTEE RECOMMENDATION

That Council ENDORSE adoption of the amended draft F2 Purchasing Policy.

Moved: _____

Seconded: _____

Carried: /__

ATTACHMENT 12.2.3

F2 PURCHASING POLICY

Policy Objective

The Shire of Ravensthorpe is committed to applying the objectives, principles and practices outlined in this Policy, to all purchasing activity and to ensuring alignment with the Shire's strategic and operational objectives.

Policy

F2.1 Objectives

The Shire's purchasing activities will:

- (a) Demonstrate that best value for money is attained for the Shire;
- (b) Foster economic development by maximising participation of local businesses in the delivery of goods and services;
- (c) Use consistent, efficient and accountable purchasing processes and decision-making, including; competitive quotation processes, assessment of best value for money and sustainable procurement outcomes for all purchasing activity, including tender exempt arrangements;
- (d) Apply fair and equitable competitive purchasing processes that engage potential suppliers impartially, honestly and consistently;
- (e) Commit to probity and integrity, including the avoidance of bias and of perceived and actual conflicts of interest;
- (f) Comply with the *Local Government Act 1995*, *Local Government (Functions and General) Regulations 1996*, other relevant legislation, Codes of Practice, Standards and the Shire's policies and procedures;
- (g) Ensure purchasing outcomes contribute to efficiencies (time and resources) for the Shire;
- (h) Identify and manage risks arising from purchasing processes and purchasing outcomes in accordance with the Shire's Risk Management Framework;
- (i) Ensure records evidence purchasing activities in accordance with the *State Records Act 2000* and the Shire's Record Keeping Plan;
- (j) Ensure confidentiality that protects commercial-in-confidence information and only releases information where appropriately approved.

F2.2 Ethics and Integrity

The Shire's Code of Conduct applies when undertaking purchasing activities and decision making, requiring Council Members and employees to observe the highest standards of ethics and integrity and act in an honest and professional manner at all times.

It is mandatory for all Tender Panel members to complete conflict of interest declarations as part of the Tender process and documentation, it is also mandatory for any staff member to declare any conflict of interest prior to the purchasing of any goods or services by notification to the Chief Executive Officer.

F2.3 Value for Money

The Shire will apply value for money principles in critically assessing purchasing decisions and acknowledges that the lowest price may not always be the most advantageous.

F2.3.1 Assessing Value for Money

Value for money assessment will consider:

- (a) All relevant Total Costs of Ownership (TCO) and benefits including; transaction costs associated with acquisition, delivery, distribution, and other costs such as, but not limited to; holding costs, consumables, deployment, training, maintenance and disposal;
- (b) The technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality. This includes but is not limited to an assessment of compliances, the supplier's resource availability, capacity and capability, value-adds offered, warranties, guarantees, repair and replacement policies and response times, ease of inspection and maintenance, ease of after sales service, ease of communications, etc.
- (c) The supplier's financial viability and capacity to supply without the risk of default, including the competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history;
- (d) A strong element of competition by obtaining a sufficient number of competitive quotations consistent with this policy, where practicable;
- (e) The safety requirements and standards associated with both the product design and the specification offered by suppliers and the evaluation of risk arising from the supply, operation and maintenance;
- (f) The environmental, economic and social benefits arising from the goods, services or works required, including consideration of these benefits in regard to the supplier's operations, in accordance with this Policy and any other relevant Shire policy including Policy F3 Regional Price Preference; and
- (g) Analysis and management of risks and opportunities that may be associated with the purchasing activity, potential supplier/s and the goods or services required.

F2.4 Purchasing Thresholds and Practices

F2.4.1 Defining the Purchasing Value

The Shire will apply reasonable and consistent methodologies to assess and determine purchasing values, which ensure:

- (a) The appropriate purchasing threshold and practice is applied in all purchasing activities; and
- (b) Wherever possible, purchasing activity for the same category of supply is aggregated into single contract arrangements to achieve best value and efficiency in future purchasing activities where the requirements are able to be provided by a single supplier.

A *category of supply* can be defined as groupings of similar goods or services with common: supply and demand drivers; market characteristics; or suppliers.

F2.4.2 Strategic Purchasing Value Assessments

The Shire will periodically review recent past purchasing activity across its operations to identify categories of supply for which the Shire will have continuing need and which can be aggregated into single contract arrangements in order to achieve best value for money and efficiency in future purchasing activity.

The assessment of aggregated expenditure for the same category of supply capable of being supplied by a single supplier will determine the purchasing value threshold applicable to future purchasing activity.

F2.4.3 Individual Purchasing Value Assessments

In any case, where there is no relevant current contract, each purchasing activity is to assess the Purchasing Value based upon the following considerations:

- (a) Exclusive of Goods and Services Tax (GST); and
- (b) The estimated total expenditure for the proposed supply including the value of all contract extension options and where applicable, the total cost of ownership considerations.
- (c) The appropriate length of a contract is to be determined based on market volatility, ongoing nature of supply, historical purchasing evidence and estimated future purchasing requirements.
- (d) Requirements must not be split to avoid purchasing or tendering thresholds [F&G Reg. 12].

The calculated estimated purchasing value will determine the applicable threshold and purchasing practice to be undertaken.

F2.5 Purchasing Supplier Order of Priority

The Shire will consider and apply, where applicable, the following Supplier Order of Priority when applying for quotes:

Priority 1:	Local Suppliers Where the Purchasing Value does not exceed the tender threshold and a relevant local supplier is capable of providing the required supply, the Shire will ensure that wherever possible quotations are obtained from local suppliers permanently located within the District as a first priority, and those permanently located within surrounding Districts as the second priority. If no relevant local supplier is available, then a relevant WALGA Preferred Supplier Arrangement (PSA) may be used.
Priority 2:	Existing Prequalified Supplier Panel or other Contract a) Current contracts, including a Panel of Prequalified Suppliers or contracted supplier, must be used where the Shire's supply requirements can be met through the existing contract. b) If the Shire does not have a current contract relevant to the required supply, then a relevant WALGA PSA is to be used.
Priority 3:	Tender Exempt - WALGA (PSA) a) Use a relevant WALGA PSA regardless of whether or not the Purchasing Value will exceed the tender threshold. b) However, if a relevant PSA exists but an alternative supplier is considered to provide best value, then the CEO, or an officer

	<p>authorised by the CEO, must approve the alternative supplier. Reasons for not using a PSA may include:</p> <ul style="list-style-type: none"> i. Local supplier availability (that are not within the PSA); or, ii. Social procurement – preference to use Aboriginal business or Disability Enterprise. <p>If no relevant WALGA PSA is available, then a relevant State Government CUA may be used.</p>
Priority 4:	<p>Tender Exempt - WA State Government Common Use Arrangement (CUA) Use a relevant CUA regardless of whether or not the Purchasing Value will exceed the tender threshold.</p> <p>However, if a relevant CUA exists, but an alternative supplier is considered to provide best value for money, then the proposed alternative supplier must be approved by the CEO, or an officer authorised by the CEO.</p> <p>If no relevant CUA is available, then a Tender Exempt [F&G Reg.11(2)] arrangement may be used.</p>
Priority 5:	<p>Other Tender Exempt arrangement [F&G Reg. 11(2)] Regardless of whether or not the Purchasing Value will exceed the tender threshold, the Shire will investigate and seek quotations from tender exempt suppliers, and will specifically ensure that wherever possible quotations are obtained from a WA Disability Enterprise and / or an Aboriginal Owned Business that is capable of providing the required supply.</p>
Priority 6:	<p>Other Suppliers Where there is no relevant existing contract or tender exempt arrangement available, purchasing activity from any other supplier is to be in accordance with relevant Purchasing Value Threshold and Purchasing Practice specified in the table below.</p>

F2.6 Purchasing Practice and Value Thresholds

The purchasing value, assessed in accordance with clause F2.4.1, determines the purchasing practice to be applied to the Shire's purchasing activities.

Purchase Value Threshold (<i>ex GST</i>)	Purchasing Practice
Up to \$10,000 (<i>ex GST</i>)	<p>Obtain at least one (1) oral or written quotation from a suitable supplier in accordance with the Supplier Order of Priority detailed in clause F2.5.</p> <p>The purchasing decision is to be evidenced and retained in accordance with the Shire's Record Keeping Plan.</p>
From \$10,001 and up to \$30,000 (<i>ex GST</i>)	<p>Seek at least two (2) oral or written quotations from suitable suppliers in accordance with the Supplier Order of Priority detailed in clause F2.5.</p>

Purchase Value Threshold (<i>ex GST</i>)	Purchasing Practice
	<p>If purchasing from a WALGA PSA, CUA or other tender exempt arrangement, a minimum of one (1) written quotation is to be obtained.</p> <p>The purchasing decision is to be based upon assessment of the supplier's response to:</p> <ul style="list-style-type: none"> • a brief outline of the specified requirement for the goods; services or works required; and • Value for Money criteria, not necessarily the lowest price. <p>The purchasing decision is to be evidenced and retained in accordance with the Shire's Record Keeping Plan.</p>
<p>From \$30,001 and up to \$75,000 (<i>ex GST</i>)</p>	<p>Seek at least two (2) written quotations from suitable suppliers in accordance with the Supplier Order of Priority detailed in clause F2.5 except if purchasing from a WALGA PSA, CUA or other tender exempt arrangement, where a minimum of one (1) written quotation is to be obtained.</p> <p>The purchasing decision is to be based upon assessment of the suppliers' responses to:</p> <ul style="list-style-type: none"> • a brief outline of the specified requirement for the goods; services or works required; and • Value for Money criteria, not necessarily the lowest quote. <p>The purchasing decision is to be evidenced and retained in accordance with the Shire's Record Keeping Plan.</p>
<p>From \$75,001 and up to \$250,000 (<i>ex GST</i>)</p>	<p>Seek at least three (3) written responses from suppliers by invitation under a formal Request for Quotation in accordance with the Supplier Order of Priority detailed in clause F2.5 except if purchasing from a WALGA PSA, CUA or other tender exempt arrangement, where a minimum of one (2) written quotation is to be obtained.</p> <p>The purchasing decision is to be based upon assessment of the supplier's response to:</p> <ul style="list-style-type: none"> • a detailed written specification for the goods, services or works required; and • pre-determined selection criteria that assesses all best and sustainable value considerations. <p>The purchasing decision is to be evidenced and retained in accordance with the Shire's Record Keeping Plan.</p>
<p>Over \$250,000 (<i>ex GST</i>)</p>	<p>Tender Exempt arrangements (i.e. WALGA PSA, CUA or other tender exemption under F&G Reg.11(2)) require at least three (3) written responses from suppliers by invitation under a formal Request for Quotation in accordance with the Supplier Order of Priority detailed in F2.5.</p> <p>OR</p> <p>Public Tender undertaken in accordance with the <i>Local Government Act 1995</i> and relevant Shire Policy and procedures.</p> <p>The Tender Exempt or Public Tender purchasing decision is to be based on the suppliers response to:</p>

Purchase Value Threshold (<i>ex GST</i>)	Purchasing Practice
	<ul style="list-style-type: none"> • A detailed specification; and • Pre-determined selection criteria that assesses all best and sustainable value considerations. <p>The purchasing decision is to be evidenced and retained in accordance with the Shire's Record Keeping Plan.</p>
<p>Emergency Purchases (Within Budget) Refer to Clause F2.8.1</p>	<p>Where goods or services are required for an emergency response and are within scope of an established Panel of Pre-qualified Supplier or existing contract, the emergency supply must be obtained from the Panel or existing contract using relevant unallocated budgeted funds.</p> <p>If there is no existing Panel or contract, then clause F2.5 Supplier Order of Priority will apply wherever practicable.</p> <p>However, where due to the urgency of the situation; a contracted or tender exempt supplier is unable to provide the emergency supply <u>OR</u> compliance with this Purchasing Policy would cause unreasonable delay, the supply may be obtained from any supplier capable of providing the emergency supply. However, an emergency supply is only to be obtained to the extent necessary to facilitate the urgent emergency response and must be subject to due consideration of best value and sustainable practice.</p> <p>The rationale for policy non-compliance and the purchasing decision must be evidenced in accordance with the Shire's Record Keeping Plan.</p>
<p>Emergency Purchases (No budget allocation available) Refer for Clause F2.8.1</p>	<p>Where no relevant budget allocation is available for an emergency purchasing activity then, in accordance with s.6.8 of the <i>Local Government Act 1995</i>, the President must authorise, in writing, the necessary budget adjustment prior to the expense being incurred.</p> <p>The CEO is responsible for ensuring that an authorised emergency expenditure under s.6.8 is reported to the next ordinary Council Meeting.</p> <p>The Purchasing Practices prescribed for Emergency Purchases (within budget) above, then apply.</p>
<p>LGIS Services Section 9.58(6)(b) <i>Local Government Act 1995</i></p>	<p>The suite of LGIS insurances are established in accordance with s.9.58 (6)(b) of the <i>Local Government Act 1995</i> and are provided as part of a mutual ??, where WALGA Member Local Governments are the owners of LGIS. Therefore, obtaining LGIS insurance services is available as a member-base service and is not defined as a purchasing activity subject to this Policy.</p> <p>Should Council resolve to seek quotations from alternative insurance suppliers, compliance with this Policy is required.</p>

F2.7 Authorised Officer Approved Purchasing Limits

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

Purchasing Authority updates are as follows;

Officer Position	Purchasing Limit (\$ excluding GST)
Chief Executive Officer	Unlimited
Executive Manager Corporate Services	\$75,000
Executive Manager Infrastructure Services	\$75,000
Executive Manager Projects and Regulatory Services	\$75,000
Works Supervisor	\$10,000
Engineering Technical Officer	\$10,000
Facilities Technical Officer	\$10,000
Manager Community, Sport & Recreation	\$10,000
Senior Project Manager	\$10,000
Accounting Manager	\$10,000
Senior Ranger / Airport Manager	\$10,000
HR/Payroll Manager	\$ 3,000
Manager Childcare Services	\$ 3,000
Executive Assistant	\$ 3,000
Tourism Officer	\$ 3,000
Coordinator Development Services	\$ 3,000
Community Emergency Services Manager	\$ 3,000
Building Maintenance Officer	\$ 3,000
Depot Administration Officer	\$ 3,000

F2.8 Purchasing, Definitions, Processes and Requirements

F2.8.1 Emergency Purchases

Emergency purchases are defined as the supply of goods or services associated with:

- A local emergency and the expenditure is required (within existing budget allocations) to respond to an imminent risk to public safety, or to protect or make safe property or infrastructure assets; or
- A local emergency and the expenditure is required (with no relevant available budget allocation) to respond to an imminent risk to public safety, or to protect or make safe property or infrastructure assets in accordance with s.6.8 of the *Local Government Act 1995* and Functions and General Regulation 11(2)(a); or
- A State of Emergency declared under the *Emergency Management Act 2005* and therefore, Functions and General Regulations 11(2)(aa), (ja) and (3) apply to vary the application of

this policy, specifically tenders are not required to be publicly invited for the supply of goods and services associated with a state of emergency.

Time constraints, administrative omissions and errors do not qualify for definition as an emergency purchase. Instead, every effort must be made to research and anticipate purchasing requirements in advance and to allow sufficient time for planning and scoping proposed purchases and to then obtain quotes or tenders, as applicable.

F2.8.2 Inviting Tenders Though Not Required To Do So

The Shire may determine to invite Public Tenders, despite the estimated Purchase Value being less than the \$250,000 prescribed tender threshold, but only where an assessment determines that the purchasing requirement cannot be met through a tender exempt arrangement and the use of a public tender process will enhance; value for money, efficiency, risk mitigation and sustainable procurement benefits.

In such cases, the tender process must comply with the legislative requirements and the Shire's tendering procedures [*F&G Reg.13*].

F2.8.3 Expressions of Interest

Expressions of Interest (EOI) will be considered as a prerequisite to a tender process [*F&G Reg.21*] where the required supply evidences one or more of the following criteria:

- a) Unable to sufficiently scope or specify the requirement;
- b) There is significant variability for how the requirement may be met;
- c) There is potential for suppliers to offer unique solutions and / or multiple options for how the purchasing requirement may be obtained, specified, created or delivered;
- d) Subject to a creative element; or
- e) Provides a procurement methodology that allows for the assessment of a significant number of potential tenderers leading to a shortlisting process based on non-price assessment.

All EOI processes will be based upon qualitative and other non-price information only.

F2.8.4 Unique Nature of Supply (Sole Supplier)

An arrangement with a supplier based on the unique nature of the goods or services required or for any other reason, where it is unlikely that there is more than one potential supplier may only be approved where the:

- a) purchasing value is estimated to be over \$5,000; and
- b) purchasing requirement has been documented in a detailed specification; and
- c) specification has been extensively market tested and only one potential supplier has been identified as being capable of meeting the specified purchase requirement; and
- d) market testing process and outcomes of supplier assessments have been evidenced in records, inclusive of a rationale for why the supply is determined as unique and why quotations / tenders cannot be sourced through more than one potential supplier.
- e) An arrangement of this nature will only be approved for a period not exceeding one (1) year. For any continuing purchasing requirement, the approval must be re-assessed before expiry, to evidence that only one potential supplier still genuinely exists.

F2.8.5 Anti-Avoidance

The Shire will not conduct multiple purchasing activities with the intent (inadvertent or otherwise) of "splitting" the purchase value or the contract value, so that the effect is to avoid

a particular purchasing threshold or the need to call a Public Tender. This includes the creation of two or more contracts or creating multiple purchase order transactions of a similar nature.

F2.8.6 Contract Renewals, Extensions and Variations

a) Contract Variation, Applications & Extension Options

Variation applications for multiple year contracts and extension options (if applicable) may be executed in accordance with the awarded contract terms and conditions and in accordance with the requirements of this policy.

Authorised extension options can only be undertaken where a contractor has completed a satisfactory performance review.

Note: The tender issue document will detail the price mechanism that will apply to determine the total cost for the entire contract period, including extension options.

b) Variation after Contract Commencement

A request for a variation outside the original terms and conditions and price variation mechanism during the contract term must be approved by the Chief Executive Officer or Council under the appropriate delegation and must not exceed the following requirements:

- i. Does not alter the nature of the goods and/or services procured;
- ii. Does not materially alter the specification or structure provided for by the initial tender;
- iii. Does not extend the contract period beyond the original contract term and any extensions; and
- iv. Is less than 10% of the contract price.

For additional works not outlined in the contract that could result in a variation to the existing contract due to unforeseen circumstances can be tendered for those particular works.

Upon expiry of the original contract, and after any options for renewal or extension included in the original contract have been exercised, the Shire must review the purchasing requirements and commence a new competitive purchasing process in accordance with this policy.

F2.8.7 Sustainable Procurement

The Shire is committed to implementing sustainable procurement by providing a preference to suppliers that demonstrate sustainable business practices (social advancement, environmental protection and local economic benefits).

The Shire will apply sustainable procurement criteria as part of the value for money assessment to ensure that wherever possible our suppliers demonstrate outcomes which contribute to improved environmental, social and local economic outcomes.

Sustainable procurement can be demonstrated as being internally focussed (i.e. operational environmental efficiencies or employment opportunities and benefits relating to special needs), or externally focussed (i.e. initiatives such as corporate philanthropy).

Requests for Quotation and Tenders will include a request for suppliers to provide information regarding their sustainable practices and/or demonstrate that their product or service offers enhanced sustainable benefits.

F2.8.8 Regional Price Preference

The Shire promotes economic development through the encouragement of competitive participation in the delivery of goods and services by local suppliers permanently located within its District first, and secondly, those permanently located within its broader region. As much as practicable, the Shire will:

- a) consider buying practices, procedures and specifications that encourage the inclusion of local businesses and the employment of local residents;
- b) consider indirect benefits that have flow on benefits for local suppliers (i.e. servicing and support);
- c) ensure that procurement plans, and analysis is undertaken prior to develop requests to understand local business capability and local content availability where components of goods or services may be sourced from within the District for inclusion in selection criteria;
- d) explore the capability of local businesses to meet requirements and ensure that Requests for Quotation and Tenders are designed to accommodate the capabilities of local businesses;
- e) avoid bias in the design and specifications for Requests for Quotation and Tenders – all Requests must be structured to encourage local businesses to bid;
- f) consider the adoption of Key Performance Indicators (KPIs) within contractual documentation that require successful Contractors to increase the number of employees from the District first; and
- g) provide adequate and consistent information to local suppliers.

To this extent, a weighted qualitative criterion will be included in the selection criteria for Requests for Quotation and Tenders where suppliers are located within the boundaries of the Shire, or substantially demonstrate a benefit or contribution to the local economy.

The Shire has adopted *Policy F3 Regional Price Preference Policy*, which will be applied when undertaking all purchasing activities.

F2.8.9 Socially Sustainable Procurement

The Shire will support the purchasing of requirements from socially sustainable suppliers such as Australian Disability Enterprises and Aboriginal businesses wherever a value for money assessment demonstrates benefit towards achieving the Shire's strategic and operational objectives.

A qualitative weighting will be used in the evaluation of Requests for Quotes and Tenders to provide advantages to socially sustainable suppliers in instances where the below tender exemptions are not exercised.

F2.8.10 Aboriginal Businesses

Functions and General Regulation 11(2)(h) provides a tender exemption if the goods or services are supplied by a person on the Aboriginal Business Executive Manager WA published by the

Chamber of Commerce and Industry of Western Australia, or Australian Indigenous Minority Supplier Office Limited (trading as Supply Nation), where the consideration under contract is \$250,000 or less.

The Shire will first consider undertaking a quotation process with other suppliers (which may include other registered Aboriginal Businesses as noted in *F&G Reg.11(2)(h)*) to determine overall value for money for the Shire.

Where the Shire makes a determination to contract directly with an Aboriginal Business for any amount up to and including \$250,000 (ex GST), it must be satisfied through alternative means that the offer truly represents value for money.

If the contract value exceeds \$50,000 (ex GST), a formal Request for Quotation will be issued to the relevant Aboriginal business. The rationale for making the purchasing decision must be recorded in accordance with the Shire's Record Keeping Plan.

F2.8.11 Australian Disability Enterprises

Functions and General Regulation 11(2)(i) provides a tender exemption if the goods or services are supplied by an Australian Disability Enterprise.

The Shire will first consider undertaking a quotation process with other suppliers (which may include other Australian Disability Enterprises) to determine overall value for money for the Shire.

Where the Shire makes a determination to contract directly with an Australian Disability Enterprise for any amount, including an amount over the Tender threshold of \$250,000 (ex GST), it must be satisfied through alternative means that the offer truly represents value for money.

If the contract value exceeds \$50,000 (ex GST), a formal Request for Quotation will be issued to the relevant Aboriginal business. The rationale for making the purchasing decision must be recorded in accordance with the Shire's Record Keeping Plan.

F2.9 Environmentally Sustainable Procurement

The Shire will support the purchasing of recycled and environmentally sustainable products whenever a value for money assessment demonstrates benefit toward achieving the Shire's strategic and operational objectives.

Qualitative weighted selection criteria will be used in the evaluation of Requests for Quote and Tenders to provide advantages to suppliers which:

- a) demonstrate policies and practices that have been implemented by the business as part of its operations;
- b) generate less waste material by reviewing how supplies, materials and equipment are manufactured, purchased, packaged, delivered, used, and disposed; and
- c) encourage waste prevention, recycling, market development and use of recycled/recyclable materials.

F2.10 Panels of Pre-Qualified Suppliers

F2.10.1 Objectives

The Shire will consider creating a Panel of Pre-qualified Suppliers ("Panel") when a range of similar goods and services are required to be purchased on a continuing and regular basis.

Part of the consideration of establishing a panel includes:

- d) there are numerous potential suppliers in the local and regional procurement related market sector(s) that satisfy the test of 'value for money';
- e) the Panel will streamline and will improve procurement processes; and
- f) the Shire has the capability to establish a Panel, and manage the risks and achieve the benefits expected of the proposed Panel through a Contract Management Plan.

F2.10.2 Establishing and Managing a Panel

If the Shire decides that a Panel is to be created, it will establish the panel in accordance with the Regulations.

Panels will be established for one supply requirement, or a number of similar supply requirements under defined categories. This will be undertaken through an invitation procurement process advertised via a state-wide notice.

Panels may be established for a maximum of three (3) years. The length of time of a Local Panel is decided with the approval of the Chief Executive Officer.

Evaluation criteria will be determined and communicated in the application process by which applications will be assessed and accepted.

In each invitation to apply to become a pre-qualified supplier, the Shire will state the expected number of suppliers it intends to put on the panel.

If a Panel member leaves the Panel, the Shire will consider replacing that organisation with the next ranked supplier that meets/exceeds the requirements in the value for money assessment – subject to that supplier agreeing. The Shire will disclose this approach in the detailed information when establishing the Panel.

A Panel contract arrangement needs to be managed to ensure that the performance of the Panel Contract and the Panel members under the contract are monitored and managed. This will ensure that risks are managed and expected benefits are achieved. A Contract Management Plan should be established that outlines the requirements for the Panel Contract and how it will be managed.

F2.10.3 Distributing Work Amongst Panel Members

To satisfy Regulation 24AD(5) of the Regulations, when establishing a Panel of pre-qualified suppliers, the detailed information associated with each invitation to apply to join the Panel will prescribe one of the following as to whether the Shire intends to:

- a) obtain quotations from each pre-qualified supplier on the Panel with respect to all discreet purchases; or
- b) purchase goods and services exclusively from any pre-qualified supplier appointed to that Panel, and under what circumstances; or
- c) develop a ranking system for selection to the Panel, with work awarded in accordance with the Regulations.

