

SHIRE OF BROOMEHILL-TAMBELLUP

MONTHLY FINANCIAL REPORT

For the Period Ended 31 July 2018

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SHIRE OF BROOMEHILL-TAMBELLUP
STATEMENT OF FINANCIAL ACTIVITY
By Nature or Type
For the Period Ended 31 July 2018

	Note	Adopted Budget 2018/19	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	
Operating Revenues							
Rate Revenue		2,417,500	0	(33.60)	(34)	100.0%	
Grants, Subsidies and Contributions		2,935,600	18,333	19,797.49	1,464	7.4%	
Profit on Asset Disposal	10	436,100	0	0.00	0		
Fees and Charges		256,600	19,803	24,163.96	4,361	18.0%	
Interest Earnings		54,600	1,275	1,319.14	44	3.3%	
Other Revenue		92,800	1,883	1,630.97	(252)	(15.5%)	
Total		6,193,200	41,294	46,877.96	5,584		
Operating Expense							
Employee Costs		(1,872,500)	(205,882)	(192,517.53)	13,364	6.9%	
Materials and Contracts		(3,550,900)	(104,829)	(114,115.71)	(9,287)	(8.1%)	
Utilities Charges		(190,800)	(4,897)	(3,946.71)	950	24.1%	
Depreciation (Non-Current Assets)		(1,129,600)	(94,121)	0.00	94,121	100.0%	▼
Interest Expenses		(58,700)	0	(4,345.97)	(4,346)	(100.0%)	
Insurance Expenses		(168,400)	(125,550)	(113,111.22)	12,439	11.0%	▼
Loss on Asset Disposal	10	(122,400)	0	0.00	0		
Other Expenditure		(88,000)	(15)	(1,564.85)	(1,550)	(99.0%)	
Total		(7,181,300)	(535,294)	(429,601.99)	105,692		
Funding Balance Adjustment							
Add Back Depreciation		1,129,600	94,121	0.00	(94,121)	(100.0%)	▼
(Profit)/Loss on Asset Disposal	10	(313,700)	0	0.00	0		
Adjust Provisions and Accruals		0	0	0.00	0	0.0%	
Net Operating		(172,200)	(399,879)	(382,724.03)	17,155		
Capital Revenues							
Grants, Subsidies and Contributions	8	3,755,500	0	0.00	0		
Proceeds from Disposal of Assets	10	1,886,000	0	0.00	0		
Transfer from Reserves	9	1,803,600	0	0.00	0		
Total		7,445,100	0	0.00	0		
Capital Expenses							
Land Held for Resale		0	0	0.00	0	0.0%	
Land and Buildings	12	(3,067,500)	0	(14,239.10)	(14,239)	(100.0%)	▲
Plant and Equipment	12	(1,499,000)	0	0.00	0	0.0%	
Furniture and Equipment	12	0	0	0.00	0	0.0%	
Infrastructure - Roads	12	(2,656,200)	0	(775.30)	(775)	(100.0%)	
Infrastructure - Other	12	(327,000)	0	(1,095.96)	(1,096)	(100.0%)	
Repayment of Debentures	12	(59,300)	0	0.00	0		
Transfer to Reserves	9	(1,808,300)	0	0.00	0		
Total		(9,417,300)	0	(16,110.36)	(16,110)		
Net Capital		(1,972,200)	0	(16,110.36)	(16,110)		
Total Net Operating + Capital		(2,144,400)	(399,879)	(398,834.39)	1,045		
Opening Funding Surplus(Deficit)		2,144,400	2,144,400	2,128,519.08	(15,881)	(0.7%)	
Closing Funding Surplus(Deficit)	4	0	1,744,521	1,729,684.69	(14,836)		

SHIRE OF BROOMEHILL-TAMBELLUP
STATEMENT OF FINANCIAL ACTIVITY
By Reporting Program
For the Period Ended 31 July 2018

	Note	Adopted Budget 2018/19	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	
Operating Revenues							
Governance		36,000	14,500	14,496.29	(4)	(0.03%)	
General Purpose Funding		3,366,600	1,270	1,276.34	6	0.50%	
Law, Order and Public Safety		117,200	75	1,317.86	1,243	94.31%	
Health		1,100	200	236.00	36	15.25%	
Education and Welfare		64,800	0	0.00	0		
Housing		2,342,700	5,200	5,280.00	80	1.52%	
Community Amenities		80,700	1,500	1,527.28	27	1.79%	
Recreation and Culture		58,000	1,300	4,804.47	3,504	72.94%	
Transport		3,595,300	2,833	2,566.19	(267)	(10.40%)	
Economic Services		224,800	10,883	11,244.04	361	3.21%	
Other Property and Services		61,500	3,533	4,129.49	596	14.44%	
Total		9,948,700	41,294	46,877.96	5,584		
Operating Expense							
Governance		(692,800)	(63,379)	(61,282.43)	2,097	3.42%	
General Purpose Funding		(262,900)	(23,815)	(23,159.44)	656	2.83%	
Law, Order and Public Safety		(227,700)	(23,615)	(20,509.55)	3,105	15.14%	
Health		(54,600)	(2,122)	(3,111.85)	(990)	(31.81%)	
Education and Welfare		(83,600)	(5,116)	(2,444.30)	2,672	109.30%	
Housing		(91,100)	(6,356)	(3,875.48)	2,481	64.01%	
Community Amenities		(426,500)	(20,016)	(16,410.34)	3,606	21.97%	
Recreation and Culture		(1,118,700)	(79,440)	(71,155.85)	8,284	11.64%	
Transport		(3,982,100)	(168,439)	(81,626.44)	86,813	106.35%	▼
Economic Services		(208,100)	(14,804)	(12,138.91)	2,665	21.95%	
Other Property and Services		(33,200)	(128,192)	(133,887.40)	(5,695)	(4.25%)	
Total		(7,181,300)	(535,294)	(429,601.99)	105,692		
Funding Balance Adjustment							
Add back Depreciation		1,129,600	94,121	0.00	(94,121)	100.00%	
(Profit)/Loss on Asset Disposal	10	(313,700)	0	0.00	0		
Adjust Provisions and Accruals		0	0	0.00	0		
Net Operating		3,583,300	(399,879)	(382,724.03)	17,155		
Capital Revenues							
Proceeds from Disposal of Assets	10	1,886,000	0	0.00	0		
Transfer from Reserves	9	1,803,600	0	0.00	0		
Total		3,689,600	0	0.00	0		
Capital Expenses							
Land Held for Resale		0	0	0.00	0	0.00%	
Land and Buildings	12	(3,067,500)	0	(14,239.10)	(14,239)	(100.00%)	▲
Plant and Equipment	12	(1,499,000)	0	0.00	0		
Furniture and Equipment	12	0	0	0.00	0	0.00%	
Infrastructure Assets - Roads	12	(2,656,200)	0	(775.30)	(775)	(100.00%)	
Infrastructure Assets - Other	12	(327,000)	0	(1,095.96)	(1,096)	(100.00%)	
Repayment of Debentures		(59,300)	0	0.00	0		
Transfer to Reserves	9	(1,808,300)	0	0.00	0		
Total		(9,417,300)	0	(16,110.36)	(16,110)		
Net Capital		(5,727,700)	0	(16,110.36)	(16,110)		
Total Net Operating + Capital		(2,144,400)	(399,879)	(398,834.39)	1,045		
Opening Funding Surplus(Deficit)		2,144,400	2,144,400	2,128,519.08	(15,881)	(0.75%)	
Closing Funding Surplus(Deficit)	4	0	1,744,521	1,729,684.69	(14,836)		

