



Our Ref: 98476606
Enquiries: Richard Patterson
Telephone: (08) 9420 3186

5th February 2024

Shire of Broome Hill - Tambellup
46 - 48 Norrish Street
TAMBELLUP WA 6320

Att: Ms Karen Callaghan - CEO

Dear Ms Callaghan

Re: Sale of Water Corporation Jam Creek Rd dam and catchment to Shire of Broome Hill - Tambellup.

We refer to negotiations over several years regarding the possible sale of Water Corporation's Jam Creek Rd dam and catchment assets to the Shire, and confirm that internal Water Corporation authority has been received to progress and conclude negotiations on the following basis:

- The freehold land and assets to be acquired by the Shire are indicated on the enclosed Tambellup Dam Proposed Subdivision Plan. Description of the land to be subdivided is Lot 1 on Plan 6877 being the whole of the land in Certificate of Title Volume 1205 Folio 240.
- The Shire accepts the land, dam, catchment and other assets (Assets) on an 'as is' condition basis and will conduct its own independent due diligence prior to entering into the contract for sale.
- Water Corporation makes no warranty as to the condition of the Assets or their suitability for the Shire's intended purpose.
- Preparation and lodgement by the Shire of a Deposited Plan of Subdivision (including proposed easements and road reserves) at Landgate to the satisfaction of Water Corporation.
- The Assets are to be transferred at NIL consideration, however the costs of subdivision, fencing and all other transaction costs (including Water Corporation solicitors' costs) are to be met by the Shire.
- Gravel extraction from Proposed Lot 2 by the Shire to cease.

- Water Corporation's Solicitors to prepare the contract for sale.
- Shire to provide a current resolution to acquire the Assets upon these terms.

To assist due diligence by the Shire the following documents are enclosed:

- Memo from Water Corporation Dam and Dam Safety Principal Engineer.
- Asset Condition Assessment Report 2019 (Jacobs Group Australia Pty Ltd).
- HazMat Register Report 2019 (Cardno)
- Original dam construction plan suite - December 1954.
- Landgate extracts CT 1205/240 and Plan 6877.

Could you please consider the above proposal and confirm if acceptable to the Shire. If accepted, we will seek a quotation from Water Corporation's solicitors for estimated documentation and settlement costs for the Shire to include in its due diligence review.

Please contact Richard Patterson on 9420 3186 if you have any queries.

Yours sincerely

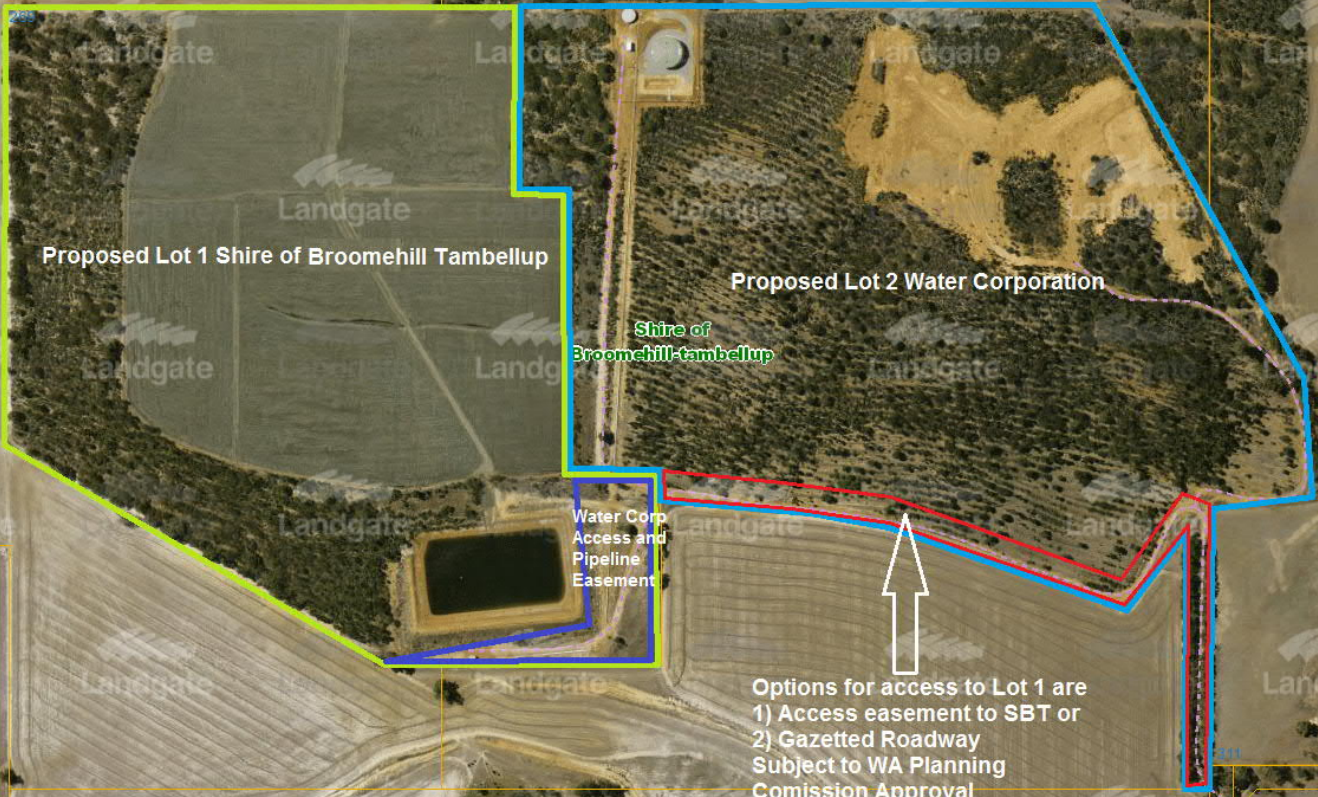


Richard Patterson
Advisor
PROPERTY PORTFOLIO

Attachments.

1. *Tambellup Dam Proposed Subdivision Plan.*
2. *Memo from Water Corporation Dam and Dam Safety Principal Engineer.*
3. *Asset Condition Assessment Report 2019 (Jacobs Group Australia Pty Ltd).*
4. *HazMat Register Report 2019 (Cardno)*
5. *Original dam construction plan suite - December 1954.*
6. *Landgate extracts CT 1205/240 and Plan 6877.*

11.1.2 - Tambelup Dam proposed subdivision



Proposed Lot 1 Shire of Broomehill Tambellup

Proposed Lot 2 Water Corporation

Shire of
Broomehill-tambellup

Water Corp
Access and
Pipeline
Easement

Options for access to Lot 1 are
1) Access easement to SBT or
2) Gazetted Roadway
Subject to WA Planning
Commission Approval

Asset Condition Assessment and Site Investigation Report



Small Dams Site Investigation – Great Southern Region

Asset Name	Tambellup Dam
Functional Location No.	W0022981
Latitude	-34.01960781
Longitude	117.6568581
Region	Great Southern
Municipality	Shire of Broomehill-Tambellup



Asset Condition Assessment Summary

Date and Time of Assessment:
19/02/2019 11:34:55

Assessor: Josh Oliver, Dams Engineer
(Jacobs Group Australia Pty Ltd)

Asset Type: Earthfill raised embankment
dam

Overall Condition Rating: ACA Class 2
(Good)

Estimated Total Population at Risk

(PAR): <1

Asset Condition Assessment

1. Storage overview and materials of construction:

Rectangular earthfill dam with raised embankments on three sides (south, east, west) with clay liner. Dam catchment area to the north.

2. Condition of walls:

Upstream faces of embankments in good condition. Clay liner is often exposed beneath gravel, but no evidence of cracking. Face has pockets of cemented gravel. Embankments have loose covering of vegetation on upstream faces, typical grasses growing above typical operating water level. Some evidence of small burrows. No signs of slumping. Crests in good condition, with no cracking. Crests approximately 4m wide. Embankments abut into northern slope. Walls are around 1m high at north-west and north-east corners. Walls up to around 7m high on southern embankment. Downstream slopes extensively covered in grass and vegetation. Mossy patch with green vegetation growth below noted on southern embankment.

3. Condition of roof or cover (if applicable):

Not applicable.

4. Condition of dam's appurtenant structures:

Spillway located in north-west corner generally in good condition. Minor cracking throughout structure, and some delamination of concrete. Vegetation growing extensively on northern abutment potentially impacting chute wall. Concrete inlet chute located on northern embankment generally in good condition. Some dusting on chute floor and minor surface cracks. Lichen growing on floor, and grass growing in concrete joints.

5. Accessibility of dam:

Dam is accessed via a track off Jam Creek Road to the east of Tambellup. Jam Creek Road is off Gnowangerup-Tambellup Road.

6. Safety:

No safety equipment is present on site.

7. Other:

Survey pins located around crest perimeter.

Site Investigation

1. Safety:

Presence of hazards	None identified.
Evidence of hazardous materials	Potentially asbestos containing materials at spillway and inlet chute. Asbestos materials including panels and pits at pump house.
Evidence of contaminants	None observed.
Water quality observations	Water depth approximately 3.5m at time of inspection. Approximately 500mm visibility. Dam has long fetch and small amounts of foam building up at western embankment. Water has no odour.
Security	Fenced and locked gate at entrance from Jam Creek Road. Dam itself is not fenced.
General housekeeping	Housekeeping on dam site is good.
Signage	Signage located at gate off Jam Creek Road.

2. Social:

Evidence of community use on site	None identified.
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3. Heritage and Environment:

Heritage general	None identified.
Heritage aboriginal	None identified.
Flora and Fauna Sensitivity	Not applicable.
Threatened Ecosystems	Priority 3: Eucalypt woodlands of the Western Australian Wheatbelt.

Consequence Assessment

Consequence Assessment and Population at Risk Estimate Undertaken?	Yes
Estimated <i>Total</i> Population at Risk	<1

Desktop and Windscreen Reconnaissance Observations:

Likely food inundation zone is to the south and south-west. Southern embankment around 7m high. Crest height is around RL290m.

No permanent infrastructure observed within immediate potential inundation zone between dam and Tambellup township. Land is used for farming.

Around 1km south of dam, flow is likely to channelise in existing channel at around RL280m. At its closest point channel is around 200m to the west of Jam Creek Road. This channelisation would commence approximately 2.5km upstream of Tambellup township. Closest residence adjacent to channel is north of Gnowangerup-Tambellup Road about 3.5km downstream of dam. Accurate levels of channel bed and house unknown but no significant depth of flow anticipated at this point.

WATER CORPORATION SMALL DAMS SITE INVESTIGATION

TOTAL POPULATION AT RISK (PAR) ASSESSMENT

Site Name:
Tambellup Dam

Legend

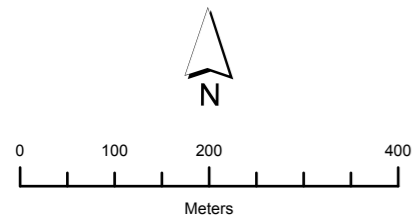
- Dam Site
- Contours (Landgate)
- Estimated Dambreak Affected Zone

Esri, HERE, Garmin, © OpenStreetMap contributors, and the GIS user community, Landgate / SLIP

Scale: 1:8,000

Spatial Reference:
Datum: GDA 1994
Projection: Transverse Mercator

Layout Name: PAR Layout



JACOBS

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This map has been compiled with data from numerous sources with different levels of accuracy and reliability and is considered by the authors to be fit for its intended purpose at the time of publication.

However, it should be noted that the information shown may be subject to change and ultimately, map users are required to determine the suitability of use for any particular purpose.

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Photos

Asset Condition Assessment

Comments:
Western crest, around 4m wide

Photo ID: 1560







Asset Condition Assessment

Comments:
Western upstream face

Photo ID: 1563



<p>Asset Condition Assessment</p> <p>Comments: Deposition of material shows typical operating water level around 3m below crest</p>	<p>Photo ID: 1566</p> 
<p>Asset Condition Assessment</p> <p>Comments: Survey pin on western crest</p>	<p>Photo ID: 1569</p> 

<p>Asset Condition Assessment</p> <p>Comments: Crest drain at south-east corner</p>	<p>Photo ID: 1572</p> 
<p>Asset Condition Assessment</p> <p>Comments: Southern crest</p>	<p>Photo ID: 1575</p> 

<p>Asset Condition Assessment</p> <p>Comments: Area downstream of southern embankment</p>	<p>Photo ID: 1578</p>  A wide-angle photograph showing a flat, dry landscape. The ground is a mix of light brown soil and sparse, dry vegetation. In the distance, there are some trees and a clear blue sky. A metal fence or structure is visible in the middle ground.
<p>Asset Condition Assessment</p> <p>Comments: Southern upstream face</p>	<p>Photo ID: 1581</p>  A close-up photograph of a rocky, uneven surface. The rocks are small and light-colored, with some darker patches. To the right, a body of water is visible, and the sky is clear blue.

Asset Condition Assessment

Photo ID: 1584

Comments:
Gravel cover is thin in places
exposing clay liner







Asset Condition Assessment



Photo ID: 1587




Comments:
Burrow extends 400mm into
upstream face above top water
level on southern embankment



<p>Asset Condition Assessment</p> <p>Comments: View of inlet chute</p>	<p>Photo ID: 1590</p> 
<p>Asset Condition Assessment</p> <p>Comments: Large ant nest on southern embankment</p>	<p>Photo ID: 1593</p> 

<p>Asset Condition Assessment</p> <p>Comments: Young tree developing in south-east corner</p>	<p>Photo ID: 1596</p> 
<p>Asset Condition Assessment</p> <p>Comments: Western crest</p>	<p>Photo ID: 1599</p> 

<p>Asset Condition Assessment</p> <p>Comments: Western upstream face</p>	<p>Photo ID: 1602</p> 
<p>Asset Condition Assessment</p> <p>Comments: Grass growth is more prominent on western face. Grass is above top water level</p>	<p>Photo ID: 1605</p> 

<p>Asset Condition Assessment</p> <p>Comments: Small burrows at western crest level</p>	<p>Photo ID: 1608</p> 
<p>Asset Condition Assessment</p> <p>Comments: Spillway chute</p>	<p>Photo ID: 1611</p> 
<p>Asset Condition Assessment</p> <p>Comments: Three minor cracks on spillway overflow approach slab</p>	<p>Photo ID: 1614</p> 

Asset Condition Assessment

Photo ID: 1617

Comments:
Concrete delamination at spillway
overflow section







Asset Condition Assessment



Photo ID: 1620

Comments:
Surface cracking of chute floor



<p>Asset Condition Assessment</p> <p>Comments: Extensive vegetation at spillway. Large tree impacting on concrete wall</p>	<p>Photo ID: 1623</p> 
<p>Asset Condition Assessment</p> <p>Comments: Undermining of spillway chute wall</p>	<p>Photo ID: 1626</p> 

<p>Asset Condition Assessment</p> <p>Comments: Northern upstream face</p>	<p>Photo ID: 1629</p> 
<p>Asset Condition Assessment</p> <p>Comments: Extensive vegetation growth on northern face towards crest</p>	<p>Photo ID: 1632</p> 

<p>Asset Condition Assessment</p> <p>Comments: Float has cable tied to star picket</p>	<p>Photo ID: 1635</p> 
<p>Asset Condition Assessment</p> <p>Comments: Inlet chute</p>	<p>Photo ID: 1638</p> 

Asset Condition Assessment

Photo ID: 1641

Comments:
Some minor undermining of inlet chute wingwalls






Asset Condition Assessment




Photo ID: 1644

Comments:
Crack on inlet chute floor





<p>Asset Condition Assessment</p> <p>Comments: Gauge boards reading 3.5m and PVC pipe extending through northern embankment</p>	<p>Photo ID: 1647</p> 
<p>Asset Condition Assessment</p> <p>Comments: Inlet chute upstream. Lichen growing on floor</p>	<p>Photo ID: 1650</p> 
<p>Asset Condition Assessment</p> <p>Comments: Typical grass covering on eastern downstream embankment</p>	<p>Photo ID: 1653</p> 

<p>Asset Condition Assessment</p> <p>Comments: Crest drainage chute in south-east corner</p>	<p>Photo ID: 1656</p> 
<p>Asset Condition Assessment</p> <p>Comments: Overview of southern downstream embankment</p>	<p>Photo ID: 1659</p> 
<p>Asset Condition Assessment</p> <p>Comments: Circular mossy area on southern embankment, dry at time of inspection</p>	<p>Photo ID: 1662</p> 

<p>Asset Condition Assessment</p> <p>Comments: Southern embankment - western side</p>	<p>Photo ID: 1665</p> 
<p>Asset Condition Assessment</p> <p>Comments: Minor rutting at toe of southern embankment</p>	<p>Photo ID: 1668</p> 
<p>Asset Condition Assessment</p> <p>Comments: Wet patch around 30m from southern toe. Area is adjacent to outlet pipe from pump house</p>	<p>Photo ID: 1671</p> 

<p>Asset Condition Assessment</p> <p>Comments: Extensive vegetation growth on downstream side of western embankment</p>	<p>Photo ID: 1674</p> 
<p>Asset Condition Assessment</p> <p>Comments: Small burrow on western downstream embankment</p>	<p>Photo ID: 1677</p> 

<p>Site Investigation</p> <p>Comments: Asbestos fibred sealant at spillway</p>	<p>Photo ID: 1680</p> 
<p>Site Investigation</p> <p>Comments: Foam and kangaroo prints</p>	<p>Photo ID: 1683</p> 

Site Investigation

Photo ID: 1686

Comments:
Entrance on track off Jam Creek
Road



MEMORANDUM

DATE: 5th February 2024

TO: Richard Patterson, Advisor, Property Portfolio

CC:

FROM: Michael Smith, Senior Principal Engineer, Dams and Dam Safety

SUBJECT: **Tambellup Dam – Condition and Future Use**

Water Corporation are in discussion with the Shire of Tambellup for the Shire to acquire the Tambellup No 1 Dam and catchment assets detailed on the attached plan.