In considering the distribution of work among Panel members, the detailed information will also prescribe whether:

- a) each Panel member will have the opportunity to bid for each item of work under the Panel, with pre-determined evaluation criteria forming part of the invitation to quote to

- assess the suitability of the supplier for particular items of work. Contracts under the pre-qualified panel will be awarded on the basis of value for money in every instance; or
- b) work will be awarded on a ranked basis, which is to be stipulated in the detailed information set out under Functions and General Regulation 24AD(5)(f) when establishing the Panel.
 - c) The Shire will invite the highest ranked Panel member, who is to give written notice as to whether to accept the offer for the work to be undertaken.
 - d) Should the offer be declined, an invitation to the next ranked Panel member is to be made and so forth until a Panel member accepts a Contract.
 - e) Should the list of Panel members invited be exhausted with no Panel member accepting the offer to provide goods/services under the Panel, the Shire may then invite suppliers that are not pre-qualified under the Panel, in accordance with the Purchasing Thresholds stated in clause F2.7 of this Policy.
 - f) When a ranking system is established, the Panel will not operate for a period exceeding 12 months.

In every instance, a contract must not be formed with a pre-qualified supplier for an item of work beyond 12 months, which includes options to extend the contract.

F2.10.4 Purchasing from the Panel

The invitation to apply to be considered to join a panel of pre-qualified suppliers must state whether quotations are either to be invited to every Panel member (within each category, if applicable) of the Panel for each purchasing requirement, whether a ranking system is to be established, or otherwise.

F2.10.5 Communications with Panel Members

The Shire will ensure clear, consistent and regular communication with Panel Members.

Each quotation process, including the invitation to quote, communications with Panel members, quotations received, evaluation of quotes and notification of award communications must all be captured in accordance with the Shire's Record Keeping Plan.

A separate file is to be maintained for each quotation process made under each Panel that captures all communications between the Shire and Panel members.

F2.11 Record Keeping

A comprehensive Contract Management Register is to be maintained by the Chief Executive Officer for goods and services that have a cumulative value in excess of \$100,000 per annum.

This register is to include key data including but not limited to;

- Commencement, duration and end dates;
- Contract values and schedule of rates;
- Contract extension periods;
- Status of contract;
- Summary of approved contract variations; and
- Contractor performance review dates.

All Local Government purchasing activity, communications and transactions must be evidenced and retained as local government records in accordance with the *State Records Act 2000* and the Shire's Record Keeping Plan.

In addition, the Shire must consider and will include in each contract for the provision of works or services, the contractor's obligations for creating, maintaining and where necessary the transferral of records to the Shire relevant to the performance of the contract.

F2.12 Purchasing Policy Non-Compliance

The Purchasing Policy is mandated under the *Local Government Act 1995* and Regulation 11A of the Local Government (Functions and General) Regulations 1996 and therefore the policy forms part of the legislative framework in which the Local Government is required to conduct business.

Where legislative or policy compliance is not reasonably able to be achieved, records must evidence the rationale and decision making processes that substantiate the non-compliance.

Where the minimum Purchasing requirements cannot be met, a file note signed by the Chief Executive Officer needs to be completed, detailing the reasons for not meeting the requirements. This process is to occur prior to the purchase occurring.

Purchasing activities are subject to internal and external financial and performance audits, which examine compliance with legislative requirements and the Shire's policies and procedures.

If non-compliance with; legislation, this Purchasing Policy or the Code of Conduct, is identified it must be reported to the Chief Executive officer or the Executive Manager Corporate Services.

A failure to comply with legislation or policy requirements, including compliance with the Code of Conduct when undertaking purchasing activities, may be subject to investigation, with findings to be considered in context of the responsible person's training, experience, seniority and reasonable expectations for performance of their role.

Where a breach is substantiated it may be treated as:

- a) an opportunity for additional training to be provided;
- b) a disciplinary matter, which may or may not be subject to reporting requirements under the *Public Sector Management Act 1994*; or
- c) where the beach is also identified as potentially serious misconduct, the matter will be reported in accordance with the *Corruption, Crime and Misconduct Act 2003*.

Document Control Box							
Custodian:	Chief Executive Officer						
Decision Maker:	Council						
Compliance Requirements: Delegated Authority – DA 1.2.9 – Expressions of Interest and Tenders Delegated Authority – DA 1.2.27 – Sole Supplier of Goods and Services Delegated Authority – DA 1.2.36 - Contract Extensions Approvals							
Legislation:	s.3.57 [Tenders for providing goods or services] of the <i>Local Government Act 1995</i> r11A [Purchasing policies for local governments] of the <i>Local Government (Functions and General) Regulations 1996</i>						
Industry:	WA Auditor General's Report – Local Government Contract Extensions and Variations https://audit.wa.gov.au/reports-and-publications/reports/local-government-contract-extensions-and-variations/						
Organisational:	Council Policy – F3 – Regional Price Preference						
Document Management:							
Risk Rating:	High	Review Frequency:	Annual	Next Due:	2023	Ref:	
Version #	Decision Reference:	Description					
1.	OCM 19/11/19 – Item 13.5	Amended Policy to include section 3.1 Purchasing Authority					
2.	SCM 02/04/20 – Item 5.2	Amended s3.10 - Emergency Purchase Provisions					
3.	OCM 21/07/20 – Item 13.2	2020 - Comprehensive policy register review.					
4.	OCM 17/08/21 – Item 13.1	F2 Purchasing Policy – Purchasing Authority and Thresholds Update					
5.	OCM 19/07/22 – Item 12.1.2	2022 Comprehensive Policy Manual review, review of F2.4 Purchasing Thresholds and Practices, and F2.7 Authorised Officer Approved Purchasing Limits					
6.	OCM 28/02/23 – Item 12.2.3	<p>F2.2 Ethics and Integrity The following paragraph has been added as per 2022 Audit Management Letter recommendation 3: <i>It is mandatory for all Tender Panel members to complete conflict of interest declarations as part of the tender process and documentation. It is also mandatory for any staff member to declare any conflict of interest prior to the purchasing of any goods or services by notification to the Chief Executive Officer.</i></p> <p>F2.5 Purchasing Supplier Order of Priority - Added – “when applying for quotes” This places an emphasis on seeking quotes in the order of priority.</p> <p>F2.6 Purchasing Practice and Value Thresholds – corrected some reference clauses that identify actual clauses within the policy document eg F2.5. The policy contained some reference clause errors that did not relate to clauses identified in the Policy.</p> <p>F2.7 Authorised Officer Approved Purchasing Limits:- Works Supervisor \$30,000 reduced to \$10,000 Engineering Technical Officer \$30,000 reduced to \$10,000 Asset Technical Officer \$30,000 reduced to \$10,000 Manager Childcare Services \$10,000 reduced to \$3,000 Senior Finance Officer Position name changed to Accountant Depot Administration Officer New Position to \$3,000 Purchasing authorities were reviewed to current requirements. F2.12 Purchasing Policy Non-Compliance and Non-Conforming Added paragraph: <i>Where the minimum Purchasing requirements cannot be met, a file note signed by the Chief Executive Officer needs to be completed, detailing the reasons for not meeting the requirements. This process is to occur prior to the purchase occurring.</i></p>					

12.2 CORPORATE SERVICES

12.2.4 REVIEW OF POLICY F5 TRANSACTION CARD POLICY

File Reference:	CM.PO.1
Location:	N/A
Applicant:	N/A
Author:	Executive Manager Corporate Services
Authorising Officer	Chief Executive Officer
Date:	13 May 2024
Disclosure of Interest:	Nil
Attachments:	12.2.4 Draft Policy F5 Transaction Card
Previous Reference:	Nil

PURPOSE

1. Shire has reviewed the appropriateness and completeness of the Transaction Card Policy to reflect the current staff structure of the Shire.

OFFICER / COMMITTEE RECOMMENDATION

That Council ENDORSE adoption of the amended draft F5 Transaction Card Policy.

Moved: _____

Seconded: _____

Carried: / __

ATTACHMENT 12.2.4

F5 TRANSACTION CARD

Policy Objective

This policy is to provide the Chief Executive Officer with a framework of principles to guide the use and management of Transaction Card facilities and which:

- Ensures efficient and effective procurement and payment operations.
- Minimises the risk of misuse, fraudulent or corrupt use.
- Defines Council approved authorised users.
- Defines allowable and prohibited uses.
- Defines management and oversight obligations.
- Defines Cardholder duty of care and responsible use obligations.

Policy

Definitions

Cardholder	means an <u>employee</u> who has been authorised by the CEO to incur expenditure by means of a Transaction Card.
Transaction Card	means a card facility (which may include; credit, store, parking, cab-charge and fuel cards) approved for use in lieu of cash transactions, to incur expenditure for goods and services for the purposes of the Shire of Ravensthorpe business activities only in accordance with relevant Shire of Ravensthorpe Policies.

F5.1 Management Oversight and Reporting

Legislation

- a) Section 6.5(a) of the Local Government Act 1995 prescribes the Chief Executive Officer's (CEO) duty to ensure that proper accounts and records of the transactions and affairs of the Local Government are kept in accordance with regulations.
- b) The Local Government (Financial Management) Regulations 1996 prescribe:
 - i) Regulation 5, the Chief Executive Officer's duties to ensure efficient systems and procedures are established for the proper authorisation of incurring of liabilities and the making of payments.
 - ii) Regulation 11(1)(a) and (2) requires Local Government to develop procedures that ensure effective security for the authorisation and payment of accounts and for the authorised use of payment methods, including credit cards.

F5.2 Determining When Transaction Card Facilities are Appropriate

- a) Transaction Card facilities may be implemented and maintained where the card facility provides benefit to the Shire of Ravensthorpe operations by ensuring:
 - i) goods and services can be obtained in a timely and efficient manner to meet the business needs of the Shire of Ravensthorpe;
 - ii) financial management and accounting standards are met; and
 - iii) purchasing and payment functions are secure, efficient and effective.
- b) Transaction Card facility providers will only be acceptable where, in the opinion of the CEO, they:
 - i) Provide appropriate and sufficient statement, administration and acquittal controls that enable the Shire of Ravensthorpe to sufficiently administer the facility; and

- ii) Provide the Shire of Ravensthorpe with protection and indemnification from fraudulent unauthorised transactions.

F5.3 Management Oversight

The Chief Executive Officer shall determine and implement systems and procedures adequate to ensure:

- c) Assessment and selection of Transaction Card facilities suitable to the efficient and effective operations of the Shire of Ravensthorpe;
- d) Authorisation and appointment of suitably eligible Cardholders;
- e) Cardholder duties and responsibilities are documented and Cardholders provided with training;
- f) Monitoring and auditing of Transactional Card activities is planned and reported; and
- g) The Shire President or Deputy President will oversee use of the Chief Executive Officer's Credit Card.

F5.4 Council Approved Authorised Users Matrix

Position	Credit Card	Fuel Card	Debit Card
Chief Executive Officer	\$10,000 limit*	Yes	No
Executive Manager Infrastructure Services	\$5,000 limit*	Yes	No
Executive Manager Corporate Services	\$5,000 limit*	Yes	Yes
Executive Manager Projects and Regulatory Services	\$5,000 limit*	Yes	No
Engineering Technical Officer	No	Yes	No
Facilities Technical Officer	No	Yes	No
Works Supervisor	\$2,000 limit	Yes	No
Manager Childcare Services	\$2,000 limit	No	No
Senior Ranger / Airport Manager	No	Yes	No
Ranger	No	Yes	No
Community Emergency Services Manager	\$2,000 limit	Yes	No
Building Maintenance Officer	No	Yes	No
Tourism Officer	No	Yes	No
Doctor	No	Yes	No
Chief Fire Officer	No	Yes	No
Pool Vehicles	No	Yes	No

* Approval for limited hospitality expenses, subject to being no more than \$1,000 per billing period.

F5.5 Reporting

The CEO will ensure that acquitted transaction statements for each Transaction Card facility are provided to Council as part of the monthly financial reporting regime.

F5.6 Misuse, Misconduct and Fraudulent Use

Any alleged misuse of Transaction Cards will be investigated, and may be subject to disciplinary procedures.

Where there is reasonable suspicion of misconduct or fraudulent activity arising from Transaction Card facilities the matter will be reported to the appropriate regulatory agency, subject to the requirements of the *Public Sector Management Act 1994* and the *Corruption, Crime and Misconduct Act 2003*.

F5.7 Allowable Transactions

Transaction Card facilities may only be used where:

- a) The expenditure is directly arising from a Shire of Ravensthorpe operational business activity for which there is an Annual Budget provision;
- b) The expenditure is in accordance with legislation, the Shire of Ravensthorpe Purchasing Policy, Code of Conduct and any conditions or limitations applicable to the individual Cardholder.
- c) The procurement of the required goods or services is impractical or inefficient if undertaken via a purchase order or is not able to be obtained other than by a Transaction Card;
- d) Supplier surcharges (fees) on transactions are minimised and only allowable where the alternative method of obtaining the supply (i.e. by purchase order) is more onerous, not cost effective or there is no alternative mode of supply.
- e) Reasonable hospitality expenditure may be incurred for business related purposes, and where applicable reimbursed by other organisations for their respective portion of costs;
- f) Official travel, accommodation and related expenses may only occur in accordance with Shire of Ravensthorpe policies and procedures;
- g) Accounts payable payments are made under the direction of the Executive Manager Corporate Services;
- h) A sufficient record of each transaction is obtained and retained in the local government record.

Allowable transaction modes include:

- a) In-person and over the counter retail purchases;
- b) Telephone or facsimile purchasing;
- c) Mail order purchasing and subscriptions;
- d) Internet purchasing.

F5.8 Prohibited Transactions

The Shire of Ravensthorpe prohibits the use of Transaction Card facilities for:

- a) Cash advances;
- b) PayPal payments;
- c) Incurring expenses which are personal or private (i.e. any expenditure which is not an approved Local Government activity);
- d) Making deposits onto the Card, whether to offset misuse or otherwise;

- e) Incurring Capital expenditure;
- f) Incurring expenditure for goods or services which are subject to a current supplier contract;
- g) Incurring expenses which are not in accordance with legislation, the Shire of Ravensthorpe Purchasing Policy, the Annual Budget and / or the conditions or limitations relevant to the individual Cardholder;
- h) Splitting expenditure to avoid compliance with the Purchasing Policy or to negate limits or conditions applicable to the Cardholder; and
- i) Incurring expenses for the primary purpose of obtaining personal advantage through the transaction (i.e. membership or loyalty rewards).

For clarity, Council Members are prohibited from using Shire of Ravensthorpe Transaction Cards as the Local Government Act 1995 does not provide authority for a Council Member to incur liabilities on behalf of the Local Government. The Act limits Local Governments to only paying Council Member allowances and reimbursing Council Member expenses.

F5.9 Debit Card

Debit card transactions are strictly limited as a means for Authorised Petty Cash / Till Float cash withdrawals. A withdrawal of cash for any other purpose is strictly prohibited. Any expenditure from a debit card is prohibited.

F5.10 Cardholder duty of care and responsible use obligations

A Cardholder is required to:

- a) Keep the Transaction Card and access information in a safe manner; protected from improper use or loss.
- b) Only use the Transaction Card for allowable purposes and not for prohibited purposes.
- c) Not share/give possession of the allocated Transaction Card to any other persons (Excluding pool vehicle fuel cards).
- d) Obtain, create and retain Local Government records that evidence transactions.
- e) Acquit the reconciliation of Transaction Card usage in the required format and within thirty (30) days of a statement being issued. The onus is on the cardholder to provide sufficient detail for each transaction to avoid any potential perception that a transaction may be of a personal nature.
- f) Return the Transaction Card to the Executive Manager Corporate Services before termination of employment, inclusive of reconciliation records.
- g) Return the Transaction Card to the Executive Manager Corporate Services when on leave for periods greater than four (4) weeks.
- h) Reimburse the Shire of Ravensthorpe the full value of any unauthorised, prohibited or insufficiently reconciled expenditure. (Note: To be done within 5 working days).
- i) Pool vehicle fuel cards must be supported by use of a maintained log books.

Benefits obtained through use of a Transaction Card (i.e. membership or loyalty rewards) are the property of the Shire of Ravensthorpe and may only be used for Shire of Ravensthorpe business purposes. Such benefits must be relinquished by the Cardholder to the Shire of Ravensthorpe. Under no circumstances may such benefits be retained as a personal benefit.

F5.11 Transaction evidence

A sufficient transaction record must include the following minimum information:

- a) Invoice and / or receipt that includes; the date, company name, address, ABN, amount and any GST amount included;
- b) Where an invoice and / or receipt cannot be obtained, the Cardholder must provide a Statutory Declaration, in accordance with the *Oaths, Affidavits and Statutory Declarations Act 2005*, detailing the nature of the expense and sufficient information to satisfy the requirements of subclause (a) above.

Document Control Box							
Custodian:	Chief Executive Officer						
Decision Maker:	Council						
Compliance Requirements:							
Legislation:	Section 6.5(a) of the <i>Local Government Act 1995</i> Regs 5 & 11(1)(a) & (2) of the Local Government (Financial Management) Regulations 1996 Public Sector Management Act 1994 Corruption, Crime and Misconduct Act 2003 Oaths, Affidavits and Statutory Declarations Act 2005						
Industry:	Department of Local Government, Sporting and Cultural Industries Guideline No.11 – Use of Corporate Credit Cards Controls over Purchasing Cards Report 17: 2019-20 WA Auditor General's Report (https://audit.wa.gov.au/wp-content/uploads/2020/03/Controls-Over-Purchasing-Cards.pdf)						
Organisational:	Council Policy F2 - Purchasing Policy						
Document Management:							
Risk Rating:	High	Review Frequency:	Annual	Next Due:	2023	Ref:	
Version #	Decision Reference:		Description				
1.	OCM 18/02/20 – Item 14.2		Amended Policy to reflect the current staff structure of the Shire				
2.	OCM 21/07/20 – Item 13.2		2020 - Comprehensive policy register review.				
3.	OCM 19/07/22 – Item 12.1.2		2022 – Comprehensive Policy Manual review and F5.4 Council Approved Authorised Users Matrix.				

12.4 **PROJECTS AND REGULATORY SERVICES**

12.4.1 DEDICATION OF ROAD WIDENING – TRUCK PARKING BAY – SOUTH COAST HIGHWAY, FITZGERALD

File Reference:	N/A
Location:	South Coast Highway, Fitzgerald
Applicant:	Main Roads WA
Author:	Peter Wilks
Authorising Officer	Chief Executive Officer
Date:	21 May 2024
Disclosure of Interest:	Nil
Attachments:	12.4.1
Previous Reference:	N/A

PURPOSE

1. To provide Main Roads Western Australia (MRWA) with a resolution to enable the processes associated with the widening of the South Coast Highway to enable construction of a truck parking bay.

OFFICER RECOMMENDATION

That Council RESOLVE to support the dedication of the land the subject of Deposited Plan 413339 as part of the Road Reserve for the South Coast Highway pursuant to Section 56 of the *Land Administration Act 1997*.

Moved: _____

Seconded: _____

Carried: __/__

ATTACHMENT 12.4.1



mainroads
WESTERN AUSTRALIA

Enquiries: Nick Kitin
Our Ref: 17/3995
Your Ref:

28 July 2017

Chief Executive Officer
Shire of Ravensthorpe
PO Box 43
Ravensthorpe WA 6346

Dear Sir/Madam

DEDICATION OF ROAD WIDENING – TRUCK PARKING BAY, SOUTH COAST HIGHWAY, FITZGERALD

Main Roads Western Australia (MRWA) is looking to upgrade the existing roadside parking bays on both sides of the South Coast Highway, Fitzgerald.

The works will include the creation of separate parking bays for light and heavy vehicles, the improvement of existing shelters, sealed surfaces, and toilet facilities at the location.

The objective of the works is to improve road safety by constructing 2 fit-for-purpose long haul truck parking bays for truck movements on the highway.

The upgrade of the truck bay on the northern side of the highway will require a road widening. The extent of the proposed widening is defined on Main Roads drawing number 201701-108 (copy enclosed).

MRWA is seeking comments and support from the Shire of Ravensthorpe to the proposed road widening and upgrade works.

Should you have any enquiries regarding this matter, please do not hesitate to contact me by email at nick.kitin@mainroads.wa.gov.au or telephone on 9323 4358.

Yours sincerely

Nick Kitin
LAND ASSEMBLY MANAGER
PROPERTY MANAGEMENT BRANCH

12.4 PROJECTS AND REGULATORY SERVICES

12.4.2 RAVENSTHORPE AIRPORT MASTER PLAN

File Reference:	N/A
Location:	Ravensthorpe Airport
Applicant:	Executive Manager Projects and Regulatory Services
Author:	Natalie Bell
Authorising Officer	Chief Executive Officer
Date:	09 May 2024
Disclosure of Interest:	Nil
Attachments:	12.4.2 Ravensthorpe Airport Master Plan
Previous Reference:	N/A

PURPOSE

1. For Council to endorse the Airport Master Plan.

OFFICER RECOMMENDATION

That Council ENDORSE the Ravensthorpe Airport Master Plan.

Moved: _____ Seconded: _____

Carried: /

ATTACHMENT 12.4.2

Australia's leading airport advisers and aerodrome safeguarding specialists



RAVENSTHORPE AIRPORT MASTER PLAN 2024

Prepared for: Shire of Ravensthorpe

DOCUMENT CONTROL

Document Title: Ravensthorpe Airport Master Plan 2024
 Activity ID: YNRV01
 Release Date: 7 May 2024
 Prepared by: Ashley Grummitt
 Reviewed by: Keith Tonkin
 Released by: Keith Tonkin

Revision History

<i>Version</i>	<i>Description</i>	<i>Transmitted</i>	<i>Reviewed by</i>	<i>Date</i>
0.1	First Draft	27 March 2024	Shire of Ravensthorpe	7 May 2024
1.0	Final	7 May 2024		

ACKNOWLEDGEMENT OF COUNTRY

The Shire of Ravensthorpe acknowledges the Wudjari peoples of the Wagyl Kaip and Southern Noongar Land Estate as the traditional custodians of this land and we pay our respects to their Elders past, present and emerging.

COPYRIGHT AND DISCLAIMER NOTICE

This document and the information contained herein should be treated as commercial-in-confidence. No part of this work may be reproduced or copied in any form or by any means (graphic, electronic or mechanical, including photocopying, recording, taping or information retrieval system) or otherwise disclosed to any other party whatsoever, without the prior written consent of Aviation Projects Pty Ltd.

This report has been prepared for the benefit solely of the Client, and is not to be relied upon by any other person or entity without the prior written consent of Aviation Projects Pty Ltd.

© Aviation Projects Pty Ltd, 2024. All rights reserved

TABLE OF CONTENTS

Document Control	i
Acknowledgement of Country	i
Copyright and Disclaimer Notice	i
Table of Contents	ii
List of Figures	iv
List of Tables	iv
1. PLANNING CONTEXT	1
1.1. Introduction	1
1.2. Site description	2
1.3. Regional characteristics	3
1.4. Role and history	4
1.5. Current operations	4
1.6. Regional aviation	5
1.7. Strategic intent	6
1.8. Scope and limitations	6
1.9. Methodology	7
1.10. Purpose of master planning study	7
1.11. Planning horizons	7
1.12. Aviation legislative framework	8
1.13. National Airports Safeguarding Framework (NASF)	8
1.14. Strategic alignment	9
1.15. Planning requirements	11
1.16. Cultural heritage	12
1.17. Native vegetation	12
2. STAKEHOLDER CONSULTATION	13
2.1. Stakeholder engagement program	13
2.2. Meeting schedule	13
2.3. Results of stakeholder engagement	13

3. SWOT ANALYSIS	14
4. EXISTING AERODROME FACILITIES	15
4.1. Aeronautical infrastructure	15
4.2. Ground Servicing Equipment (GSE) Storage Ares	20
4.3. Support facilities	20
4.4. Landside development	20
4.5. Aerodrome lighting	23
4.6. Ground transport	23
4.7. Utilities and civil infrastructure	24
4.8. Grandfathered facilities	24
5. VISION	26
6. DEMAND	27
6.1. Regional population	27
6.2. Historical passenger movements	27
6.3. Historical aircraft movements	27
6.4. Forecast passenger and aircraft movement demand	28
6.5. Aircraft parking capacity	28
6.6. Passenger terminal capacity	28
7. DEVELOPMENT CONSTRAINTS	29
7.1. Planning	29
7.2. Civil Aviation Safety Regulations	29
7.3. Aerodrome Reference Code	29
7.4. Grandfathering	29
7.5. Design Standards Option 1 – Retain grandfathered requirements	30
7.6. Design Standards Option 2 – meet new requirements	30
8. DEVELOPMENT OPTIONS	31
8.1. Aircraft movement areas	31
8.2. Aviation support facilities	33
8.3. Passenger facilities	33
8.4. Commercial land use development	34
8.5. Ground transport	34
8.6. Utilities and civil infrastructure	34

9. MASTER PLAN	35
9.1. Short term 0 – 5 years	35
9.2. Medium term 5 – 10 years	36
9.3. Long term 10 – 20 years	36
9.4. Longer term 20+ years development considerations	37
10. FUNDING STRATEGY	38
11. AERODROME SAFEGUARDING	39
11.1. Aircraft noise	39
11.2. Building generated windshear and turbulence	39
11.3. Wildlife hazard buffer zone	39
11.4. Lighting restriction zone	39
11.5. Operational airspace	40
11.6. Building restricted areas for aviation facilities	40
11.7. Public safety areas	40
12. GLOSSARY	41
13. REFERENCES	42
ANNEXURES	43

LIST OF FIGURES

Figure 1 Location map	1
Figure 2 Ravensthorpe Airport location	2
Figure 3 Site overview	2
Figure 4 9 am and 3 pm wind roses	3
Figure 5 F100 closed charter FIFO aircraft	4
Figure 6 Ravensthorpe Airport in relation to other certified regional airports	5
Figure 7 Ravensthorpe Airport land classification	11
Figure 8 Native vegetation mapping	12
Figure 9 Ravensthorpe Airport Aerodrome Chart	15
Figure 10 Runway 06	16
Figure 11 Runway 24	16
Figure 12 Runway 14	17
Figure 13 Runway 32	17
Figure 14 Aircraft parking apron	18
Figure 15 Gravel overflow aircraft parking apron (west)	18
Figure 16 Gravel aircraft parking apron (east)	19
Figure 17 Taxiway Alpha	19
Figure 18 Passenger terminal building	20
Figure 19 Check-in area	21
Figure 20 External seating area	21

Figure 21 St John Ambulance / RFDS patient transfer facility	22
Figure 22 DBCA emergency firefighting facilities	22
Figure 23 Ravensthorpe Airport access road	23
Figure 24 Historical air transport passenger movements at Ravensthorpe Airport	27
Figure 25 Impact of 280 m wide runway strip	30

LIST OF TABLES

Table 1 Master planning principles	6
Table 2 Ravensthorpe Airport SWOT analysis	14
Table 3. Runway declared distances	15
Table 4 Ravensthorpe Airport Grandfathered provisions	24
Table 5 Indicative Master Plan Cost Estimates (Airside Infrastructure)	38

1. PLANNING CONTEXT

1.1. Introduction

Ravensthorpe Airport (YNRV) is a community asset owned and operated by the Shire of Ravensthorpe (SoR). As a certified aerodrome, the Shire of Ravensthorpe is required to maintain the Airport in compliance with the Civil Aviation Safety Authority (CASA) Part 139 (Aerodromes) Manual of Standards 2019 (Part 139 MOS 2019) and other relevant standards.