SHIRE OF BROOMEHILL-TAMBELLUP
BALANCE SHEET
For the Period Ended 31 July 2018

	Actual 2018/19	C/fwd 1 July 2018
CURRENT ASSETS		
Cash	1,876,336.33	2,242,880.07
Receivables	1,020,319.05	1,163,010.64
Inventories - Stock on Hand	120,865.16	108,650.58
TOTAL CURRENT ASSETS	3,017,520.54	3,514,541.29
CURRENT LIABILITIES		
Creditors and Provisions	665,137.78	763,324.14
Borrowings	0.00	0.00
TOTAL CURRENT LIABILITIES	665,137.78	763,324.14
NET CURRENT ASSETS	2,352,382.76	2,751,217.15
NON-CURRENT ASSETS		
Receivables	55,460.17	55,460.17
Inventories - Land Held for Resale	216,000.00	216,000.00
Financial Assets	62,764.08	62,764.08
Property, Plant and Equipment	17,032,090.48	17,015,414.38
Infrastructure Assets	114,307,486.12	114,144,018.61
TOTAL NON-CURRENT ASSETS	131,673,800.85	131,493,657.24
NON-CURRENT LIABILITIES		
Creditors and Provisions	68,073.95	68,073.95
Borrowings	1,219,721.60	1,219,721.60
TOTAL NON-CURRENT LIABILITIES	1,287,795.55	1,287,795.55
NET ASSETS	132,738,388.06	132,957,078.84
EQUITY		
Accumulated Surplus	34,987,478.13	35,206,168.91
Reserves - Asset Revaluation	96,692,451.17	96,692,451.17
Reserves - Cash Backed	1,058,458.76	1,058,458.76
TOTAL EQUITY	132,738,388.06	132,957,078.84

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

1: (a) Nature or Type Classifications

REVENUES

Rates

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

Operating Grants, Subsidies and Contributions

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating 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.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, facility hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Includes rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services.

Interest Earnings

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

Other Revenue / Income

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

EXPENSES

Employee Costs

All costs associate 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.

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

1: (a) Nature or Type Classifications

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, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)

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

Insurance

All insurance premiums - excluding worker's compensation which is included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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 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 July 2018

1: (b) 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 July 2018

1: (b) 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

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
By Reporting Program
For the Period Ended 31 July 2018

2: REPORT ON SIGNIFICANT 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.

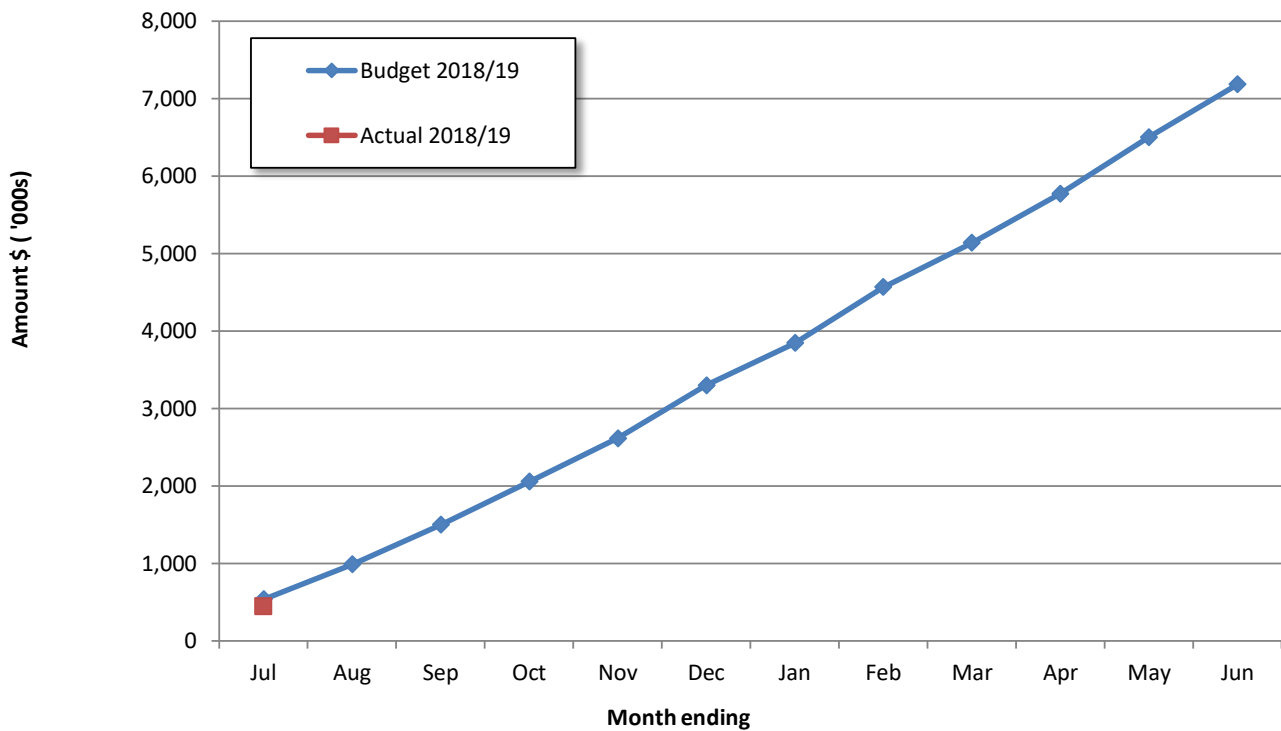
The material variance adopted by Council for the 2018/19 year is \$10,000 or 10% whichever is the greater.

	Variance	
	Timing	Permanent
OPERATING EXPENSES		
Transport - \$86,813 / 106.35%		
Asset depreciation has not been allocated for July as the asset register for the previous financial year is being finalised. The majority of depreciation relates to road assets, which is reported under this program	✓	
CAPITAL EXPENSES		
Land and Buildings - (\$14,239) / (100%)		
Accrued expenses for the washdown bay at the Tambellup Depot.	✓	