Water Corporation's Dam and Dam Safety Engineering Centre of Expertise have been requested to provide comment on the current status of the dam's Condition Assessment and Dam Safety Program, to be disclosed to the Shire as part of the due diligence documentation

Tambellup Dam was inspected by Dams and Dam Safety in September 2020. The dam is not currently on Water Corporation's Dam Safety Program and is not subject to Dam Safety Inspections (either at a Regional Level or by Dams and Dam Safety). A consequence category (as defined by ANCOLD) for the structure had not been assigned (a default ANCOLD Category of Very Low applies in these instances).

At the time of the inspection, the structure was found to be in Satisfactory condition with areas where maintenance is required – such as clearing on the embankment downstream faces and the spillway chute. Keeping vegetation off embankments is key to ensuring that the structure's water retaining integrity is not compromised. The structure appeared to have been well maintained over the years. The inspection was not able to inspect either the upstream end of the outlet (in the reservoir) or the downstream end (and downstream valve). The downstream pipework and valve were buried.

At the time of the inspection there was a windscreen assessment of the area immediately downstream of the dam (the area that would be impacted should the structure experience a failure known as a dambreak). The windscreen assessment at the time questioned if Very Low was the appropriate Consequence Category for the structure as there may be a downstream impact in a Sunny Day Failure (a failure that occurs with the storage full and no rain event occurring) with this to be further reviewed when possible. Since the time of this initial visit, a qualitative assessment of the impacts has been made. Due to the relatively small nature of the storage (10Million Gallon or 45.4ML) as well as the large area that the flood would spread out over before reaching population in Tambellup, the impacts are expected to be minimal with no Population at Risk Identified. Due to the substantial creek/river coverage in the area of the town, combined with the minimal storage in the reservoir, we consider that there is no Population at Risk associated with a flood failure.

Water Corporation's assessment of the dam aligns with Jacobs' assessment in 2019. Jacob's assessment is included for completeness.

As part of the Water Corporation assessment, no review of the adequacy of the spillway in terms of capacity to pass extreme flood events was undertaken.

The inspection did not cover the condition of the catchment. However, we note that ongoing maintenance of Bitumen and Roaded (cleared with formed drains, but not covered with Bitumen; despite what the name implies) Catchments is critical to ensuring that yields into small storages (with equally small catchments) is maintained. Water Corporation experience with these catchment types is that Bitumen catchments are significantly more effective than Roaded Catchments. Maintaining the integrity of the Bitumen surface is key to maintaining inflow; where Water Corporation has allowed these surfaces to degrade/break/become overgrown there have been significant reductions in inflow. Future owners of Tambellup Dam should take this into account when planning maintenance of the dam.

For owners without extensive dam portfolios, we note that some excellent resources are available online; such as the Victorian Dam Safety Regulator's Website and also at the American Association of State Dam Safety Officials Website. For the Australian context, we suggest that ANCOLD (Australian National Committee on Large Dams) is the relevant body which produces Guidelines which would be considered the relevant de-facto Standard in Australia.

Links:

[Dam safety guidance \(water.vic.gov.au\)](https://www.water.vic.gov.au)

[Association of State Dam Safety](#)

[Home - ANCOLD](#)

SHIRE OF BROOMEHILL-TAMBELLUP

MONTHLY FINANCIAL REPORT

For the Period Ended 31 March 2024

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SHIRE OF BROOMEHILL-TAMBELLUP
STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

	Note	Revised Budget 2023/24	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	
OPERATING ACTIVITIES							
Revenue from Operating Activities							
Rates		2,926,100	2,926,100	2,926,527	427	0.0%	
Grants, Subsidies and Contributions		480,000	342,025	315,618	(26,407)	(8.4%)	
Fees and Charges		443,300	351,687	352,387	700	0.2%	
Interest Earnings		109,800	83,297	85,873	2,576	3.0%	
Other Revenue		315,400	227,696	233,212	5,516	2.4%	
Profit on Asset Disposal		5,500	5,500	2,623	(2,877)	(109.7%)	
		<u>4,280,100</u>	<u>3,936,305</u>	<u>3,916,240</u>	<u>(20,065)</u>	<u>(112.5%)</u>	
Expenditure from Operating Activities							
Employee Costs		(2,504,700)	(1,906,104)	(1,661,195)	244,909	14.7%	▼
Materials and Contracts		(2,083,800)	(1,503,650)	(1,187,569)	316,081	26.6%	▼
Utilities Charges		(231,900)	(172,355)	(205,604)	(33,249)	(16.2%)	▲
Depreciation (Non-Current Assets)		(2,090,900)	(1,568,025)	(1,575,662)	(7,637)	(0.5%)	
Interest Expenses		(62,300)	(57,191)	(54,583)	2,608	4.8%	
Insurance Expenses		(207,700)	(207,700)	(202,100)	5,600	2.8%	
Other Expenditure		(96,300)	(72,774)	(81,561)	(8,787)	(10.8%)	
Loss on Asset Disposal		(131,100)	(131,100)	(31,415)	99,685	317.3%	▼
		<u>(7,408,700)</u>	<u>(5,618,899)</u>	<u>(4,999,689)</u>	<u>519,526</u>	<u>12.4%</u>	
Non Cash Amounts excluded from operating activities							
Add: Depreciation on assets		2,090,900	1,568,025	1,575,662	7,637	0.5%	
(Profit)/Loss on Asset Disposal		125,600	125,600	28,792	(96,808)	(336.2%)	▲
Amount attributable to operating activities		(912,100)	11,031	521,006	410,290	97.9%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Capital Grants, Subsidies and Contributions	5	3,933,300	1,060,150	561,716	(498,434)	(88.7%)	▼
Proceeds from Disposal of Assets	9	659,000	549,000	360,909	(188,091)	(52.1%)	▼
		<u>4,592,300</u>	<u>1,609,150</u>	<u>922,625</u>	<u>(686,525)</u>	<u>(140.9%)</u>	
Outflows from investing activities							
Payments for property, plant and equipment	9	(2,283,300)	(1,437,293)	(814,716)	622,577	76.4%	▼
Payments for construction of infrastructure	9	(3,277,200)	(1,515,079)	(992,949)	522,130	52.6%	▼
		<u>(5,560,500)</u>	<u>(2,952,372)</u>	<u>(1,807,665)</u>	<u>1,144,707</u>	<u>129.0%</u>	
Amount attributable to investing activities		(968,200)	(1,343,222)	(885,040)	458,182	(11.8%)	
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfer from Reserves	6	652,500	0	0	0		
		<u>652,500</u>	<u>0</u>	<u>0</u>	<u>0</u>		
Outflows from financing activities							
Repayment of Debentures		(110,700)	(79,700)	(79,617)	83	0.1%	
Transfer to Reserves	6	(764,200)	(64,175)	(59,310)	4,865	8.2%	
		<u>(874,900)</u>	<u>(143,875)</u>	<u>(138,927)</u>	<u>4,948</u>	<u>8.3%</u>	
Amount attributable to financing activities		(222,400)	(143,875)	(138,927)	4,948	0.0%	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	1	2,102,700	2,102,700	2,102,674	(26)	(0.0%)	
Amount attributable to operating activities		(912,100)	11,031	521,006	509,975	97.9%	▲
Amount attributable to investing activities		(968,200)	(1,343,222)	(885,040)	458,182	(51.8%)	
Amount attributable to financing activities		(222,400)	(143,875)	(138,927)	4,948	(3.6%)	
Surplus or deficit at the end of the reporting period	1	0	626,634	1,599,713	973,079	60.8%	▲

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

1: NET CURRENT FUNDING POSITION

	Note	Actual 2023/24	C/fwd Budget 30 June 2023	C/fwd 1 July 2023
		\$	\$	\$
Current Assets				
Cash and cash equivalents		1,902,728	2,524,900	2,524,856
Other financial assets - Reserves	6	2,196,934	2,137,600	2,137,623
Receivables - Rates and Rubbish	4	397,876	278,000	277,730
Receivables - Sundry debtors	4	106,224	270,100	255,460
Receivables - Other		0	0	2,502
Inventories		14,374	35,100	35,467
		<u>4,618,137</u>	<u>5,245,700</u>	<u>5,233,639</u>
Less: Current Liabilities				
Payables		(266,267)	(436,900)	(458,118)
Contract Liabilities - LRCIP		(505,223)	(505,200)	(505,223)
Contract Liabilities - Other Grants & Contributions		(50,000)	(50,000)	(30,000)
Borrowings - current		(79,617)	(110,800)	(110,769)
Employee related provisions		<u>(382,567)</u>	<u>(476,800)</u>	<u>(382,567)</u>
		<u>(1,283,674)</u>	<u>(1,579,700)</u>	<u>(1,486,677)</u>
Less: Cash Restricted - Reserves	6	(2,196,934)	(2,137,600)	(2,137,623)
Add: Current Liabilities not expected to be cleared at end of year				
- current portion of borrowings		79,617	110,800	110,769
- employee benefit provisions		<u>382,567</u>	<u>476,800</u>	<u>382,567</u>
		<u>(1,734,749)</u>	<u>(1,550,000)</u>	<u>(1,644,288)</u>
Net Current Funding Position		<u>1,599,713</u>	<u>2,116,000</u>	<u>2,102,674</u>

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

2: KEY TERMS AND DEFINITIONS - NATURE

REVENUES

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specific area rates, minimum payment, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

GRANTS, SUBSIDIES AND CONTRIBUTIONS

All amounts received as grants, subsidies and contributions that are not capital grants.

CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which cannot be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Gain on the disposal of assets including gains on the disposal of long-term investments.

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses (such as telephone and internet charges), advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc.

UTILITIES (GAS, ELECTRICITY, WATER)

Expenditures made to the respective agencies for the provision of power, gas or water.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation and amortisation expenses raised on all classes of assets.

FINANCE COSTS

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or levies including DFES levy and State taxes. Donations and subsidies made to community groups.

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

3: REPORT ON MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2023/24 year is \$10,000 or 10% whichever is greater.

Explanation of variances

Nature or Type	Var \$	Var %	Timing	Permanent
EXPENDITURE				
Employee Costs	244,909	15%	x	
Payment of leave entitlements in the works crew is lower than budgeted due to timing of staff taking leave.				
Actual wage costs are lower than budgeted due to timing of recruitment in the works department				x
Administration employee costs aren't as high as budgeted.				x
Materials and Contracts	316,081	27%	x	
Expenditure is not as high as anticipated, though as planned activities progress expenditure will be more relative to budget				
Allocation of Administration Costs across all programs is lower than budgeted, due to Admin employee costs being less than anticipated.				x
Utilities Charges	(33,249)	-16%		x
Standpipe water usage is higher than anticipated and is reflective of current conditions and lower than normal rainfall				
Loss on Asset Disposal	99,685	317%	x	
Losses on asset disposal are recognised when assets are removed from the asset register. The variance arises from the timing of changeover/disposal of various assets.				

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

3: REPORT ON MATERIAL VARIANCES

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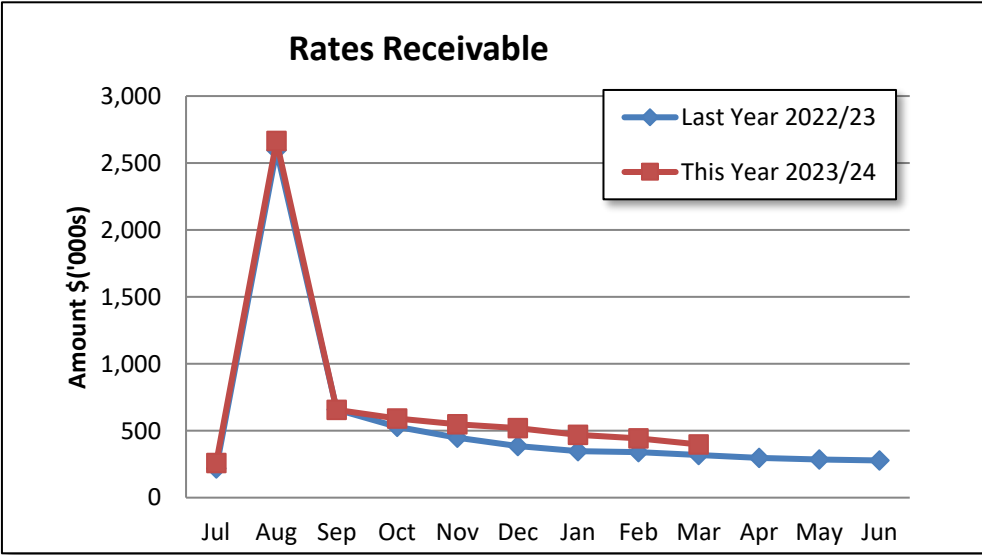
Explanation of variances

Nature or Type	Var \$	Var %	Timing	Permanent
INVESTING ACTIVITIES				
Capital Grants, Subsidies and Contributions	(498,434)	-89%	x	
Progress payments for the second instalments of Regional Road Group funding are being prepared for submission in April A draw down from Local Roads and Community Infrastructure will be done as expenditure on the projects progress A progress instalment from Flat Rocks One Wind Farm for the solar panels on the Tambellup Pavilion has been received.				
Proceeds from Disposal of Assets	(188,091)	-52%	x	
Variation is in relation to timing of changeover of plant and equipment				
Payments for property, plant and equipment	622,577	76%	x	
Variation is in relation to timing of changeover of plant and equipment. While building projects are underway, expenditure is lower than anticipated.				
Payments for construction of infrastructure	522,130	53%	x	
Road construction program is underway, though expenditure is lower than anticipated for the time of year. Expenditure on other infrastructure projects is lower than expected.				