The Shire of Ravensthorpe is in the southern Goldfields-Esperance region of Western Australia (WA), about halfway between Albany and Esperance as shown in Figure 1 (source: OpenStreetMap). It is approximately 530 km southeast of Perth and covers an area of 12,872 km².

The region stretches from hills to sea, encompassing the Fitzgerald Biosphere, which was listed by UNESCO as a Biosphere Reserve in 1978. It was expanded and renominated in 2018. With Fitzgerald River National Park at its core, the Biosphere includes 1.5 million hectares of conservation estate, State waters, farmland, and industrial and urban areas.

The Shire has four settlements: Ravensthorpe, Hopetoun, Jerdacuttup and Munglinup.

Mining, agriculture and tourism are significant industries, which have ebbed and flowed over time. Mining, in particular, has seen dramatic fluctuations over past years.

With a population of 2,085 (2021), the Shire has one of Australia’s lowest population densities and is classified as Very Remote Australia under the Australian Bureau of Statistics Remoteness Structure. Its remoteness underpins the importance of Ravensthorpe Airport as a key community infrastructure asset providing critical access to capital city facilities in Perth.



Figure 1 Location map

Ravensthorpe Airport is located approximately 30 km south of Ravensthorpe, and 20 km north of Hopetoun and is accessed off the Hopetoun – Ravensthorpe Road as shown in Figure 2 (source: Google Earth, imagery 8/2023).

The Airport supports Fly-in / Fly-out (FIFO) closed charter jet services between Ravensthorpe and Perth for local mining operations including Allkem Mt Cattlin Lithium and FQM / MACA Ravensthorpe Nickel, and general aviation activities including Royal Flying Doctor Service and seasonal emergency aerial firefighting operations.



Figure 2 Ravensthorpe Airport location

1.2. Site description

Ravensthorpe Airport is a certified aerodrome with an asphalt sealed Code 3C instrument non precision approach main runway 06/24, 1680 m long x 30 m wide and a published Pavement Classification Number (PCN) of 21, meaning aircraft with an Aircraft Classification Number (ACN) of up to 21, such as the Embraer E190 and Fokker F100 (both with pavement concession) can operate.

The airport has a second unsealed gravel Code 2 non-instrument cross runway 14/32 1200 m long x 30 m wide with a PCN of 6 suitable for general aviation aircraft.

An overview of the airport is shown at Figure 3 (source: Google Earth, imagery 8/2023).



Figure 3 Site overview

1.3. Regional characteristics

Population

With a population of 2,085 (2021), the Shire has one of Australia’s lowest population densities and is classified as Very Remote Australia under the Australian Bureau of Statistics Remoteness Structure.

The Shire has four settlements: Ravensthorpe, Hopetoun, Jerdacuttup and Munglinup. The main population centres of Hopetoun and Ravensthorpe account for around 80% of the Shire’s total population.

The Shire’s population has increased by 20% since 2016, an average annual increase of 4% per annum.

Geographical remoteness, limited air travel access, lack of hospitality businesses (number and variety), attracting and retaining quality workforce (educators, health, mining and other industry professionals), digital connectivity, lack of community facilities, services and sport/recreation opportunities across all age groups, all constrain the ability to attract and retain residents.

Economy

The Ravensthorpe district has been witnessing strong economic growth generated from mining, agriculture and a growing tourism sector. Mining leads this growth with an estimated \$1.6B in mineral wealth extracted from the Ravensthorpe local government area in 2022, ranking the Shire 10th across WA’s local government authorities in terms of mineral value output (source: Shire of Ravensthorpe Economic Growth Strategy 2023 and Department of Mines, Industry Regulation and Safety (DMIRS)).

Agriculture is also performing strongly with exceptional grain production over the last two harvests. A strong local business sector flows on from these record production levels and the resulting economic spend into the local economy.

Tourism

Tourism is high on the community’s agenda and opportunities exist to leverage the region’s unique natural attractions. Set within the Fitzgerald Biosphere (one of only 738

UNESCO recognised biosphere reserves in the world) the Shire of Ravensthorpe includes some 600,000 hectares of native vegetation, including the Fitzgerald National Park. Much of this bushland is highly prized and boasts unique biodiversity values found nowhere else in the world. These natural assets, and the impact of Covid on intrastate travel, has led to strong visitor growth with an estimated 71,000 overnight visitors in 2020-21 (26.8% increase over previous period), generating 343,000 nights (36.7% increase) (source: Shire of Ravensthorpe Economic Growth Strategy 2023 and Tourism WA LGA fact sheets 2021).

Climate and meteorology

Ravensthorpe has a temperate Mediterranean climate with sunny winter days and cool summer nights.

Mean maximum temperature is 22.8°C with 49.3 days per year above 30°C. Mean annual rainfall is 427 mm, with 75 days of greater than 1 mm rainfall. Prevailing wind direction at 9 am is from the north-west, and at 3 pm from the south-east, as shown in Figure 4 (source: Australian Bureau of Meteorology).

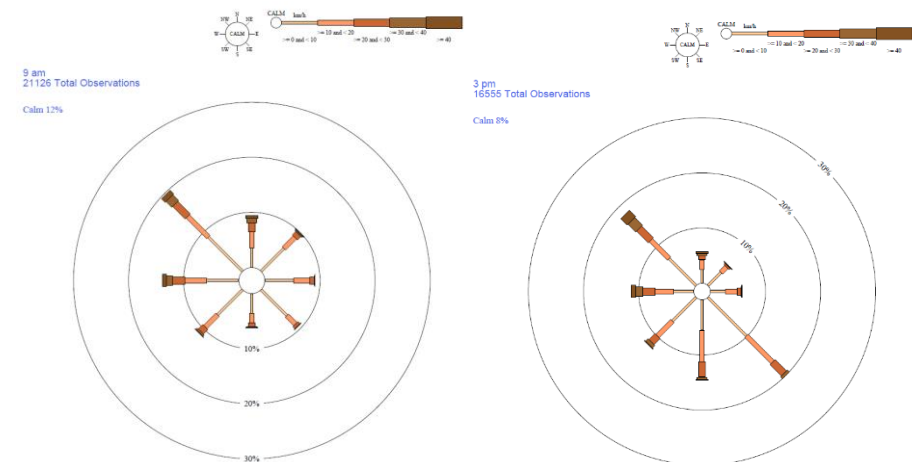


Figure 4 9 am and 3 pm wind roses

1.4. Role and history

Ravensthorpe Airport was originally constructed by BHP to service the nearby Ravensthorpe nickel mine. Ownership of the Airport was transferred to the Shire in the mid-2000s and the Shire assumed responsibility for the management and day-to-day operation of the Airport.

Airport operations have been, and continue to be, largely dependent on the operations of the local mines, and operations have fluctuated significantly over the years. From 2011 to 2015 the airport catered for a range of operations including scheduled air transport (RPT) services with security screening requirements.

Local mining organisations; Galaxy Lithium Australia, FQM Australia Nickel and MACA have recently consolidated flights between Ravensthorpe and Perth and have introduced larger jet aircraft.

Until December 2023, flights were operated by Skippers Aviation using Fokker F100 aircraft. In December 2023 National Jet Express (NJE) commenced operations using Embraer E190 aircraft.

The airport also plays an important role in supporting Royal Flying Doctor Service (RFDS) services for medical transport and seasonal emergency aerial firefighting operations.

1.5. Current operations

Current aircraft operations include:

- Fly-in / Fly-out (FIFO) closed charter services to Perth operated by National Jet Express (NJE) Embraer E190 jet aircraft (up to 6 return services per week) on behalf of local mining organisations (previously Skippers Fokker F100 aircraft as shown in Figure 5)
- Aeromedical flights operated by the RFDS – Pilatus PC-12 and PC-24 aircraft (over 80 patient retrievals in 2023)
- Seasonal emergency aerial fire-fighting services – Air Tractor AT-802

- Local / itinerant general aviation aircraft activities.

The closed charter FIFO flights are offered to local residents subject to availability. The flights cannot be accessed by non-residents, tourists or the general public, and there are no other domestic airline (RPT) flights available from the airport.



Figure 5 F100 closed charter FIFO aircraft

1.6. Regional aviation

Ravensthorpe Airport is located 241 nautical miles south-east of Perth. Its location in relation to other certified regional airports is shown in Figure 6 (source: OzRunways).

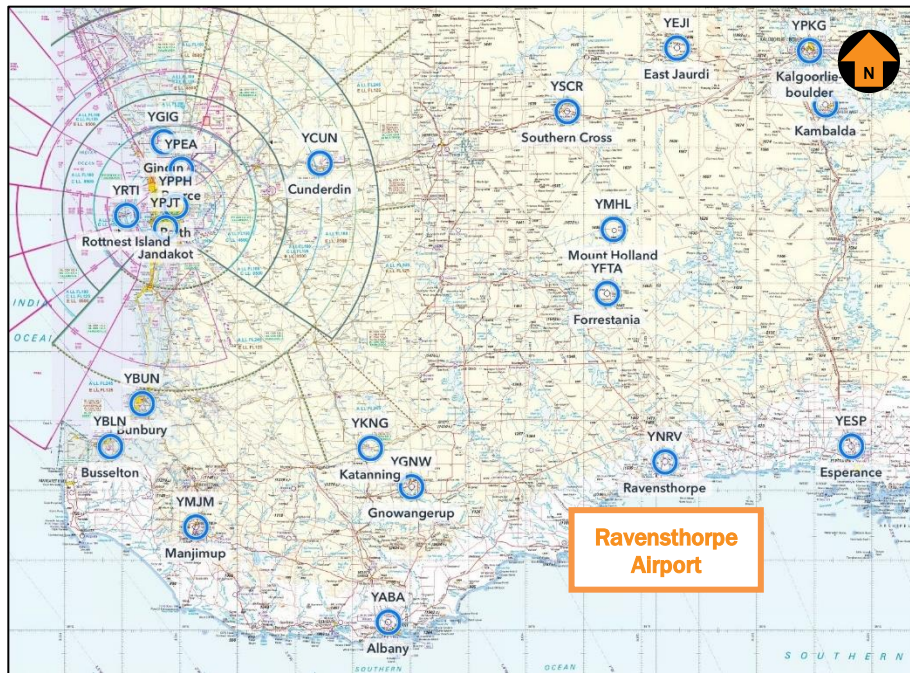


Figure 6 Ravensthorpe Airport in relation to other certified regional airports

Busselton Margaret River Airport caters for a range of Fly-in / Fly-out (FIFO) closed charter services operated by Qantas, Virgin Australia, and Alliance Airlines for resource companies such as Rio Tinto, BHP and Fortescue Metals Group.

In April 2022 Jetstar commenced direct flights between Melbourne and Busselton Margaret River operating Airbus A320 aircraft. Over 50,000 passengers have travelled on the route since its commencement. In November 2023, Jetstar announced a new

non-stop route between Sydney and Busselton Margaret River Airport, to commence in March 2024 with three return flights per week, adding another 50,000 seats per year.

In September 2022 Rex acquired National Jet Express (NJE), the Regional Services arm of Cobham Aviation, with a focus on expanding its FIFO operations in Queensland and the Northern Territory. NJE operates a fleet of Q400 and Embraer E190 jet aircraft. Rex has recently announced that it will consider options to utilise NJE aircraft to improve services on its WA regional routes.

Rex operates RPT services to Perth from both Albany and Esperance Airports using Saab 340 aircraft under a fully regulated regional air route arrangement with the WA State Government.

In January 2023, new airline Bonza commenced services on the East Coast of Australia operating Boeing 737 Max 8 aircraft. The airline’s strategy has focussed on regional routes not currently served by an airline or regional routes it considers are underserved.

In May 2023, Nexus Airlines commenced operations to regional Western Australian destinations including those previously operated by Aviair using Dash 8 Q400 turbo-prop aircraft.

Skippers Aviation operates a fleet of Fokker F100 jet aircraft, and Dash 8 300, Dash 8 100, Embraer E120, Metro 23 and Cessna C441 turbo-prop aircraft across a range of WA fully regulated regional air routes. Until recently Skippers operated FIFO services at Ravensthorpe Airport.

Airmorth operates a fleet of Embraer E190 and E170 jet aircraft and E120 turbo-prop aircraft. The airline operates a lightly regulated regional air route from Broome to Kununurra.

1.7. Strategic intent

Ravensthorpe Airport is a key community infrastructure asset providing critical access to capital city facilities in Perth. In its Tourism Strategy 23 adopted on 15 August 2023, the Shire of Ravensthorpe set out the following 10-year vision:

“Sustainable RPT air services that are not reliant on the mining industry”.

The Shire is ultimately seeking to leverage current closed charter (FIFO) demand to establish scheduled air transport (RPT) services between Ravensthorpe and Perth for the benefit of the local community and to attract new visitor markets.

Future development as outlined in the Master Plan is guided by the following planning principles:

Table 1 Master planning principles

<i>Principle</i>	<i>Description</i>
Aviation safety, security & legislative compliance	Promoting a safe and secure environment for all users of the airport in compliance with applicable civil aviation safety regulations and standards.
Capacity & operational efficiency	Providing appropriate (fit for purpose) infrastructure and facilities future proofed to meet the forecast demand for future airport operations.
Customer experience & community & stakeholder relationships	Providing a high level of service / customer experience and establishing and maintaining strong partnerships with the local community and key stakeholders.
Environmental responsibility & compliance	Minimising the impact of airport development and operations on the local environment.
Financial viability & sustainability	Ensuring the viability and sustainability of the airport through the application of sound financial, asset and resource management principles.

1.8. Scope and limitations

The scope of work for the master planning study involved the following requirements:

- Situation Analysis – which assesses the airport’s current facilities, land use and operations including both aviation and non-aviation usage; trends affecting the present and future use of the aerodrome with consideration to the social, demographic, and economic opportunities; and the current regulatory requirements and their implications on future operations, land use and development
- Future Direction – working with the Shire and key stakeholders to establish the strategic vision and objectives for the airport and identify priorities to ascertain future needs
- Strategy Development – identifying critical airport planning parameters and providing clear direction on how the Shire will achieve its strategic vision and objectives
- Implementation – providing a schedule, recommended actions and plans to best achieve the desired objectives, including prioritising short, medium, and long term projects and cost estimates / ranges for each.

1.9. Methodology

The master planning study was conducted generally in accordance with the Australian Airports Association Airport Practice Note 4 – Regional Airport Master Planning Guideline and modified according to the Scope of Work.

The following key activities were conducted during the course of the study:

- Inception meeting and site orientation
- Stakeholder engagement activities including site visit
- Consolidation of stakeholder feedback
- Preparation of concept plans for client endorsement
- Preparation of draft Master Plan including drawings and plans
- Final stakeholder consultation including review of draft Master Plan
- Preparation of final Master Plan for client acceptance.

1.10. Purpose of master planning study

The purpose of the Master Plan is to establish a framework for the future planning and development of Ravensthorpe Airport to guide the Shire of Ravensthorpe in its financial planning, decision making processes and future planning with high regards to design aircraft infrastructure needs, including the runway servicing or upgrades, provision of staff office accommodation, assessment of existing facilities, current site conditions including drainage/ponding issues, taxiway/apron and landside leaseholder designs, and layout for maximum functionality between RPT, Charter and Emergency Services.

The Master Plan is intended to establish the basis for more detailed studies of design, infrastructure planning, and land use planning required to achieve the strategic direction.

The Master Plan provides an overarching vision that is expected to guide the overall development of the airport over the next 20-years; identify key issues facing the airport; and provide concepts or options for addressing these issues.

1.11. Planning horizons

The Master Plan nominally considers a planning horizon of 20 years, comprised of short, medium and longer-term timeframes.

The short term is typically defined as 0 – 5 years, medium 5 – 10 years, and longer term as 10+ years through to the end of the 20-year master planning horizon.

Delivery of any individual component within the Master Plan is dependent on the availability of funding, market demand and the undertaking of a full detailed design process, and the timing of development may be delayed or accelerated in consideration of these factors.

1.12. Aviation legislative framework

As a certified aerodrome, the Shire of Ravensthorpe is required to maintain the Airport in compliance with the following requirements:

- Civil Aviation Safety Regulations 1998

Civil Aviation Safety Regulation 1998 (CASR) Part 139 – *Aerodromes* describes the requirements for aerodromes used in air transport operations.

- Part 139 (Aerodromes) Manual of Standards 2019

Part 139 (Aerodromes) Manual of Standards 2019 (Part 139 MOS 2019) sets out the standards and operating procedures for certified and certain other aerodromes used in air transport operations.

- Aviation Transport Security Act 2004

The Aviation Transport Security Act 2004 (amended and in force on 23 June 2021) sets out the statutory framework that safeguards Australia's essential aviation services.

- Aviation Transport Security Regulations 2005

The Aviation Transport Security Regulations 2005 put into effect the requirements set out in the Act.

- International Civil Aviation Organisation (ICAO) Annex 14 - Aerodromes, Volume 1 Aerodrome Design and Operations

This Annex contains Standards and Recommended Practices (specifications) that prescribe the physical characteristics and obstacle limitation surfaces to be provided for at aerodromes, and certain facilities and technical services normally provided at an aerodrome. It also contains specifications dealing with obstacles outside those limitation surfaces.

1.13. National Airports Safeguarding Framework (NASF)

The Australian Government has an interest in better planning and integrated development on and around airports and to lessen the adverse effects of aviation activity on the environment and communities. While not a planning authority, it provides guidance on broader issues such as noise around airports that can be used by statutory authorities to achieve the stated objectives. The National Airports Safeguarding Advisory Group (NASAG) has produced National Airports Safeguarding Framework (NASF) to advance this agenda. The Framework should also be taken into consideration when designing development on and in the vicinity of the airport.

Further detail is provided in section 11.

1.14. Strategic alignment

The following State planning documents define the strategic planning context for the Ravensthorpe Airport Master Plan.

Department of Transport – WA Aviation Strategy 2020 (Draft)

The draft WA Aviation Strategy 2020 sets out the following vision for aviation in WA:

“Western Australia has a comprehensive network of affordable air services and fit for purpose airport infrastructure that supports and promotes the State’s economic and social development”.

The Strategy has four main goals:

- A. Affordable Airfares
 - » Regional communities have access to affordable airfares, with affordability measured through community surveys and other information, as may be appropriate.
 - » Flights are a viable option for tourists and visitors to regional WA.
- B. Connected Communities
 - » More regional communities have access to air services.
 - » Air routes support WA’s diverse economy, including the resources and tourism sectors.
- C. Fit for Purpose Infrastructure
 - » Infrastructure at metropolitan and regional airports is planned and delivered in time to meet demand.
 - » Long-term plans are in place for future airports servicing Perth and regional WA.
- D. Informed and Future Ready

» Regulation, plans and decisions are data-driven.

» The appropriate skills and training are available to support the aviation industry.

Tourism WA – Corporate Plan 2021-22

The Tourism WA Corporate Plan 2021-22 sets out the following vision for the WA tourism industry:

“To position Western Australia as a destination of choice, ensuring the sustainable growth of the State’s visitor economy”.

To achieve this, Tourism WA has identified three key strategic pillars:

- Experience
 - » Tourism WA will support the development of existing and emerging tourism experiences and events including a focus on workforce to create the foundations for a meaningful traveller experience.
- Demand
 - » Tourism WA will drive consumer desire and preference for a holiday in Western Australia over any other destination in Australia.
- Access
 - » Actively seek to reinstate and grow access to all parts of Western Australia exploring new and existing opportunities for direct connectivity between Perth and other destinations.

With regard to regional aviation, the Corporate Plan identifies the following actions:

» Work to extend affordable airfare programs and grow regional aviation capacity.

» Work with aviation partners to re-establish interstate aviation capacity and secure opportunities for additional interstate air routes.

Goldfields – Esperance Development Commission – Strategic Plan 2022-24

The Goldfields – Esperance Development Commission Strategic Plan 2022-24 sets out the following vision for the region:

“The Goldfields-Esperance region is economically and culturally diverse with vibrant communities and a prosperous future”.

The vision is supported by five themes or strategic initiatives that define the GEDC’s priorities for the period of the Strategic Plan:

- Resource and Industry Development
 - » Grow existing, find and develop new, non-renewable resource and related industries
- Industry Diversification
 - » Grow existing, find and develop new, other alternative industries
- Regional Living
 - » Enhance regional living standards
- Aboriginal Economic Development
 - » Increase the economic participation of Aboriginal people
- Organisational Excellence
 - » Excellence in all that we do

The Strategic Plan also recognises the critical role played by gateway infrastructure such as airports and the importance of aviation in enhancing regional living standards.

Shire of Ravensthorpe Strategic Community Plan 2020 – 2030

The Shire of Ravensthorpe Strategic Community Plan 2020 – 2030 identifies the community’s vision as:

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

The Strategic Community Plan sets out five key outcome areas:

- Economy
 - » The population is growing, in tandem with a thriving, resilient local economy
- Community
 - » This is a safe and family-friendly community where people of all ages have access to services and facilities, and there is plenty to blow your socks off
- Built Environment
 - » The built environment is accessible, honours history and provides for the economic and social needs of residents, industry and visitors
- Natural Environment
 - » Our unique world class biosphere is valued and protected for the enjoyment of current and future generations
- Governance and Leadership
 - » The Shire of Ravensthorpe partners the community, and is an effective advocate and responsible steward

With respect to Ravensthorpe Airport, the Plan identifies the following 4-year priority:

- Develop short trip tourism through airport (Economy)

Shire of Ravensthorpe Corporate Business Plan 2020 – 2024

The Shire of Ravensthorpe Corporate Business Plan 2020 – 2024 supports the Shire’s Strategic Community Plan and identifies the Ravensthorpe Airport service as:

“Airport capable of servicing chartered flights for industry, commercial and recreational aircraft, and emergency services aircraft and related facilities”.

The Business Plan identifies a change in service level at the Airport to:

- Expand to tourism
- Improve security (including CCTV).

Shire of Ravensthorpe Economic Growth Strategy 2023

The Shire of Ravensthorpe Economic Growth Strategy 2023 identifies the importance of Ravensthorpe Airport in providing access to capital city facilities in Perth and breaking through the barrier of remoteness to improve liveability in the area.

The Economic Growth Strategy also identifies an initiative to investigate Ravensthorpe Airport for food transportation, and also the community’s desire to ensure that flights into the airport have places available for community and tourists.

Shire of Ravensthorpe Tourism Strategy 2023

The Shire’s Tourism Strategy 2023 sets out a 10-year vision for Ravensthorpe Airport as:

“Sustainable RPT air services that are not reliant on the mining industry”.

The vision recognises that providing air transport (RPT) air access would be advantageous for both tourists and local residents to improve the liveability of the area and to attract new visitor segments to the region.

The Tourism Strategy also identifies the need to investigate:

- Ravensthorpe Airport as a future trading hub
- Potentially utilise land around the airport, and tie in the ability to enable export of certain refrigerated products.

1.15. Planning requirements

Shire of Ravensthorpe Local Planning Strategy 2015 and Local Planning Scheme No. 6 Amendment No. 3

The Shire’s Local Planning Strategy in the context of providing infrastructure to support growth and development, identifies the aim:

“To provide adequate air services to meet Shire and industry needs”.

The Local Planning Scheme identifies the objectives of land zoned “Strategic Infrastructure” to set aside land required for port or airport facilities. Amendments to the Local Planning Scheme in 2023 reclassified a portion of Lot 82 on Plan 224161 relating to Ravensthorpe Airport from “Public Purposes” to “Strategic Infrastructure” as shown in Figure 7.



Figure 7 Ravensthorpe Airport land classification

1.16. Cultural heritage

A search of the Department of Planning, Lands and Heritage Aboriginal Cultural Heritage Inquiry System (ACHIS) identified no locations of interest within the airport lands.

It is noted that Aboriginal Cultural Heritage (ACH) Register Place 21378 Jerdacuttup River is located approximately 3 km to the east of the airport.

1.17. Native vegetation

An overlay showing the extent of native vegetation in the vicinity of the airport, extracted from NationalMap, is shown at Figure 8.