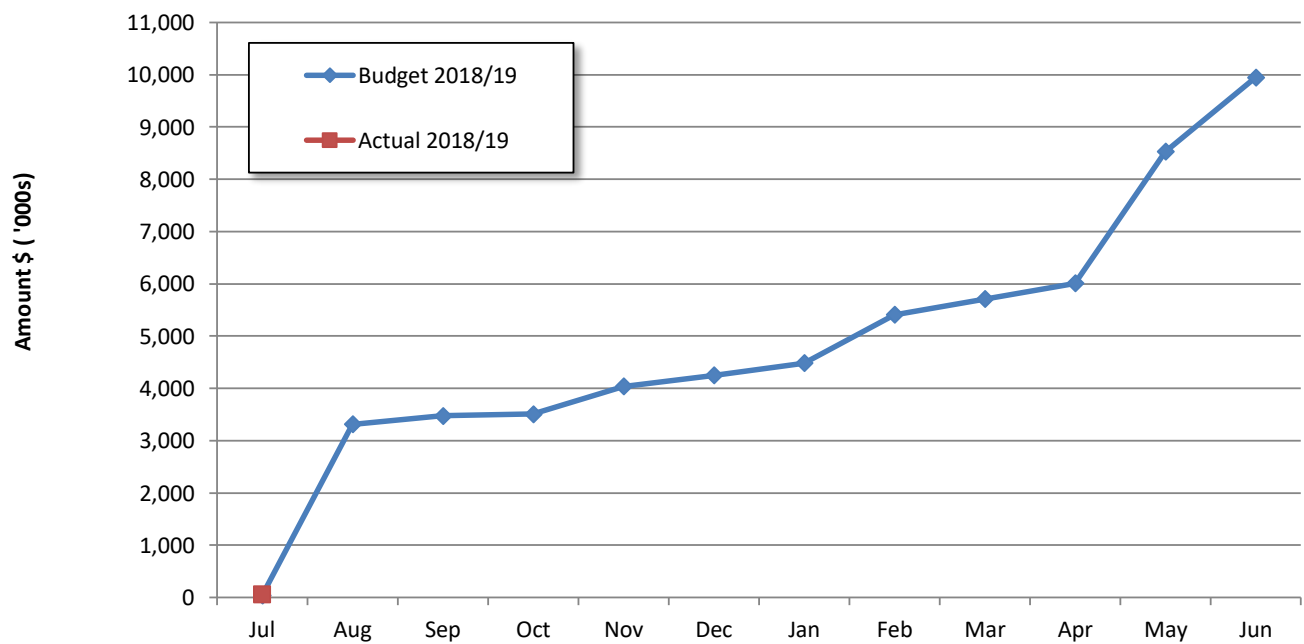
SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

3: Graphical Representation - Source Statement of Financial Activity

Budget Operating Expenses -v- YTD Actual



Budget Operating Revenues -v- Actual



SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

4: NET CURRENT FUNDING POSTION

	Note	Actual 2018/19	C/fwd 1 July 2018
Current Assets		\$	\$
Cash Unrestricted		85,288.35	451,832.09
Cash Restricted - Unspent Grants	8	732,589.22	732,589.22
Cash Restricted - Reserves	9	1,058,458.76	1,058,458.76
Receivables - Rates and Rubbish	6	182,574.32	208,798.05
Receivables - Other	6	308,215.54	330,351.09
Inventories		120,865.16	108,650.58
Accruals and Provisions		497,177.30	496,316.34
		2,985,168.65	3,386,996.13
Less: Current Liabilities			
Payables		(189,538.56)	(257,063.98)
Net GST & PAYG		(7,486.64)	57,045.69
Accruals and Provisions		0.00	0.00
		(197,025.20)	(200,018.29)
Less: Cash Restricted - Reserves	9	(1,058,458.76)	(1,058,458.76)
Net Current Funding Position		1,729,684.69	2,128,519.08

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

5: CASH AND INVESTMENTS

- (a) Cash Deposits**
Municipal Fund
Trust Fund
Cash on Hand
- (b) Term Deposits**
Reserve Funds
Total

Ref	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total \$	Institution	Maturity Date
133 904 987	1.70%	83,788.35	732,589.22	260,703.12	816,377.57	Bendigo	28/11/2018
133 905 067		1,500.00	1,058,458.76		260,703.12	Bendigo	
					1,500.00		
			85,288.35	1,791,047.98	260,703.12	2,137,039.45	

Comments/Notes - Investments

a) Cash Deposits

The balance reported for the Municipal Fund is the reconciled closing balance of the bank account at the end of the period. The closing balance takes into account unrepresented items at the end of the reporting period.

b) Term Deposits
Reserve Funds

Councils Reserve Funds are held collectively in one investment. Further detail in relation to Councils Reserve Funds are shown in Note 9.

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

6: RECEIVABLES

Rates & Rubbish

Opening Arrears Previous Years
 Rates Levied this year
Less Collections to date
 Equals Current Outstanding

Net Rates Collectable

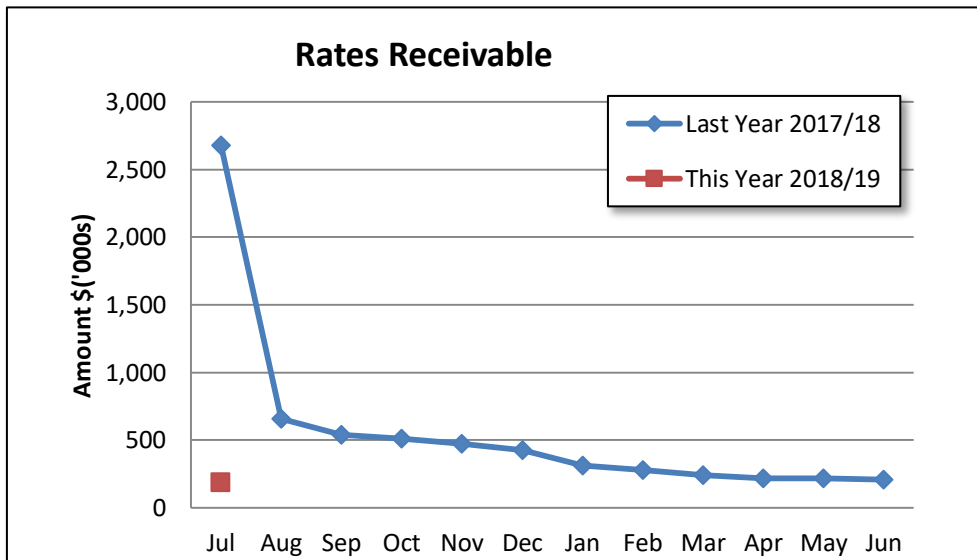
% Collected

Actual 2018/19	c/fwd 1 July 2018
\$	\$
208,798.05	211,823.65
-	2,474,686.12
(26,223.73)	(2,477,711.72)
182,574.32	208,798.05
 182,574.32	 208,798.05
12.56%	92.23%