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

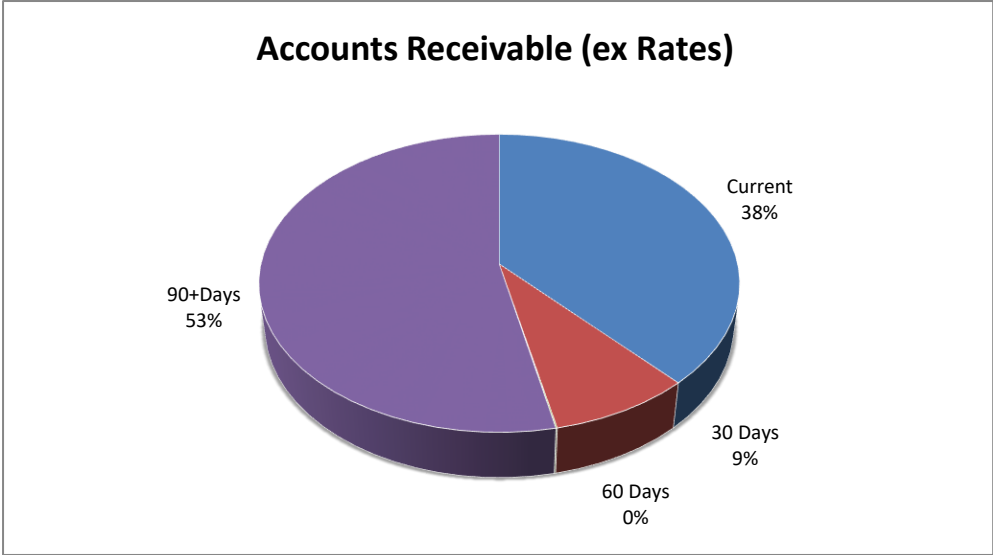
4: RECEIVABLES

Rates & Rubbish	Actual 2023/24	c/fwd 1 July 2023
	\$	\$
Opening Arrears Previous Years	277,730	221,900
Rates Levied this year	3,043,184	2,888,889
Less Collections to date	(2,923,038)	(2,833,059)
Equals Current Outstanding	397,876	277,730
Net Rates Collectable	397,876	277,730
% Collected	88.02%	91.07%



Accounts Receivable	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Sundry Debtors	19,273	8,999	83	56,642
Pensioner Rebates	1,134			
Emergency Services Levy	20,094			
Total Outstanding	40,500	8,999	83	56,642

Amounts shown above include GST (where applicable)



SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

5: GRANTS AND CONTRIBUTIONS

	Budget 2023/24	YTD Actual
Operating Grants & Contributions		
Governance	21,000	-
General purpose funding	91,800	68,862
Law, Order and Public Safety	86,100	37,241
Health	7,000	7,119
Education and welfare	35,000	-
Recreation and culture	41,500	4,780
Transport	197,600	197,617
	480,000	315,618
Capital Grants & Contributions		
Education and welfare	120,000	-
Recreation and culture	365,000	8,155
Transport	2,422,000	544,286
Economic services	1,017,000	-
	3,933,300	561,716

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

6: RESERVE ACCOUNTS

	Revised Budget 2023/2024				Actual 2023/24			
	Opening Balance	Transfers To	Transfers From	Closing Balance	Opening Balance	Transfers To	Transfers From	Closing Balance
Leave Reserve	84,359	54,000	(107,500)	30,859	84,359	2,343	0	86,702
Plant Reserve	283,778	468,900	(465,000)	287,678	283,778	7,876	0	291,654
Building Reserve	731,427	30,000	(50,000)	711,427	731,427	20,296	0	751,723
Information Technology Reserve	60,630	7,500	0	68,130	60,630	1,684	0	62,314
Tambellup Rec Ground & Pavilion Reserve	75,086	8,000	0	83,086	75,086	2,082	0	77,168
Broomehill Rec Complex Reserve	126,271	58,600	0	184,871	126,271	3,505	0	129,777
Building Maintenance Reserve	84,230	3,300	0	87,530	84,230	2,337	0	86,567
Sandalwood Villas Reserve	127,863	15,100	0	142,963	127,863	3,547	0	131,409
Bhill Synthetic Bowling Green Reserve	104,728	12,800	0	117,528	104,728	2,906	0	107,635
Refuse Sites Post Closure Management Reserve	48,646	12,000	0	60,646	48,646	1,352	0	49,998
Lavieville Lodge Reserve	104,471	14,200	(30,000)	88,671	104,471	2,900	0	107,372
Townscape Plan Implementation Reserve	244,269	9,800	0	254,069	244,269	6,767	0	251,037
Tambellup Synthetic Bowling Green Reserve	47,078	9,500	0	56,578	47,078	1,305	0	48,383
Tourism & Economic Development Reserve	14,787	20,500	0	35,287	14,787	409	0	15,196
Energy Efficiency Reserve	0	20,000	0	20,000	0	0	0	0
Parks & Playgrounds Reserve	0	20,000	0	20,000	0	0	0	0
	2,137,623	764,200	(652,500)	2,249,323	2,137,623	59,310	0	2,196,934

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

Reserve name

Leave Reserve	- to be used to meet the Councils Long Service Leave liability for its employees.
Plant Reserve	- to be used for the purchase of plant and equipment in accordance with the Plant Replacement Program.
Building Reserve	- to be used to finance replacement, major repair or construction of new Shire buildings, and costs associated with subdivision of land.
Information Technology Reserve	- to be used to purchase, replace or upgrade computer hardware, software and associated equipment
Tambellup Recreation Ground & Pavilion Reserve	- to be used to maintain and develop sport and recreational facilities at the Tambellup Recreation Ground and Pavilion.
Broomehill Recreation Complex Reserve	- to be used for works at the Broomehill Recreation Complex in agreeance with the Complex Management Committee
Building Maintenance Reserve	- to be used to fund building maintenance requirements for all Shire owned buildings.
Sandalwood Villas Reserve	- to be utilised towards upgrade and maintenance of the 6 units at Sandalwood Villas.
Broomehill Synthetic Bowling Green Reserve	- to be used for the future replacement of the synthetic bowling green at the Broomehill Recreational Complex.
Refuse Sites Post Closure Management Reserve	- to meet the financial requirements for the closure of the Broomehill and Tambellup landfill sites when their useful life expires
Lavieville Lodge Reserve	- to be utilised towards upgrade and maintenance of the 4 units at Lavieville Lodge.
Townscape Plan Implementation Reserve	- to be used for implementation of the Townscape Plans for the Broomehill and Tambellup townsites.
Tambellup Synthetic Bowling Green Reserve	- to be used for the future replacement of the synthetic bowling green at the Tambellup Sportsground
Tourism & Economic Development Reserve	- to be used to progress tourism & economic development opportunities in the Shire.
Energy Efficiency Reserve	- to be used towards energy efficiency initiatives on Shire properties
Parks & Playgrounds Reserve	- for improvements to parks and playgrounds in the Shire, including replacement or upgrade of playground equipment

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

7: REPORTING PROGRAM CLASSIFICATIONS (FUNCTION/ACTIVITY)

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE

Objective:

To provide a decision making process for the efficient allocation of scarce resources.

Activities:

Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific Shire activities.

GENERAL PURPOSE FUNDING

Objective:

To collect revenue to allow for the provision of services

Activities:

Rates; general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

Objective:

To provide services to help ensure a safer and environmentally conscious community.

Activities:

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH

Objective:

To provide an operational framework for environmental and community health.

Activities:

Inspection of food outlets and their control; mosquito control and maintenance of the Infant Health Clinic in Tambellup

EDUCATION AND WELFARE

Objective:

To provide services to the elderly, children and youth.

Activities:

Assistance to the Broomehill and Tambellup Primary Schools; support of the "A Smart Start" program.

HOUSING

Objective:

To provide and maintain staff housing, and accommodation for 'well aged' seniors in the Community.

Activities:

Provision and maintenance of staff housing; and the Independent Living Seniors accommodation in Tambellup.

COMMUNITY AMENITIES

Objective:

To provide services required by the Community.

Activities:

Rubbish collection services; operation of the tip sites and waste transfer stations; administration of the Town Planning Scheme; Cemetery maintenance at Broomehill, Tambellup and Pindellup cemeteries; public conveniences and protection of the environment.

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

7: REPORTING PROGRAM CLASSIFICATIONS (FUNCTION/ACTIVITY)

RECREATION AND CULTURE

Objective:

To establish and effectively manage infrastructure and resources which will assist with the social well-being of the Community.

Activities:

Maintenance of public halls, recreation grounds, parks, gardens, reserves and playgrounds. Operation of the Broomehill Library and support to the Tambellup Community Resource centre for management of the Tambellup library. Museums and other cultural facilities.

TRANSPORT

Objective:

To provide safe, effective and efficient transport services to the Community.

Activities:

Construction and maintenance of streets, roads and bridges. Cleaning and lighting of streets; maintenance of the Broomehill and Tambellup works depots. Provision of the Department of Transport licensing services to the Community.

ECONOMIC SERVICES

Objective:

To assist in promoting the Shire and its economic wellbeing.

Activities:

Tourism and area promotion, including operation of the Broomehill Caravan Park. Provision of rural services which includes noxious weed control, vermin control and standpipes. Provision of Building Services.

OTHER PROPERTY & SERVICES

Objectives:

To monitor and control councils works overhead operating accounts.

Activities:

Private works operations; public works overhead costs; plant operation costs and unclassified items.

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

13.1.1 - Financial Statements March 2024

8: OPERATING REVENUE AND EXPENDITURE

		REVENUE			EXPENSE			
	Resp. Officer	Revised Budget	YTD Actual	%	Revised Budget	YTD Actual	%	
GENERAL PURPOSE FUNDING								
Rate Revenue								
03001	Revenue - Rate Income	MFA	2,970,300	2,970,564	100.13%	0	0	-
03002	Revenue - Rates Ex Gratia	MFA	89,600	89,682	100.09%	0	0	-
03005	Discount - Rates	MFA	(124,000)	(124,018)	107.84%	0	0	-
03011	Revenue - Admin Fee - Instalments	MFA	1,500	1,420	94.67%	0	0	-
03012	Revenue - Rates Penalty Interest	MFA	18,000	21,822	121.24%	0	0	-
03013	Revenue - Instalment Interest	MFA	3,300	3,601	109.13%	0	0	-
03014	Revenue - Interest on Deferred Rates	MFA	500	0	0.00%	0	0	-
03016	Revenue - Rate Enquiries	MFA	3,000	3,420	114.00%	0	0	-
03030	Revenue - Reimbursements	MFA	65,000	61,944	309.72%	0	0	-
03111	Expense - Rates Written Off	MFA	(9,800)	(9,702)	107.80%	0	0	-
03110	Expense - Rates General	MFA	0	0	-	(262,500)	(192,199)	90.87%
			3,017,400	3,018,735	100.04%	(262,500)	(192,199)	73.22%
General Purpose Funding								
03229	Revenue - FAGS General Purpose	MFA	51,900	38,942	-	0	0	-
03230	Revenue - FAGS Local Roads	MFA	39,900	29,921	-	0	0	-
			91,800	68,862	-	0	0	-
Other General Purpose Funding								
03239	Revenue - Other General Purpose	MFA	1,000	1,204	120.41%	0	0	-
03240	Revenue - Other General Purpose No GST	MFA	87,000	59,310	93.55%	0	0	-
03340	Expense - Other General Purpose Funding	MFA	0	0	-	(101,800)	(66,157)	65.31%
			88,000	60,514	93.97%	(101,800)	(66,157)	65.31%
TOTAL GENERAL PURPOSE FUNDING			3,197,200	3,148,111	103.45%	(364,300)	(258,356)	82.59%
GOVERNANCE								
Members of Council								
04001	Revenue - Members of Council	MFA	15,000	0	0.00%	0	0	-
04101	Expense - Members of Council	MFA	0	0	-	(464,600)	(250,389)	54.06%
04102	Expense - Elections	CEO	0	0	-	(10,000)	(5,250)	52.50%
04103	Expense - Tambellup Admin Building & Chambers	MOW	0	0	-	(43,700)	(42,868)	98.10%
04104	Expense - Audit	MFA	0	0	-	(50,000)	(8,860)	17.72%
04106	Expense - Broomehill Admin Building & Chambers	MOW	0	0	-	(24,100)	(19,589)	81.28%
			15,000	0	0.00%	(592,400)	(326,957)	55.32%
Administration General								
04201	Revenue - Administration General	MFA	5,000	506	10.11%	0	0	-
04202	Revenue - Other Admin General	MFA	7,000	4,600	65.71%	0	0	-
04301	Expense - Administration General	MFA	0	0	-	(1,339,200)	(847,480)	63.63%
04330	Expense - Asset Depreciation	MFA	0	0	-	(41,500)	(39,215)	94.49%
04302	Expense - Administration Allocation	MFA	0	0	-	1,380,700	886,696	64.56%
			12,000	5,106	42.55%	0	0	

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

13.1.1 - Financial Statements March 2024

8: OPERATING REVENUE AND EXPENDITURE

		REVENUE			EXPENSE			
Resp. Officer		Revised Budget	YTD Actual	%	Revised Budget	YTD Actual	%	
Amalgamation								
04105	Expense - Amalgamation	CEO	0	0	-	(32,200)	(2,307)	7.16%
			0	0	-	(32,200)	(2,307)	7.16%
Other Governance								
04119	Revenue - Broomehill Archive Repository	CEO	6,000	0	0.00%	0	0	-
04125	Expense - VROC	CEO	0	0	-	(5,000)	(600)	12.00%
04126	Expense - Strategic Resource Plan	MFA	0	0	-	(20,000)	0	0.00%
04129	Expense - Community Strategic Plan	SSPO	0	0	-	(12,000)	0	0.00%
04130	Expense - Corporate Business Plan	SSPO	0	0	-	(5,000)	(1,761)	35.22%
04132	Expense - Broomehill Archive Repository	MOW	0	0	-	(9,500)	(8,327)	87.66%
			6,000	0	0.00%	(51,500)	(10,688)	22.99%
TOTAL GOVERNANCE			33,000	5,106	15.47%	(676,100)	(339,952.09)	50.76%
LAW, ORDER & PUBLIC SAFETY								
Fire Prevention								
05001	Revenue - ESL Grant	MFA	60,400	46,516	91.03%	0	0	-
05020	Revenue - ESL Collected	MFA	77,500	78,008	100.66%	0	0	-
05021	Revenue - Other Fire Prevention	MFA	37,100	4,739	12.77%	0	0	-
05022	Revenue - ESL Administration Fees	MFA	4,000	4,000	100.00%	0	0	-
05024	Revenue - ESL Penalty Interest	MFA	1,000	1,139	113.91%	0	0	-
05026	Revenue - Other Fire Prevention No GST	CEO	5,000	850	16.99%	0	0	-
05103	Expense - ESL Grant Clothing & Accessories	CESM	0	0	-	(10,000)	(7,777)	77.77%
05105	Expense - ESL Grant Maintenance Equipment	CESM	0	0	-	(10,000)	(1,093)	10.93%
05120	Expense - ESL Remitted	MFA	0	0	-	(77,500)	(70,119)	90.48%
05121	Expense - Fire Prevention Other	CEO	0	0	-	(97,700)	(77,284)	82.13%
05122	Expense - Fire Shed Tambellup	MOW	0	0	-	(600)	(456)	75.94%
05123	Expense - Community Emergency Services Manager	CEO	0	0	-	(20,000)	(10,231)	51.16%
05124	Expense - Jam Creek Rd Communications Tower	MOW	0	0	-	(1,300)	(236)	18.12%
05125	Expense - Fairfield Rd Communications Tower	MOW	0	0	-	(1,900)	(1,635)	86.04%
05126	Expense - Fire Shed Broomehill	MOW	0	0	-	(9,100)	(3,718)	40.86%
05130	Expense - Asset Depreciation	MFA	0	0	-	(44,600)	(33,834)	75.86%
			185,000	135,251	76.98%	(272,700)	(206,383)	76.69%
Animal Control								
05202	Revenue - Animal Control (No GST)	MFA	3,400	2,845	83.67%	0	0	-
05203	Revenue - Cat Control (No GST)	MFA	500	281	56.25%	0	0	-
05301	Expense - Animal Control	CEO	0	0	-	(66,400)	(33,478)	65.13%
05320	Expense - Asset Depreciation	MFA	0	0	-	(600)	(372)	61.93%
			3,900	3,126	80.15%	(67,000)	(33,850)	65.10%
Other Law, Order & Public Safety								
05401	Revenue - Other Law, Order & Public Safety	CEO	500	209	41.82%	0	0	-
05451	Expense - Other Law, Order & Public Safety	MOW	0	0	-	(500)	0	0.00%
05452	Expense - Volunteer Services Callouts	MOW	0	0	-	(1,000)	(431)	43.07%
			0	209	-	(1,500)	(431)	28.71%
TOTAL LAW, ORDER & PUBLIC SAFETY			189,400	138,586	76.95%	(341,200)	(240,664)	74.60%