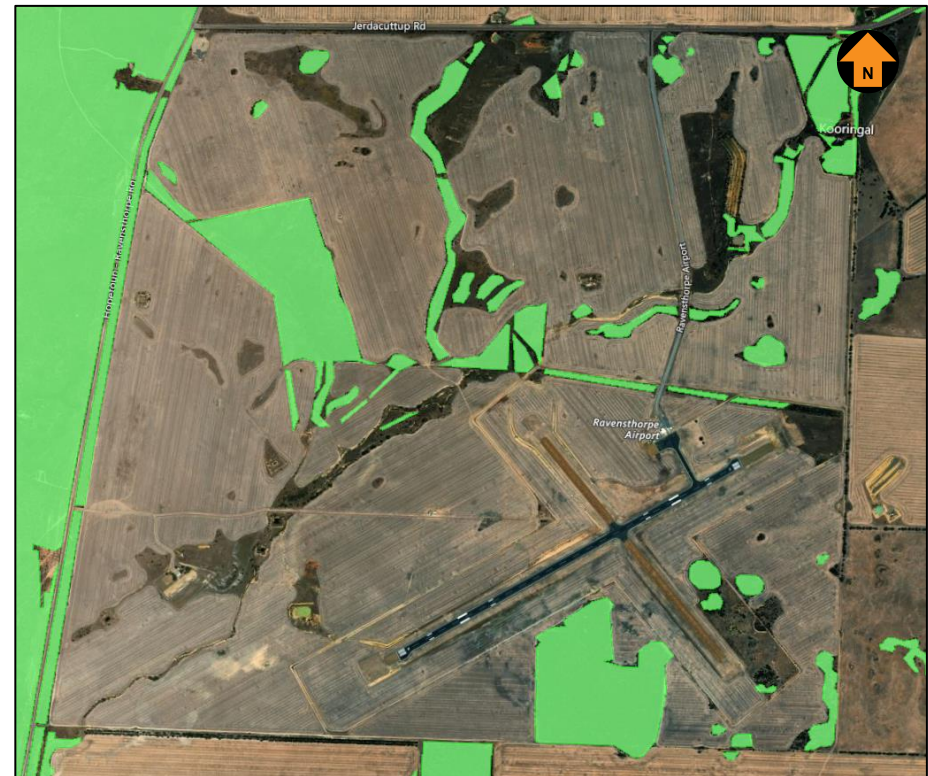


Figure 8 Native vegetation mapping

2. STAKEHOLDER CONSULTATION

A stakeholder engagement plan was developed in consultation with the Shire of Ravensthorpe to provide key stakeholders with the opportunity to provide input into the development of the Master Plan.

2.1. Stakeholder engagement program

Engagement activities conducted through November 2023 - January 2024 included face to face meetings / interviews, telephone / online interviews and email feedback.

2.2. Meeting schedule

Aviation Projects conducted face to face meetings in Ravensthorpe on 7 and 8 November 2023.

The following stakeholders were engaged either through face to face meeting, telephone interview or email correspondence:

- Shire of Ravensthorpe Councillors, Management and Airport staff
- Allkem Mt Cattlin Lithium
- Department of Biodiversity, Conservation and Attractions (DBCA)
- Department of Fire and Emergency Services (DFES)
- Department of Transport (DoT)
- First Quantum Minerals (FQM) Ravensthorpe Nickel
- Fitzgerald Business Network
- Goldfields – Esperance Development Commission (GEDC)
- Goldfields Voluntary Regional Organisation of Councils (GVROC)
- International Graphite

- Medallion Metals
- National Jet Express (NJE)
- Royal Flying Doctor Service (RFDS)
- Skippers Aviation
- State Emergency Service (SES)
- St John Ambulance WA
- Tourism WA.

2.3. Results of stakeholder engagement

Initial feedback from the stakeholder discussions identified:

- Demand for additional FIFO closed charter services
- Current services are limited to mine employees and residents – not available for non-residents, visitors
- Opportunity to develop new tourism experiences, but area has limited supply of accommodation, hospitality and general services
- Airport would require car hire / public transport services if flights opened to the general public, tourists
- Aircraft parking apron congested during busy periods (FIFO, RFDS, firefighting aircraft)
- RFDS require dedicated aircraft parking position and enhanced patient transfer facilities
- SES requested space for the provision of an additional water tank for reloading firefighting aircraft
- No fuel facilities available (other than DBCA facilities).

3. SWOT ANALYSIS

A Strengths Weaknesses Opportunities and Threats (SWOT) analysis has been used to identify significant areas for consideration in relation to Ravensthorpe Airport, as detailed in Table 2.

Table 2 Ravensthorpe Airport SWOT analysis

<i>Strengths</i>	<i>Weaknesses</i>	<i>Opportunities</i>	<i>Threats</i>
<ul style="list-style-type: none"> • Airport infrastructure capable of servicing chartered flights for industry, commercial and recreational aircraft, and emergency services aircraft and related facilities • Runway will likely serve the airport's needs into the long-term future ie up to Code 3 aircraft • Growing passenger numbers associated with FIFO / mining operations • Airport provides important aeromedical access for the area through services such as the RFDS • Likewise, the airport supports critical firefighting operations (DBCA) • Stunning local attractions – outback-to-coast, wildflowers, whale watching + heritage • Strong agriculture, mining, tourism, small business industries • Available land for development 	<ul style="list-style-type: none"> • Small resident population – 2085 (2021 census) (excl mining) • FIFO charter services with limited seats for residents only – not available for tourists / non-residents • No other RPT services • Shortage of accommodation, hospitality, general services • Location – 30km to Ravensthorpe, 20km to Hopetoun – no car rental / public transport options • No fuel facility (other than DBCA) • Apron constrained in busy periods, incl. access constraints for firefighting aircraft / operations • Limited terminal facilities • Limited car parking • Current RFDS facility / shed identified as being in need of upgrading 	<ul style="list-style-type: none"> • Leverage commercial air transport services – NJE new operator • Identified need for additional FIFO charter flights • Advocating with the Department of Transportation (Aviation) • Develop short trip tourism through airport • Unique tourism accommodation opportunities are being explored in the Hopetoun area • There is an interest in developing tourism experiences to support visitation to the Fitzgerald River NP • The Ravensthorpe Wildflower Show is a key tourism driver, however, is inhibited to grow due to limited access and accommodation options • Investigate the Ravensthorpe Airport for food transportation / future trading hub 	<ul style="list-style-type: none"> • Reliance on mining sector / FIFO (market fluctuations) and remaining lifespan • Competing air transport services at Esperance and Albany • Galaxy booking system • Legislative compliance / risks / security screening • Funding • Staff resources – airport management and operation (remote location)

4. EXISTING AERODROME FACILITIES

4.1. Aeronautical infrastructure

Ravensthorpe Airport is equipped with the aeronautical infrastructure described in this section.

Runway 06/24 Code 3C 1680 m x 30 m sealed, 150 m runway strip – instrument non precision

- RWY PCN 21/F/B/1170 (170PSI) / T Sealed

Runway 14/32 Code 2B 1200 m x 30 m sealed, 90 m runway strip – non instrument

- RWY PCN 6/F/B/790 (115PSI) / T Gravel

Note: the pavement classification number (PCN) is expressed as a five-part code, separated by forward-slashes, describing the relevant pavement.

Declared distances are provided in Table 3 (source: Airservices Australia, Runway Distance Supplement (RDS), 21 March 2024).

Table 3. Runway declared distances

Runway	TORA	TODA	ASDA	LDA
06	1680	1830 (2.89%)	1680	1680
24	1680	1740 (2.1%)	1680	1680
14	1200	1260 (3.31%)	1200	1200
32	1200	1260 (1.5%)	1200	1200

Note the acronyms used are defined as: take-off run available (TORA), take-off distance available (TODA), accelerate-stop distance available (ASDA) and landing distance available (LDA).

Figure 9 shows the Ravensthorpe Airport Aerodrome Chart (source: Airservices Australia, 16 June 2022).

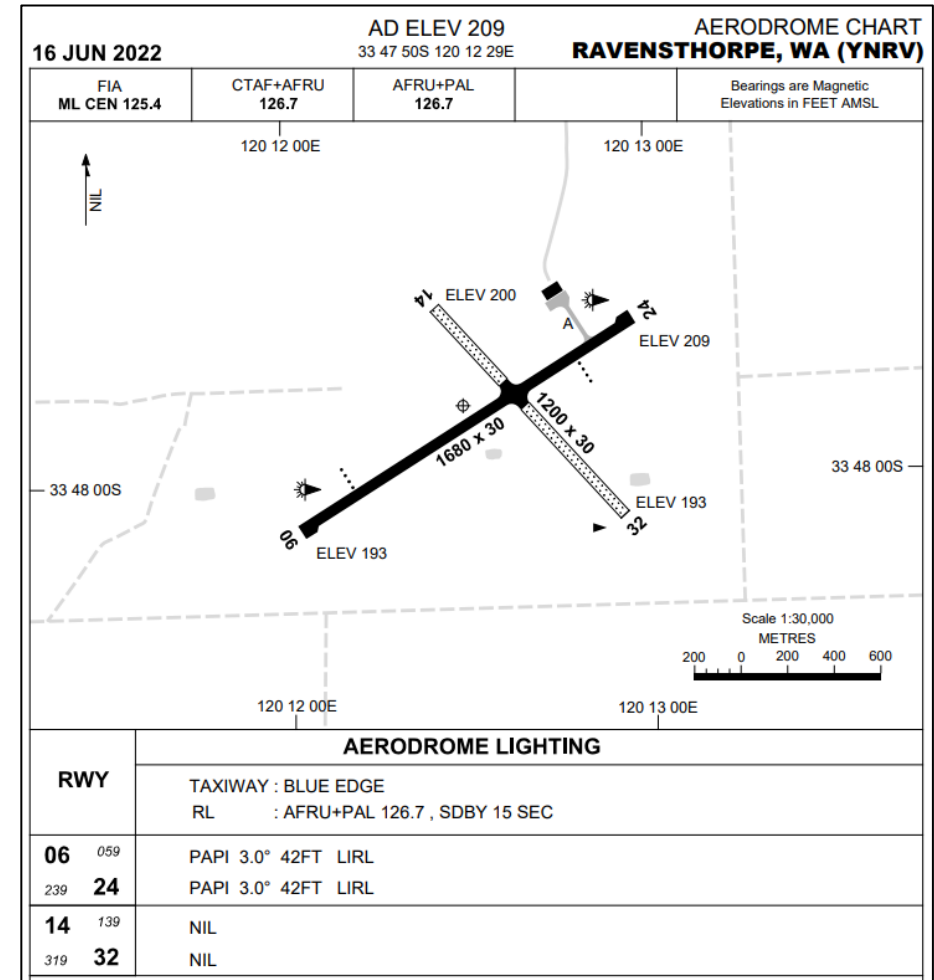


Figure 9 Ravensthorpe Airport Aerodrome Chart

An image of runway 06, looking north-east from the take-off position, is provided at Figure 10.



Figure 10 Runway 06

An image of runway 24, looking south-west from the take-off position, is provided at Figure 11.



Figure 11 Runway 24

The most recent aerodrome technical inspection (October 2023) noted the runway seal is in good condition with no works required.

An image of runway 14, looking south-east from the take-off position, is provided at Figure 12



Figure 12 Runway 14

An image of runway 32, looking north-west from the take-off position, is provided at Figure 13.



Figure 13 Runway 32

The most recent aerodrome technical inspection (October 2023) noted that the runway had recently been reworked to ensure good shape and ride, and that the works had been completed to a good standard.

The aircraft parking apron as shown in Figure 14 (source: Google Earth, imagery 8/2023) is located adjacent to the passenger terminal building and can accommodate up to two (2) code 3C aircraft (E190 / F100 max) on the parking positions Bay 1 and Bay 2.

Bay 1 (east) is the primary parking position, and is also used for reloading of DBCA AT-802 firefighting aircraft during bushfire events.



Figure 14 Aircraft parking apron

Bay 2 (west) is generally kept free to allow for itinerant GA aircraft and Code B RFDS aeromedical aircraft to access parking areas on the western side of the sealed apron area in front of the St John Ambulance patient transfer facility.

A gravel overflow parking apron is available to the west of the sealed apron for aircraft up to 5,700kg MTOW as shown at Figure 15.



Figure 15 Gravel overflow aircraft parking apron (west)

Gravel / grassed areas to the east of the sealed parking apron as shown in Figure 16 are used by AT-802 emergency firefighting aircraft (DBCA refuelling), with helicopter parking also permitted to the east of the sealed apron area adjacent to the primary wind indicator.



Figure 16 Gravel aircraft parking apron (east)

The apron is noted by stakeholders as being congested during busy periods when in use by FIFO closed charter, RFDS, itinerant GA and emergency firefighting aircraft.

The aircraft parking apron is connected to runway 06/24 via a Code C Taxiway Alpha (15 m wide) as shown in Figure 17.



Figure 17 Taxiway Alpha

4.2. Ground Servicing Equipment (GSE) Storage Ares

Limited ground equipment is stored along the edge of the apron outside of the apron edge markings and clear of aircraft movement areas. Tugs, tractors and baggage carts are parked in the baggage area when not in use.

4.3. Support facilities

The airport is not equipped with any Airservices Australia communication and navigation facilities (eg non-directional beacon (NDB)). There are currently no requirements or thresholds for navigation aids to be installed at a particular airport due to traffic levels or types of operations, nor have there been in some years, as aircraft operating under Instrument Flight Rules in Australia now navigate using GNSS (GPS) as the primary means of navigation.

The airport is located outside controlled airspace and has a common traffic advisory frequency (CTAF). There is no air traffic control tower service.

There is no aerodrome rescue and firefighting service (ARFFS), nor is there an expectation of a need for an ARFFS facility at the airport within the master planning period.

There are no aviation fuel facilities on site other than for facilities provided by DBCA for emergency firefighting aircraft. Stakeholder feedback has suggested that the provision of refuelling facilities including Avgas may attract smaller operators to service the area.

Ravensthorpe Airport is classified as a Tier 3 security-controlled airport under the Aviation Transport Security Act 2004 and the Aviation Transport Security Regulations 2005.

A perimeter fence encloses the airside area, and the boundary is clearly marked with signage. Airside access for Ravensthorpe Airport is via locked gates surrounding the airside and landside boundary, with access controlled by the Shire of Ravensthorpe. The perimeter fencing is considered adequate for its purpose.

4.4. Landside development

Landside facilities include:

- Passenger terminal building and annex, with car parking areas
- Royal Flying Doctor Service / St John Ambulance patient transfer shed
- DBCA water tank for reloading emergency firefighting aircraft
- Airport maintenance shed (previous GA aircraft hangar).

An image of the passenger terminal building is shown at Figure 18.



Figure 18 Passenger terminal building

The building includes a passenger check-in area and small external passenger seating area as shown in Figure 19 and Figure 20.



Figure 19 Check-in area

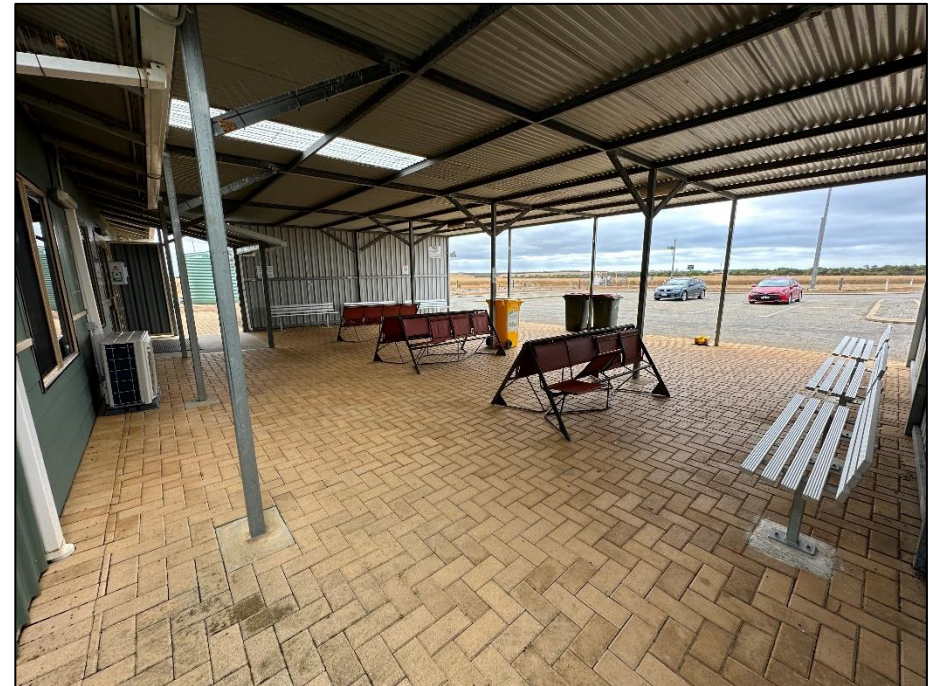


Figure 20 External seating area

Stakeholder feedback has noted that some of the outdoor seating is worn and requires replacing. Feedback has also identified that there are no food or drink options at the airport (vending machines could be considered), and that there is limited indoor seating and poor mobile telephone reception.

An image of the St John Ambulance / RFDS patient transfer facility is provided at Figure 21



Figure 21 St John Ambulance / RFDS patient transfer facility

Feedback from the RFDS has requested provision of a dedicated aircraft parking position and enhanced patient transfer facilities at the Airport.

DBCA facilities are shown at Figure 22 and include a 6 m shipping container for equipment and a 250 kl water tank.



Figure 22 DBCA emergency firefighting facilities

The SES has requested space for the provision of an additional water tank for reloading firefighting aircraft.

DBCA stakeholders also requested consideration of a separate heavy vehicle access to the apron for refuelling trucks / tankers to access the apron area away from Bay 1.

4.5. Aerodrome lighting

A Pilot Activated Lighting (PAL) System is available on runway 06/24. The system includes runway end / threshold, low intensity runway edge lights and precision approach path indicator (PAPI) available for each visual approach on runway 06/24.

Illuminated wind direction indicators are installed at the 06 and 24 runway ends.

There is no lighting on runway 14/32.

Blue taxiway edge lights are provided on taxiway Alpha.

Apron floodlighting is provided to Bays 1 and 2. As noted in Table 4 the existing apron floodlighting does not achieve current Part 139 MOS 2019 lux levels and is noted as a “grandfathered facility”. Future major works associated with the apron should seek to correct this non-compliance.

The aeronautical ground lighting facilities are satisfactory for the intended operations, but compliance is contingent upon certain grandfathered provisions (see section 4.8).

4.6. Ground transport

Ravensthorpe Airport is located approximately 30 km south of Ravensthorpe, and 20 km north of Hopetoun and is accessed off the Hopetoun – Ravensthorpe Road.

Access to the airport is via a sealed single-lane access road off the Jerdacuttup Road as shown in Figure 23. The road includes a floodway crossing associated with Kuliba Creek which has the potential to temporarily restrict access to the airport in significant rain events.



Figure 23 Ravensthorpe Airport access road

4.7. Utilities and civil infrastructure

Water

There is no reticulated water supply and potable water is carted to the Airport.

Electricity

The airport is connected to the main power grid. Emergency standby power is provided via a 44 kVA diesel powered generator on site.

Sewer

The airport is connected to an on-site septic / wastewater management system.

Communication

There is no “landline” telephone service to the Airport. Mobile telephone coverage is available within the terminal building with limited coverage in external areas.

Stormwater

Stormwater run-off is managed onsite via a series of open unlined drainage swales, predominantly on the northern side of the airport. Significant drainage issues with ponding occur to the south of the Runway 06 threshold / end and to the west of the Runway 32 threshold / end.

4.8. Grandfathered facilities

CASA allows certain airport facilities that have been previously constructed in compliance with regulatory standards that have since been amended, to be maintained in accordance with the requirements of the previous standard, even though they are not compliant with the new standard. These facilities are referred to as being “grandfathered facilities” and are noted in the aerodrome manual.

The following Ravensthorpe Airport facilities rely on grandfathered provisions.

Table 4 Ravensthorpe Airport Grandfathered provisions

<i>Existing Facility</i>	<i>Part 139 MOS 2019 Standard</i>	<i>Existing physical specification compliant with previous standard</i>
Runway Strip – overall width	CH 6.17 280m overall strip width	MOS 139 V1.15, CH 6.2.18 150m overall strip width
Obstacle Limitation Surface - Approach Inner Edge	CH 7.15 280m inner edge length	MOS 139 V1.15, CH 7.1-1 150m inner edge length
Obstacle Limitation Surface - Approach Slope	CH 7.15 2% Approach Slope	MOS 139 V1.15, CH 7.1-1 3.33% Approach Slope
Taxiway and shoulder width	MOS 6.45 (1) (d) 25m minimum blast resistant width for turbine operations. (5m shoulders)	MOS 139 V1.15, 6.3.9.1 Code C taxiway requires a 15m wide sealed taxiway
Characteristics of Apron Floodlighting	CH 12.09 New procedure for testing	MOS 139 V1.15, 9.16.4.3 Test procedure determines outcome

<i>Existing Facility</i>	<i>Part 139 MOS 2019 Standard</i>	<i>Existing physical specification compliant with previous standard</i>
Apron Floodlighting Lux	CH 9.116(3) Table showing increased Lux requirements	MOS 139 V1.14, CH 9.16 Lesser Lux
PAPI Lights	MOS 9.48 MOS 9.50 (10) Maximum of 900mm above ground level	No maximum height of PAPI within MOS 139
Commissioning paperwork for lighting system	MOS 9.17(1) MOS 9.17(8)	2004 MOS (version 1.2) section 9.1.15.6 The installation of the airfield lighting pre-dates the requirements for commissioning documentation to be retained

5. VISION

Ravensthorpe Airport is a key community infrastructure asset providing critical access to capital city facilities in Perth. In its Tourism Strategy 23 adopted on 15 August 2023, the Shire of Ravensthorpe set out the following 10-year vision:

“Sustainable RPT air services that are not reliant on the mining industry”.

The Shire is ultimately seeking to leverage current closed charter (FIFO) demand to establish scheduled air transport (RPT) services between Ravensthorpe and Perth for the benefit of the local community and to attract new visitor markets.

The Shire of Ravensthorpe Corporate Business Plan 2020 – 2024 identifies the Ravensthorpe Airport service as:

“Airport capable of servicing chartered flights for industry, commercial and recreational aircraft, and emergency services aircraft and related facilities”.

The Master Plan seeks to address the following priority objectives with respect to future infrastructure and facilities at Ravensthorpe Airport to:

- Cater for potential future air transport services
- Cater for future growth in general aviation activities
- Cater for future emergency services and aeromedical aircraft operations.

6. DEMAND

6.1. Regional population

The Shire of Ravensthorpe has a population of 2,085 (2021) and is classified as Very Remote Australia under the Australian Bureau of Statistics Remoteness Structure.

While opportunities exist to develop new tourism experiences to support visitation to the Fitzgerald River NP, current demand is largely driven by Fly-in / Fly-out (FIFO) closed charter services to Perth operated by local mining organisations; Galaxy Lithium Australia, FQM Australia Nickel and MACA.

6.2. Historical passenger movements

The data in Figure 24 (source: Shire of Ravensthorpe) shows annual air transport passenger movements for the period 2017-18 to 2023-24 (forecast).

National Jet Express (NJE) currently operates up to 6 return services per week using 104 seat Embraer E190 jet aircraft, providing 64,896 seats per annum. Current passenger numbers represent a load factor of around 60% per flight.

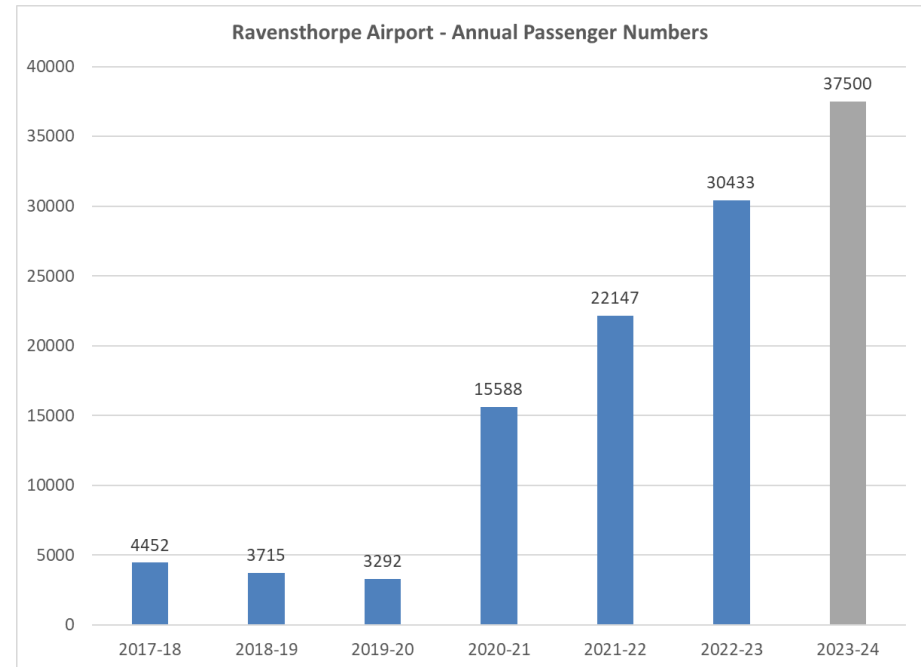


Figure 24 Historical air transport passenger movements at Ravensthorpe Airport

6.3. Historical aircraft movements

At 6 return services per week (FIFO), current annual aircraft movements are around 600 movements per annum.

The airport also caters for local / itinerant general aviation aircraft, aeromedical flights (RFDS – 80 patient retrievals in 2023) and seasonal emergency aerial firefighting aircraft operations.

For context, the capacity of a single runway configuration may exceed 195,000 aircraft movements per annum.

6.4. Forecast passenger and aircraft movement demand

Forecast passenger demand is a key determinant of future aircraft operations and infrastructure requirements.

Given the low regional population, and passenger movements associated with current Fly-in / Fly-out (FIFO) closed charter services to Perth, it is considered unlikely that there will be justified demand in the foreseeable future for aircraft greater than Code 3 to operate at Ravensthorpe Airport.

Therefore, for master planning purposes it has been assumed that Ravensthorpe Airport will remain as a Code 3C aerodrome, with capacity to cater for current aircraft operations up to E190 under pavement concession, or at maximum take-off weight subject to pavement strengthening. A Code 3C classification would also allow for future B737-700 operations subject to pavement strengthening.

Other than for aircraft parking capacity and landside facilities discussed in the following sections, the existing airside infrastructure (ie runway 06/24, taxiway A) has significant capacity to handle an increase in passenger numbers and aircraft movements to meet future demand.

6.5. Aircraft parking capacity

Stakeholder feedback has noted that the existing aircraft parking apron is congested during busy periods when in use by FIFO closed charter, RFDS, itinerant GA and emergency firefighting aircraft.

While gravel overflow apron areas are available for light aircraft during busy periods, the existing sealed apron should be expanded in the future to allow greater flexibility and efficiency in aircraft operations.

6.6. Passenger terminal capacity

Current operations of up to 104 seat E190 aircraft could see demand at peak periods of up to 100 arriving and 100 departing passengers.