Accounts Receivable

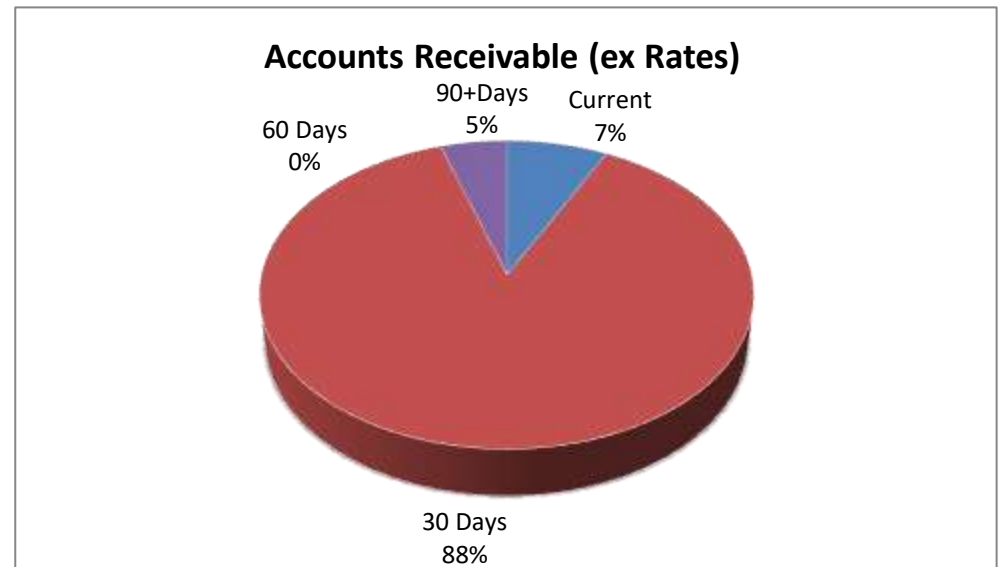
	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Sundry Debtors	13,072.57	274,340.18	-	15,436.47
Pensioner Rebates	-			
Emergency Services Levy	10,366.32			
	23,438.89	274,340.18	-	15,436.47
		Total Outstanding		313,215.54

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates and Rubbish

Rates and charges were levied in July in the 2017/18 year, and in 2018/19 they will be levied early in August resulting in the variance in this graph.



Comments/Notes - Receivables General

WANDRRA AGRN743 Claim 7 was submitted for the end of June. Certificates of Completion for Regional Road Group projects were invoiced at 30 June. The above are due to be received in August.

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

7: BUDGET AMENDMENTS

Amendments to original budget since budget adoption.

GL	Revenue / (Expense)	Description	Comment	Adopted Budget	Revised Budget	Variance	Cumulative Balance
		Balanced Budget Adopted - 26 July 2018					0
Closing Funding Surplus (Deficit)				0	0	0	

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

8: GRANTS AND CONTRIBUTIONS

Program/Provider	Purpose	c/fwd 1 July 2018	Received 2018/19	Expended 2018/19	Closing Balance
GOVERNANCE		\$			
Department of Local Govt	Amalgamation (Bhill & Tamb)	51,505.52	0.00	0.00	51,505.52
Department of Local Govt	Strategic Community Planning	10,138.14	0.00	0.00	10,138.14
TRANSPORT					
WA Local Government Grants Commission	Bridge Funding - bridge 4326 Tamb West Rd	262,000.00	0.00	0.00	262,000.00
WA Local Government Grants Commission	Bridge Funding - bridge 4233 Bhill-Koji Rd	340,000.00	0.00	0.00	340,000.00
Main Roads WA	Regional Road Group 2017/18	68,945.56	0.00	0.00	68,945.56
TOTALS		732,589.22	0.00	0.00	732,589.22

Comments - Grants and Contributions

Bridge funding provided by the WA Local Govt Grants Commission is matched by 1/3 in funding from Main Roads WA.

The required works are undertaken by Main Roads WA approved contractors.

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

9. CASH BACKED RESERVES

	Budget 2018/19				Actual 2018/19			
	Opening Balance	Transfers To	Transfers From	Closing Balance	Opening Balance	Transfers To	Transfers From	Closing Balance
Leave Reserve	60,900	51,800	(57,300)	55,400	60,902.50	0.00	0.00	60,902.50
Plant Reserve	212,100	504,000	(588,000)	128,100	212,057.22	0.00	0.00	212,057.22
Building Reserve	156,200	1,058,000	(958,300)	255,900	156,180.33	0.00	0.00	156,180.33
Computer Reserve	31,800	11,000	0	42,800	31,796.57	0.00	0.00	31,796.57
Tambellup Rec Ground & Pavilion Reserve	45,400	6,000	0	51,400	45,400.11	0.00	0.00	45,400.11
Broomehill Rec Complex Reserve	75,400	9,900	0	85,300	75,429.02	0.00	0.00	75,429.02
Building Maintenance Reserve	20,100	17,000	0	37,100	20,084.77	0.00	0.00	20,084.77
Sandalwood Villas Reserve	70,200	11,500	0	81,700	70,174.43	0.00	0.00	70,174.43
Bhill Synthetic Bowling Green Reserve	55,500	9,600	0	65,100	55,513.80	0.00	0.00	55,513.80
Refuse Sites Post Closure Management Reserve	21,000	5,500	0	26,500	20,954.53	0.00	0.00	20,954.53
Lavieville Lodge Reserve	58,100	11,200	0	69,300	58,139.16	0.00	0.00	58,139.16
Townscape Plan Implementation Reserve	244,300	105,000	(200,000)	149,300	244,326.32	0.00	0.00	244,326.32
Tambellup Synthetic Bowling Green Reserve	7500	7800	0	15,300	7,500.00	0.00	0.00	7,500.00
	1,058,500	1,808,300	(1,803,600)	1,063,200	1,058,458.76	0.00	0.00	1,058,458.76

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.
Computer Reserve	- to be used for the replacement or upgrade of computer hardware and software.
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

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

10. DISPOSALS OF ASSETS

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

	Budget 2017/18				Actual 2017/18			
	Net Book Value	Sale Proceeds	Profit	Loss	Net Book Value	Sale Proceeds	Profit	Loss
By program:								
Governance								
Ford Ranger XLT dual cab - OTA	49,300	48,600	0	(700)	0.00	0.00	0.00	0.00
Ford Ranger XLT dual cab - OTA	49,300	48,700	0	(600)	0.00	0.00	0.00	0.00
Ford Ranger XLT dual cab - OTA	49,300	48,700	0	(600)	0.00	0.00	0.00	0.00
Ford Everest Wagon - BH000	46,300	44,000	0	(2,300)	0.00	0.00	0.00	0.00
Ford Everest Wagon - BH000	46,300	44,000	0	(2,300)	0.00	0.00	0.00	0.00
Housing								
1 Janus Street, Broomehill	155,200	280,000	124,800	0	0.00	0.00	0.00	0.00
11 Lavarock Street, Broomehill	130,600	200,000	69,400	0	0.00	0.00	0.00	0.00
20 Henry Street, Tambellup	135,600	220,000	84,400	0	0.00	0.00	0.00	0.00
27 East Terrace, Tambellup	92,200	240,000	147,800	0	0.00	0.00	0.00	0.00
Transport								
Isuzu FRR600 truck TA017	62,900	25,000	0	(37,900)	0.00	0.00	0.00	0.00
Isuzue FRR500 tipper truck TA386	53,000	25,000	0	(28,000)	0.00	0.00	0.00	0.00
Caterpillar PR300 roller BH005	42,000	50,000	8,000	0	0.00	0.00	0.00	0.00
Toro Mower BHT84	22,800	10,000	0	(12,800)	0.00	0.00	0.00	0.00
Toro Mower BH007	28,600	15,000	0	(13,600)	0.00	0.00	0.00	0.00
Ford Ranger Wildtrak dual cab 1TA	44,900	43,300	0	(1,600)	0.00	0.00	0.00	0.00
Ford Ranger Wildtrak dual cab 1TA	44,900	43,300	0	(1,600)	0.00	0.00	0.00	0.00
Ford Ranger Wildtrak dual cab 1TA	44,900	43,400	0	(1,500)	0.00	0.00	0.00	0.00
Ford Ranger dual cab - TA052	36,700	35,000	0	(1,700)	0.00	0.00	0.00	0.00
Ford Ranger XLT dual cab - TA001	43,700	41,600	0	(2,100)	0.00	0.00	0.00	0.00
Ford Ranger XLT dual cab - TA001	43,700	41,700	0	(2,000)	0.00	0.00	0.00	0.00
Ford Ranger XLT dual cab - TA001	43,700	41,700	0	(2,000)	0.00	0.00	0.00	0.00
Ford Ranger dual cab - BH00	36,200	35,000	0	(1,200)	0.00	0.00	0.00	0.00
Ford Ranger dual cab - BH00	36,200	35,000	0	(1,200)	0.00	0.00	0.00	0.00
Ford Ranger extra cab - BH014	42,600	41,000	0	(1,600)	0.00	0.00	0.00	0.00
Ford Ranger extra cab - BH014	42,600	41,000	0	(1,600)	0.00	0.00	0.00	0.00
Ford Ranger dual cab - BH003	47,000	45,000	0	(2,000)	0.00	0.00	0.00	0.00
Ford Ranger dual cab - BH003	47,000	45,000	0	(2,000)	0.00	0.00	0.00	0.00
Toyota Hilux single cab - TA005	36,500	35,000	0	(1,500)	0.00	0.00	0.00	0.00
Economic Services								
Lot 19 Taylor Street, Tambellup	15,000	15,000	0	0	0.00	0.00	0.00	0.00
	1,569,000	1,881,000	434,400	(122,400)	0.00	0.00	0.00	0.00
By Class:								
Land and Buildings	528,600	955,000	426,400	0	0.00	0.00	0.00	0.00
Plant and Equipment	1,040,400	926,000	8,000	(122,400)	0.00	0.00	0.00	0.00
	1,569,000	1,881,000	434,400	(122,400)	0.00	0.00	0.00	0.00