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

8: OPERATING REVENUE AND EXPENDITURE

HEALTH

Maternal & Infant Health

	Resp. Officer	Revised Budget	YTD Actual	%	Revised Budget	YTD Actual	%
07001 Revenue - Health	MFA	2,000	0	0.00%	0	0	-
07101 Expense - Health (Playgroup Building)	MOW	0	0	-	(7,700)	(5,077)	65.93%
07110 Expense - Asset Depreciation	MFA	0	0	-	(2,500)	(1,704)	68.16%
		2,000	0	0.00%	(10,200)	(6,781)	66.48%

Health Inspection & Admin

07121 Revenue - Health Inspection (No GST)	MFA	600	472	78.67%	0	0	-
07130 Expense - Health Inspection	CEO	0	0	-	(29,800)	(20,251)	68.19%
		600	472	78.67%	(29,800)	(20,251)	68.19%

Preventative Services - Pest Control

07201 Revenue - Pest Control	MOW	7,000	7,119	355.96%	0	0	-
07301 Expense - Pest Control	MOW	0	0	-	(36,800)	(20,967)	65.11%
		7,000	7,119	355.96%	(36,800)	(20,967)	65.11%

TOTAL HEALTH

		9,600	7,591	165.03%	(76,800)	(47,999)	66.57%
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EDUCATION & WELFARE

Other Education

08001 Revenue - Education	MFA	300	0	0.00%	0	0	-
08101 Expense - Education	MFA	0	0	-	(4,300)	(4,300)	100.00%
08102 Expense - Broomehill Primary School	CEO	0	0	-	(1,000)	(1,040)	104.00%
08103 Expense - Tambellup Primary School	CEO	0	0	-	(1,300)	(1,000)	76.92%
		300	0	0.00%	(6,600)	(6,340)	96.06%

Other Welfare

08201 Revenue - Other Welfare	SSPO	155,000	0	0.00%	0	0	-
08303 Expense - Youth Services	SSPO	0	0	-	(82,700)	(13,300)	16.10%
08304 Expense - Tambellup Youth Centre	MOW	0	0	-	(5,400)	(803)	14.86%
		155,000	0	0.00%	(88,100)	(14,103)	16.03%

TOTAL EDUCATION & WELFARE

		155,300	0	0.00%	(94,700)	(20,443)	21.61%
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HOUSING

Staff Housing

09106 Expense - Housing 18 Henry Street, Tambellup	MOW	0	0	-	(10,300)	(5,374)	52.18%
09107 Expense - Housing 63 Taylor Street, Tambellup	MOW	0	0	-	(20,800)	(16,780)	121.59%
09108 Expense - Housing 17 Taylor Street, Tambellup	MOW	0	0	-	(13,400)	(7,696)	57.43%
09109 Expense - Housing 21 Lathom Street, Broomehill	MOW	0	0	-	(23,400)	(11,633)	49.71%
09110 Expense - Housing 5 Leven Street, Broomehill	MOW	0	0	-	(14,900)	(8,894)	70.03%
09120 Expense - Housing 38 Ivy Street, Broomehill	MOW	0	0	-	(9,400)	(11,077)	151.74%
09300 Expense - Allocation of Housing Costs	MFA	0	0	-	92,200	61,455	77.89%
		0	0	0.00%	0	(182)	9.08%

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

8: OPERATING REVENUE AND EXPENDITURE

		REVENUE			EXPENSE			
	Resp. Officer	Revised Budget	YTD Actual	%	Revised Budget	YTD Actual	%	
Other Housing								
09002	Revenue - Sandalwood Villas	MFA	52,000	40,920	78.69%	0	0	-
09003	Revenue - Lavieville Lodge	MFA	12,000	8,179	68.16%	0	0	-
09004	Revenue - Other Housing	MFA	99,000	74,901	75.66%	0	0	-
09007	Revenue - Holland Court	MFA	35,000	21,045	60.13%	0	0	-
09125	Expense - Sandalwood Villas	MOW	0	0	-	(48,700)	(47,440)	97.41%
09126	Expense - Lavieville Lodge	MOW	0	0	-	(33,600)	(29,556)	87.96%
09128	Expense - Lot 384 Parnell Street, Tambellup (GROH)	MOW	0	0	-	(19,600)	(12,059)	61.53%
09129	Expense - Lot 1/22 Taylor Street, Tambellup (GROH)	MOW	0	0	-	(17,600)	(9,697)	55.10%
09131	Expense - Lot 2/22 Taylor Street, Tambellup (GROH)	MOW	0	0	-	(17,600)	(9,421)	53.53%
09132	Expense - Holland Court	MOW	0	0	-	(27,100)	(16,254)	59.98%
			198,000	145,045	73.25%	(164,200)	(124,427)	75.78%
	TOTAL HOUSING		198,000	145,045	73.25%	(164,200)	(124,608)	74.97%
COMMUNITY AMENITIES								
Household Refuse								
10001	Revenue - Household Refuse	MFA	63,100	63,960	101.36%	0	0	-
10002	Revenue - Commercial Refuse	MFA	8,900	8,660	97.30%	0	0	-
10003	Revenue - Tip Site Charges	MFA	2,000	887	44.36%	0	0	-
10005	Revenue - Other Refuse Collection	MFA	1,000	218	21.82%	0	0	-
10076	Expense - Household Refuse	MOW	0	0	-	(68,800)	(52,201)	75.98%
10078	Expense - Tambellup Tip	MOW	0	0	-	(12,000)	(8,731)	91.91%
10079	Expense - Other Refuse Collection	MOW	0	0	-	(18,200)	(12,789)	70.27%
10080	Expense - Broomehill Tip	MOW	0	0	-	(18,000)	(16,183)	111.61%
10081	Expense - Transfer Station Tambellup	MOW	0	0	-	(80,100)	(57,429)	71.70%
10082	Expense - Transfer Station Broomehill	MOW	0	0	-	(80,100)	(57,435)	71.70%
10090	Expense - Asset Depreciation	MFA	0	0	-	(4,000)	(2,924)	73.09%
			75,000	73,725	98.30%	(281,200)	(207,691)	75.50%
Protection Of Environment								
10153	Revenue - Protection of the Environment	MOW	4,500	273	6.06%	0	0	-
10228	Expense - Drummuster	MOW	0	0	-	(4,500)	0	0.00%
			4,500	273	6.06%	(4,500)	0	0.00%
Town Planning & Regional Development								
10301	Revenue - Town Planning	CEO	10,000	9,707	97.07%	0	0	-
10376	Expense - Town Planning	CEO	0	0	-	(113,800)	(37,378)	47.55%
			10,000	9,707	97.07%	(113,800)	(37,378)	47.55%
Other Community Amenities								
10451	Revenue - Other Community Amenities	MFA	10,000	3,635	36.35%	0	0	-
10526	Expense - Tambellup Cemetery	MOW	0	0	-	(65,400)	(24,639)	37.79%
10527	Expense - Broomehill Cemetery	MOW	0	0	-	(35,700)	(25,805)	89.91%
10528	Expense - Pindellup Cemetery	MOW	0	0	-	(1,800)	0	0.00%
10550	Expense - Asset Depreciation	MFA	0	0	-	(2,100)	(1,402)	66.77%
			10,000	3,635	36.35%	(105,000)	(51,846)	53.01%

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

13.1.1 - Financial Statements March 2024

8: OPERATING REVENUE AND EXPENDITURE

		REVENUE			EXPENSE			
	Resp. Officer	Revised Budget	YTD Actual	%	Revised Budget	YTD Actual	%	
Public Conveniences								
10625	Expense - Diprose Park Public Toilets, Tambellup	MOW	0	0	-	(11,200)	(7,170)	64.02%
10626	Expense - Norrish Street Public Toilets, Tambellup	MOW	0	0	-	(32,800)	(21,411)	65.28%
10627	Expense - Holland Park Public Toilets, Broomehill	MOW	0	0	-	(21,200)	(10,196)	48.10%
10630	Expense - Asset Depreciation	MFA	0	0	-	(3,800)	(3,115)	81.98%
			0	0	-	(69,000)	(41,892)	60.71%
TOTAL COMMUNITY AMENITIES			99,500	87,340	87.78%	(573,500)	(338,807)	64.53%
RECREATION & CULTURE								
Public Halls & Civic Centres								
11001	Revenue - Broomehill Hall	MFA	500	680	135.99%	0	0	-
11002	Revenue - Broomehill Recreation Complex	MFA	157,500	0	0.00%	0	0	-
11005	Revenue - Tambellup Hall	MFA	103,000	977	0.95%	0	0	-
11007	Revenue - Tambellup Pavilion	MFA	20,000	8,155	40.77%	0	0	-
11076	Expense - Broomehill Hall	MOW	0	0	-	(22,100)	(15,782)	71.41%
11077	Expense - Broomehill Recreation Complex	MOW	0	0	-	(35,900)	(16,603)	46.25%
11078	Expense - Broomehill RSL Hall	MOW	0	0	-	(4,900)	(1,622)	33.11%
11080	Expense - Tambellup Hall	MOW	0	0	-	(30,400)	(21,696)	71.37%
11081	Expense - Tambellup RSL Hall	MOW	0	0	-	(1,100)	(890)	80.86%
11082	Expense - Former Tambellup Bowling Club	MOW	0	0	-	(800)	(762)	95.22%
11241	Expense - Tambellup Pavilion	MOW	0	0	-	(90,100)	(87,202)	99.32%
11190	Expense - Asset Depreciation	MFA	0	0	-	(139,600)	(104,639)	74.96%
			281,000	9,812	3.49%	(324,900)	(249,196)	77.25%
Other Recreation & Sport								
11151	Revenue - Other Recreation & Sport	MFA	135,000	836	0.62%	0	0	-
11224	Expense - Other Parks, Gardens & Reserves	MOW	0	0	-	(67,600)	(44,644)	77.64%
11225	Expense - Parks, Gardens & Reserves	MOW	0	0	-	(663,100)	(501,758)	70.17%
11248	Expense - Water Supplies	MOW	0	0	-	(22,500)	(7,778)	34.57%
11270	Expense - Asset Depreciation	MFA	0	0	-	(132,600)	(84,512)	63.73%
			135,000	836	0.62%	(885,800)	(638,692)	68.85%
Libraries								
11301	Revenue - Broomehill Library	MFA	100	5	5.46%	0	0	-
11302	Revenue - Tambellup Library & CRC	MFA	4,000	3,944	-	0	0	-
11376	Expense - Broomehill Library	MFA	0	0	-	(77,000)	(49,194)	65.86%
11377	Expense - Tambellup Library & CRC	MFA	0	0	-	(76,100)	(59,672)	80.53%
11390	Expense - Asset Depreciation	MFA	0	0	-	(10,500)	(7,901)	75.25%
			4,100	3,949	3948.99%	(163,600)	(116,767)	73.30%

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

8: OPERATING REVENUE AND EXPENDITURE

	Resp. Officer	REVENUE			EXPENSE		
		Revised Budget	YTD Actual	%	Revised Budget	YTD Actual	%
Other Culture							
11451 Revenue - Other Culture	SSPO	0	0	-	0	0	-
11526 Expense - Broomehill Museum	MOW	0	0	-	(15,400)	(14,763)	175.75%
11527 Expense - Tambellup Museum (Station Masters Res)	MOW	0	0	-	(3,300)	(2,832)	85.81%
11528 Expense - Heritage Trail	SSPO	0	0	-	(22,500)	(7,150)	31.78%
11529 Expense - Toolbrunup School	MOW	0	0	-	(700)	(513)	73.21%
11531 Expense - Other Culture	SSPO	0	0	-	(15,000)	(14,573)	97.15%
11550 Expense - Asset Depreciation	MFA	0	0	-	(5,500)	(5,837)	106.12%
		0	0	0.00%	(62,400)	(45,666)	82.43%
TOTAL RECREATION & CULTURE		420,100	14,597	3.51%	(1,436,700)	(1,050,322)	71.69%
TRANSPORT							
Road Construction							
12001 Revenue - Grants Roads to Recovery	MOW	853,300	0	0.00%	0	0	-
12004 Revenue - Grants Regional Road Group	MOW	806,000	444,286	55.12%	0	0	-
12007 Revenue - Local Roads & Community Infrastructure Program	MOW	662,700	0	0.00%	0	0	-
		2,322,000	444,286	19.13%	0	0	-
Streets, Roads, Bridges & Depot Maintenance							
12156 Revenue - Grants Other	SSPO	100,000	100,000	100.00%	0	0	-
12159 Revenue - Direct Grant	MFA	197,600	197,617	107.40%	0	0	-
12160 Revenue - Profit on Sale of Assets	MFA	5,500	2,140	38.91%	0	0	-
12162 Revenue - Other Road Maintenance (No GST)	MFA	12,000	1,265	10.54%	0	0	-
12226 Expense - Road Maintenance	MOW	0	0	-	(976,800)	(808,640)	82.78%
12228 Expense - RAMM Road Inventory	MFA	0	0	-	(30,000)	(12,253)	40.84%
12250 Expense - Maintenance Other	MFA	0	0	-	(191,300)	(76,134)	39.88%
12251 Expense - Street Lighting	MFA	0	0	-	(35,000)	(22,610)	64.60%
12252 Expense - Tambellup Depot Maintenance	MOW	0	0	-	(48,400)	(44,861)	105.80%
12255 Expense - Broomehill Depot Maintenance	MOW	0	0	-	(18,400)	(9,843)	53.50%
12258 Expense - Asset Depreciation	MFA	0	0	-	(1,614,400)	(1,210,429)	74.98%
12259 Expense - Staff Housing Allocation	MFA	0	0	-	(46,000)	(31,049)	0.00%
12260 Expense - Gravel Pit Rehabilitation	MOW	0	0	-	(2,800)	(2,537)	90.62%
		315,100	301,022	99.84%	(2,963,100)	(2,218,356)	75.26%
Traffic Control							
12451 Revenue - Licensing	MFA	16,300	12,324	75.61%	0	0	-
12526 Expense - Licensing	MFA	0	0	-	(194,000)	(124,423)	64.53%
		16,300	12,324	75.61%	(194,000)	(124,423)	64.53%
TOTAL TRANSPORT		2,653,400	757,633	28.70%	(3,157,100)	(2,342,779)	74.60%

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

13.1.1 - Financial Statements March 2024

8: OPERATING REVENUE AND EXPENDITURE

ECONOMIC SERVICES

Rural Services

	Resp. Officer	Revised Budget	YTD Actual	%	Revised Budget	YTD Actual	%	
13076	Expense - Rural Services	MOW	0	0	-	(7,200)	(6,725)	448.31%
			0	0	-	(7,200)	(6,725)	448.31%

Tourism & Area Promotion

13151	Revenue - Broomehill Caravan Park	MFA	103,000	65,290	71.75%	0	0	-
13156	Revenue - Other Tourism & Area Promotion	MFA	500	49	9.89%	0	0	-
13157	Revenue - Tambellup Caravan Park	CEO	976,000	0	0.00%	0	0	-
13226	Expense - Broomehill Caravan Park	MOW	0	0	-	(112,800)	(80,178)	71.08%
13229	Expense - Great Southern Treasures	CEO	0	0	-	(16,000)	(13,000)	81.25%
13232	Expense - Other Tourism & Area Promotion	SSPO	0	0	-	(89,500)	(56,292)	63.11%
13233	Expense - Tambellup Caravan Park	CEO	0	0	-	(20,000)	(6,169)	30.84%
13250	Expense - Asset Depreciation	MFA	0	0	-	(16,300)	(11,248)	69.01%
			1,079,500	65,340	6.94%	(254,600)	(166,887)	65.63%

Building Control

13301	Revenue - Building Services	MFA	4,000	3,474	231.63%	0	0	-
13302	Revenue - Construction Training Fund Levy	MFA	500	192	38.35%	0	0	-
13303	Revenue - Building Services Levy	MFA	2,000	2,052	205.18%	0	0	-
13305	Revenue - Commissions on Building Levies	MFA	100	48	48.45%	0	0	-
13376	Expense - Building Services	CEO	0	0	-	(42,300)	(20,496)	48.57%
13377	Expense - Construction Training Fund Levy	MFA	0	0	-	(500)	0	0.00%
13378	Expense - Building Services Levy	MFA	0	0	-	(2,000)	(1,273)	127.30%
			6,600	5,766	186.01%	(44,800)	(21,768)	49.81%