The existing passenger terminal has insufficient capacity and facilities to cater for this level of demand and an expansion and upgrade of the terminal facilities should be considered in the near future. The upgrade should consider enhanced passenger facilities as well as office accommodation for Shire of Ravensthorpe airport staff.

7. DEVELOPMENT CONSTRAINTS

7.1. Planning

As outlined in section 1.15 Ravensthorpe Airport is subject to planning controls under the Shire of Ravensthorpe Local Planning Strategy 2015 and Local Planning Scheme No. 6 Amendment No. 3.

The land comprising Ravensthorpe Airport is zoned as “Strategic Infrastructure” with the objective to set aside land required for port or airport facilities.

7.2. Civil Aviation Safety Regulations

Current and future operations at Ravensthorpe Airport are regulated according to the requirements set out in the section below.

- Civil Aviation Safety Regulation 1998 (CASR) Part 139 – *Aerodromes* describes the requirements for aerodromes used in air transport operations.
- Part 139 (Aerodromes) Manual of Standards 2019 (Part 139 MOS 2019) sets out the standards and operating procedures for certified aerodromes used in air transport operations.

The current Part 139 MOS 2019 came into effect on 10 February 2024.

7.3. Aerodrome Reference Code

The standards which an aerodrome facility must meet to be suitable for use by aeroplanes within a particular range of performance and size are determined by the aerodrome reference code (ARC) chosen by the aerodrome operator.

The ARC is made up of 3 elements:

- a. a code number determined by the aeroplane reference field length (code number or runway code number); and

- b. a code letter determined by the aeroplane wingspan (code letter); and
- c. the outer main gear wheel span (OMGWS).

As the main runway 06/24 at Ravensthorpe Airport is nominated as a code 3 (runway length not less than 1200 m) and the relevant wingspan of aircraft using the airport is a code letter C (wingspan 24 m up to but not including 36 m), the airport is considered a code 3C with instrument non-precision approaches, and has a reference OMGWS of 6 m up to but not including 9 m.

7.4. Grandfathering

A key consideration regarding the planning of future infrastructure requirements is the status of facilities at the airport in respect of previous and current standards set out in Part 139 MOS 2019.

A facility that was designed to a previous standard but does not conform to the new standards can be “grandfathered” until such time as it is substantially changed or upgraded.

The definition of “grandfathered facility” in Part 139 MOS 2019 is copied for ease of reference:

A grandfathered facility means an existing aerodrome facility (the facility) and the obstacle limitation surfaces associated with an existing runway that is part of the existing aerodrome facility (the OLS) that, on and after the commencement of this MOS, do not comply with the standards in this MOS, provided that:

- (a) *the facility and the OLS complies, and continues to comply, with the standards which applied to the facility and the OLS immediately before the commencement of this MOS; and*
- (b) *the aerodrome operator’s aerodrome manual:*
 - (i) *identifies the facility and the OLS; and*
 - (ii) *sets out in detail how the facility and the OLS do not comply with this MOS.*

7.5. Design Standards Option 1 – Retain grandfathered requirements

For the duration of this master planning period, the Shire of Ravensthorpe desires an aerodrome that will conform to standards applicable to code 3C instrument non-precision requirements as specified in Part 139 MOS 2019.

A significant consideration in the spatial planning of the airport is the increase in overall runway strip width and more restrictive obstacle limitation surfaces required under the new standards in Part 139 MOS 2019.

The runway strip on runway 06/24 is published as 150 m overall but should be 280 m under the new standards. This pre-existing situation is grandfathered in the Ravensthorpe Aerodrome – Aerodrome Manual dated April 2023.

If the runway reference code was increased to Code 4, or precision instrument approaches were introduced, then the runway strip and associated obstacle limitation surfaces would need to conform to the new Part 139 MOS 2019 standards. This would significantly impact on the ability to make use of other infrastructure such as the aircraft parking apron and therefore the overall operation of the airport.

Option 1 therefore is to retain the aerodrome reference code as 3. This is the standard adopted for this Master Plan.

7.6. Design Standards Option 2 – meet new requirements

An alternative option 2 is to meet the new Part 139 MOS 2019 standards at some time in the future when demand requires either the implementation of the full Part 139 MOS 2019 standard or the upgrade of the main runway to enable the airport to accommodate aircraft of a higher aerodrome reference code (i.e. code 4).

This upgrade would necessitate demolition of significant elements of current infrastructure and removal of substantial elements of the built and natural environment to achieve the required airspace protection outcomes as shown in Figure 25.

While this option has not been adopted for the Master Plan, it is recommended that the Shire of Ravensthorpe protect (safeguard) the 280 m Code 3 runway strip width in accordance with Part 139 MOS 2019 to future proof possible future development of the Airport.

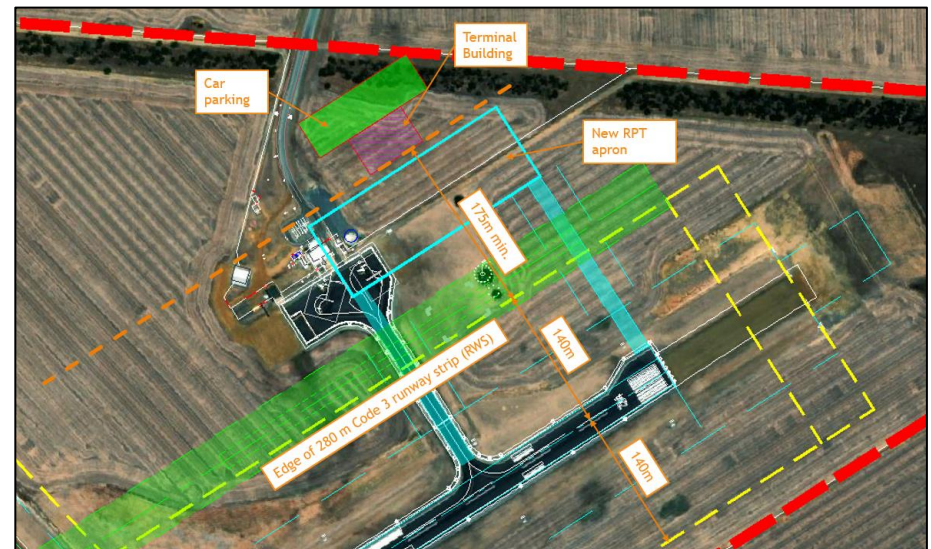


Figure 25 Impact of 280 m wide runway strip

8. DEVELOPMENT OPTIONS

8.1. Aircraft movement areas

Runway 06/24

The existing main Runway 06/24 is a Code 3C instrument non-precision runway, 1680 m long x 30 m wide, with a 150 m wide runway strip. It has a published PCN of 21/F/B/1170 (170PSI) / T Sealed.

The runway is satisfactory for the current and expected scope of aircraft operations (Code 3C) in terms of length, width, runway strip width and associated obstacle limitation surfaces, subject to grandfathering under previous requirements.

As discussed at the previous section 7.6, it is recommended that the Shire of Ravensthorpe protect (safeguard) the 280 m Code 3 runway strip width and associated obstacle limitation surfaces in accordance with Part 139 MOS 2019 to future proof possible future development of the Airport.

Should demand from future aircraft operations warrant an extension of Runway 06/24 beyond its current length of 1680 m, sufficient space is available within the current extended clearway to the north-east of the runway for an extension to 1770 m, and to a maximum of 2100 m with a further extension to the south-west within the current aerodrome boundary fence line.

The existing pavement strength at PCN 21 is satisfactory for current aircraft operations up to Embraer E190 aircraft operating under pavement concession. Future pavement strengthening may be warranted to cater for Code 3C aircraft operating at maximum take-off weight (MTOW).

Runway 14/32

The existing gravel cross Runway 14/32 is a Code 2 non-instrument runway, 1200 m long x 30 m wide, with a 90 m wide runway strip. It has a published PCN of 6/F/B/790 (115PSI) / T Gravel.

The runway is satisfactory for the current and expected scope of aircraft operations.

While the runway is currently classified as a non-instrument runway, it is recommended that the Shire of Ravensthorpe protect (safeguard) a 140 m wide runway strip and associated obstacle limitation surfaces for Runway 14/32 with runway end safety areas (RESA) in accordance with Part 139 MOS 2019 to future proof possible future provision of instrument non-precision approaches to the runway.

Taxiways

Taxiway Alpha is a Code C taxiway 15 m wide, providing access to the main aircraft parking apron. As noted at section 4.8, Taxiway Alpha has 3.5 m wide sealed shoulders which is noted as a “grandfathered facility”.

Part 139 MOS 2019 (ref: 6.45) specifies that a Code C taxiway must have a minimum width (including shoulders) of 25 m, so any future upgrade should incorporate widening of the Taxiway Alpha shoulders in accordance with this requirement.

As for Runway 06/24, the existing pavement strength at PCN 21 is satisfactory for current aircraft operations up to Embraer E190 aircraft operating under pavement concession. Future pavement strengthening may be warranted to cater for Code 3C aircraft operating at maximum take-off weight (MTOW).

For long term master planning purposes, the master plan also provides for a future Code C taxiway parallel to Runway 06/24. While the need for a parallel taxiway based on forecast aircraft movements is not envisaged within the term of this Master Plan, it is good planning practice to reserve land (ie a 52 m wide Code C taxiway strip) for this potential infrastructure so as not to constrain potential development in the future. The taxiway is proposed to be planned / reserved at a 158 m Code C taxiway offset from Runway 06/24.

As an initial / interim development strategy to support the efficiency of seasonal emergency firefighting aircraft movements and the operation of the main aircraft parking apron, a new 10.5 m wide Code B (OMGWS 4.5 m up to but not including 6 m) taxiway is proposed from the gravel / grassed area to the east of the sealed parking apron (used by AT-802 emergency firefighting aircraft (DBCA refuelling)) to the Runway 24 threshold / end.

Longer term development options provide for this taxiway to be upgraded to Code C standard in conjunction with an expanded apron area to effectively duplicate Taxiway Alpha and improve the operational efficiency of aircraft movements subject to demand.

Aircraft aprons

The aircraft parking apron is located adjacent to the passenger terminal building and can accommodate up to 2 code 3C aircraft (E190 / F100 max) on the parking positions Bay 1 and Bay 2.

Bay 1 (east) is the primary parking position, and is also used for reloading of DBCA firefighting aircraft during bushfire events.

Bay 2 (west) is generally kept free to allow for itinerant GA aircraft and Code B RFDS aeromedical aircraft to access parking areas on the western side of the sealed apron area in front of the St John Ambulance patient transfer facility.

The apron is congested during busy periods when in use by FIFO closed charter, RFDS, itinerant GA and emergency firefighting aircraft, and the existing sealed apron should be expanded in the future to allow greater flexibility and efficiency in aircraft operations.

In the short term, the master plan proposes an expansion of the apron to the south (away from the terminal building) to incorporate a Code B taxiway to allow Code B aircraft movements behind and clear of Code C aircraft parked on Bays 1 and 2.

In the longer term, the Master Plan provides for an expansion of the parking apron to align with the future Code C parallel taxiway, and future staged expansion to the north-east to provide for future Code C aircraft parking bays as necessary to meet demand.

As for Runway 06/24 and Taxiway Alpha, the existing pavement strength at PCN 21 is satisfactory for current aircraft operations up to Embraer E190 aircraft operating under pavement concession. Future pavement strengthening may be warranted to cater for Code 3C aircraft operating at maximum take-off weight (MTOW).

Section 4.8 also identifies the apron flood lighting as a “grandfathered facility” and future major works associated with the apron should seek to correct this non-compliance.

Future upgrades of the apron and adjacent airside areas should also provide for suitable storage areas for ground servicing equipment to suit operating aircraft.

General aviation precinct

A gravel overflow parking apron is currently available to the west of the sealed apron for general aviation aircraft up to 5,700kg MTOW. This area is connected via an informal gravel taxiway leading to a single previous GA aircraft hangar (now utilised as an airport maintenance shed).

The Master Plan provides for the establishment of a formal GA precinct subject to demand, for up to Code B aircraft to the west of the sealed apron and terminal building precinct.

The GA apron allows for itinerant GA aircraft parking and staged development of hangar sites (nominally 25 m x 25 m) subject to demand. The precinct also allows for the potential future establishment of a Fuel Facility (Jet A1 and Avgas as required) at the Airport.

Combined with the existing sealed apron, the expanded apron area also allows for a dedicated marked parking position for RFDS aircraft in front of the existing patient transfer facility.

Emergency services precinct

Gravel / grassed areas to the east of the sealed parking apron are used by AT-802 emergency firefighting aircraft (DBCA refuelling), with helicopter parking also permitted to the east of the sealed apron area adjacent to the primary wind indicator.

The Master Plan provides for the establishment of a formal emergency services precinct for up to Code B AT-802 aircraft to the east of the sealed apron.

The emergency services apron area allows for AT-802 aircraft parking, reloading (water) and refuelling adjacent to the DBCA facilities. Space is available landside of the apron for an additional water tank as requested during stakeholder engagement with the SES, and an alternative site for the potential future establishment of a Fuel Facility (Jet A1 and Avgas as required) at the Airport.

The proposed apron area is connected to the Runway 24 threshold / end via a proposed Code B taxiway to improve the operational efficiency of emergency firefighting aircraft movements and alleviate congestion on the sealed apron at Bay 1.

Helicopter facilities

Itinerant helicopter parking is currently available adjacent to the primary wind indicator. No change to this arrangement is proposed in the short term, but subject to future apron expansion, a new helicopter parking area has been identified to the north-east of the airport site and proposed apron areas, adjacent to the Runway 24 threshold / end.

Aerodrome ground lighting and visual aids

The aeronautical ground lighting facilities are satisfactory for the intended operations, but compliance is contingent upon certain grandfathered provisions (see section 4.8).

Apron floodlighting is provided to Bays 1 and 2. As noted in Table 4 the existing apron floodlighting does not achieve current Part 139 MOS 2019 lux levels and is noted as a “grandfathered facility”. Future major works associated with the apron should seek to correct this non-compliance.

Illuminated wind direction indicators are installed at the 06 and 24 runway ends. An unlit wind direction indicator is provided at Runway 32. Subject to future development as indicated in this Master Plan, the illuminated wind direction indicators at the 06 and 24 runway ends may need to be relocated to suit.

The Master Plan also allows for Runway 14/32 to become an instrument non-precision runway in the future subject to demand, and if this eventuates, another unlit wind direction indicator will be required at the Runway 14 end.

8.2. Aviation support facilities

Fuel facilities

There are no aviation fuel facilities on site other than for facilities provided by DBCA for emergency firefighting aircraft. Stakeholder feedback has suggested that the provision of refuelling facilities including Avgas may attract smaller operators to service the area.

The Master Plan provides two possible locations for a future fuel facility, one in the proposed general aviation precinct, with an alternative location identified adjacent to the emergency services precinct.

Further investigation should be undertaken in conjunction with potential new refuelling operators and existing aircraft operators / stakeholders to identify the preferred site for a new refuelling facility.

8.3. Passenger facilities

Passenger terminal building

The existing terminal building provides limited facilities including a passenger check-in area and small external passenger seating area. Stakeholder feedback has noted that some of the outdoor seating is worn and requires replacing. Feedback has also identified that there are no food or drink options at the airport (vending machines could be considered), and that there is limited indoor seating and poor mobile telephone reception.

Current operations of up to 104 seat E190 aircraft could see demand at peak periods of up to 100 arriving and 100 departing passengers.

The existing passenger terminal has insufficient capacity and facilities to cater for this level of demand and an expansion and upgrade of the terminal facilities should be considered in the near future. The upgrade should consider enhanced passenger facilities as well as office accommodation for Shire of Ravensthorpe airport staff.

It is noted that the introduction of RPT / open charter / hybrid air transport services at Ravensthorpe Airport using aircraft with 40 or more seats, and annual departing passenger numbers greater than 30,000, will require the introduction of passenger and

checked baggage security screening facilities including sterile departure lounge facilities in accordance with Australian Government aviation transport security legislation.

The Master Plan identifies an area for the staged expansion of the passenger terminal building as required to cater for demand subject to detailed functional / level-of-service planning and design.

Car parking

The Master Plan provides for an expansion of the existing car parking facilities adjacent to the passenger terminal building to cater for future demand and growth in passenger numbers.

Alternative apron / terminal precinct

While the Master Plan provides for incremental upgrades of the existing apron, passenger terminal building and car parking facilities over time to meet demand, the long term development strategy also reserves an area of the airport to the north-east of the current terminal precinct to be set aside for potential future development of an expanded apron, and new terminal building and car parking precinct if required.

8.4. Commercial land use development

Potential development area

The Master Plan identifies an area of land to the north of the existing terminal building precinct and adjacent to the Airport access road for potential future commercial development subject to demand.

8.5. Ground transport

Ravensthorpe Airport is located approximately 30 km south of Ravensthorpe, and 20 km north of Hopetoun and is accessed off the Hopetoun – Ravensthorpe Road.

Access to the airport is via a sealed single-lane access road off the Jerdacuttup Road. The road includes a floodway crossing associated with Kuliba Creek which has the potential to temporarily restrict access to the airport in significant rain events.

Notwithstanding potential disruption due to the floodway crossing, the external road network is generally considered adequate for the master planning horizon.

The internal road network will need to be upgraded over time to provide access to new facilities and development areas. Consideration should also be given to the provision of a separate heavy vehicle access to the apron for DBCA refuelling trucks / tankers to access the apron area away from Bay 1.

There are no car hire facilities or public transport (bus, taxi) services servicing the Airport and given the Airport's location, the provision of these services aligned with passenger demand and the desire to increase visitor numbers to the region should be considered.

8.6. Utilities and civil infrastructure

Details of existing utilities / services at the Airport are provided at section 4.7. Due to the Airport's location, there are some significant service constraints that will present planning challenges for the future development of the Airport. Most significantly water supply and sewerage facilities will need to be improved over time to cater for future demand.

Improvements to the existing mobile telephone coverage / reception will also need to be investigated.

Further investigation is also recommended to address stormwater drainage and ponding issues present to the south of the Runway 06 threshold / end and to the west of the Runway 32 threshold / end.

9. MASTER PLAN

This section sets out the progressive development of Ravensthorpe Airport over a nominal planning horizon of 20 years, comprised of short, medium and longer-term timeframes.

The short term is typically defined as 0 - 5 years, medium 5 – 10 years, and longer term as 10+ years through to the end of the 20-year master planning horizon. Overall master plan stage drawings are provided in **Annexure 1**. In this section individual elements are described for each development scenario.

Delivery of any individual component within the Master Plan is dependent on the availability of funding, market demand and the undertaking of a full detailed design process, and the timing of development may be delayed or accelerated in consideration of these factors.

The Master Plan identifies three (3) principal development stages / scenarios:

- Short term 0 – 5 years
- Medium term 5 – 10 years
- Long term 10 – 20 years.

A longer term 20+ year development scenario has also been prepared to allow for future aerodrome safeguarding considerations.

These scenarios show a logical progression in development that could take place for planning purposes. Actual development and time frame is dependent on demand and the policies the Shire of Ravensthorpe adopts to promote airport growth.

Noting the Shire of Ravensthorpe’s 10-year vision to establish “*Sustainable RPT air services that are not reliant on the mining industry*” and to attract new visitor markets, it is recommended that the Shire actively engage with the Department of Transport, airlines, and local mining organisations to develop a strategy to establish open air transport services for local residents and business and tourism travellers at Ravensthorpe Airport. This strategy should be implemented in conjunction with complementary tourism strategies to develop new tourism / visitor experiences supported by an expanded range of accommodation, hospitality and general services.

9.1. Short term 0 – 5 years

The short term development strategy retains the airport as a Code 3 aerodrome catering for air transport services up to 104 seat E190 aircraft. Short term development focusses on addressing current capacity constraints and congestion during busy periods on the sealed aircraft parking apron, and facility improvements as identified by stakeholders through the engagement period.

The scenario involves:

- Provision of a new 10.5 m wide Code B (OMGWS 4.5 m up to but not including 6 m) taxiway for AT-802 emergency firefighting aircraft from the gravel / grassed area to the east of the sealed parking apron to the Runway 24 threshold / end – to improve the efficiency of seasonal emergency firefighting aircraft movements and the operation of the main aircraft parking apron and congestion on Bay 1 during bushfire events.
- Subject to Government grant funding support, formalise / establish a Code B emergency services precinct (apron) to the east of the existing sealed apron, to enhance the provision of emergency aerial firefighting services during bushfire events.
- Expansion of the sealed parking apron to the south (away from the terminal building) to incorporate a Code B taxiway to allow Code B aircraft movements behind and clear of Code C aircraft parked on Bays 1 and 2 – to improve the efficiency and flexibility of aircraft movements on the sealed parking apron.
- Provision of incremental improvements to the passenger terminal building and facilities, to improve the function / level of service / customer experience for passengers, including improvements to indoor and outdoor seating, consideration of food and beverage options (ie vending machine), improvements to mobile telephone / internet reception, and office accommodation facilities for Shire of Ravensthorpe airport staff.
- Allocation of additional space to accommodate a second DBCA water tank for reloading of emergency firefighting aircraft during bushfire events.

- Provision of a new separate heavy vehicle access to the apron for DBCA refuelling trucks / tankers to access the apron area away from Bay 1.
- Subject to Government grant funding support, and in conjunction with the RFDS / St John Ambulance service, upgrade the existing patient transfer facility commensurate with other regional airport facilities and investigate the provision of a dedicated aircraft parking position for RFDS aircraft.
- Undertake further investigation in conjunction with potential new refuelling operators and existing aircraft operators / stakeholders to identify the preferred site for a new refuelling facility (Jet A1 and Avgas as required) – either within the proposed general aviation precinct or alternatively within the proposed emergency services precinct – subject to internal landside road access requirements.

9.2. Medium term 5 – 10 years

The medium term development scenario involves:

- Further incremental expansion / improvements to the passenger terminal building and car parking facilities as necessary to meet demand, including the possible future requirement to introduce passenger and checked baggage security screening facilities.
- Introduction of car hire and public transport (bus, taxi) options for passengers and visitors to the region.
- Subject to demand and business case, commence the staged development of a new general aviation hangar precinct for up to Code B 5,700 kg max. aircraft to the west of the existing sealed apron, incorporating up to 5 hangar lease sites, associated apron and taxiway / taxilane infrastructure and providing parking for itinerant general aviation aircraft clear of the existing sealed apron area.
- Upgrade of utilities / services at the Airport, including water, sewerage and telecommunication services as required to cater for demand.

9.3. Long term 10 – 20 years

The long term development scenario involves:

- Further incremental expansion / improvements to the existing passenger terminal building and car parking facilities (or construction of new facilities) as necessary to meet demand, including the possible future requirement to introduce passenger and checked baggage security screening facilities.
- Expansion of the main aircraft parking area to accommodate a third Code C aircraft parking bay (Bay 3) and a Code C taxilane to facilitate aircraft movements behind and clear of Code C aircraft parked on Bays 1 and 2 – Bay 3 to remain available for emergency firefighting aircraft during bushfire events.
- Relocation of the existing helicopter parking area to the north-east of the airport site and proposed apron areas, adjacent to the Runway 24 threshold / end.
- Subject to demand, continue the staged development of the general aviation hangar precinct for up to Code B 5,700 kg max. aircraft to the west of the existing sealed apron.
- Subject to demand, undertake land use planning for a potential future commercial development area located to the north of the existing terminal building precinct and adjacent to the Airport access road.

9.4. Longer term 20+ years development considerations

Longer term development considerations described in this Master Plan include:

- Progressively address “grandfathered facilities” including apron flood lighting and Taxiway Alpha.
- Runway 06/24
 - Protection of the 280 m Code 3 runway strip width and associated obstacle limitation surfaces in accordance with Part 139 MOS 2019
 - Possible future extension to 1770 m / 2100 m max. subject to demand / operational need
 - Pavement strengthening to cater for Code 3 aircraft at maximum take-off weight (MTOW) subject to demand / operational need (including associated taxiway and apron pavements)
- Runway 14/32
 - Protection of a 140 m wide runway strip and associated obstacle limitation surfaces with runway end safety areas (RESA) in accordance with Part 139 MOS 2019 to future proof possible future provision of instrument non-precision approaches to the runway
- Expansion of the Code C aircraft parking apron and duplication of Taxiway Alpha with a new Code C taxiway connecting to the Runway 24 threshold / end.
- Protection of a full length Code C taxiway strip parallel to Runway 06/24 – a 52 m wide Code C taxiway strip located at a 158 m Code C taxiway offset from Runway 06/24.
- Relocation and/or provision of additional wind direction indicators as necessary in accordance with Part 139 MOS 2019.

10. FUNDING STRATEGY

Funding for major capital works at Ravensthorpe Airport is sourced through a combination of:

- the Ravensthorpe Airport Reserve and/or funding from the Shire of Ravensthorpe
- aeronautical revenue (from ongoing airport operations)
- external financing (such as loan borrowings and Government grants).

Planning and financial modelling for major airport works is undertaken in accordance with the WA Department of Transport Strategic Airport Asset and Financial Management Framework and Business Case process.

Indicative cost estimates in 2024 \$ excluding GST for the principal airside infrastructure works outlined in the Master Plan are shown in Table 5. Costs are indicative only and subject to further detail design and technical investigations in order to adequately scope and specify the work required to deliver the various aspects of the overall plan.

Estimates exclude associated landside upgrades including passenger terminal and car park improvements.