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

11: OPERATING REVENUE AND EXPENSE

	Budget Revenue 2018/19	Budget Expense 2018/19	Actual Revenue 2018/19	Actual Expense 2018/19
GENERAL PURPOSE FUNDING				
Rate Revenue	2,514,300	(202,100)	1,254.96	(17,357.55)
General Purpose Funding	824,400	0	0.00	0.00
Other General Purpose Funding	27,900	(60,800)	21.38	(5,801.89)
TOTAL GENERAL PURPOSE FUNDING	3,366,600	(262,900)	1,276.34	(23,159.44)
GOVERNANCE				
Members Of Council	16,000	(628,200)	5,509.58	(61,282.43)
Administration General	11,000	0	8,986.71	0.00
Other Governance	9,000	(64,600)	0.00	0.00
TOTAL GOVERNANCE	36,000	(692,800)	14,496.29	(61,282.43)
LAW, ORDER & PUBLIC SAFETY				
Fire Prevention	113,100	(184,900)	1,102.86	(17,384.30)
Animal Control	4,100	(41,800)	215.00	(3,125.25)
Other Law, Order & Public Safety	0	(1,000)	0.00	0.00
TOTAL LAW,ORDER & PUBLIC SAFETY	117,200	(227,700)	1,317.86	(20,509.55)
HEALTH				
Maternal & Infant Health	600	(16,100)	0.00	(385.57)
Health Inspection & Administration	500	(22,900)	236.00	(2,614.26)
Preventative Services - Pest Control	0	(15,600)	0.00	(112.02)
TOTAL HEALTH	1,100	(54,600)	236.00	(3,111.85)
EDUCATION & WELFARE				
Other Education	62,300	(68,600)	0.00	(2,444.30)
Other Welfare	2,500	(15,000)	0.00	0.00
TOTAL EDUCATION & WELFARE	64,800	(83,600)	0.00	(2,444.30)
HOUSING				
Staff Housing	1,151,400	0	0.00	0.00
Other Housing	1,191,300	(91,100)	5,280.00	(3,875.48)
TOTAL OTHER HOUSING	2,342,700	(91,100)	5,280.00	(3,875.48)
COMMUNITY AMENITIES				
Household Refuse	63,700	(253,200)	38.19	(2,857.31)
Protection Of The Environment	2,000	(2,000)	0.00	0.00
Town Planning & Regional Development	5,000	(73,700)	0.00	(4,669.86)
Other Community Amenities	10,000	(44,700)	1,489.09	(6,434.98)
Public Conveniences	0	(52,900)	0.00	(2,448.19)
TOTAL COMMUNITY AMENITIES	80,700	(426,500)	1,527.28	(16,410.34)

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

11: OPERATING REVENUE AND EXPENSE

	Budget Revenue 2018/19	Budget Expense 2018/19	Actual Revenue 2018/19	Actual Expense 2018/19
RECREATION & CULTURE				
Public Halls & Civic Centres	13,400	(259,200)	4,077.62	(20,668.45)
Other Sport & Recreation	44,200	(735,000)	710.49	(46,886.92)
Libraries	400	(88,200)	16.36	(2,658.36)
Other Culture	0	(36,300)	0.00	(942.12)
TOTAL RECREATION & CULTURE	58,000	(1,118,700)	4,804.47	(71,155.85)
TRANSPORT				
Road Construction	1,718,800	0	0.00	0.00
Streets Roads Bridges & Depot Maint	1,854,300	(3,927,100)	920.00	(75,993.82)
Traffic Control	22,200	(55,000)	1,646.19	(5,632.62)
TOTAL TRANSPORT	3,595,300	(3,982,100)	2,566.19	(81,626.44)
ECONOMIC SERVICES				
Rural Services	0	(1,500)	0.00	0.00
Tourism & Area Promotion	192,600	(88,500)	7,939.34	(5,202.12)
Building Control	12,200	(63,400)	2,575.92	(3,024.71)
Other Economic Services	20,000	(54,700)	728.78	(3,912.08)
TOTAL ECONOMIC SERVICES	224,800	(208,100)	11,244.04	(12,138.91)
OTHER PROPERTY & SERVICES				
Private Works	20,000	(18,700)	3,915.49	(2,011.86)
Public Works Overhead	1,500	0	214.00	(31,004.66)
Plant Operation Costs	40,000	0	0.00	(59,927.92)
Workers Compensation	0	0	0.00	(2,976.66)
Salaries & Wages	0	0	0.00	(35,716.30)
Unclassified	0	(14,500)	0.00	(2,250.00)
TOTAL OTHER PROPERTY & SERVICES	61,500	(33,200)	4,129.49	(133,887.40)
TOTAL OPERATING	9,948,700	(7,181,300)	46,877.96	(429,601.99)

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

12: CAPITAL DISPOSALS AND ACQUISITIONS

GOVERNANCE

Tambellup Admin Building - solar energy

Plant Replacement

Ford Ranger dual cab (CEO) - OTA (3 changeovers)

Holden Colorado Wagon (MFA) - BH000 (2 changeovers)