Other Economic Services

13451	Revenue - Other Economic Services	MFA	33,800	31,187	92.27%	0	0	-
13527	Expense - Standpipe & Bore Mtce	MOW	0	0	-	(52,200)	(74,663)	143.03%
13528	Expense - Railway Building	MOW	0	0	-	(9,300)	(5,717)	61.47%
13529	Expense - Community Bank	MOW	0	0	-	(8,300)	(3,131)	37.72%
13550	Expense - Asset Depreciation	MFA	0	0	-	(9,200)	(6,761)	73.49%
			33,800	31,187	92.27%	(79,000)	(90,272)	114.27%

TOTAL ECONOMIC SERVICES

			1,119,900	102,293	10.46%	(385,600)	(285,652)	75.47%
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OTHER PROPERTY & SERVICES

Private Works

14001	Revenue - Private Works	MFA	6,000	3,356	55.93%	0	0	-
14051	Expense - Private Works	MOW	0	0	-	(5,300)	(4,711)	88.89%
			6,000	3,356	55.93%	(5,300)	(4,711)	88.89%

Public Works Overheads

14101	Revenue - Public Works Overheads No GST	MFA	2,000	0	0.00%	0	0	-
14151	Expense - Public Works Overhead	MOW	0	0	-	(894,600)	(595,446)	66.66%
14152	Expense - Unallocated Wages	MOW	0	0	-	0	0	#DIV/0!
14153	Expense - Occ Health & Safety	MOW	0	0	-	(27,500)	(15,294)	67.97%
14154	Expense - Works Training	MOW	0	0	-	(30,500)	(15,782)	42.09%
14200	Expense - PWO Allocated	MFA	0	0	-	952,600	665,395	69.80%
			2,000	0	0.00%	0	38,873	0.00%

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

13.1.1 - Financial Statements March 2024

8: OPERATING REVENUE AND EXPENDITURE

	Resp. Officer	REVENUE			EXPENSE		
		Revised Budget	YTD Actual	%	Revised Budget	YTD Actual	%
Plant Operation Costs							
14250	MFA	35,000	24,082	68.81%	0	0	-
14251	MOW	0	0	-	(568,300)	(431,755)	75.99%
14300	MFA	0	0	-	568,300	407,165	71.66%
14301	MFA	0	0	-	0	176,349	-
		35,000	24,082	68.81%	0	151,759	-
Salaries & Wages							
14551	CEO	0	0	-	(2,372,200)	(1,588,139)	66.95%
14600	CEO	0	0	-	2,372,200	1,588,139	66.95%
		0	0	-	0	0	-
Unclassified							
14753	CEO	0	0	-	(50,000)	(14,207)	28.41%
14756	MFA	0	0	-	(5,000)	(4,800)	96.00%
14759	MOW	0	0	-	(28,200)	(19,219)	90.65%
		45,000	0	0.00%	(83,200)	(38,226)	50.17%
Workers Compensation							
14800	MFA	50,000	44,217	147.39%	0	0	-
14851	MFA	0	0	-	(50,000)	(45,473)	151.58%
		50,000	44,217	147.39%	(50,000)	(45,473)	151.58%
TOTAL OTHER PROPERTY & SERVICES		138,000	71,655	98.16%	(138,500)	102,222	-91.68%
TOTAL OPERATING REVENUE / (EXPENSE)		8,213,400	4,477,956	57.26%	(7,408,700)	(4,947,360)	68.16%

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

13.1.1 - Financial Statements March 2024

9: CAPITAL REVENUE AND EXPENDITURE

		REVENUE			EXPENSE			COMMENT		
Resp Officer	Class	Revised Budget	YTD Actual	%	Revised Budget	YTD Actual	%			
GOVERNANCE										
CAP152	Bhill Admin Building - enclose carport/install roller doors	MOW	BS	0	0	-	(30,000)	(17,470)	58.23%	Building Reserve
CAP176	Tamb Admin Building - replace carpet throughout	MOW	BS	0	0	-	(20,000)	(17,800)	89.00%	
Plant Replacement										
04353	Ford Everest Wagon - BHT150	MOW	P&E	45,000	47,273	105.05%	(60,000)	(66,251)	110.42%	Plant Reserve
04353	Ford Everest Wagon - BHT151	MOW	P&E	40,000	46,364	115.91%	(55,000)	(56,665)	103.03%	Plant Reserve
		Total		85,000	93,636	110.16%	(165,000)	(158,187)	95.87%	
LAW, ORDER & PUBLIC SAFETY										
CAP187	Fast Fill Fire Unit - fire brigades (LGGs funding rec'd)	CEO	P&E	0	0	-	(9,300)	(9,275)	99.73%	
05351	Ford Ranger dual cab - Ranger Services	MOW	P&E	0	0	-	(60,000)	0	0.00%	Plant Reserve
		Total		0	0	-	(9,300)	(9,275)	99.73%	
EDUCATION & WELFARE										
LR301	Tambellup Youth Centre - buildings upgrades/office	SSPO	BS	0	0	-	(150,000)	(41,750)	27.83%	LRCIP3 \$100k
LR302	Tambellup Youth Centre - extend seal (court surface/parking)	SSPO	I-O	0	0	-	(20,000)	0	0.00%	LRCIP3 \$20k
		Total		0	0	-	(170,000)	(41,750)	24.56%	
HOUSING										
CAP168	Lavieville Lodge - Unit 3 renovation	MOW	BNS	0	0	-	(30,000)	(30,160)	100.53%	Reserve - carry over from 22/23
		Total		0	0	-	(30,000)	(30,160)	100.53%	
COMMUNITY AMENITIES										
CAP177	Tambellup Cemetery - seating, bollards, parking	MOW	I-O	0	0	-	(15,000)	0	0.00%	
		Total		0	0	-	(15,000)	0	0.00%	
RECREATION & CULTURE										
CAP178	Broomehill Hall - repair internal cracks	MOW	BS	0	0	-	(30,000)	(19,500)	65.00%	
CAP179	Broomehill Hall - improve acoustics	MOW	BS	0	0	-	(10,000)	0	0.00%	
LR401	Tambellup Hall - roof	MOW	BS	0	0	-	(150,000)	(40,115)	26.74%	LRCIP4 \$100K
CAP172	Broomehill Rec Complex - landscaping new spectator area	MOW	I-P	0	0	-	(10,000)	0	0.00%	carry over from 22/23
LR402	Broomehill Rec Complex - terracing in front of new pavilion	MOW	I-P	0	0	-	(160,000)	(3,613)	2.26%	LRCIP4 \$150K
CAP189	Broomehill Rec Complex - contrib to Bowling Green resurfacing	MOW	I-P	0	0	-	(25,000)	0	0.00%	
CAP180	Tambellup Pavilion - solar panels	CEO	P&E	0	0	-	(33,000)	(2,836)	8.60%	FRWF \$15k
CAP181	Diprose Park - replace playground/exercise equipment	MOW	I-P	0	0	-	(20,000)	0	0.00%	
LR403	Gordon River facilities	MOW	I-P	0	0	-	(160,000)	0	0.00%	LRCIP4 \$100K
		Total		0	0	-	(598,000)	(66,065)	11.05%	
TRANSPORT										
CAP170	Tambellup Depot workshop - oil store	MOW	BS	0	0	-	(25,000)	0	0.00%	carry over from 22/23
CAP174	Fuel Management System - Bhill & Tamb depot's	MOW	P&E	0	0	-	(20,000)	0	0.00%	carry over from 22/23
Plant Replacement										
12300	Mack Truck - trade for prime mover - BHT125	MOW	P&E	100,000	100,000	100.00%	(285,000)	(285,000)	100.00%	Tender awarded 21/22
12300	Caterpillar 12M Grader - 1TA	MOW	P&E	125,000	0	0.00%	(360,000)	0	0.00%	Plant Reserve
12300	Isuzu FRR600 truck - BH000	MOW	P&E	30,000	0	0.00%	(125,000)	0	0.00%	Plant Reserve
12300	Small ride-on mower	MOW	P&E	0	0	-	(10,000)	(8,000)	80.00%	Plant Reserve
12300	Plant trailer with electric brakes, winch	MOW	P&E	0	0	-	(10,000)	0	0.00%	Plant Reserve

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

9: CAPITAL REVENUE AND EXPENDITURE

		REVENUE			EXPENSE			COMMENT		
Resp Officer	Class	Revised Budget	YTD Actual	%	Revised Budget	YTD Actual	%			
Plant Replacement										
12300	Ford Ranger Wildtrak with canopy - BHT152 (MOW)	MOW	P&E	37,000	48,182	130.22%	(52,000)	(57,277)	110.15%	Plant Reserve
12300	Ford Ranger Wildtrak - BHT153 (WS)	MOW	P&E	37,000	48,182	130.22%	(52,000)	(53,641)	103.16%	Plant Reserve
12300	Ford Ranger dual cab - BHT157	MOW	P&E	30,000	0	0.00%	(45,000)	0	0.00%	Plant Reserve
12300	Ford Ranger dual cab - BHT158	MOW	P&E	35,000	0	0.00%	(50,000)	0	0.00%	Plant Reserve
12300	Ford Ranger extra cab - BHT156	MOW	P&E	35,000	35,455	101.30%	(50,000)	(48,892)	97.78%	Plant Reserve
12300	Ford Ranger dual cab - BHT159	MOW	P&E	30,000	35,455	118.18%	(45,000)	(45,484)	101.08%	Plant Reserve
12300	Ford Ranger extra cab - BHT154	MOW	P&E	35,000	0	0.00%	(50,000)	0	0.00%	Plant Reserve
12161	Isuzu Jetpatcher	MOW	P&E	80,000	0	0.00%	0	0	-	Plant Reserve
Townscape										
CAP126	Streetscape - Tambellup (Crowden St footpaths/street trees)	MOW	I-F	0	0	-	(75,000)	0	0.00%	
CAP127	Streetscape - Broomehill (paving in Museum grounds, west to India St)	MOW	I-F	0	0	-	(50,000)	(38,666)	77.33%	
CAP182	Footpaths - Journal St (Annice to India northern side)	MOW	I-F	0	0	-	(13,500)	(14,091)	104.38%	
CAP183	Footpaths - Crawford Street (GS Hwy to Saggers St)	MOW	I-F	0	0	-	(12,500)	(8,139)	65.12%	
CAP184	Footpaths - Saggers Street (Tamb West Rd to Crawford St)	MOW	I-F	0	0	-	(10,500)	(7,239)	68.95%	
LR404	Tambellup Railway Precinct	CEO	I-O	0	0	-	(400,000)	(20,128)	5.03%	LRCIP4 \$345,300
CAP188	Parking - Broomehill Information Bay and Complex	MOW	I-R	0	0	-	(15,000)	0	0.00%	
Road Construction - Regional Road Group										
RG64	Warrenup Rd - reconstruct gravel section to 7.0m, seal	MOW	I-R	0	0	-	(188,500)	(121,797)	64.61%	Carry over from 22/23
RG66	Gnowangerup Tambellup Road - Repair failed pavement reseal to 7m	MOW	I-R	0	0	-	(150,000)	(31,079)	20.72%	
RG67	Broomehill-Kojonup Road - Repair failed pavement reseal to 7m	MOW	I-R	0	0	-	(150,000)	(44,130)	29.42%	
RG68	Tieline Road - Repair failed sections, widen shoulders to 9m and reseal to	MOW	I-R	0	0	-	(225,000)	(240,690)	106.97%	
RG69	Warrenup Road - Reconstruct gravel section to 7m two coat seal	MOW	I-R	0	0	-	(400,000)	(99,013)	24.75%	
RG70	Tieline Road - Repair failed sections, widen shoulders to 9m and reseal to	MOW	I-R	0	0	-	(150,000)	(61,067)	40.71%	
Road Construction - Roads to Recovery										
RR29	Chillicup Rd - seal Brasseley to Morgan Rd	MOW	I-R	0	0	-	(289,100)	(255,046)	88.22%	
RR30	Nelson Road - seal (McGuire to Chillicup)	MOW	I-R	0	0	-	(25,000)	(23,705)	94.82%	
RR31	Crawford Street - reseal (both east & west)	MOW	I-R	0	0	-	(25,000)	0	0.00%	
RR32	Bridge/Donald Street - construct & seal	MOW	I-R	0	0	-	(65,000)	(30,750)	47.31%	
Local Roads & Community Infrastructure Program - Phase 2										
LR1	Nymbup Road - repair & extend culverts	MOW	I-R	0	0	-	(20,000)	0	0.00%	
LR14	Greenhills South Rd - widen, reconstruct, seal	MOW	I-R	0	0	-	(150,000)	(28,914)	19.28%	
	Add back Job Depreciation		I-R	0	0	-	116,900	51,656	44.19%	
	Total			574,000	267,273	-	(3,476,200)	(1,471,093)	42.32%	
ECONOMIC SERVICES										
LR308	Broomehill Caravan Park - building upgrades/storage	MOW	BS	0	0	-	(41,000)	(14,598)	35.60%	LRCIP3
CAP185	Broomehill Caravan Park - parking, gravel road to unpowered, extend 2 ba	MOW	I-O	0	0	-	(10,000)	0	0.00%	
LR309	Tambellup Caravan Park - cabins	CEO	BS	0	0	-	(276,000)	0	0.00%	Tamb Cropping Group
LR310	Tambellup Caravan Park - park infrastructure	CEO	I-O	0	0	-	(550,000)	(12,642)	2.30%	LRCIP3
LR311	Tambellup Caravan Park - building upgrades	CEO	BS	0	0	-	(150,000)	0	0.00%	LRCIP3
	Total			0	0	-	(1,027,000)	(27,240)	2.65%	

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2024

13.1.1 - Financial Statements March 2024

9: CAPITAL REVENUE AND EXPENDITURE

OTHER PROPERTY & SERVICES

CAP186 61 Garrity Street - landscaping

TOTAL

BUILDINGS - NON SPECIALISED

BUILDINGS - SPECIALISED

PLANT & EQUIPMENT

INFRASTRUCTURE - ROADS

INFRASTRUCTURE - FOOTPATHS

INFRASTRUCTURE - PARKS & OVALS

INFRASTRUCTURE - OTHER

RESERVE TRANSFERS from / (to)