Table 5 Indicative Master Plan Cost Estimates (Airside Infrastructure)

<i>Item</i>	<i>Cost (2024 \$ excl GST)</i>
<u>Short term 0 – 5 years</u>	
Provision of a new 10.5 m wide Code B taxiway for AT-802 emergency firefighting aircraft from the gravel / grassed area to the east of the sealed parking apron to the Runway 24 threshold / end	\$0.75 million

<i>Item</i>	<i>Cost (2024 \$ excl GST)</i>
<u>Short term 0 – 5 years</u>	
Establish a Code B emergency services apron to the east of the existing sealed apron, including expansion of the sealed parking apron to the south (away from the terminal building) to incorporate a Code B apron taxilane	\$2.0 million
<u>Medium term 5 – 10 years</u>	
Staged development of a new general aviation hangar precinct for up to Code B 5,700 kg max. aircraft to the west of the existing sealed apron, incorporating associated apron, taxiway / taxilane infrastructure and landside road	\$2.5 million (\$3.0 million with sealed apron in front of hangars)
<u>Long term 10 – 20 years</u>	
Expansion of the main aircraft parking area to accommodate a third Code C aircraft parking bay (Bay 3) and a Code C apron taxilane (PCN 21 as existing)	\$4.5 million
<u>Long term 10 – 20 years</u>	
Continue the staged development of the general aviation hangar precinct for up to Code B 5,700 kg max. aircraft	\$1.85 million (\$3.25 million with sealed apron in front of hangars)
<u>Longer term 20+ years</u>	
Address “grandfathered facility” – Taxiway Alpha shoulder widening	\$0.5 million

11. AERODROME SAFEGUARDING

In addition to state requirements, the Australian Government has an interest in better planning and integrated development on and around airports and to lessen the adverse effects of aviation activity on the environment and communities. While not a planning authority, it provides guidance on broader issues such as noise around airports that can be used by statutory authorities to achieve the stated objectives. The National Airports Safeguarding Advisory Group (NASAG) has produced the National Airports Safeguarding Framework (NASF) to advance this agenda. The Framework should also be taken into consideration when designing development on and in the vicinity of the airport.

11.1. Aircraft noise

Aircraft noise can affect the allocation of appropriate uses on and external to the airport site.

Australian Noise Exposure Forecast (ANEF) contours provide a scientific measure of the aircraft noise exposure levels around airports taking into account the frequency, intensity, time and duration of aircraft operations. Standard methodology for evaluating the noise climate around airports is defined in AS 2021-2015 Acoustics – Aircraft Noise Intrusion – Building Siting and Construction, which recognises the ANEF contour charts as the primary method for long-term noise impact assessment.

Further information can be found in NASF Guideline A: *Measures for Managing Impacts of Aircraft Noise*.

11.2. Building generated windshear and turbulence

Building generated windshear / turbulence becomes safety critical when a significant obstacle, such as a building, is located in the path of a crosswind to an operational runway. The wind flow will be diverted around and over the buildings causing the crosswind speed to vary along the runway.

NASF Guideline B sets out an assessment methodology to follow in assessing this risk.

Further information can be found in NASF Guideline B: *Managing the Risk of Building Generated Windshear and Turbulence at Airports*.

11.3. Wildlife hazard buffer zone

All wildlife on or around an airport should be regarded as a potential hazard to aircraft safety. Most wildlife strikes occur on and in the vicinity of airports, where aircraft fly at lower elevations. Flying vertebrates (e.g., birds or bats) mainly use airspace within 300 metres of the ground so are likely to conflict with aircraft when they are at their most vulnerable, i.e., immediately after take-off and during landing approaches or other low flying manoeuvres. Development should seek to avoid creating wildlife attracting land uses both on and within the vicinity of the airport.

Further information can be found in NASF Guideline C: *Managing the Risk of Wildlife Strikes in the Vicinity of Airports*.

11.4. Lighting restriction zone

Manual of Standards Part 139 - Aerodromes establishes a restriction to lighting within the vicinity of an airport which, by reason of its intensity, configuration or colour, might endanger the safety of an aircraft. The vicinity of the airport can be taken to be within a 6km radius of the airport.

Further information can be found in NASF Guideline E: *Managing the Risk of Distractions to Pilots from Lighting in the Vicinity of Airports*.

11.5. Operational airspace

Obstacle limitation surfaces

An airport's obstacle limitation surfaces (OLS) define the operational airspace that should be kept free of obstacles for aircraft operations being conducted under the visual flight rules. Both current and future OLS should be considered in the design of developments on and within the vicinity of the airport.

Manual of Standards Part 139 Chapter 7 provides relevant parameters for the design of the OLS.

PANS-OPS surfaces

PANS-OPS surfaces define the operational airspace a pilot is required to use when flying an aircraft under the instrument flight rules—that is, when relying on instruments for navigation. Development should seek to avoid any permanent encroachments into current and future PANS-OPS airspace.

Detailed information about the PANS-OPS surfaces is provided by Airservices Australia in documentation held by the Airport Manager.

Further information can be found in NASF Guideline F: *Managing the Risk of Intrusions into the Protected Airspace of Airports*.

11.6. Building restricted areas for aviation facilities

The Building Restricted Area (BRA) is defined as a volume where buildings and other objects have the potential to cause unacceptable interference to the signal-in-space transmitted by the radio navigation facility. All radio navigation facilities have a BRA defined which may extend to a significant distance from the facility. The purpose of the Building Restricted Area is not intended to prohibit development but rather to trigger an assessment of a proposed building or development for its impact on the radio navigation facility. The BRA is primarily intended to be used by Aerodrome Operators and Local Planning Authorities but is also required to be used by the systems engineer when selecting a new site for a radio navigation facility. All development applications near a radio navigation facility shall be assessed to determine if the facility BRA is infringed. If

there is no infringement the assessment process may be terminated, and the application approved.

Further information can be found in NASF Guideline G: *Protecting Aviation Facilities — Communications, Navigation and Surveillance (CNS)*.

11.7. Public safety areas

A public safety area (PSA) is a defined area at the end of an airport's runway where there is potentially an increased risk of an aircraft accident occurring.

When imposed by a planning instrument, the public safety area defines the area in which specified development is restricted in order to protect the safety of both aircraft passengers, property and people on the ground in the event of an aircraft accident during landing or take-off.

NASF Guideline I: *Managing the Risk in Public Safety Areas at the Ends of Runways* provides guidance to states and local governments on the assessment and treatment of potential increases in risk to public safety which could result from an aircraft incident or development proposal in areas near the end of an airport runway.

There is no consistent approach to the implementation of public safety areas within Australia, and Western Australia does not currently have any planning controls in place regarding public safety areas at airports or aerodromes within the state.

The International Civil Aviation Organization (ICAO) has not developed standards and recommended practices regarding PSAs, and CASA's aviation safety regulations and standards do not provide for their establishment.

Since there is no formal requirement to implement public safety zones, and because of the uncertainty about specific design parameters, this concept has not been incorporated in the Master Plan.

Further information can be found in NASF Guideline I: *Managing the Risk in Public Safety Areas at the Ends of Runways*.

12. GLOSSARY

AAGR	average annual growth rate	GSE	ground support equipment
AIP	Aeronautical Information Package	HLS	helicopter landing site
AMSL	above mean sea level	ICAO	International Civil Aviation Organization
ANEF	Australian Noise Exposure Forecast	INP	instrument non-precision
ARFFS	aerodrome rescue and firefighting service	IWDI	illuminated wind direction indicator
AsA	Airservices Australia	LDA	landing distance available
ASDA	accelerate-stop distance available	LGA	local government authority
ATC	air traffic control	LIRL	low intensity runway lights
BRA	building restricted area	MOS	Manual of Standards
CAAP	Civil Aviation Advisory Publication	MTOW	maximum take-off weight
CAR	Civil Aviation Regulation 1988	NASF	National Airports Safeguarding Framework
CASA	Civil Aviation Safety Authority	NDB	Non-Directional Beacon
CASR	Civil Aviation Safety Regulation 1998	OLS	obstacle limitation surfaces
CTAF	Common Traffic Advisory Frequency	PANS-OPS	Procedures for Air Navigation Services – Aircraft Operations
DME	Distance Measuring Equipment	PAL	pilot activated lighting
ERSA	En Route Supplement Australia	PAPI	Precision Approach Path Indicator
FIFO	fly-in / fly-out	RFDS	Royal Flying Doctor Service
GA	general aviation	RNAV-GNSS	Area Navigation – Global Navigation Satellite System
GNSS	Global Navigation Satellite System	RPT	regular public transport
GPS	Global Positioning System	TODA	take-off distance available
		TORA	take-off run available

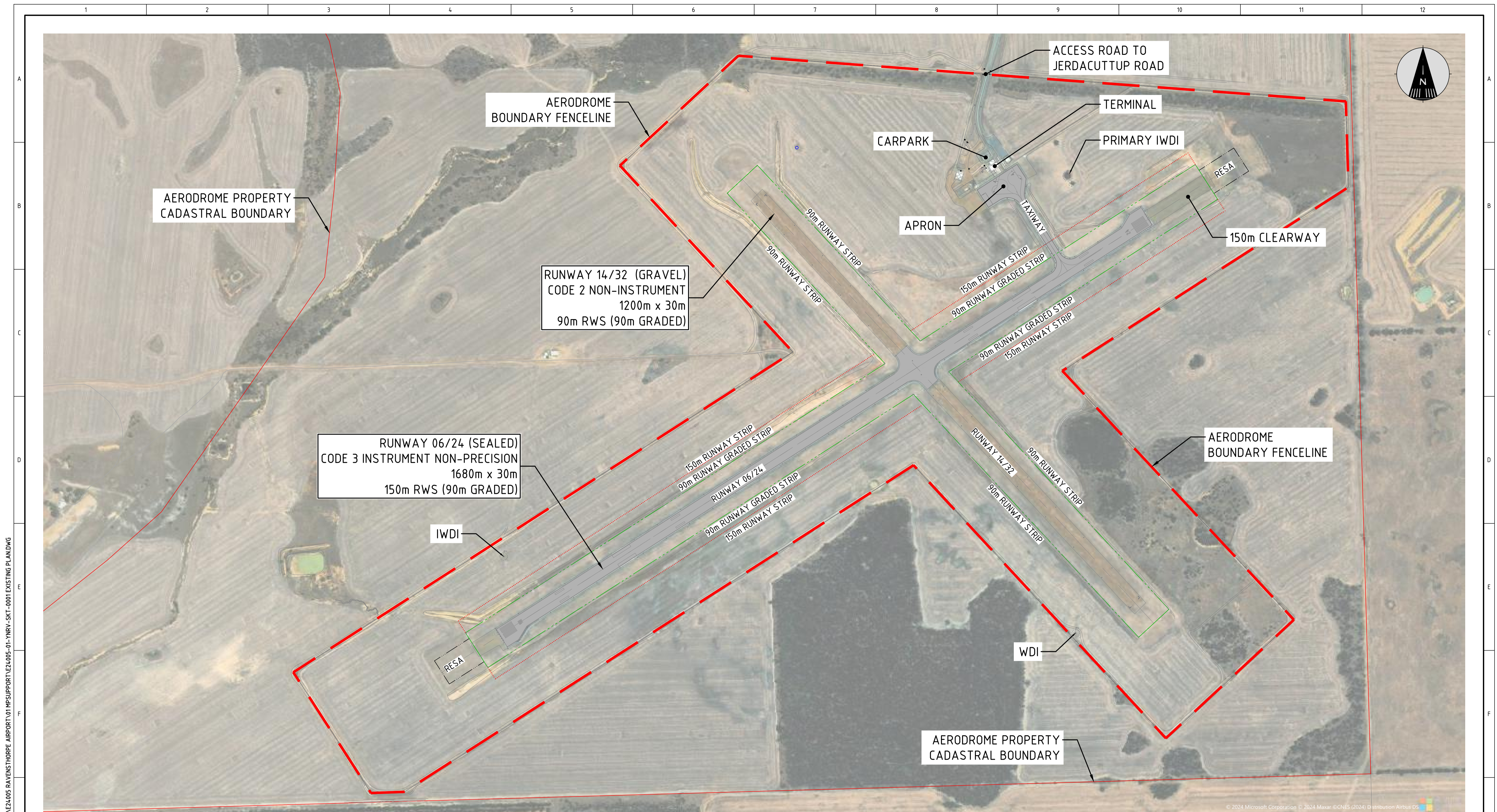
13. REFERENCES

- Airservices Australia, Aeronautical Information Package; including En Route Supplement Australia (ERSA, RDS, DAP) effective 21 March 2024
- Australian Airports Association, Regional Airport Master Planning Guideline, Airport Practice Note 4
- Australian Standard AS 2021:2015 *Acoustics – Aircraft Noise Intrusion – Building Siting and Construction*, dated March 2015
- Civil Aviation Safety Authority, Civil Aviation Safety Regulations 1998
- Civil Aviation Safety Authority, *Part 139 (Aerodromes) Manual of Standards 2019*, dated 10 February 2024
- International Civil Aviation Organization, International Standards and Recommended Practices (SARPS) Annex 14 Aerodromes, Volume 1 *Aerodrome Design and Operations* and Volume II *Heliports*
- National Airports Safeguarding Framework, Guideline A: *Measures for Managing Impacts of Aircraft Noise*, version 1.2, dated November 2016
- National Airports Safeguarding Framework, Guideline B: *Managing the Risk of Building Generated Windshear and Turbulence at Airports*, version 2.2.5, dated May 2018
- National Airports Safeguarding Framework, Guideline C: *Managing the Risk of Wildlife Strikes in the Vicinity of Airports*, version 4.0, dated November 2023
- National Airports Safeguarding Framework, Guideline E: *Managing the Risk of Distractions to Pilots from Lighting in the Vicinity of Airports*, version 5.1.4, dated October 2014
- National Airports Safeguarding Framework, Guideline F: *Managing the Risk of Intrusions into the Protected Airspace of Airports*, version 5.1.3, dated July 2012
- National Airports Safeguarding Framework, Guideline G: *Protecting Aviation Facilities - Communications, Navigation and Surveillance (CNS)*, version 1, dated November 2016
- National Airports Safeguarding Framework, Guideline I: *Managing the Risk in Public Safety Areas at the Ends of Runways*, version 1, dated November 2018.

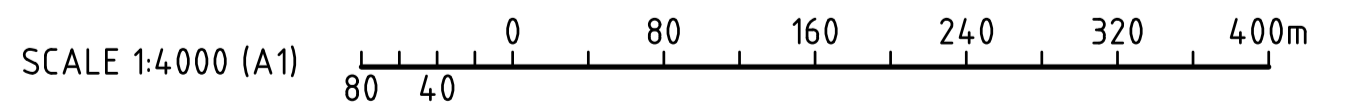
ANNEXURES

Annexures contain the following Ravensthorpe Airport Master Plan Drawings:

1. Existing Airport Layout Plan [YNRV-SKT-0001 A]
2. Existing Terminal Precinct Plan [YNRV-SKT-0002 A]
3. Short Term (0 – 5 Year) Development Strategy [YNRV-SKT-0003 A]
4. Medium Term (5 – 10 Year) Development Strategy [YNRV-SKT-0004 A]
5. Long Term (10 – 20 Year) Development Strategy [YNRV-SKT-0005 A]
6. Longer Term (20+ Year) Development Strategy [YNRV-SKT-0006 A]
7. Airport Safeguarding – Windshear Protection Runway 06/24 [YNRV-SKT-0007 A]
8. Airport Safeguarding – Windshear Protection Runway 14/32 [YNRV-SKT-0008 A]
9. Airport Safeguarding – Wildlife Hazard Zones [YNRV-SKT-0009 A]
10. Airport Safeguarding – Lighting in the Vicinity of Aerodrome [YNRV-SKT-0010 A]
11. Airport Safeguarding – Proposed Obstacle Limitation Surfaces – Regional Plan [YNRV-SKT-0011 A]
12. Airport Safeguarding – Proposed Obstacle Limitation Surfaces – Airport Surrounds [YNRV-SKT-0012 A]



PLAN
SCALE 1:4,000



DATE: Wednesday, 13 April 2022 9:05:00 AM BY: AARON COGHILL FILE: G:\E24005 RAVENSTHORPE AIRPORT\01 MPS\SUPPORT\E24005-01-YNRV-SKT-0001 EXISTING PLAN.DWG

REV	DESCRIPTION	DATE	DESIGN	VERIFIED	APPROVED
A	ORIGINAL ISSUE	28.02.2024	APC	PJO	



Shire of Ravensthorpe

CLIENT
SHIRE OF RAVENSTHORPE
PROJECT
RAVENSTHORPE AIRPORT MASTER PLAN
JERDACCUTTUP ROAD, HOPETOUN WA 6348



DRAWN	APC	28.02.2024
DRAFTING CHECK	PJO	28.02.2024
DESIGNED	APC	28.02.2024
DESIGN CHECK	PJO	28.02.2024
VERIFIED	PJO	28.02.2024

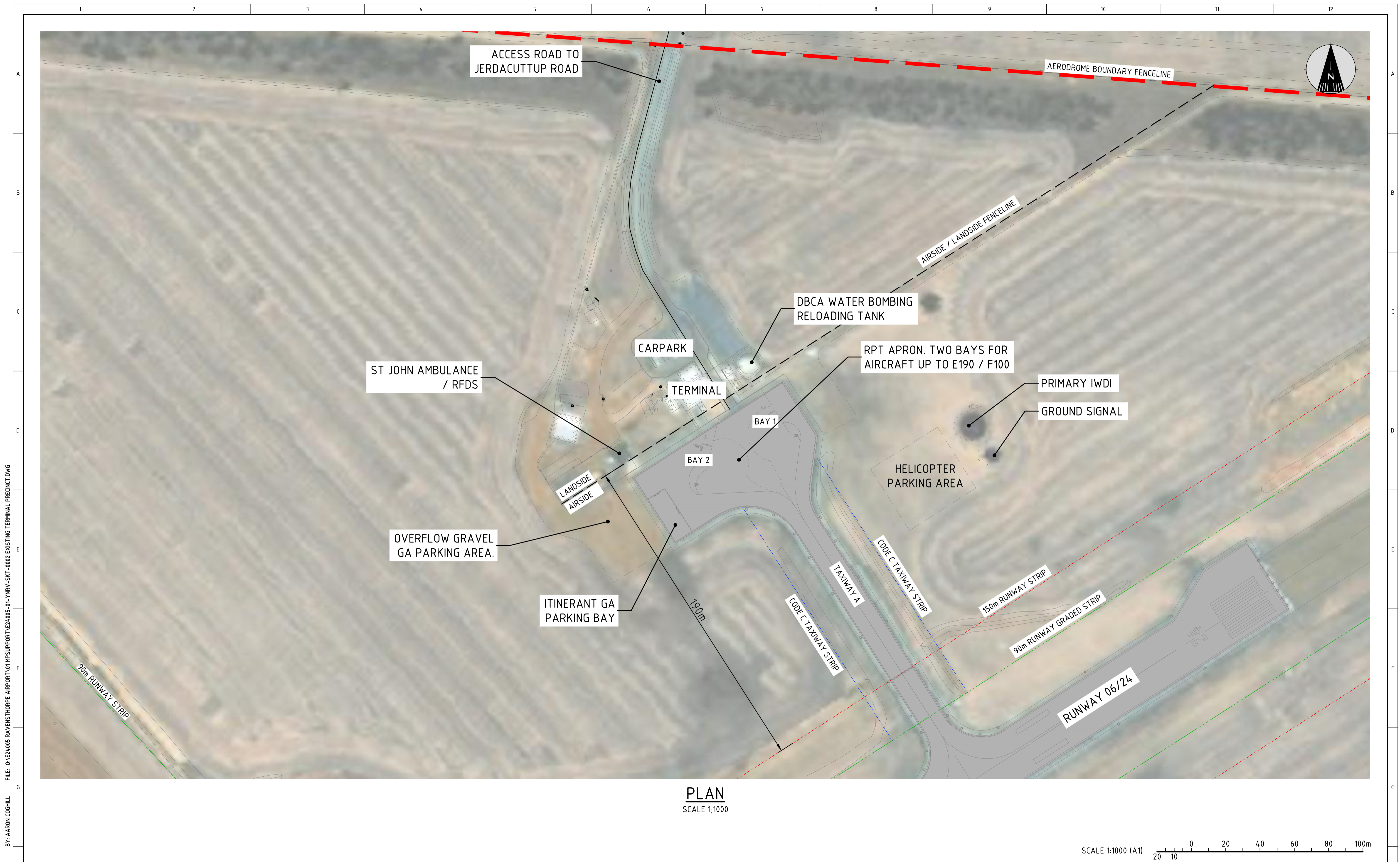


DRAWING SCALE
1:4,000

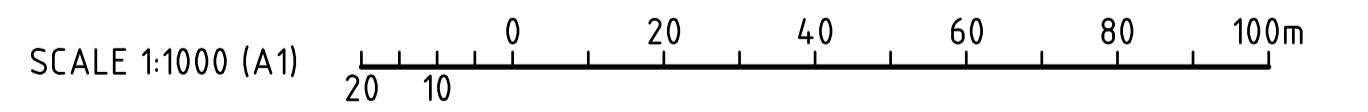
STATUS
FOR INFORMATION
AIRPORT MASTER PLAN
EXISTING AIRPORT LAYOUT PLAN

DRAWING No.
E24005-01-YNRV-SKT-0001

REVISION
A





PLAN
SCALE 1:1000




REV	DESCRIPTION	DATE	DESIGN	VERIFIED	APPROVED
A	ORIGINAL ISSUE	28.02.2024	APC	PJO	

CLIENT
SHIRE OF RAVENSTHORPE

PROJECT
RAVENSTHORPE AIRPORT MASTER PLAN
JERDACUTTUP ROAD, HOPETOUN WA 6348

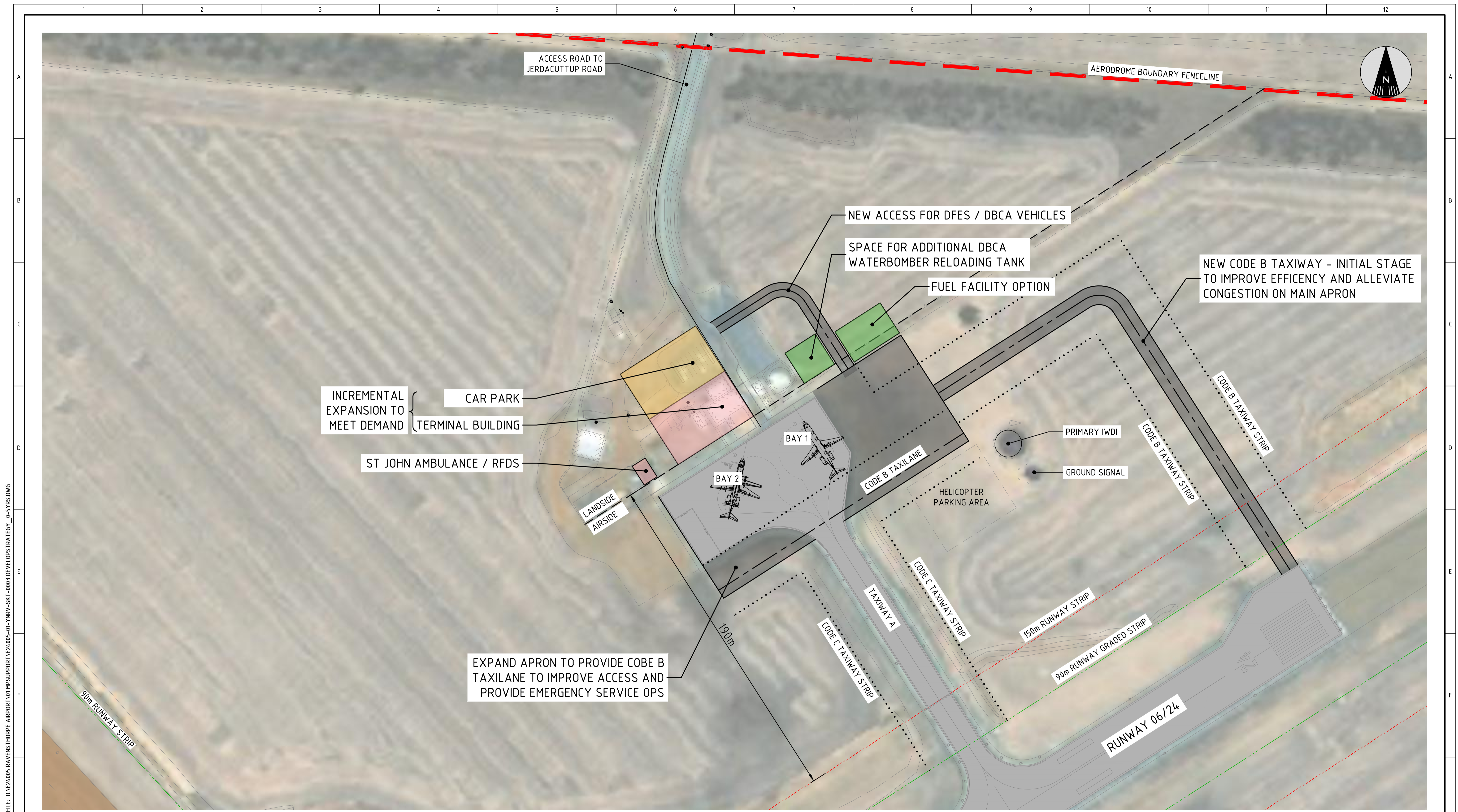
DRAWN	APC	28.02.2024
DRAFTING CHECK	PJO	28.02.2024
DESIGNED	APC	28.02.2024
DESIGN CHECK	PJO	28.02.2024
VERIFIED	PJO	28.02.2024
APPROVED		



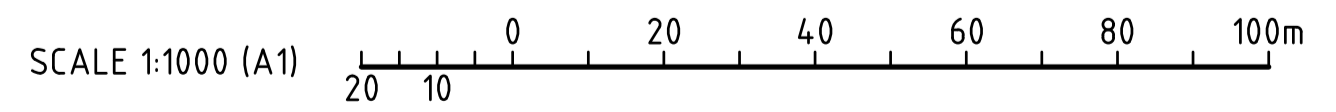
ACG
www.acgaustralia.com.au

STATUS FOR INFORMATION		DRAWING No. E24005-01-YNRV-SKT-0002	REVISION A
AIRPORT MASTER PLAN EXISTING TERMINAL PRECINCT PLAN			
DRAWING SCALE	GRID	ORIG. SIZE	
1:1000	MGA-51 DATUM AHD	A1	

DATE: Wednesday, 13 April 2022 9:05:00 AM
BY: AARON COGHILL
FILE: G:\E24005 RAVENSTHORPE AIRPORT\01 MPS\SUPPORT\E24005-01-YNRV-SKT-0002 EXISTING TERMINAL PRECINCT.DWG