HOUSING

27 East Terrace - replace ceiling in kitchen/dining

Independent Living Units - Broomehill

Staff housing - Broomehill

Staff housing - Broomehill

Staff housing - Tambellup

Sale of 1 Janus Street, Broomehill

Sale of 11 Lavarock Street, Broomehill

Sale of 20 Henry Street, Tambellup

Sale of 27 East Terrace, Tambellup

COMMUNITY AMENITIES

Transfer Stations - bin lifters (2x)

RECREATION & CULTURE

Tambellup Oval - replace fencing along Cremasco Rd (c/over)

Diprose Park - drainage improvements and shade over junior play

Subdivision costs - No 1 Dam

Tambellup Hall - replace kitchen ceiling (c/over)

Crawford Street basketball court - extend surface, improve lighting

TRANSPORT

Buildings

Tambellup Depot - washdown bay

Tambellup Depot - oil shed/oil disposal system

Tambellup Depot - workshop hoist

Plant Replacement

Isuzu FRR600 truck - TA017

Isuzu FRR500 tipper truck - TA386

Caterpillar Multi Tyred Roller - BH005

Toro Finishing Mower - BHT84

Toro 360 Mower - BH007

Ford Ranger Wildtrak dual cab (MOW) - 1TA (3 changeovers)

Ford Ranger Single Cab - TA052

Ford Ranger XLT dual cab - TA001 (3 changeovers)

Ford Ranger dual cab - BH00 (2 changeovers)

Ford Ranger extra cab - BH014 (2 changeovers)

Ford Ranger dual cab - BH003 (2 changeovers)

Ford Escape wagon - TA005

Forklift

John Deere Gator - TA417

Sundry Plant

Townscape

Townscape Plan - Broomehill & Tambellup

	Budget Revenue 2018/19	Budget Expense 2018/19	Actual Revenue 2018/19	Actual Expense 2018/19
P&E	0	(10,000)	0.00	0.00
P&E	146,000	(156,000)	0.00	0.00
P&E	88,000	(98,000)	0.00	0.00
Total	234,000	(264,000)	0.00	0.00
L&B	0	(7,500)	0.00	0.00
L&B	0	(1,280,000)	0.00	0.00
L&B	0	(500,000)	0.00	0.00
L&B	0	(475,000)	0.00	0.00
L&B	0	(475,000)	0.00	0.00
L&B	280,000	0	0.00	0.00
L&B	200,000	0	0.00	0.00
L&B	220,000	0	0.00	0.00
L&B	240,000	0	0.00	0.00
Total	940,000	(2,737,500)	0.00	0.00
P&E	0	(20,000)	0.00	0.00
Total	0	(20,000)	0.00	0.00
I-O	0	(10,000)	0.00	0.00
I-O	0	(55,000)	0.00	0.00
L&B	0	(10,000)	0.00	0.00
L&B	0	(5,000)	0.00	0.00
I-O	0	(32,000)	0.00	0.00
Total	0	(112,000)	0.00	0.00
L&B	0	0	0.00	(14,239.10)
L&B	0	(50,000)	0.00	0.00
P&E	0	(35,000)	0.00	0.00
P&E	25,000	(95,000)	0.00	0.00
P&E	25,000	(85,000)	0.00	0.00
P&E	50,000	(200,000)	0.00	0.00
P&E	10,000	(45,000)	0.00	0.00
P&E	15,000	(45,000)	0.00	0.00
P&E	130,000	(140,000)	0.00	0.00
P&E	35,000	(40,000)	0.00	0.00
P&E	125,000	(135,000)	0.00	0.00
P&E	70,000	(80,000)	0.00	0.00
P&E	82,000	(90,000)	0.00	0.00
P&E	90,000	(100,000)	0.00	0.00
P&E	35,000	(40,000)	0.00	0.00
P&E	0	(20,000)	0.00	0.00
P&E	5,000	(35,000)	0.00	0.00
P&E	0	(30,000)	0.00	0.00
I-O	0	(200,000)	0.00	(1,095.96)

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

12: CAPITAL DISPOSALS AND ACQUISITIONS

		Budget Revenue 2018/19	Budget Expense 2018/19	Actual Revenue 2018/19	Actual Expense 2018/19
TRANSPORT					
Road Construction					
Gnowangerup-Tambellup Road - reseal - carry over 17/18	I-R	0	(46,000)	0.00	(214.03)
Broomehill-Kojonup Road - reseal - carry over 17/18	I-R	0	(65,800)	0.00	(576.27)
Pallinup South Road - construct & seal	I-R	0	(495,000)	0.00	0.00
Warrenup Road - construct & seal	I-R	0	(356,500)	0.00	0.00
Broomehill-Kojonup Road - stabilise patches & reseal	I-R	0	(203,400)	0.00	0.00
Tambellup West Road - reconstruct & seal	I-R	0	(60,600)	0.00	0.00
Tambellup West Road - stabilise patches & reseal	I-R	0	(144,400)	0.00	0.00
Roads to Recovery					
Flat Rocks Road - construct & seal 3km	I-R		(324,000)	0.00	0.00
Morgan Road - seal	I-R	0	(71,800)	0.00	0.00
McGuire Road - seal	I-R	0	(40,000)	0.00	0.00
Taylor Street - drainage design	I-R	0	(10,000)	0.00	0.00
Commodity Routes					
Toolbrunup Road - reseal - carry over 17/18	I-R	0	(40,000)	0.00	0.00
Black Spot					
Tamb West Rd / Warrenup Rd intersection - sight distance - carry	I-R	0	(20,000)	0.00	0.00
Add back Job Depreciation	I-R	0	159,300	0.00	15.00
Footpaths					
Footpath Plan	I-R		(35,000)	0.00	0.00
Bridgeworks					
Broomehill-Kojonup Rd - Bridge # 4233	I-R	0	(510,000)	0.00	0.00
Tambellup West Rd - Bridge # 4326	I-R	0	(393,000)	0.00	0.00
Total		697,000	(4,121,200)	0.00	(16,110.36)
ECONOMIC SERVICES					
Tambellup Caravan Park - investigate development of former Bo	I-O	0	(10,000)	0.00	0.00
Design - Holland Track Interpretive Centre & incorporate existing	I-O	0	(20,000)	0.00	0.00
Chalets - Broomehill Caravan Park	L&B	0	(255,000)	0.00	0.00
Total		0	(285,000)	0.00	0.00
OTHER PROPERTY & SERVICES					
Subdivision costs Lot 22 Taylor Street	L&B	0	(10,000)	0.00	0.00
Sale of Lot 8 Taylor St, Tambellup	L&B	15,000	0	0.00	0.00
Total		15,000	(10,000)	0.00	0.00
Total					
		1,886,000	(7,549,700)	0.00	(16,110.36)
LAND HELD FOR RESALE					
	LR	0	0	0.00	0.00
LAND & BUILDINGS					
	L&B	955,000	(3,067,500)	0.00	(14,239.10)
PLANT & EQUIPMENT					
	P&E	931,000	(1,499,000)	0.00	0.00
INFRASTRUCTURE - ROADS					
	I-R	0	(2,656,200)	0.00	(775.30)
INFRASTRUCTURE - PARKS					
	I-O	0	(327,000)	0.00	(1,095.96)
		1,886,000	(7,549,700)	0.00	(16,110.36)