Leave Reserve

Plant Replacement Reserve

Building Reserve

Computer Reserve

Tambellup Recreation Ground & Pavilion Reserve

Broomehill Recreation Complex Reserve

Building Maintenance Reserve

Sandalwood Villas Reserve

Broomehill Synthetic Bowling Green Replacement Reserve

Refuse Sites Post Closure Management Reserve

Lavieville Lodge Reserve

Townscape Plan Implementation Reserve

Tambellup Bowling Green Replacement Reserve

Tourism and Economic Development Reserve

Energy Efficiency Reserve

Parks & Playgrounds Reserve

LOANS

00122 Loan Repayments

TOTAL CAPITAL

Resp Officer	Class	REVENUE			EXPENSE			COMMENT
		Revised Budget	YTD Actual	%	Revised Budget	YTD Actual	%	
MOW	I-P	0	0	-	(10,000)	(3,895)	38.95%	
	Total	<u>0</u>	<u>0</u>	-	<u>(10,000)</u>	<u>(3,895)</u>	38.95%	
		<u>659,000</u>	<u>360,909</u>	-	<u>(5,560,500)</u>	<u>(1,807,665)</u>	32.51%	
	BNS	0	0		(30,000)	(30,160)	100.53%	
	BS	0	0		(882,000)	(151,233)	17.15%	
	P&E	659,000	360,909		(1,371,300)	(633,322)	46.18%	
	I-R	0	0		(1,735,700)	(884,535)	50.96%	
	I-F	0	0		(161,500)	(68,135)	42.19%	
	I-P	0	0		(385,000)	(7,508)	1.95%	
	I-O	0	0		(995,000)	(32,771)	3.29%	
		<u>659,000</u>	<u>360,909</u>		<u>(5,560,500)</u>	<u>(1,807,665)</u>	32.51%	
	MFA	107,500	0	0.00%	(54,000)	(2,343)	4.34%	
	MFA	465,000	0	0.00%	(468,900)	(7,876)	1.68%	
	MFA	50,000	0	0.00%	(30,000)	(20,296)	67.65%	
	MFA	0	0	#DIV/0!	(7,500)	(1,684)	-	
	MFA	0	0	#DIV/0!	(8,000)	(2,082)	-	
	MFA	0	0	#DIV/0!	(58,600)	(3,505)	-	
	MFA	0	0	#DIV/0!	(3,300)	(2,337)	-	
	MFA	0	0	#DIV/0!	(15,100)	(3,547)	-	
	MFA	0	0	#DIV/0!	(12,800)	(2,906)	-	
	MFA	0	0	#DIV/0!	(12,000)	(1,352)	-	
	MFA	30,000	0	0.00%	(14,200)	(2,900)	20.42%	
	MFA	0	0	#DIV/0!	(9,800)	(6,767)	-	
	MFA	0	0	#DIV/0!	(9,500)	(1,305)	-	
	MFA	0	0	#DIV/0!	(20,500)	(409)	-	
	MFA	0	0	#DIV/0!	(20,000)	0	-	
	MFA	0	0	#DIV/0!	(20,000)	0	-	
		<u>652,500</u>	<u>0</u>	0.00%	<u>(764,200)</u>	<u>(59,310)</u>	7.76%	
	MFA	0	0		(110,700)	(79,617)		
		<u>0</u>	<u>0</u>		<u>(110,700)</u>	<u>(79,617)</u>		
		<u>1,311,500</u>	<u>360,909</u>		<u>(6,435,400)</u>	<u>(1,946,592)</u>		

SHIRE OF BROOMEHILL-TAMBELLUP
Municipal Fund & Trust Fund Payments for the month ending 31 March 2024
Presented to Council on 18 April 2024
Local Government (Financial Management) Regulations 1996 - r12 & r13

Chq/EFT	Date Paid	Payee	Description	Amount
CHEQUES				
4409	07/03/2024	PETTY CASH	TA Petty Cash - 19/12/23 to 21/02/24	346.40
4410	13/03/2024	SYNERGY	Electricity Usage and Supply (incl Streetlights) - 14/12/23 to 01/03/24	13,658.06
4411	13/03/2024	WATER CORPORATION	Water Usage Charges 20/12/23 to 22/02/24 - Water Service Charges 01/01/24 to 29/02/24	326.59
4412	20/03/2024	PETTY CASH	TA Petty Cash - 07/03/2024	272.00
4413	22/03/2024	SYNERGY	Electricity Usage and Supply - 21/02/24 to 18/03/24	4,448.41
4414	22/03/2024	WATER CORPORATION	Water Usage Charges 08/01/24 to 08/03/24 - Water Service Charges 01/03/24 to 30/04/24 (incl standpipe water usage)	34,808.66
4415	27/03/2024	PETTY CASH	BH Petty Cash - 15/01/24 to 18/03/24	162.25
EFT's				
EFT16211	13/03/2024	124 TAMBELLUP STORE	February 2024 - Depot - Fuel, Batteries, Teabags, Milk, Sugar, Meeting Supplies	726.83
EFT16212	13/03/2024	ABA SECURITY	Monitoring of Alarm System - Bhill & Tamb Admin - 07/03/24 to 06/06/24	264.00
EFT16213	13/03/2024	AMPAC DEBT RECOVERY	Rate debt collection costs W/E 29/02/24	1,142.70
EFT16214	13/03/2024	AMPOL CARD (prev Caltex Star Card)	February 2024 - Fuel BHT150, BHT151 & BHT152	1,142.25
EFT16215	13/03/2024	ARTEIL (WA)	13 x Mercury lowback black leather chairs for Council Chambers (incl freight)	7,608.70
EFT16216	13/03/2024	AUSTRALIA POST	Tambellup Postage - February 2024 and Broomehill PO Box Annual Renewal	298.74
EFT16217	13/03/2024	BEST OFFICE SYSTEMS	Broomehill copier - minimum charge per agreement to 20/02/24	49.50
EFT16218	13/03/2024	BOC LIMITED	Cylinder Rent - Depot - Oxygen x1, Dissolved Acetylene x2, Argoshield x1 - 29/01/24 to 26/02/24	48.36
EFT16219	13/03/2024	BREEZE CONNECT	Telephone Charges - February 2024 - 01/02/24 to 29/02/24	545.99
EFT16220	13/03/2024	CLOUD COLLECTIONS PTY LTD (CLOUD PAYMENT GROUP)	Rates Debt Collection Costs to 29/02/24	1,655.50
EFT16221	13/03/2024	DEPARTMENT OF FIRE & EMERGENCY SERVICES	2023/24 ESL Quarter 3 Contribution	23,373.00
EFT16222	13/03/2024	FLEETCARD	February 2024 - Fuel BHT150	119.46
EFT16223	13/03/2024	G&M DETERGENTS	Hygiene Services Agreement Renewal to March 2025	3,077.00
EFT16224	13/03/2024	GOOP TRADING T/AS BROOMEHILL POST OFFICE & HARDWARE	Broomehill Postage - January 2024 inc Australia Day mail out	62.40
EFT16225	13/03/2024	GRAY CARTER	Culvert preparation Greenhills South Rd; push up Bhill tip & dig new trench	11,837.89
EFT16226	13/03/2024	GREAT SOUTHERN FUEL SUPPLIES	Diesel for Tambellup Depot	16,869.73
EFT16227	13/03/2024	INTEGRATED ICT	February 2024 - IT Support Managed Service Agreement, Service Desk and Remote Service & Monitoring; Microsoft 365 licenses; Security Services	3,608.33
EFT16228	13/03/2024	IT VISION AUSTRALIA PTY LTD	Implementation of Customer Service Module for Synergy Soft	10,988.73

13.2.1 - List of Payments March 2024

Chq/EFT	Date Paid	Payee	Description	Amount
EFT16229	13/03/2024	KATANNING GLAZING & SECURITY	Replace Door Handle, Key Barrell - 21 Lathom St BH supply only	100.00
EFT16230	13/03/2024	KATANNING RETICULATION AND PUMP SUPPLY	7 T7 Gear drive sprinklers	825.64
EFT16231	13/03/2024	KATANNING STOCK AND TRADING	Sink Mixer for Depot; keys cut for Tamb Museum; door hinges for Bank	171.90
EFT16232	13/03/2024	LANDGATE CUSTOMER ACCOUNT	Landgate SLIP subscription renewal	2,713.90
EFT16233	13/03/2024	LW HULL	Spraying Weeds along Rail Line	365.00
EFT16234	13/03/2024	MARKETFORCE (OMG CONNECT)	Death Notice - The West Australian 29/01/2024 - Mrs E White	98.43
EFT16235	13/03/2024	OFFICEWORKS	2 x LG Monitors and monitor stands incl freight	537.95
EFT16236	13/03/2024	PAUL ASKINS	Rates refund for assessment A970	108.47
EFT16237	13/03/2024	PEP BUILDING IMPROVEMENTS	Install solar light towers x 3 Bhill Complex	5,368.00
EFT16238	13/03/2024	RESONLINE	Dec 23, Jan24 & Feb24 - Broomehill Caravan Park Booking System	402.93
EFT16239	13/03/2024	SANITAIR ALBANY	Air conditioning cleaning - all Shire owned buildings	9,130.00
EFT16240	13/03/2024	SOUTH REGIONAL TAFE	OHS Rep Training Course - M Hirjee	1,050.00
EFT16241	13/03/2024	SUDDS IN A BUCKET	Cleaning Broomehill Complex and Tambellup Pavillion	760.00
EFT16242	13/03/2024	TEAM GLOBAL EXPRESS PTY LTD	Freight to 25/02/24	350.76
EFT16243	13/03/2024	TOWN PLANNING INNOVATIONS	General Planning Services - February 2024	1,443.75
EFT16244	13/03/2024	TYREPOWER KATANNING	Tyres 185R14C 102/100R Maxxis x 4 - BHT1624	600.00
EFT16245	13/03/2024	WARREN BLACKWOOD WASTE	February 2024 - Management of Waste Transfer Stations, household refuse and recycling collection	20,185.26
EFT16246	13/03/2024	WATKINS PLUMBING	Install mop bucket sink and associated plumbing - BH Caravan Park	1,627.29
EFT16247	13/03/2024	WESTRAC EQUIPMENT PTY LTD	Gasket, Red Std Oil Test - BHT92	1,358.16
EFT16248	13/03/2024	WURTH AUSTRALIA PTY LTD	Torque Wrench, Hand Cleaner, Pump Spray Bottle, Sprayer, Silicone	1,033.52
EFT16249	13/03/2024	ZONE 50 ENGINEERING SURVEYS	Bhill Complex & rest stop - survey and design for carparks	5,918.00
EFT16250	19/03/2024	AUSTRALIAN TAXATION OFFICE	BAS February 2024	10,202.00
EFT16251	22/03/2024	AARON PARNELL	4 hrs Gardening Services at Lavieville Lodge to 19/03/24	286.00
EFT16252	22/03/2024	ABA SECURITY	Service security system Bill Admin Building, Depot & Complex	2,124.83
EFT16253	22/03/2024	ALBANY CITY MOTORS	Filters Oil and Fuel, Elements Oil and Fuel - BH002	432.06
EFT16254	22/03/2024	AMPAC DEBT RECOVERY	Rates debt colletion costs to 15/03/2024	1,190.00
EFT16255	22/03/2024	B VEITCH & SONS	Carting water - Warrenup Rd, Bhill Complex tanks for oval	5,626.50
EFT16256	22/03/2024	BAREFOOT CLOTHING MANUFACTURERS WA	Corporate polo shirts x 2, jackets x 2 plus embroidery	217.55
EFT16257	22/03/2024	BUILDING COMMISSION	Building Services Levy (BSL) - February 2024	56.65
EFT16258	22/03/2024	CJD EQUIPMENT PTY LTD	LED Rear Light and Latch Hood Hold Down - BHT0	698.10
EFT16259	22/03/2024	ELECTRICAL SERVICES CONSULTING PTY LTD	Tambellup Caravan Park - Stage 1 Progress Claim	6,050.00
EFT16260	22/03/2024	FULLY PROMOTED JOONDALUP	Artwork/Sublimation - custom design polo shirt with Aboriginal artwork supplied	214.50
EFT16261	22/03/2024	HOWARD + HEAVER ARCHITECTS	Tambellup Caravan Park - Architectural Services	1,549.63
EFT16262	22/03/2024	INTELIFE GROUP LTD	Vegetation slashing/control - Beejenup Rd & Warrenup Rd	24,557.50

13.2.1 - List of Payments March 2024

Chq/EFT	Date Paid	Payee	Description	Amount
EFT16263	22/03/2024	KATANNING GLAZING & SECURITY	Replace toilet window glass ladies toilet - BH Caravan Park	327.80
EFT16264	22/03/2024	KATANNING H HARDWARE	Trailer Bearing Kit - BH010	306.35
EFT16265	22/03/2024	KATANNING STOCK AND TRADING	Key Cut, Antex, Ezy Push Tap	357.50
EFT16266	22/03/2024	LOCAL GOVERNMENT PROFESSIONALS WA	Full Membership Dues - K Callaghan - 2023/2024	265.51
EFT16267	22/03/2024	LW HULL	Spray Greenhills and Etna Roads	581.00
EFT16268	22/03/2024	NUTRIEN AG SOLUTIONS LTD	Pallet of cement Greenhills South Rd; retic & pump fittings; wetting agent for Tamb Oval	2,142.80
EFT16269	22/03/2024	T QUIP	High Drive Spindle, Double Driven Spindle, Blade S/D Medium - Mower	3,341.70
EFT16270	22/03/2024	TAMBELLUP PRIMARY SCHOOL	Contribution to Bus Hire for Swimming Lessons 2024	1,000.00
EFT16271	22/03/2024	TELSTRA	Telephone Usage Charges to 01/03/24; Service Charges to 01/04/24	1,074.02
EFT16272	22/03/2024	TOIA KEEFE	Return of Equipment Hire Deposit 15/03/24	200.00
EFT16273	22/03/2024	WESTERN STABILISERS PTY LTD (Corrigin)	Wet mix 20,000 m2 gravel road surface - Warrenup Rd	27,720.00
EFT16274	22/03/2024	WESTRAC EQUIPMENT PTY LTD	Freight on Skidsteer fuel sending unit	48.48
EFT16275	22/03/2024	WINC AUSTRALIA PTY LIMITED	Stationery	15.71
EFT16276	22/03/2024	WITHERS AND ASSOCIATES PTY LTD	February 2024 - Provision of Contract Environmental Health Services	2,051.50
EFT16277	27/03/2024	STEVEN PENNY	Reimbursement of Fuel Costs - Broomehill Community Bus - Council Roads Inspection - March 2024	123.04
EFT16278	27/03/2024	VALESTA DAWN HART	Refund - Incorrect Centrepay Payment - Dog Fines	50.00
EFT	12/03/2024	SALARIES & WAGES	Wages for fortnight ending 8 March 2024	61,450.49
EFT	26/03/2024	SALARIES & WAGES	Wages for fortnight ending 22 March 2024	60,090.71
DIRECT DEBITS				
DD6958.1	12/03/2024	AWARE SUPER	Superannuation contributions	7,752.36
DD6958.2	12/03/2024	AUSTRALIAN RETIREMENT TRUST	Superannuation contributions	715.05
DD6958.3	12/03/2024	MERCER SUPER TRUST	Superannuation contributions	217.78
DD6958.4	12/03/2024	PANORAMA SUPER	Superannuation contributions	824.89
DD6958.5	12/03/2024	AUSTRALIAN SUPER	Superannuation contributions	1,896.58
DD6958.6	12/03/2024	SUPER DIRECTIONS FUND	Superannuation contributions	176.36
DD6958.7	12/03/2024	MACQUARIE SUPER CONSOLIDATOR II	Superannuation contributions	176.36
DD6958.8	12/03/2024	AMP SUPERANNUATION SAVINGS TRUST (SST)	Superannuation contributions	264.62
DD6958.9	12/03/2024	PRIME SUPER	Superannuation contributions	257.63
DD6958.10	12/03/2024	ANZ SMART CHOICE SUPER	Superannuation contributions	586.10
DD6958.11	12/03/2024	REST SUPERANNUATION	Superannuation contributions	274.65
DD6970.1	26/03/2024	AWARE SUPER	Superannuation contributions	7,539.56
DD6970.2	26/03/2024	AUSTRALIAN RETIREMENT TRUST	Superannuation contributions	784.90
DD6970.3	26/03/2024	MERCER SUPER TRUST	Superannuation contributions	238.33
DD6970.4	26/03/2024	PANORAMA SUPER	Superannuation contributions	824.89

13.2.1 - List of Payments March 2024

Chq/EFT	Date Paid	Payee	Description	Amount
DD6970.5	26/03/2024	AUSTRALIAN SUPER	Superannuation contributions	1,956.98
DD6970.6	26/03/2024	SUPER DIRECTIONS FUND	Superannuation contributions	184.20
DD6970.7	26/03/2024	MACQUARIE SUPER CONSOLIDATOR II	Superannuation contributions	176.36
DD6970.8	26/03/2024	AMP SUPERANNUATION SAVINGS TRUST (SST)	Superannuation contributions	264.62
DD6970.9	26/03/2024	PRIME SUPER	Superannuation contributions	257.63
DD6970.10	26/03/2024	ANZ SMART CHOICE SUPER	Superannuation contributions	586.10
DD6970.11	26/03/2024	REST SUPERANNUATION	Superannuation contributions	274.65
191	01/03/2024	BANK FEES	Overdraft Fee Municipal Fund	10.00
191	14/03/2024	MESSAGE MEDIA	SMS messages fire brigades	795.49
191	15/03/2024	3E ADVANTAGE	Tamb Photocopier monthly print management fee	1,102.20
191	25/03/2024	BANK FEES	Tyro EFTPOS Machine fees	197.91
191	28/03/2024	BANK FEES	FTS Fees - Creditors and Payroll bulk payments	28.68
Total Municipal Fund				434,307.25