PLAN
SCALE 1:1000



DATE: Wednesday, 13 April 2022 9:05:00 AM BY: AARON COGHILL FILE: G:\E24005 RAVENSTHORPE AIRPORT\01MPS\PORT\E24005-01-YNRV-SKT-0003 DEVELOPSTRATEGY_0-5YRS.DWG

REV	DESCRIPTION	DATE	DESIGN	VERIFIED	APPROVED
A	ORIGINAL ISSUE	28.02.2024	APC	PJO	



Shire of Ravensthorpe

CLIENT
SHIRE OF RAVENSTHORPE
PROJECT
RAVENSTHORPE AIRPORT MASTER PLAN
JERDACUTTUP ROAD, HOPETOUN WA 6348



DRAWN	APC	28.02.2024
DRAFTING CHECK	PJO	28.02.2024
DESIGNED	APC	28.02.2024
DESIGN CHECK	PJO	28.02.2024
VERIFIED	PJO	28.02.2024
APPROVED		

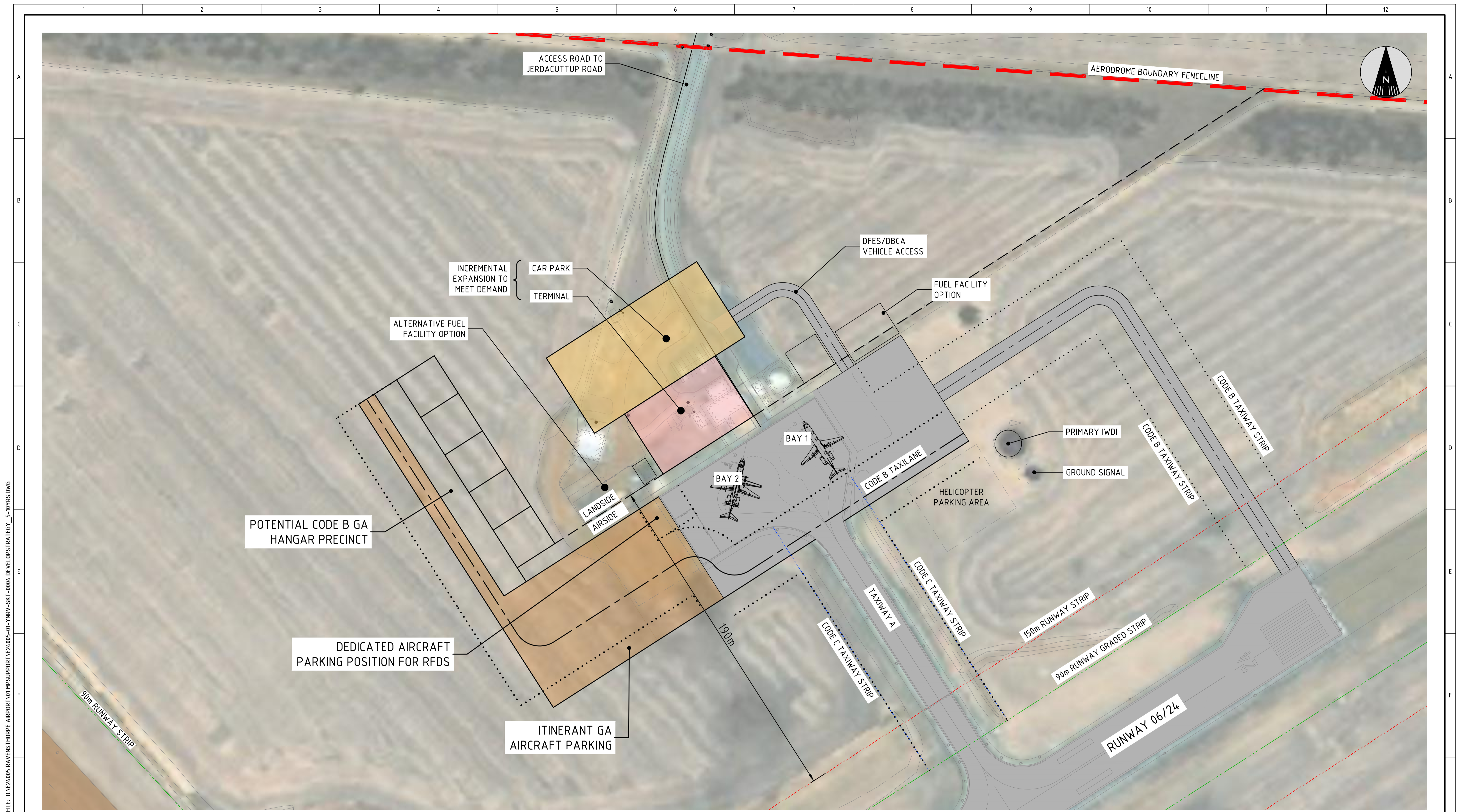


DRAWING SCALE
1:1000

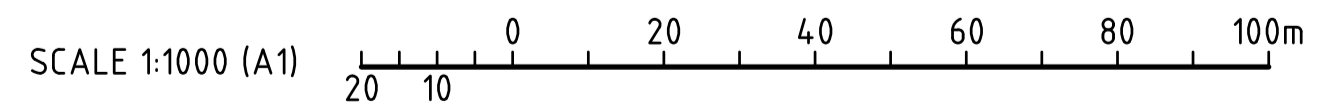
STATUS
FOR INFORMATION
AIRPORT MASTER PLAN
SHORT TERM (0-5 YEARS) DEVELOPMENT STRATEGY

DRAWING No.
E24005-01-YNRV-SKT-0003

REVISION
A



PLAN
SCALE 1:1000



DATE: Wednesday, 13 April 2022 9:05:00 AM
 BY: AARON COGHILL
 FILE: G:\E24005 RAVENSTHORPE AIRPORT\01MPS\PORT\E24005-01-YNRV-SKT-0004 DEVELOPSTRATEGY_5-10YRS.DWG

REV	DESCRIPTION	DATE	DESIGN	VERIFIED	APPROVED
A	ORIGINAL ISSUE	28.02.2024	APC	PJO	



Shire of Ravensthorpe

CLIENT
SHIRE OF RAVENSTHORPE
PROJECT
RAVENSTHORPE AIRPORT MASTER PLAN
JERDACUTTUP ROAD, HOPETOUN WA 6348



DRAWN	APC	28.02.2024
DRAFTING CHECK	PJO	28.02.2024
DESIGNED	APC	28.02.2024
DESIGN CHECK	PJO	28.02.2024
VERIFIED	PJO	28.02.2024

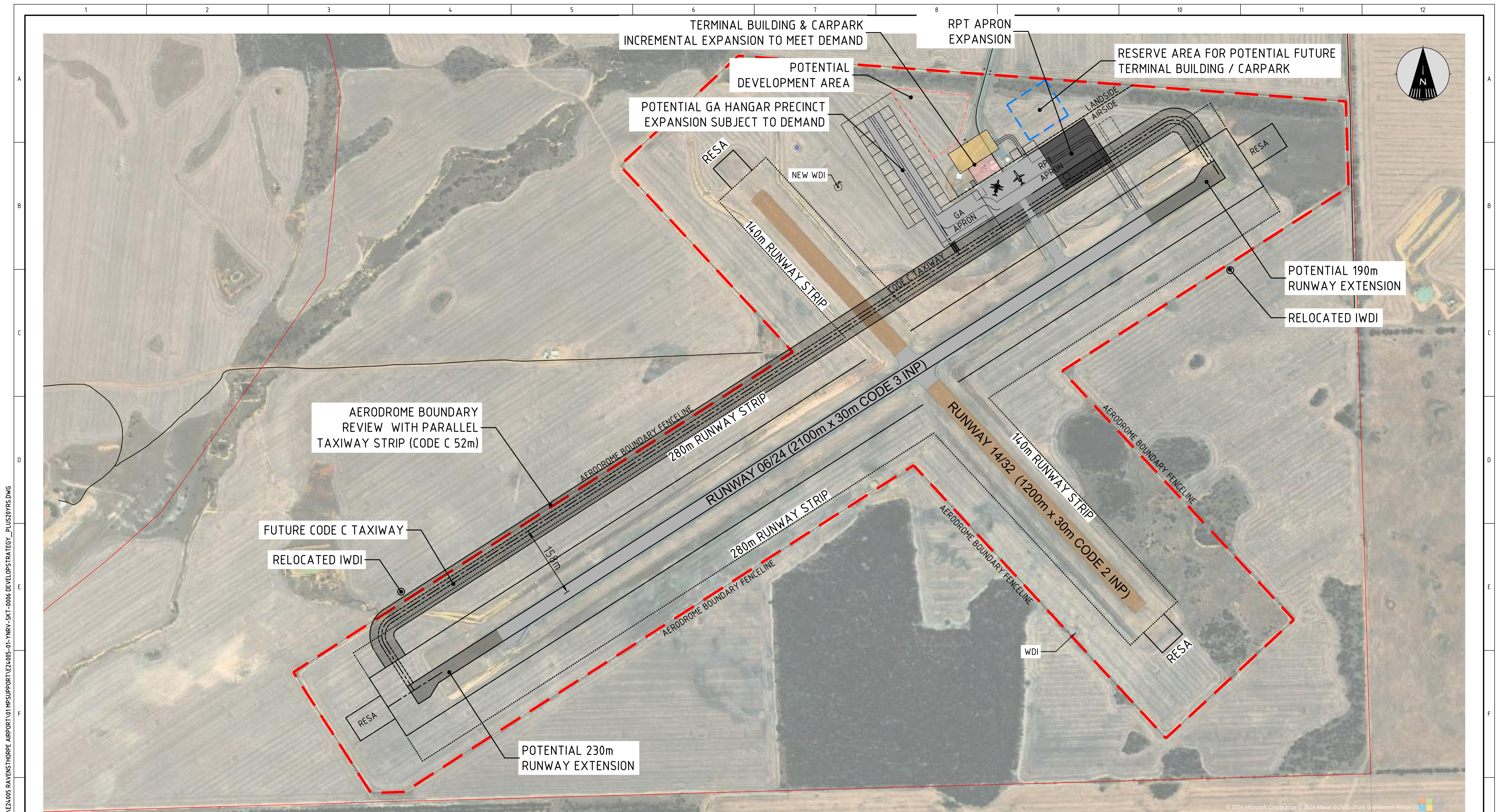


DRAWING SCALE
1:1000

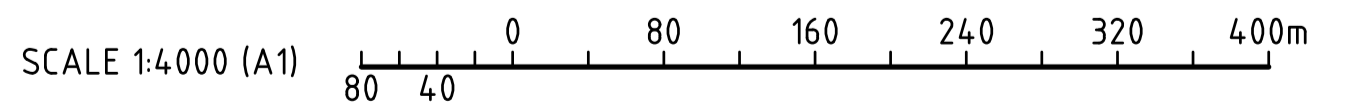
STATUS
FOR INFORMATION
**AIRPORT MASTER PLAN
MEDIUM TERM (5-10 YEARS) DEVELOPMENT STRATEGY**

DRAWING No.
E24005-01-YNRV-SKT-0004

REVISION
A



PLAN
SCALE 1:4,000



FILE: G:\E24005 RAVENSTHORPE AIRPORT\01 MPS\SUPPORT\E24005-01-YNRV-SKT-0006 DEVELOPSTRATEGY_PLUS20YRS.DWG
 BY: AARON COGHILL
 DATE: Wednesday, 13 April 2022 9:05:00 AM

REV	DESCRIPTION	DATE	DESIGN	VERIFIED	APPROVED
A	ORIGINAL ISSUE	28.02.2024	APC	PJO	



Shire of Ravensthorpe

CLIENT
SHIRE OF RAVENSTHORPE
PROJECT
RAVENSTHORPE AIRPORT MASTER PLAN
JERDACCUTTUP ROAD, HOPETOUN WA 6348

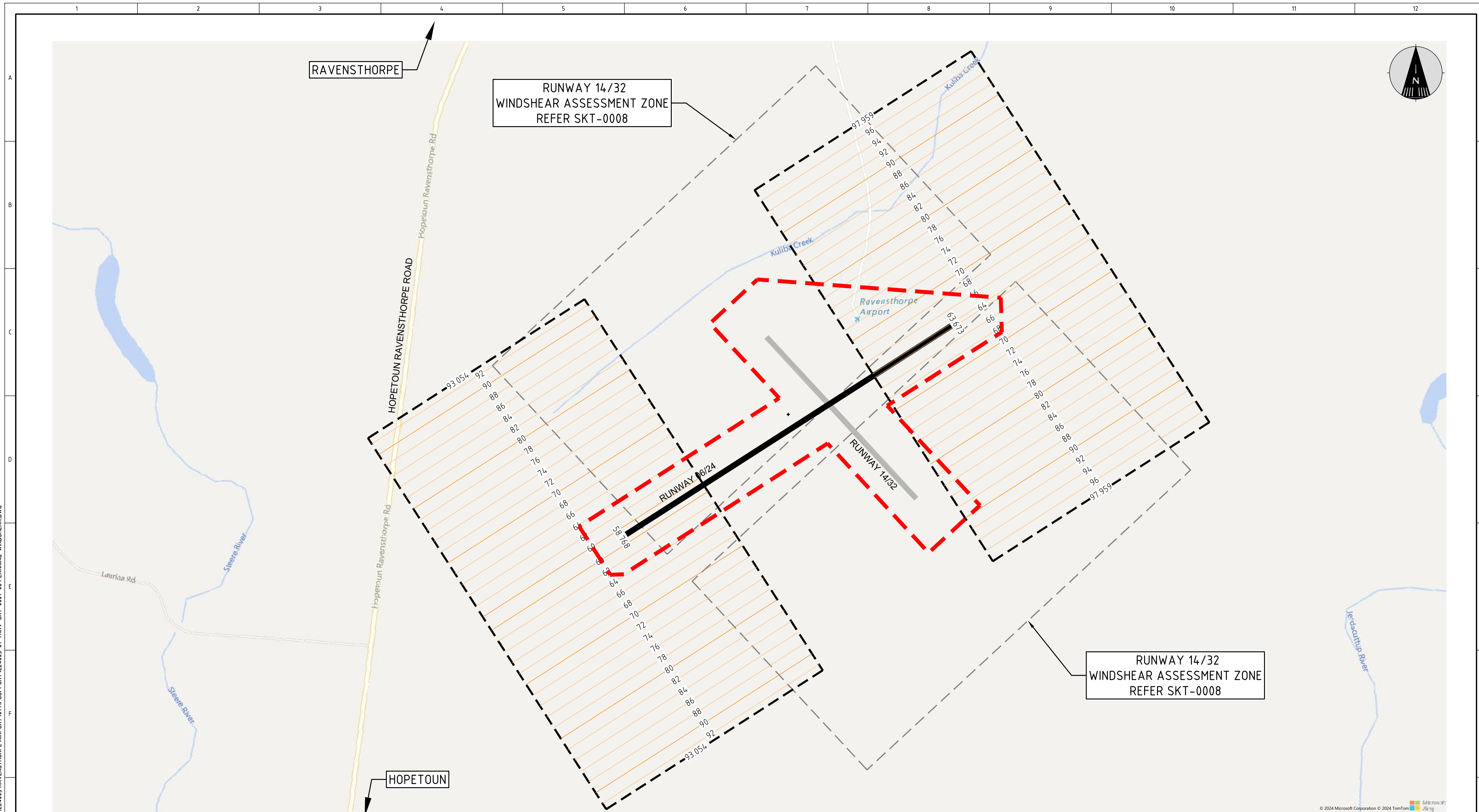


DRAWN	APC	28.02.2024
DRAFTING CHECK	PJO	28.02.2024
DESIGNED	APC	28.02.2024
DESIGN CHECK	PJO	28.02.2024
VERIFIED	PJO	28.02.2024



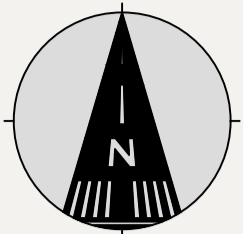
STATUS
FOR INFORMATION
AIRPORT MASTER PLAN
LONGER TERM (20+ YEARS) DEVELOPMENT STRATEGY

APPROVED	DRAWING SCALE 1:4,000	GRID MGA-51 DATUM AHD	ORIG. SIZE A1	DRAWING No. E24005-01-YNRV-SKT-0006	REVISION A
----------	--------------------------	--------------------------------	------------------	--	---------------



RAVENSTHORPE

RUNWAY 14/32
WINDSHEAR ASSESSMENT ZONE
REFER SKT-0008



HOPETOUN RAVENSTHORPE ROAD

Hopetoun Ravensthorpe Rd

Laurina Rd

Steere River

Kullba Creek

Ravensthorpe Airport

RUNWAY 06/24

RUNWAY 14/32

HOPETOUN

RUNWAY 14/32
WINDSHEAR ASSESSMENT ZONE
REFER SKT-0008

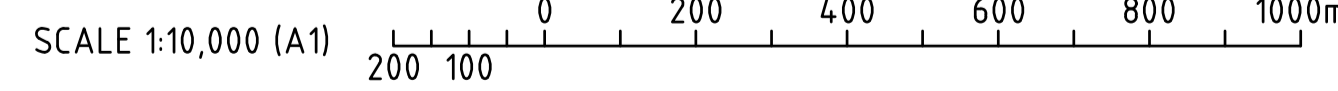
© 2024 Microsoft Corporation © 2024 TomTom © 2024 Bing

LEGEND

- DESIGN 2m CONTOUR
- DESIGN 10m CONTOUR

FOR MORE INFORMATION, REFER TO:
 • NATIONAL AIRPORTS SAFEGUARDING FRAMEWORK GUIDELINE B

PLAN
SCALE 1:10,000



Shire of Ravensthorpe

CLIENT
SHIRE OF RAVENSTHORPE
PROJECT
RAVENSTHORPE AIRPORT MASTER PLAN
JERDACUTTUP ROAD, HOPETOUN WA 6348



DRAWN	APC	28.02.2024
DRAFTING CHECK	PJO	28.02.2024
DESIGNED	APC	28.02.2024
DESIGN CHECK	PJO	28.02.2024
VERIFIED	PJO	28.02.2024
APPROVED		



DRAWING SCALE
1:10,000

GRID
MGA-51
DATUM
AHD

ORIG. SIZE
A1

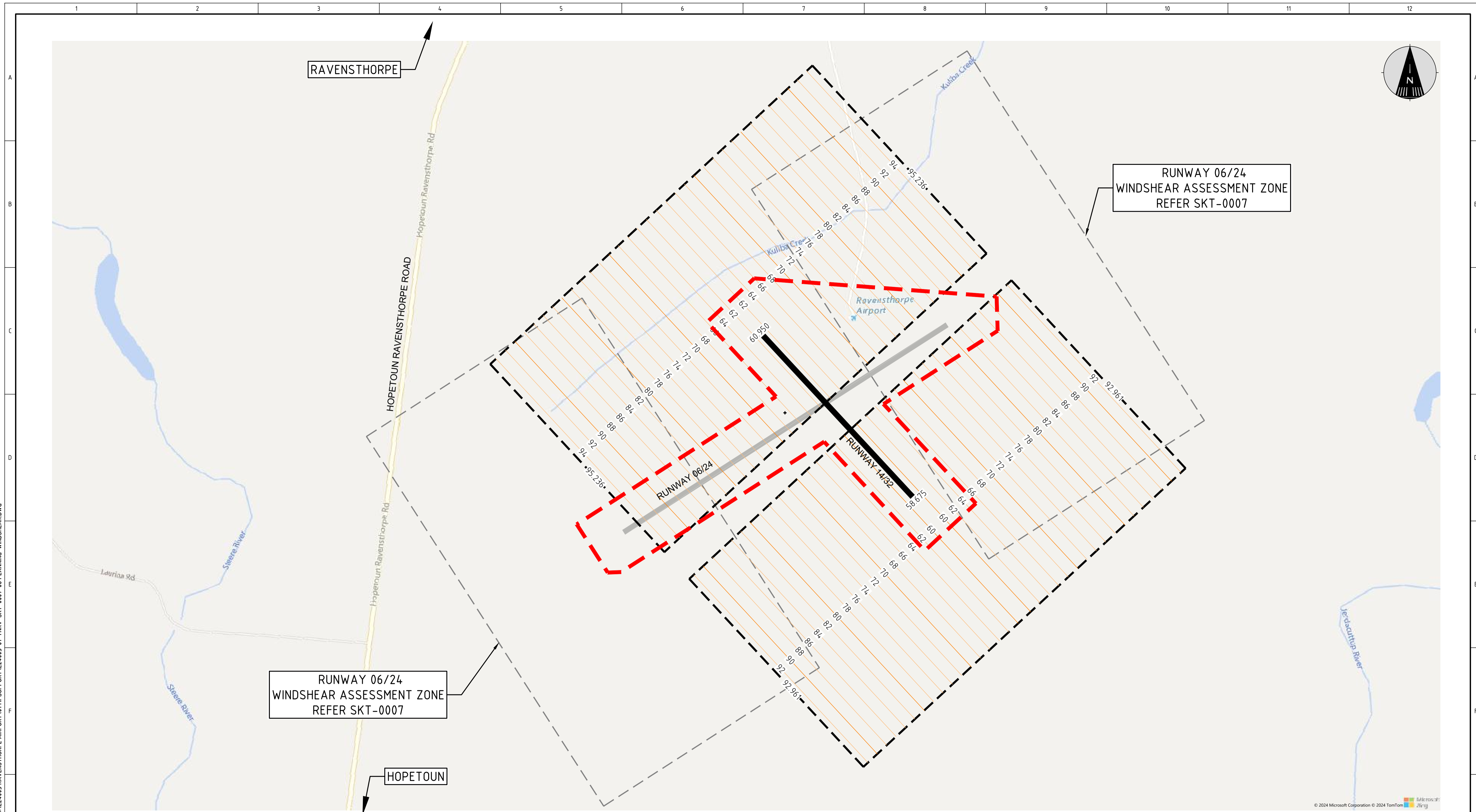
STATUS
FOR INFORMATION
AIRPORT MASTER PLAN
AIRPORT SAFEGUARDING
WINDSHEAR PROTECTION RUNWAY 06/24

DRAWING No.
E24005-01-YNRV-SKT-0007

REVISION
A

REV	DESCRIPTION	DATE	DESIGN	VERIFIED	APPROVED
A	ORIGINAL ISSUE	28.02.2024	APC	PJO	

DATE: Wednesday, 13 April 2022 9:05:00 AM BY: AARON COGHILL FILE: G:\E24005 RAVENSTHORPE AIRPORT\01 MPS\SUPPORT\E24005-01-YNRV-SKT-0007-08 PLANNING-WINDSHEAR.DWG

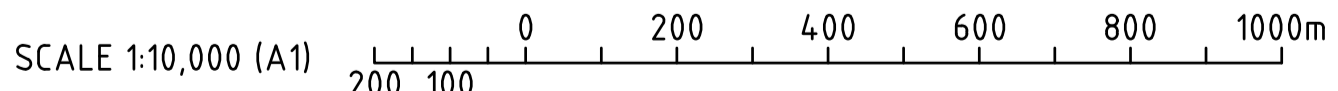


PLAN
SCALE 1:10,000

LEGEND

- DESIGN 2m CONTOUR
- DESIGN 10m CONTOUR

FOR MORE INFORMATION, REFER TO:
 • NATIONAL AIRPORTS SAFEGUARDING FRAMEWORK GUIDELINE B



REV	DESCRIPTION	DATE	DESIGN	VERIFIED	APPROVED
A	ORIGINAL ISSUE	28.02.2024	APC	PJO	



Shire of Ravensthorpe

CLIENT
SHIRE OF RAVENSTHORPE
 PROJECT
RAVENSTHORPE AIRPORT MASTER PLAN
 JERDACUTTUP ROAD, HOPETOUN WA 6348



DRAWN	APC	28.02.2024
DRAFTING CHECK	PJO	28.02.2024
DESIGNED	APC	28.02.2024
DESIGN CHECK	PJO	28.02.2024
VERIFIED	PJO	28.02.2024