12: CAPITAL DISPOSALS AND ACQUISITIONS

- Reserve
- Plant Replacement Reserve
- Building Reserve
- Computer Reserve
- Tambellup Rec Ground & Pavilion Reserve
- Broomehill Rec 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 Synthetic Bowling Green Replacement Reserve

Loan Repayments
Proceeds from New Loans

Budget Revenue 2018/19	Budget Expense 2018/19	Actual Revenue 2018/19	Actual Expense 2018/19
57,300	(51,800)	0.00	0.00
588,000	(504,000)	0.00	0.00
958,300	(1,058,000)	0.00	0.00
0	(11,000)	0.00	0.00
0	(6,000)	0.00	0.00
0	(9,900)	0.00	0.00
0	(17,000)	0.00	0.00
0	(11,500)	0.00	0.00
0	(9,600)	0.00	0.00
0	(5,500)	0.00	0.00
0	(11,200)	0.00	0.00
200,000	(105,000)	0.00	0.00
0	(7,800)	0.00	0.00
1,803,600	(1,808,300)	0.00	0.00
0	(59,300)	0.00	0.00
0	0	0.00	0.00
0	(59,300)	0.00	0.00
3,689,600	(9,417,300)	0.00	(16,110.36)

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2018

13: TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows -

Description	Opening Balance 1 July 2018	Amount Received	Amount Paid	Closing Balance
Hall Bonds	1,050.00	1,100.00	(650.00)	1,500.00
Key Bonds	300.00	50.00	(200.00)	150.00
Equipment Bonds	0.00	0.00	0.00	0.00
House Bonds	440.00	0.00	0.00	440.00
Nomination Deposits	0.00	0.00	0.00	0.00
Prepaid Cemetery Fees	588.00	0.00	(588.00)	0.00
Hidden Treasures	60,264.20	0.00	0.00	60,264.20
Broomehill Liaison Group	1,243.74	0.00	0.00	1,243.74
Fire Prevention	4,834.27	0.00	0.00	4,834.27
Youth Support Donations	130.00	0.00	0.00	130.00
Tourism Donations	43.83	0.00	0.00	43.83
Roadwise	329.18	0.00	0.00	329.18
University Block - Building Retention Bonds	2,456.49	0.00	0.00	2,456.49
YMCA - A Smart Start Program	180,178.21	0.00	0.00	180,178.21
Broomehill Dramatic Society	3,417.86	0.00	0.00	3,417.86
Rates - held in trust upon sale of property	4,149.34	0.00	0.00	4,149.34
Unclaimed Monies (2003)	1,566.00	0.00	0.00	1,566.00
	260,991.12	1,150.00	(1,438.00)	260,703.12

SOUTHERN AGCARE

Counselling and Support for Rural People

20.4.18

To: Broomehill-Tambellup Shire President
Cr Scott Thompson
c/- Shire of Broomehill-Tambellup Shire offices
TAMBELLUP WA 6320

From: Southern Agcare Inc.
Co-Chair Dianne Fordham Lamont
c/- PO Box 358
GNOWANGERUP WA 6335

Dear Cr Thompson

Re Southern Agcare presentation to Council on 19.4.18

Southern Agcare would like to thank you and the Councillors for their time this week in receiving our presentation delivered by our Board Member Ms Shelley Pike. It is important to our Board that your Shire is aware of the services we offer you and your resident's, and we hope that you found this information useful. Please find attached a copy of our brochure for your records.

In responding to queries raised by Councillors at this presentation we are currently taking one new client per month from your Shire. However, it should be noted that this does not include our existing counselling clients and nor does it show the number of people supported by Southern Agcare as part of the Relationships Australia group, run regularly in Tambellup.

We trust as Councillors now deliberate on our request for your assistance, that you will consider committing to a three-year, financial contribution to help Southern Agcare meet our growing service demands in bringing free mobile counselling and support to those in need.

We welcome your support and look forward to developing a stronger relationship between the Shire of Broomehill-Tambellup and Southern Agcare to help build brighter communities. If you should have any further queries in relation to the presentation or about our services, please contact our Coordinator Ms Shannon Cooper on: 9827 1552 (Monday – Friday 9 am – 3 pm).

Yours sincerely,



Dianne Fordham Lamont
Co-Chair Southern Agcare Inc.

Southern Agcare Inc. PO Box 105 Gnowangerup WA 6335
Phone 0898 271 552 Fax 0898 271 636
email admin@southernagcare.org.au
Proudly Supported by



Australian Government
Department of Social Services



Department for Child Protection and Family Support



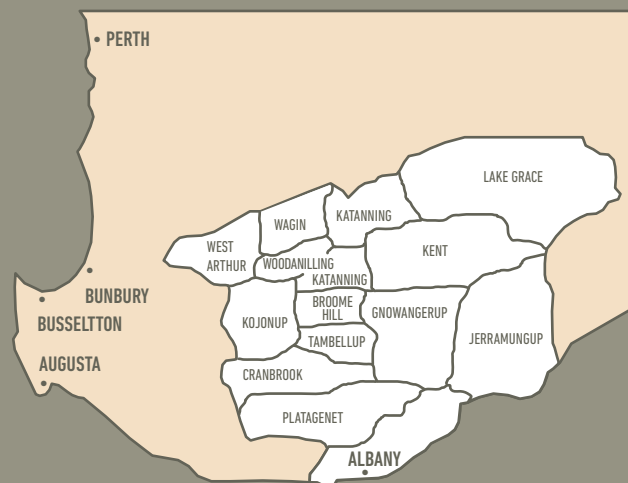
COUNSELLING IS:

- **Confidential**
information discussed with a counsellor is treated in the strictest confidence
- **Mobile**
Counsellors can meet at your home or at another convenient location.
- **Free**
Southern Agcare is a non-profit, community based organisation providing a free counselling service to rural people in the Southern regions

Southern Agcare was established in 1987 by rural people for rural people.

Southern Agcare is owned and operated by the community through a voluntary management committee.

Southern Agcare employs Psychologists, Social Workers and Counsellors. Many clients prefer the frank independence our counsellors can offer.



SOUTHERN AGCARE INC

PO Box 105, Gnowangerup, WA, 6335

P: (08) 9827 1552 • F: (08) 9827 1635

Northern Shires: 0427 192 155 & 0427 441 459

Southern Shires: 0488 548 588 & 0427 241 381

E: southernagcare@wn.com.au

www.southernagcare.org.au

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Department of Child Protection
& Department of Social Services
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Community Member Donations

SOUTHERN **AGCARE**

Counselling and Support for Rural People



- Individual and Family Counselling
- Aboriginal Counselling and Support
- Community Support Services

PROFESSIONAL COUNSELLING AND SUPPORT SERVICES FOR RURAL PEOPLE PROVIDED BY RURAL PEOPLE.