SHIRE OF BROOMEHILL-TAMBELLUP
Municipal Fund & Trust Fund Payments for the month ending 31 March 2024
Presented to Council on 18 April 2024
Local Government (Financial Management) Regulations 1996 - r12 & r13

BENDIGO BANK CREDIT CARDS

Ref	Date Paid	Cardholder	Description	Amount
February	14/03/2024	Chief Executive Officer		-
February	14/03/2024	Manager of Finance & Administration	Dept Transport - number plate changes BHT150	31.10
			Dept Transport - number plate changes BHT151	18.90
			Dept Transport - number plate changes BHT152	18.90
			Nespresso - coffee pods Bhill Admin	60.60
			Bunnings - front door mat Tamb Admin	48.00
			Officeworks - monitor & dual monitor bracket	312.95
			Fuel - Ford Everest BHT151	206.01
			Harvey Norman - e-readers for Bhill & Tamb libraries (grant funded)	751.90
			Zoom - monthly subscription	50.74
			Monthly Card Fee	4.00
				1,503.10
			Total Credit Cards	1,503.10


AMPOL FUEL CARDS


Ref	Date Paid	Cardholder	Description	Amount
EFT16214	13/03/2024	Card 1 - Chief Executive Officer	Fuel - Ford Everest BHT150	504.79
		Card 2 - Manager of Finance & Administration	Fuel - Ford Everest BHT151	368.05
		Card 3 - Manager of Works	Fuel - Ford Ranger BHT152	269.41
			Total Fuel Cards	1,142.25


FLEETCARD


Ref	Date Paid	Cardholder	Description	Amount
EFT16222	13/03/2024	Card 1 - Chief Executive Officer	Fuel - Ford Everest BHT150	119.46
		Card 2 - Manager of Finance & Administration	Fuel - Ford Everest BHT151	-
		Card 3 - Manager of Works	Fuel - Ford Ranger BHT152	-
			Total Fuel Cards	119.46


Total all Credit/Purchasing Cards 2,764.81


















2023/2024		Initiative	Overseeing Shire Staff	 Status	% Complete	Comments
x	1	A Distinct BT Brand				
x	1.1.1	Creation of a Corporate 'Style Guide' that is expanded to include physical features (E.g. unique signage, paving colours, street signs, signage, bin surrounds, etc) of both town sites and our unique rural areas, to encapsulate the different characteristics of communities within Shire BT.	Karen Callaghan - Chief Executive Officer	On Target	40%	EXA has commenced first draft. Once more content has been added, take to SMT and Council for adoption.
X	1.1.4	Establish a Social Media theme and style/branding consistency	Pam Hull - Strategic Support & Projects Officer	Complete	100%	Facebook post template designed and in use
X	1.2.1	Big sky thinking forum, facilitated	Pam Hull - Strategic Support & Projects Officer	Below Target		Informal discussions with community members. To follow up.
X	1.2.2	Establish a Shire BT Innovation Committee. Possible fit with Beautification Team (3.4.1)	Pam Hull - Strategic Support & Projects Officer	Below Target		Not yet commenced
X	1.3.1	Creation of a monthly BT storytelling collection and promotion of local legends or legendary stories. Details to include:	Karen Callaghan - Chief Executive Officer	On Target	50%	Design from Market Creations has been received. To commence as soon as content can be sourced.
x		· Half page spot in the <i>Topics</i> , with a name to assist the promotion and referencing within the community;	Karen Callaghan - Chief Executive Officer		50%	
x		· Shire to commence input of stories with the goal to be community driven.	Karen Callaghan - Chief Executive Officer		50%	
X	1.3.2	Cataloguing of above for historical referencing and possibly a book to be published, website or calendar to further spread the message.	Karen Callaghan - Chief Executive Officer	On Target	5%	
X	1.3.3	Liaise with Tambellup Corner Shop Museum and Broomehill Heritage Group for content and storytelling ideas.	Karen Callaghan - Chief Executive Officer	Below Target	10%	
X	1.4.1	Be an active partner in regional groups such as:	Karen Callaghan - Chief Executive Officer	Complete	Ongoing	
x		· Great Southern Treasures	Karen Callaghan - Chief Executive Officer		Ongoing	CEO attended strategic planning day - new MOU and service level agreement in the process of being signed. CEO regularly attends meetings.
x		· Southern Link VROC.	Karen Callaghan - Chief Executive Officer		Ongoing	CEO attending ongoing strategic planning days to set the strategic direction and prioritisation of key objectives for the VROC to address for the region.
X	1.4.2	Continue to support Great Southern Treasures/regional tourism organisations.	Karen Callaghan - Chief Executive Officer	Complete	Ongoing	CEO attended strategic planning day - new MOU and service level agreement in the process of being signed. CEO regularly attends meetings.
X	1.4.3	Progress the installation of trails interpretative and directional signage in conjunction with Great Southern Regional Trail branding	Pam Hull - Strategic Support & Projects Officer	On Target	20%	Working with Outdoors Great Southern. Development of Trails Master Plan has commenced, this will identify where signage improvements are required.
X	1.4.4	Positively promote all events, development and happenings in the Shire to actively get the Shire's name promoted	Pam Hull - Strategic Support & Projects Officer	On Target	Ongoing	
X	2.1.1	Adoption by the Council of the Tambellup Youth Precinct Master Plan	Pam Hull - Strategic Support & Projects Officer	Complete	100%	Adopted at the September 2023 OCM.
X	2.1.2	Construct of stage 1 of the Tambellup Youth Precinct Master Plan	Pam Hull - Strategic Support & Projects Officer	Below Target	5%	Site has been surveyed. A second transportable building has been secured, available in April 2024. Fee proposal accepted from H&H for detailed design plans to be progressed, with consideration to planning, building approval requirements. Ongoing.


2023/2024		Initiative	Overseeing Shire Staff	 Status	% Complete	Comments
X	2.1.4	Develop partnerships that enable the youth worker program to be continued and enhanced in consultation with community (funding)	Pam Hull - Strategic Support & Projects Officer	On Target	Ongoing	Arrangement with AYSA for provision of Youth Worker outreach to be reviewed in 2024.
X	2.1.5	Support CRC in delivery of Youth Support Programs	Pam Hull - Strategic Support & Projects Officer	On Target	Ongoing	Promotion of youth and community events through FB, website events module
X	2.1.7	Support organisations and individuals to develop and deliver wellbeing programs to the community (e.g. Active Farmers, OFFFL, Seniors)	Pam Hull - Strategic Support & Projects Officer	Below Target		Not commenced
X	2.1.8	Formalise a program/calendar of activities available within the community, whether structured or informal, and promote.	Pam Hull - Strategic Support & Projects Officer	On Target	50%	All events listed in Topics are promoted on website event calendar and social media
X	2.1.9	Enhance community awareness of high-threat emergency periods by utilising Shire communication channels to share DFES messaging	Pam Hull - Strategic Support & Projects Officer	On Target	Ongoing	Promotions include Bushfire-Stay Prepared, Harvest Bans, Total Fire Bans, Prohibited and Restricted Busing Periods
X	2.1.12	Promote key health programs, e.g. vaccination programs, screening services for early intervention of key health issues such as cervical, skin & breast cancer, mental health programs.	Pam Hull - Strategic Support & Projects Officer	On Target	Ongoing	Promoted Ngala Parenting Program, WACHS HEAL program
X	2.1.13	Partner with external agencies to provide community education to reduce the consumption of alcohol, tobacco and other drugs in the community.	Karen Callaghan - Chief Executive Officer	Below Target	10%	CEO attended the District Health Advisory Council to build relationships in the region and identify opportunities to partner with related organisations.
X	2.1.14	Ensure all Shire premises, facilities and workplaces are smoke free places, by adopting a Council Policy, installing appropriate signage and community education.	Peter Vlahov - Manager of Works	On Target	5%	New signage at TA depot
X	2.1.15	Provide environmental health protection by reducing the incidence and community spread of infectious disease through managing the built environment, potable water sampling and vector control.	Peter Vlahov - Manager of Works	On Target	Ongoing	Mosquito control training undertaken, baiting of pools at Jam Creek and the Gordon River. Trapping and identification of mosquitoes commenced, mapping of water pooling areas completed for treatment consideration.
X	2.1.16	Participate in the WALGA Roadwise program to provide education and awareness about safe road use and driver behaviour, to reduce the risks and impacts of road trauma.	Pam Hull - Strategic Support & Projects Officer	On Target	Ongoing	Liaised with Roadwise Great Southern Officer - program has changed and focus at LG level is now on best practice to road safety actions. Council determined to participate in the Roadwise Councils Program (Septemebr 2023 OCM)
X	2.2.5	Create a <i>Youth Engagement Strategy</i> , inclusive of new idea generation and communication frameworks (e.g. Youth Advisory Council) and programs that address essential life skills for all, such as obtaining drivers licenses.	Karen Callaghan - Chief Executive Officer	Below Target	1%	Funds in the 2023/24 budget
X	2.2.6	Create an annual events that recognises the contributions made in a small community, such as volunteer recognition / training day / community giving day / community member recognition.	Pam Hull - Strategic Support & Projects Officer	Below Target		Not commenced
x	2.3.1	Establish guidelines and Council adoption. Liaise with similar local community funding providers and establish grant assessment panel.	Kay Squibb - Manager Finance & Admin	Below Target		Guidelines to be drafted
X	3.1.1	Make changes to every day Shire BT organisational processes that represent and recognise our First Nations people.	Karen Callaghan - Chief Executive Officer	Below Target	1%	
X	3.1.5	Actively engage with the Community to ensure diversity of representation on the Council and Shire staff.	Karen Callaghan - Chief Executive Officer	On Target	Ongoing	Interest was sought within the Tambellup Indigenous Community for Councillor nominations but none were received. One new female Councillor. High staff diversity achieved.


2023/2024		Initiative	Overseeing Shire Staff	 Status	% Complete	Comments
X	3.2.1	Review Municipal Heritage Inventories from Shires (pre-amalgamation) into one unified Shire BT Heritage List.	Pam Hull - Strategic Support & Projects Officer	Complete	100%	Local Heritage Survey and List adopted December 2023 OCM. Local Planning Policy - Heritage Places adopted at March 2024 OCM
X	3.2.4	Ensure all physical heritage locations are accessible and well sign posted, by establishing a hierarchy of sites and facility needs (e.g. parking, water, pathways, toilets, indigenous significance, signage, directional signs, wayfinding markers etc).	Karen Callaghan - Chief Executive Officer	Below Target	5%	Site hierarchy and facility audit register established.
X	3.2.5	Council adoption of a master plan for all Cemeteries in the Shire.	Peter Vlahov - Manager of Works	Complete	100%	Tambellup adopted. Broomehill adopted October 2023
X	3.2.6	Implement an electronic cemetery administration system and install map and directional signage at all cemeteries	Pam Hull - Strategic Support & Projects Officer	On Target	95%	Cemetery systems are live, website to be updated with links. Cemetery surveys underway, will need to order signs for the 3 cemeteries.
x	3.2.9	Commission a report/obtain qualified advice on the integrity of the roof of the Tambellup Memorial Hall. Implement recommended actions.	Peter Vlahov - Manager of Works	On Target	60%	Council has adopted recommendations for repairs - December 2023 OCM. Re-roofing is underway.
X	3.3.1	Through initiatives 1.1, 1.3, 2.2 & 3.1, constantly:	Karen Callaghan - Chief Executive Officer	Below Target		
x		· Communicate Shire Values	Karen Callaghan - Chief Executive Officer		1%	New banners will be purchased soon.
x		· Promote Council's Reconciliation Strategy; and	Karen Callaghan - Chief Executive Officer		1%	Strategy does not yet exist.
x		· Tell stories via local media of community groups working together.	Karen Callaghan - Chief Executive Officer		1%	
X	3.4.1	Establishment Beautification Team (refer 9.2)	Pam Hull - Strategic Support & Projects Officer	Below Target		Not commenced
X	3.4.4	Establish the Annual Shire BT Christmas light competition	Karen Callaghan - Chief Executive Officer	Complete	100%	Christmas Lights competition organised and delivered.
X	3.4.6	Establish the Annual Christmas Rural Gate decoration competition.	Karen Callaghan - Chief Executive Officer	Complete	100%	Decorated farm gate competition delivered in conjunction with Christmas Lights competition
X	3.4.7	Sealing and kerbing of all streets within both town sites	Peter Vlahov - Manager of Works	Complete	100%	Crawford St East and West, Donald, Bridge, Nelson and Chillicup Sts sealed. Kerbing repairs completed where required.
X	3.4.8	Adoption by the Council of a 10 year Footpath Plan that incorporates:	Peter Vlahov - Manager of Works	On Target	10%	Footpath plan is in development
X		· the existing town site Bike Plans (x2);	Peter Vlahov - Manager of Works		10%	Will be part of the 10 year road program
X		· Department of Transport's Cycling Strategy 2050	Peter Vlahov - Manager of Works		10%	Will be part of the 10 year road program
X		· Coloured footpaths, novelty items or way finding measures to promote and direct pedestrians to trails, attractions, facilities and services (in conjunction with Beautification Team).	Peter Vlahov - Manager of Works		10%	Will be part of the 10 year road program
X	3.5.2	Support Bloom Festival by coordinating events, or assisting community groups to stage events.	Pam Hull - Strategic Support & Projects Officer	On Target	Ongoing	Research idea and liaise with community organisations to incorporate existing local events into Bloom.
X	3.5.3	Support existing groups to develop and deliver alternative activities.	Pam Hull - Strategic Support & Projects Officer	On Target	Ongoing	Research idea and liaise with community organisations to incorporate existing local events into Bloom.
X	4.1.1	Assist the Broomehill Village Cooperative in the reopening of the Imperial Hotel and preservation of the building for the future of the town.	Karen Callaghan - Chief Executive Officer	On Target	Ongoing	CEO attending monthly board meetings and assisting with project management
X	4.1.3	Launch and promotion of an on-line caravan park booking system for Broomehill.	Kay Squibb - Manager Finance & Admin	Complete	100%	System launched, promoted on the Shire website