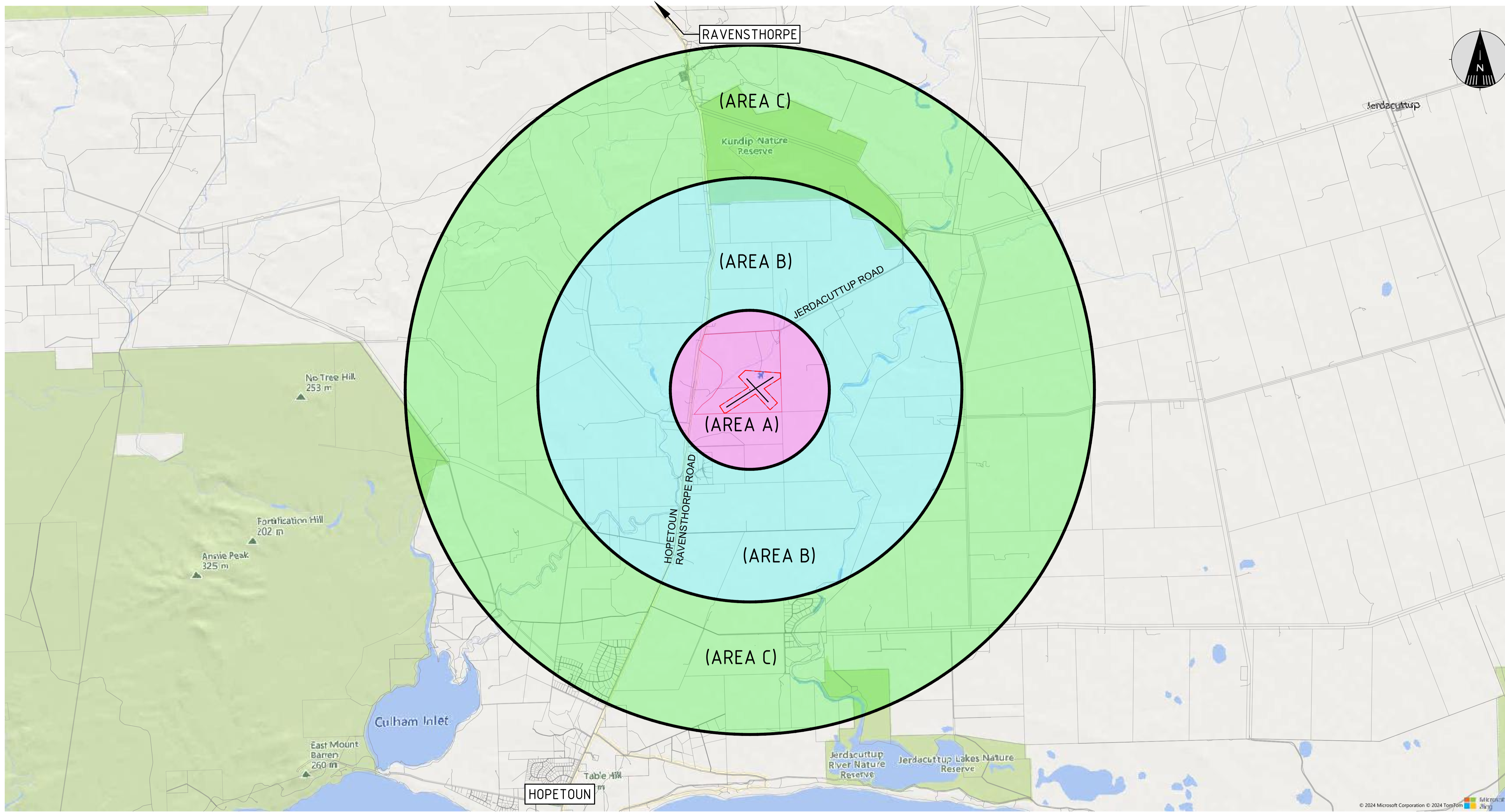


DRAWING SCALE	GRID	ORIG. SIZE
1:10,000	MGA-51 DATUM AHD	A1

STATUS
 FOR INFORMATION
AIRPORT MASTER PLAN
AIRPORT SAFEGUARDING
WINDSHEAR PROTECTION RUNWAY 14/32

DRAWING No.	REVISION
E24005-01-YNRV-SKT-0008	A

FILE: G:\E24005 RAVENSTHORPE AIRPORT\01 MPS\PROJECT\24005-01-YNRV-SKT-0007-08 PLANNING-WINDSHEAR.DWG
 BY: AARON COGHILL
 DATE: Wednesday, 13 April 2022 9:05:00 AM



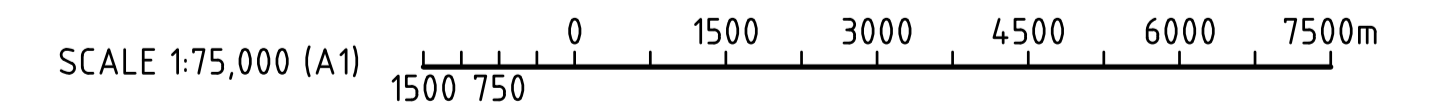
WILDLIFE HAZARD ZONES

- 3km ZONE (AREA A)
- 8km ZONE (AREA B)
- 13km ZONE (AREA C)

WILDLIFE HAZARD ZONES CENTRE BASED ON AIRPORT ARP.
 FOR MORE INFORMATION, REFER TO:
 • PART 139 MANUAL OF STANDARDS, CHAPTER 17
 • NATIONAL AIRPORTS SAFEGUARDING FRAMEWORK GUIDELINE C

PLAN

SCALE 1:75,000



DATE: Wednesday, 13 April 2022 9:05:00 AM BY: AARON COGHILL FILE: G:\E24005 RAVENSTHORPE AIRPORT\01 MPS\SUPPORT\E24005-01-YNRV-SKT-0009 PLANNING-WILDLIFE.DWG

REV	DESCRIPTION	DATE	DESIGN	VERIFIED	APPROVED
A	ORIGINAL ISSUE	28.02.2024	APC	PJO	



Shire of Ravensthorpe

CLIENT
 SHIRE OF RAVENSTHORPE
 PROJECT
 RAVENSTHORPE AIRPORT MASTER PLAN
 JERDACUTTUP ROAD, HOPETOUN WA 6348



DRAWN	APC	28.02.2024
DRAFTING CHECK	PJO	28.02.2024
DESIGNED	APC	28.02.2024
DESIGN CHECK	PJO	28.02.2024
VERIFIED	PJO	28.02.2024

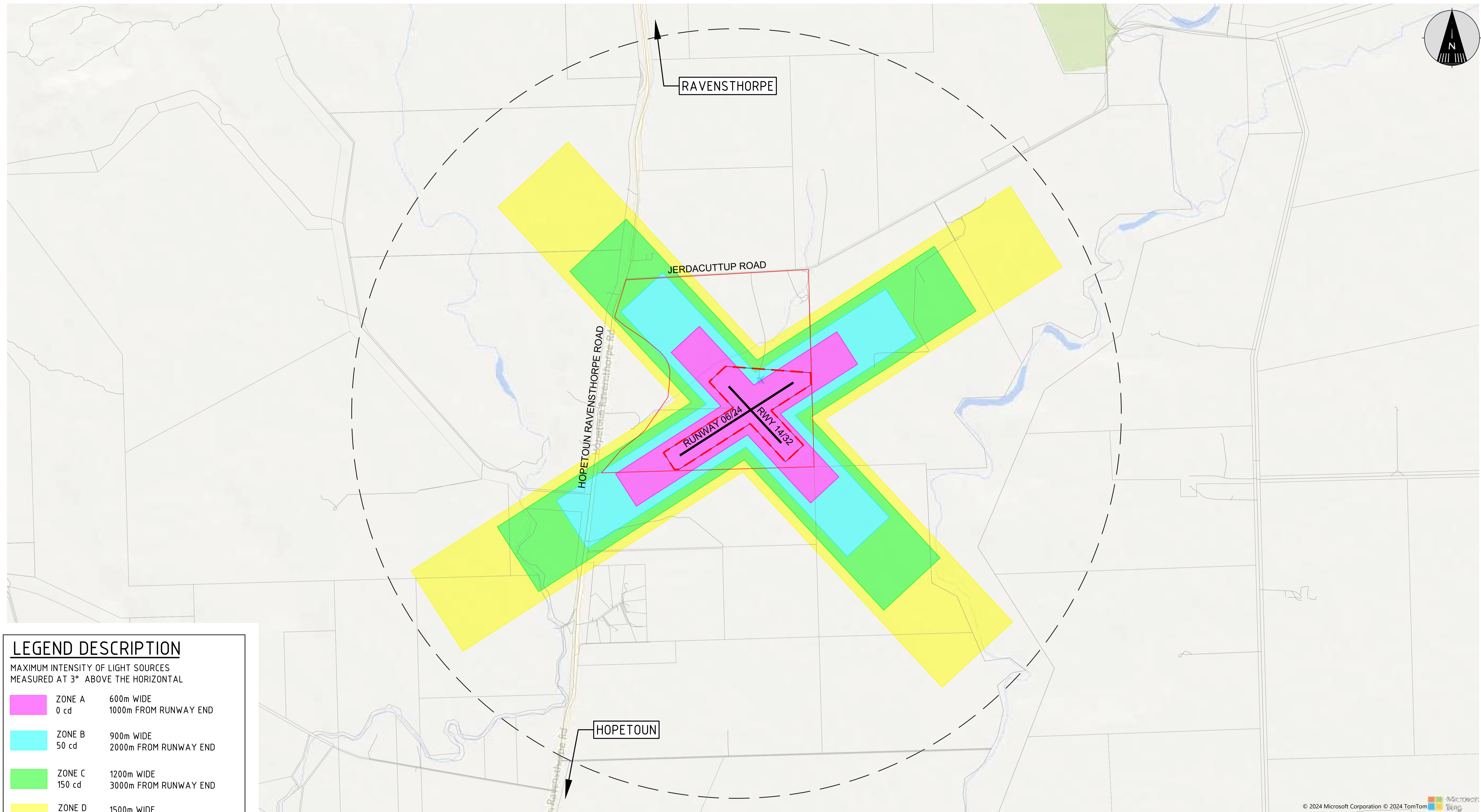
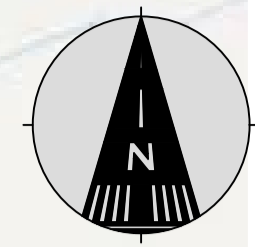


DRAWING SCALE
 1:75,000

STATUS
 FOR INFORMATION
 AIRPORT MASTER PLAN
 AIRPORT SAFEGUARDING
 WILDLIFE HAZARD ZONES

DRAWING No.
 E24005-01-YNRV-SKT-0009

REVISION
 A



LEGEND DESCRIPTION
 MAXIMUM INTENSITY OF LIGHT SOURCES
 MEASURED AT 3° ABOVE THE HORIZONTAL

	ZONE A	600m WIDE 0 cd	1000m FROM RUNWAY END
	ZONE B	900m WIDE 50 cd	2000m FROM RUNWAY END
	ZONE C	1200m WIDE 150 cd	3000m FROM RUNWAY END
	ZONE D	1500m WIDE 450 cd	4500m FROM RUNWAY END

--- GENERAL LIGHT CONTROL ZONE
(6000m RADIUS)

FOR MORE INFORMATION, REFER TO:

- PART 139 MANUAL OF STANDARDS, CHAPTER 9
- NATIONAL AIRPORTS SAFEGUARDING FRAMEWORK GUIDELINE E

PLAN
SCALE 1:30,000

© 2024 Microsoft Corporation © 2024 TomTom

REV	DESCRIPTION	DATE	DESIGN	VERIFIED	APPROVED
A	ORIGINAL ISSUE	28.02.2024	APC	PJO	



Shire of Ravensthorpe

CLIENT
SHIRE OF RAVENSTHORPE
 PROJECT
RAVENSTHORPE AIRPORT MASTER PLAN
 JERDACUTTUP ROAD, HOPETOUN WA 6348



DRAWN	APC	28.02.2024
DRAFTING CHECK	PJO	28.02.2024
DESIGNED	APC	28.02.2024
DESIGN CHECK	PJO	28.02.2024
VERIFIED	PJO	28.02.2024



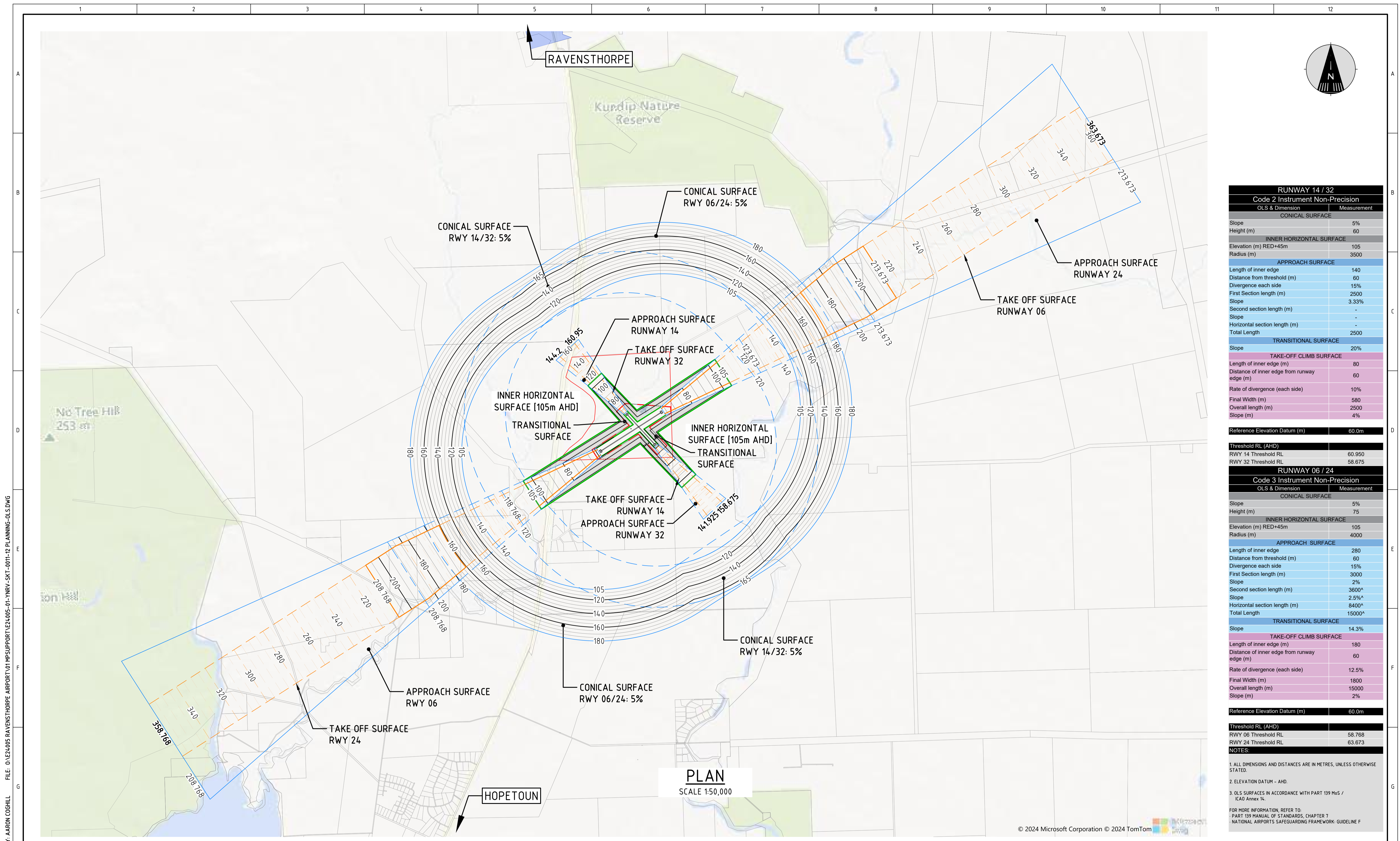
www.acgastralia.com.au

STATUS
FOR INFORMATION
AIRPORT MASTER PLAN
AIRPORT SAFEGUARDING
LIGHTING IN THE VICINITY OF AERODROME

APPROVED	DRAWING SCALE 1:30,000	GRID MGA-51 DATUM AHD	ORIG. SIZE A1
----------	---------------------------	--------------------------------	------------------

DRAWING No.
E24005-01-YNRV-SKT-0010

REVISION
A



RUNWAY 14 / 32	
Code 2 Instrument Non-Precision	
OLS & Dimension	Measurement
CONICAL SURFACE	
Slope	5%
Height (m)	60
INNER HORIZONTAL SURFACE	
Elevation (m) RED+45m	105
Radius (m)	3500
APPROACH SURFACE	
Length of inner edge	140
Distance from threshold (m)	60
Divergence each side	15%
First Section length (m)	2500
Slope	3.33%
Second section length (m)	-
Slope	-
Horizontal section length (m)	-
Total Length	2500
TRANSITIONAL SURFACE	
Slope	20%
TAKE-OFF CLIMB SURFACE	
Length of inner edge (m)	80
Distance of inner edge from runway edge (m)	60
Rate of divergence (each side)	10%
Final Width (m)	580
Overall length (m)	2500
Slope (m)	4%

Reference Elevation Datum (m)	60.0m
Threshold RL (AHD)	
RWY 14 Threshold RL	60.950
RWY 32 Threshold RL	58.675

RUNWAY 06 / 24	
Code 3 Instrument Non-Precision	
OLS & Dimension	Measurement
CONICAL SURFACE	
Slope	5%
Height (m)	75
INNER HORIZONTAL SURFACE	
Elevation (m) RED+45m	105
Radius (m)	4000
APPROACH SURFACE	
Length of inner edge	280
Distance from threshold (m)	60
Divergence each side	15%
First Section length (m)	3000
Slope	2%
Second section length (m)	3600*
Slope	2.5%*
Horizontal section length (m)	8400*
Total Length	15000*
TRANSITIONAL SURFACE	
Slope	14.3%
TAKE-OFF CLIMB SURFACE	
Length of inner edge (m)	180
Distance of inner edge from runway edge (m)	60
Rate of divergence (each side)	12.5%
Final Width (m)	1800
Overall length (m)	15000
Slope (m)	2%

Reference Elevation Datum (m)	60.0m
Threshold RL (AHD)	
RWY 06 Threshold RL	58.768
RWY 24 Threshold RL	63.673

NOTES:

- ALL DIMENSIONS AND DISTANCES ARE IN METRES, UNLESS OTHERWISE STATED.
- ELEVATION DATUM - AHD.
- OLS SURFACES IN ACCORDANCE WITH PART 139 MGS / ICAO Annex 14.

FOR MORE INFORMATION, REFER TO:
PART 139 MANUAL OF STANDARDS, CHAPTER 7
NATIONAL AIRPORTS SAFEGUARDING FRAMEWORK: GUIDELINE F

PLAN
SCALE 1:50,000

REV	DESCRIPTION	DATE	DESIGN	VERIFIED	APPROVED
A	ORIGINAL ISSUE	28.02.2024	APC	PJO	

Shire of Ravensthorpe

CLIENT
SHIRE OF RAVENSTHORPE

PROJECT
RAVENSTHORPE AIRPORT MASTER PLAN

JERDACCUTTUP ROAD, HOPETOWN WA 6348

ACG

www.acgaustralia.com.au

STATUS
FOR INFORMATION

AIRPORT MASTER PLAN

AIRPORT SAFEGUARDING

PROPOSED OBSTACLE LIMITATION SURFACES - REGIONAL PLAN

DRAWN	APC	28.02.2024
DRAFTING CHECK	PJO	28.02.2024
DESIGNED	APC	28.02.2024
DESIGN CHECK	PJO	28.02.2024
VERIFIED	PJO	28.02.2024
APPROVED		

DRAWING SCALE

1:50,000

GRID

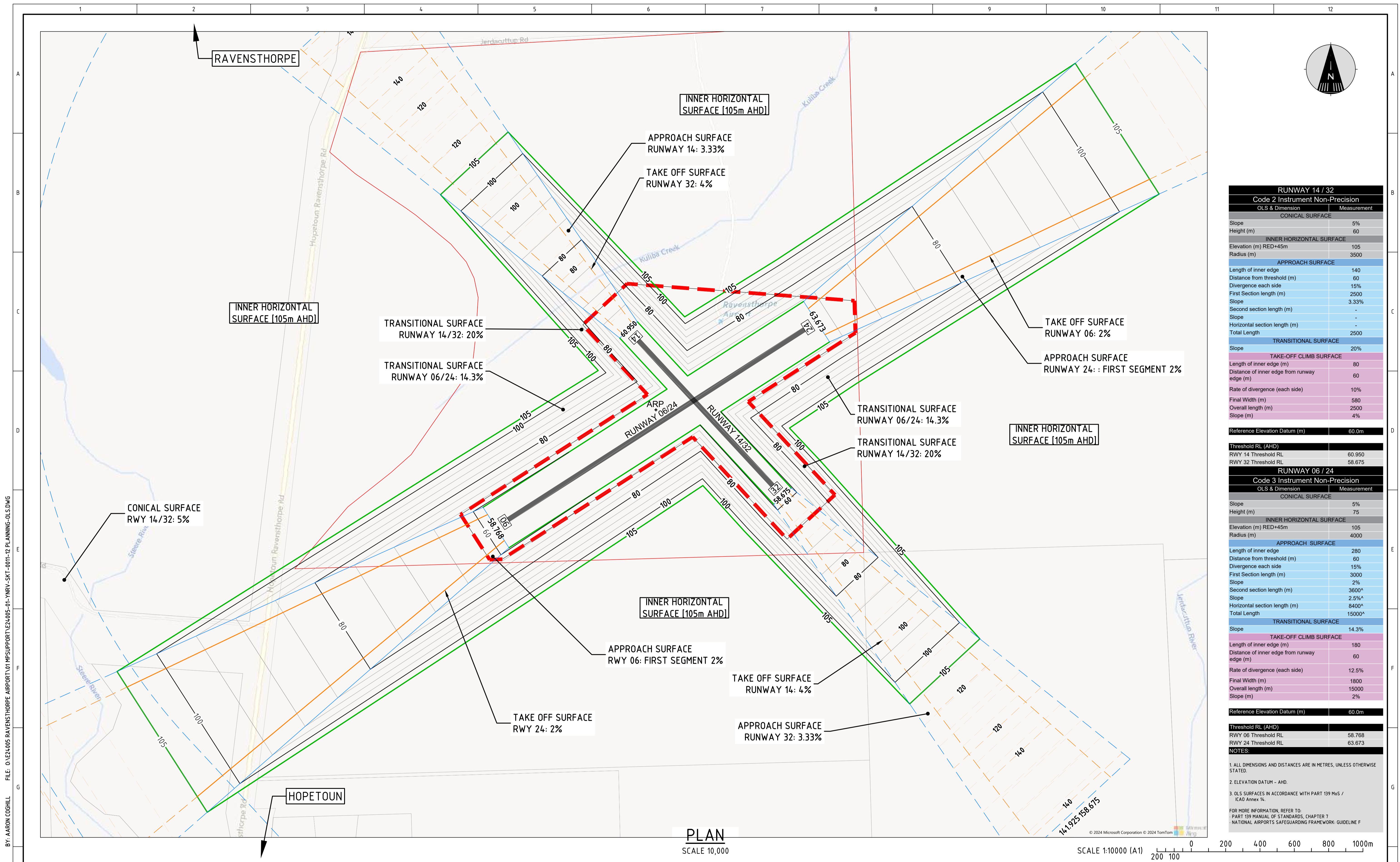
MGA-51

DATUM

AHD

ORIG. SIZE

A1



RUNWAY 14 / 32	
Code 2 Instrument Non-Precision	
OLS & Dimension	Measurement
CONICAL SURFACE	
Slope	5%
Height (m)	60
INNER HORIZONTAL SURFACE	
Elevation (m) RED+45m	105
Radius (m)	3500
APPROACH SURFACE	
Length of inner edge	140
Distance from threshold (m)	60
Divergence each side	15%
First Section length (m)	2500
Slope	3.33%
Second section length (m)	-
Slope	-
Horizontal section length (m)	-
Total Length	2500
TRANSITIONAL SURFACE	
Slope	20%
TAKE-OFF CLIMB SURFACE	
Length of inner edge (m)	80
Distance of inner edge from runway edge (m)	60
Rate of divergence (each side)	10%
Final Width (m)	580
Overall length (m)	2500
Slope (m)	4%

Reference Elevation Datum (m)	60.0m
Threshold RL (AHD)	
RWY 14 Threshold RL	60.950
RWY 32 Threshold RL	58.675

RUNWAY 06 / 24	
Code 3 Instrument Non-Precision	
OLS & Dimension	Measurement
CONICAL SURFACE	
Slope	5%
Height (m)	75
INNER HORIZONTAL SURFACE	
Elevation (m) RED+45m	105
Radius (m)	4000
APPROACH SURFACE	
Length of inner edge	280
Distance from threshold (m)	60
Divergence each side	15%
First Section length (m)	3000
Slope	2%
Second section length (m)	3600*
Slope	2.5%*
Horizontal section length (m)	8400*
Total Length	15000*
TRANSITIONAL SURFACE	
Slope	14.3%
TAKE-OFF CLIMB SURFACE	
Length of inner edge (m)	180
Distance of inner edge from runway edge (m)	60
Rate of divergence (each side)	12.5%
Final Width (m)	1800
Overall length (m)	15000
Slope (m)	2%

Reference Elevation Datum (m)	60.0m
Threshold RL (AHD)	
RWY 06 Threshold RL	58.768
RWY 24 Threshold RL	63.673

NOTES:
 1. ALL DIMENSIONS AND DISTANCES ARE IN METRES, UNLESS OTHERWISE STATED.
 2. ELEVATION DATUM - AHD.
 3. OLS SURFACES IN ACCORDANCE WITH PART 139 MGS / ICAO Annex 14.
 FOR MORE INFORMATION, REFER TO:
 PART 139 MANUAL OF STANDARDS, CHAPTER 7
 NATIONAL AIRPORTS SAFEGUARDING FRAMEWORK: GUIDELINE F

PLAN

SCALE 10,000

SCALE 1:10000 (A1)

REV	DESCRIPTION	DATE	DESIGN	VERIFIED	APPROVED
A	ORIGINAL ISSUE	28.02.2024	APC	PJO	



Shire of Ravensthorpe

CLIENT
 SHIRE OF RAVENSTHORPE
 PROJECT
 RAVENSTHORPE AIRPORT MASTER PLAN
 JERDACUTTUP ROAD, HOPETOUN WA 6348



DRAWN	APC	28.02.2024
DRAFTING CHECK	PJO	28.02.2024
DESIGNED	APC	28.02.2024
DESIGN CHECK	PJO	28.02.2024
VERIFIED	PJO	28.02.2024



www.acgaustralia.com.au

STATUS FOR INFORMATION	REVISION A
AIRPORT MASTER PLAN AIRPORT SAFEGUARDING PROPOSED OBSTACLE LIMITATION SURFACES - AIRPORT SURROUNDS	
DRAWING No. E24005-01-YNRV-SKT-0012	

DATE: Wednesday, 13 April 2022 9:05:00 AM
 BY: AARON COGHILL
 FILE: G:\E24005 RAVENSTHORPE AIRPORT\01\HPSUPPORT\E24005-01-YNRV-SKT-0011-12 PLANNING-OLS.DWG

AVIATION PROJECTS



AIRPORT PLANNING AND DESIGN



AVIATION SAFETY




OPERATIONS



DRONES



EXPERT WITNESS



WIND FARMS

Brisbane Head Office

Keith Tonkin

M +61 417 631 681

E ktonkin@aviationprojects.com.au

P +61 7 3371 0788

PO Box 116, Toowong DC, Toowong Qld 4066

19/200 Moggill Road, Taringa Qld 4068

Melbourne Office

Victory Tower

Level 2/ 420 Collins Street

Melbourne Victoria 3000

Perth Office

Exchange Tower

Level 17/ 2 The Esplanade

Perth Western Australia 6000

aviationprojects.com.au