2023/2024		Initiative	Overseeing Shire Staff	 Status	% Complete	Comments
X	4.1.4	Develop master plan for the Broomehill Caravan Park showing future cabin locations	Karen Callaghan - Chief Executive Officer	Complete	100%	Adopted by the Council in June 2023.
X	4.2.1	Move the Tambellup RV rest area to the site of the old bowling green.	Karen Callaghan - Chief Executive Officer	On Target	20%	Design completed. Will occur when construction starts on 1a.
X	4.2.2	Tambellup Caravan Park – Construction of Stage 1(a)	Karen Callaghan - Chief Executive Officer	On Target	20%	Detailed design of power, sewer and water currently being finalised.
X	4.3.1	Undertake a review of the Shire’s 2018 House & Land Strategy.	Karen Callaghan - Chief Executive Officer	Complete	100%	House and Land Strategy reviewed and adopted by the Council at the December 2023 OCM.
X	4.3.2	Actively promote and market the sale of land at the Broomehill ‘University’ block	Karen Callaghan - Chief Executive Officer	On Target	1%	To commence - see 4.3.1
X	4.4.3	Be an active partner in possible Great Southern Housing Initiative stage 2.	Karen Callaghan - Chief Executive Officer	On Target	Ongoing	Initial meeting has occurred. Business case is being developed. 2 to 3 year process.
X	5.1.1	Undertake an analysis of mobile and internet black spots in the Shire.	Kay Squibb - Manager Finance & Admin	On Target	80%	Community consultation complete. Write to GSDC.
X	5.1.2	In conjunction with the GSDC, lobby for additional communication towers in the Shire to minimise black spots.	Kay Squibb - Manager Finance & Admin	On Target	30%	Tower priorities given to GSDC Dec 22
X	5.2.1	Undertake a needs analysis of business (trade) vacancies in the Shire	Karen Callaghan - Chief Executive Officer	Below Target	1%	Not commenced
X	5.2.3	Assist the BEC to have certainty of land tenure	Karen Callaghan - Chief Executive Officer	On Target	90%	Lobbying of Dept of Land to assist process. BEC just needs to do paperwork through Taylor, Nott & Molinari.
X	5.3.1	Support existing businesses through an active ‘shop-local’ Shire BT purchasing process. (see also 6.3.3)	Karen Callaghan - Chief Executive Officer	Below Target	10%	First discussion with Deli occurred 18/7/23.
x		- Meet with local businesses to identify opportunities for expanded range and increased local spending;	Karen Callaghan - Chief Executive Officer		10%	Not commenced
x		- Accurately map the local spend in the previous two financial years and in future financial years as a measure of success.	Kay Squibb - Manager Finance & Admin			Not commenced
X	5.3.2	Actively support the Tambellup and Broomehill Cooperatives (& other community groups such as the CRC) in innovative and resourceful ways to ensure the future success of our towns.	Karen Callaghan - Chief Executive Officer	On Target	Ongoing	CEO attending BHVC monthly board meetings and has initiated the commencement of monthly meetings with Tambellup CRC. CEO also regularly liaising with the Tambellup Cropping Group to identify opportunities for town enhancement.
X	5.3.3	Grow our online business directory to include all products that can be purchased locally and liaise with community groups for inclusion in new resident information packs (see also 6.1.3).	Pam Hull - Strategic Support & Projects Officer	Below Target		Not commenced
X	5.3.5	Maintain food standards through surveillance of food outlets and communication of food recalls to the wider community.	Karen Callaghan - Chief Executive Officer	On Target	Ongoing	
X	5.4.2	Support and encourage Shire staff and elected members in the provision of 5.4.1 through a formal Shire Policy.	Karen Callaghan - Chief Executive Officer	Below Target	1%	Not commenced
X	6.1.1	Adoption by the Council of an Economic Development Strategy, addressing items 6.1 to 6.4.	Karen Callaghan - Chief Executive Officer	Below Target	1%	In 2023/24 Budget. First quote received in October.
X	6.1.2	Adoption of a ‘Roads Hierarchy’ to ensure the transport task for a highly productive and responsive agricultural community is met.	Peter Vlahov - Manager of Works	Complete	100%	Adopted at the April OCM
X	6.1.3	Audit of local trades and promotion of what is available (see 5.3.3)	Pam Hull - Strategic Support & Projects Officer	Below Target		Not commenced
x	6.2.2	Research possibility of local organisations supplying all Shire BT mulch, wood chips, seedlings and plants. Shire BT to assist in the supply of raw materials such as green waste and possible licensing requirements.	Peter Vlahov - Manager of Works	Below Target		Not commenced

2023/2024		Initiative	Overseeing Shire Staff	 Status	% Complete	Comments
x	6.2.3	Accurately map the local spend in the previous two financial years and in future financial years as a measure of success.	Kay Squibb - Manager Finance & Admin	Below Target		Not commenced
X	6.3.1	Review Information Signage across the Shire (build and promote the brands of our towns)	Karen Callaghan - Chief Executive Officer	On Target	15%	TA Info Bay needs updating and modernising. Gordon River Plan adopted Novemebr 2023 OCM. Tambellup Railway Precinct in Community Consultation - ends 31 January 2024. Broomehill Holland Track start point completed. Draft style guide commenced (see 1.1.1)
X	6.3.3	Support existing businesses through an active 'shop-local' Shire BT purchasing process. (see also 5.3.1)	Karen Callaghan - Chief Executive Officer	On Target	10%	First discussion with Deli occurred 18/7/23.
X	6.4.1	Support existing businesses through innovative methods for Shire support to ensure their continuation and the basic provision of service for both visitors and local residents.	Karen Callaghan - Chief Executive Officer	On Target	10%	First discussion with Deli occurred 18/7/23.
X	6.4.2	Advocate for the identification and release of light industrial and/or commercial land in the Shire	Karen Callaghan - Chief Executive Officer	On Target	5%	Housing and Land Strategy recommendation. Refer also to 6.4.5
X	6.4.3	Create in the short term, increased office accommodation options for the Shire to enable the hosting of regional positions. This to be completed in conjunction with housing accommodation options.	Karen Callaghan - Chief Executive Officer	Below Target	1%	Not commenced.
X	6.4.5	Amalgamation of the two Town Planning Scheme's into a new Local Planning Scheme with a "can-do" approach to value adding development.	Karen Callaghan - Chief Executive Officer	On Target	20%	Phil Shephard is progressing.
X	7.1.1	Adopt a plan for the Gordon River weir area clearly showing upgrades to the site and integration with trails, including:	Peter Vlahov - Manager of Works	Complete	100%	Gordon River Facilities Plan adopted at the November 2023 OCM
x		· BBQ stand;				
x		· Grasslands;				
x		· Toilets;				
x		· Street Furniture;				
x		· Children play Facilities;				
x		· Signage; and				
x		· Storytelling of its historical significance.				
X	7.1.6	Investigate the construction of a pedestrian bridge on Tambellup West road.	Peter Vlahov - Manager of Works	On Target	10%	Discussions with Main Roads.
X	7.3.2	Prepare master plan for the Boot Rock Reserve area, clearly defining:	Peter Vlahov - Manager of Works	On Target	5%	To consider outcomes from 'Bobtail Yorn Trail' consultation by Outdoors Great Southern
x		· Parking;				
x		· Trail;				
x		· Signage;				
x		· Fencing and other infrastructure.				
x		Incorporate BRRMP (refer 7.3.1) into this master plan.				
X	8.1.1	Implement the components of the Broomehill Heritage Precinct 5 Year Plan, making this location a people friendly essential stop for both visitors and locals.	Karen Callaghan - Chief Executive Officer	On Target	90%	Most components of the plan have been implemented.
X	8.1.2	Actively promote the Horsepower Highway and the Holland Track and Broomehill's integral location as the "must do" start of both attractions (See also 6.3.4.)	Karen Callaghan - Chief Executive Officer	On Target	20%	New (brown directional) signage ready to be installed. HTSP now completed. Novelty social media photo opportunity (as per BHP 5 yr Plan) needs to be developed.

2023/2024		Initiative	Overseeing Shire Staff	 Status	% Complete	Comments
X	8.1.3	Undertake townscape planning with extensive community consultation, incorporating:	Karen Callaghan - Chief Executive Officer		30%	Commenced
x		· Banner poles;	Karen Callaghan - Chief Executive Officer		100%	New banner poles installed December 2023, banners ordered and flying
x		· Deciduous street trees, including in centre of road in India St (opposite Henry Jones)	Karen Callaghan - Chief Executive Officer		Not commenced	
x		· Entry statement upgrade or replacement; and	Karen Callaghan - Chief Executive Officer		Not commenced	
x		· Extend new paving selection around the town centre	Karen Callaghan - Chief Executive Officer		100%	Journal St paving completed (both sides to India St)
X	8.2.1	Undertake townscape planning with extensive community consultation, including banner poles, deciduous street trees and facilities to encourage community use. (see also 1.1.2)	Karen Callaghan - Chief Executive Officer		70%	Community feedback and plans brought to March 2024 OCM. Detailed design and costings now being undertaken by H+H Architects and will be brought back to the Council for endorsement.
X	8.2.4	Create a pedestrian link along Crowden Street between the railway precinct and recreation ground through improved footpaths and installation of street trees.	Peter Vlahov - Manager of Works		20%	Proposal endorsed at December 2023 OCM.
X	9.1.1	Adoption by the Council of a Shire BT Trails Master Plan, linking intrinsically with the Great Southern Trails Master Plan	Pam Hull - Strategic Support & Projects Officer		75%	Draft plan received - to be reviewed by saff and feedback provided to consultant.
X	9.1.3	Review Tambellup Heritage Trail Information signage.	Pam Hull - Strategic Support & Projects Officer		30%	Outdoors Great Southern are working on content for interpretive signs. Feedback on draft content and images has been provided.
X	9.2.2	Prepare a plan to establish community garden, community compost, worm farm and fruit trees for both towns.	Peter Vlahov - Manager of Works		5%	Not commenced
x	9.2.3	For Beautification Team (Refer to item 1.2.2 and 3.4.1)	Pam Hull - Strategic Support & Projects Officer			Not commenced
X	9.2.4	Ensure the ongoing viability of the operation and maintenance of the community run facilities in both towns as outlined in 9.2.2.	Peter Vlahov - Manager of Works			Not commenced
X	9.3.1	Council adoption of the first Shire BT Public Health Plan	Pam Hull - Strategic Support & Projects Officer		100%	Adopted OCM April 2023
X	9.3.2	Investigate Shire Web site events page becoming a community resource where organisations can promote their events.	Pam Hull - Strategic Support & Projects Officer		50%	Uploading events from Topics
X	9.3.4	To partner with Community to deliver Reconciliation Week and/or NAIDOC Week activities.	Pam Hull - Strategic Support & Projects Officer		Ongoing	Council support for NAIDOC netball carnival, hall hire waived for Elders lunch
X	9.3.5	Promote community participation in healthy lifestyle campaigns by raising awareness of the benefits of healthy eating and exercise e.g., LiveLighter.	Pam Hull - Strategic Support & Projects Officer			WACHS HEAL program promoted
X	9.3.6	Work with external agencies & stakeholders for the management of safe and accessible public events	Pam Hull - Strategic Support & Projects Officer		10%	Disability Access and Inclusion Committee established by Council - to advertise for community reps in the New Year and schedule first meeting.
X	9.3.7	Work with community organisations to encourage active participation in recreational activities for all ages, including children, young adults and seniors.	Pam Hull - Strategic Support & Projects Officer			Not commenced
X	10.1.1	Council to decide format of event, purpose and outcomes.	Karen Callaghan - Chief Executive Officer		100%	First two events held. Format will be continually refined.
X	10.1.2	Hold regular events, fine tuning based on previous event feedback.	Karen Callaghan - Chief Executive Officer		Ongoing	Next events being planned.

2023/2024		Initiative	Overseeing Shire Staff	 Status	% Complete	Comments
X	10.2.1	See also 5.4, 2.3 and 2.1.	Karen Callaghan - Chief Executive Officer	Below Target	1%	Not commenced
X	10.3.1	Council adoption of a Waste Management Plan	Peter Vlahov - Manager of Works	Below Target		Not commenced
X	10.3.2	Council adoption of a Tambellup town site Drainage Plan	Peter Vlahov - Manager of Works	Below Target		Not commenced
X	10.3.3	Identification of energy efficiency improvements and installation of solar PV systems on Shire owned buildings that are major power consumers.	Karen Callaghan - Chief Executive Officer	On Target	80%	TA Pavillion solar panel installation scheduled for installation at the end of April 2024.
x	10.3.5	Working with community groups, installation of a containers for change location in both town sites to reduce landfill and littering and provide a funding stream for items 2.3, 3.4, 10.2 & 11.4.	Peter Vlahov - Manager of Works	Below Target		Not commenced
X	10.3.6	Becoming an active contributor to the Gillamii Centre.	Karen Callaghan - Chief Executive Officer	Complete	100%	Formalisation of three year financial contribution and partnership endorsed by the Council at the March 2024 OCM.
x	10.3.7	Continuation of Drum Muster and promotion of its benefits. Investigate possible relocation of the Tambellup Drum Muster depot to the refuse site.	Peter Vlahov - Manager of Works	On Target	5%	Identified a site at the tip.
X	10.3.8	Refer also to community gardens, worm farms and compost facility in item 2.1.1.	Peter Vlahov - Manager of Works	On Target		Youth precinct draft plans include provision for future community garden. Youth worker program and Shire support (sand, garden mix) for extension of community garden at Lythias Place.
X	10.4.1	Host an Administration Officer trainee in the Office	Kay Squibb - Manager Finance & Admin	Complete	100%	Current trainee has completed studies
X	10.4.2	Partner with local businesses and service providers to develop and implement an informal work experience program for local youth 18-25 years.	Pam Hull - Strategic Support & Projects Officer	Below Target		Not commenced
X	10.4.3	Partner with Local businesses and service providers to participate in high school work experience programs	Pam Hull - Strategic Support & Projects Officer	On Target	100%	Shire has hosted two Work Experience students 4-15 December 2023 (workshop, parks & gardens)
X	11.1.1	Undertake quarterly assessment of all Corporate Business Plan initiatives using a traffic light scoring system, and reporting these in a meaningful summary (showing highlights) to the community via the Topics, Facebook and Shire website.	Pam Hull - Strategic Support & Projects Officer	On Target	Ongoing	For April 2024 OCM
X	11.1.2	Undertake biennial Community Perceptions Survey (Community Scorecard)	Karen Callaghan - Chief Executive Officer	Complete	100%	Community Scorecard completed by Catalyse, report received December 2023 and circulated to Councillors and staff. Presentation by Catalyse undertaken at the March 2024 OCM.
X	11.2.1	Undertaking specific initiatives to improve meaning and understanding of the Shire's monthly financial reports.	Kay Squibb - Manager Finance & Admin	On Target	Ongoing	Monthly financial report template updated from July 2023, monitor for feedback from Councillors, staff and community
X	11.2.2	Regularly publish in the Topics "Did you know?"... segments to expand the community knowledge of Shire BT finances and organisational trends	Kay Squibb - Manager Finance & Admin	Below Target		Not commenced
X	11.3.1	Adoption of a Depot Master Plan for Broomehill & Tambellup Works Depot's to guide develop and upgrades at the Works Depot's.	Peter Vlahov - Manager of Works	On Target	50%	
X	11.3.4	Develop a timetable of "presentations" for toolbox and staff meetings (e.g. budget, strategic plan, Enterprise Bargaining Agreement, etc)	Karen Callaghan - Chief Executive Officer	On Target	15%	Timetable commenced
X	11.3.5	Workshop quarterly SCP performance with all staff.	Karen Callaghan - Chief Executive Officer	On Target	15%	Timetable commenced
x	11.4.1	(See also 10.3.5 - Working with community groups)	Peter Vlahov - Manager of Works	Below Target		Not commenced

2023/2024		Initiative	Overseeing Shire Staff	 Status	% Complete	Comments
X	11.4.2	Refer also community grants process as outlined in 2.3.1	Kay Squibb - Manager Finance & Admin	Below Target		Guidelines to be drafted
X	12.1.1	Invite community input for data subject matter - possible subjects include number of facility hires, number of businesses registered in the Shire, volunteering levels, St Johns, Fire & Emergency Services, Police, flora and fauna sightings, etc.	Kay Squibb - Manager Finance & Admin	Below Target	Ongoing	Not commenced
X	12.2.1	Undertake a building assessment framework to prioritise Shire building assets for major maintenance and upgrade works.	Kay Squibb - Manager Finance & Admin	On Target	50%	Review existing 'building hierarchy' in Buildings Asset Management Plan
X	12.2.2	See also 12.1.1	Kay Squibb - Manager Finance & Admin	Below Target		Quarterly ShireBT data - March, June, Sept & December Topics
x	12.2.3	Create a regular feedback loop between the Shire and the community advising the results of data collection efforts (12.1 & 12.2) and community consultation undertaken (1.1.5).	Karen Callaghan - Chief Executive Officer	On Target	50%	Design from Market Creations has been received. To commence as soon as content can be sourced.
X	12.3.1	Incorporate promotion of community values into 1.3, 12.1, 12.2	Karen Callaghan - Chief Executive Officer	On Target	10%	New banners with community vision purchased.
X	12.3.2	Investigate Shire sponsored "Celebrating Achievements" page in Topics to ensure all good news stories get coverage.	Karen Callaghan - Chief Executive Officer	On Target	50%	Design from Market Creations has been received. To commence as soon as content can be sourced.
X	12.4.1	Council adoption of a Shire BT Information & Communications Technology Plan.	Kay Squibb - Manager Finance & Admin	Below Target		Not commenced
X	12.4.2	Actively promote on-line library resources such as Borrowbox, Libby, Kanopy and Overdrive.	Kay Squibb - Manager Finance & Admin	On Target	Ongoing	Links on Shire and CRC websites, monthly promotion in Topics
X	12.4.3	Define people friendly public spaces and ensure good Wi-Fi and device charging and in Shire Libraries.	Kay Squibb - Manager Finance & Admin	On Target	50%	Wi-fi established in Broomehill Office & Library, public wi-fi in an area adjacent to the office still to be investigated