ABORIGINAL COUNSELLING AND SUPPORT

- Providing family counselling and support activities
- Assisting with referral and support to access appropriate agencies
- Assisting families with networking and advocacy
- Providing information through education and group activities
- Promoting cultural awareness and sensitivity of Aboriginal issues



INDIVIDUAL AND FAMILY COUNSELLING

- Supporting families and individuals in crisis
- Assisting family members to improve communication and resolve conflict
- Promoting knowledge and skills to enhance relationships
- Enabling individuals and families to cope with stress, anxiety, grief, depression and trauma
- Providing information and referral to appropriate agencies



COMMUNITY SUPPORT SERVICES

- Mental Health First Aid Courses
- Family Farming Relationships
- Bereavement and other support groups
- Workshops and Seminars on a variety of topics on request, including:
 - Relationship Enhancement
 - Conflict Resolution in the Workplace
 - Anger Management
 - Dealing with the Blues
 - Parenting for Pre Schoolers
 - Effective Communications Skills
 - Using Journaling to Manage Life
 - Crisis De-briefing
 - Coping with Natural Disasters
 - Emergency relief
 - No Interest Loans

CONFIDENTIAL • FREE • MOBILE

SHIRE OF BROOMEHILL-TAMBELLUP

and

**BROOMEHILL RECREATIONAL
COMPLEX INCORPORATED**

LEASE

This Lease is made the _____ day of _____ two thousand and eighteen.

BETWEEN :

The SHIRE OF BROOMEHILL-TAMBELLUP of Tambellup in the said State (hereinafter called "the Landlord") of the one part;

AND :

The BROOMEHILL RECREATIONAL COMPLEX INCORPORATED of Broomehill aforesaid (hereinafter called "the Tenant") of the other part.

WHEREAS :

- A. The Landlord has vested in it for the purposes of recreation Reserve No. 22820 on which has been constructed a golf course, bowling greens, tennis courts, a sports oval, a central clubhouse, 2 general purpose sheds, playground equipment, fencing and related structures (which land and all fixed improvements thereon which are the property of the Landlord shall hereinafter be called "the demised premises").
- B. The Tenant has occupied the demised premises since 1st July 1988 pursuant to a lease dated 11th August 2000 the term of which expired on 30th June 2018.
- C. The Tenant was incorporated under the Associations Incorporation Act on 17th April 2000.

NOW THIS DEED WITNESSES :

- 1. The Landlord HEREBY LEASES to the Tenant the demised premises for a term of TWENTY (20) years commencing 1st July 2018 and expiring on 30th June 2038 (hereinafter called "the term").
- 2. During the term the Tenant must pay rent to the Landlord by quarterly instalments in advance on the first days of July, October, January and April in each successive year in the sum of FIVE THOUSAND DOLLARS (\$5,000) and thereafter as determined by the Landlord (and to which shall be added Goods and Services Tax [if any]).
- 3. The Tenant shall not assign transfer sub-let mortgage or otherwise deal with the demised premises or any part thereof without the written consent of the Landlord first had and obtained and Section 82 of the Property Law Act 1969 shall not apply to this Lease.
- 4. The Landlord shall maintain with Insurers of its choice in the name of the Landlord and the Tenant for each of their respective rights interest and liabilities insurance for the cost of replacing and reinstating the fixed improvements and the Landlords property if stolen, lost, damaged or destroyed by any cause including without limitation fire explosion flood storm tempest earthquake civil commotion or malicious damage and plate or float glass insurance against usual risks for a sum insured of at least the full insurable value or the plate or float glass and public liability insurance for a sum of at least FIVE MILLION DOLLARS (\$5,000,000.00).

5. The Landlord shall pay the premiums for the insurance it is required to take out under this Lease.
6. The Tenant must maintain insurance for loss or damage to its property and stock.
7. The Tenant indemnifies the Landlord against all loss or damage incurred or suffered directly in connection with the negligence of the Tenant or the Tenant's employees or agents or a breach of this Lease by the Tenant but only to the extent that it would not be covered by insurance the Landlord is required to effect under this Lease.
8. The Landlord indemnifies the Tenant against all loss or damage incurred or suffered directly in connection with the negligence of the Landlord or the Landlord's employees and agents and a breach of this Lease by the Landlord.
9. The responsibilities for facility management are assigned to the Landlord and the Tenant in accordance with **Appendix 1 - 'Responsibilities'** to this document, which may be changed from time to time upon mutual agreement between the Landlord and the Tenant.
10. In the event the Landlord employs any person or persons (as employees agents contractors or otherwise) to perform work on or at the demised premises which would otherwise go to discharging (in part or whole) the Tenants obligations under the preceding two clauses the Tenant shall pay to the Landlord such portion of the remuneration paid by the Landlord to such person(s) as shall be determined by the Landlord.
11. The Tenant shall use the demised premises for the purpose for which they were constructed and in accordance with the Constitution and rules of the Broomehill Recreational Complex and shall otherwise comply with all laws and all legal requirements concerning the use and occupation of the demised premises.
12. Despite clauses 10 and 11 the Tenant need not :-
 - a) make structural alterations, structural additions or structural repairs to the premises or install or replace items of a capital nature unless they are required because of the Tenant's negligence or a breach of this Lease by the Tenant;
 - b) repair damage to the extent it is covered by insurance the Landlord is required to effect under this Lease unless the insurance money cannot be recovered because of the negligence of the Tenant or the Tenant's employees and agents or a breach of this Lease by the Tenant.and in any event the Tenant must not make alteration or addition to the demised premises without the Landlord's consent.
13.
 - (1) The Tenant must as soon as practicable after the end of this Lease yield up the demised premises in accordance with the terms of this Lease.
 - (2) The Tenant may remove the Tenant's property from the demised premises on or within THIRTY (30) days after yielding up the premises and any damage caused to the demised premises by the removal must be made good by the Tenant.
 - (3) In the event the Tenant failing to remove its property as aforesaid the Landlord may either retain the property as its own or remove and dispose of it in whatever manner it in its absolute discretion sees fit and the Tenant shall have no claim against the Landlord in respect of the retention removal or disposal.

14. The Tenant may peaceably enjoy the demised premises during the term without interruption by the Landlord and the Landlord's employees and agents.
15. During the term the Landlord must pay all rates and taxes and utility charges which are not payable directly to the relevant authority by the Tenant.
16. During the term the Landlord must clean and maintain the exterior of the buildings within the demised premises in good and tenantable repair working order wind and water tight condition and repair all damage to the buildings (including without limitation physical deterioration) that the Tenant is not obliged to repair under this Lease and maintain all plant and equipment (not belonging to the Tenant).
17.
 - (1) The Tenant shall permit the Landlord and its employees and agents at all reasonable times to enter upon the demised premises to view the state and condition thereof.
 - (2) The Landlord may also enter the premises to remedy any breach of this Lease by the Tenant is not remedied by the Tenant within TWENTY EIGHT (28) days of receiving notice of the breach and also to fulfil its obligations under this Lease.
 - (3) If the Landlord remedies a breach of this Lease by the Tenant in accordance with the foregoing the Tenant must pay to the Landlord all reasonable costs incurred by the Landlord in relation to remedying the breach within SEVEN (7) days of demand.
 - (4) The exercise by the Landlord of any of its rights under this clause is without liability to the Landlord and does not prejudice any of the Landlord's rights under this Lease at law or otherwise.
18.
 - (1) If a default event occurs the Landlord may end this Lease by FOURTEEN (14) days written notice to the Tenant if the default event is not remedied within the FOURTEEN (14) days.
 - (2) A default event occurs if the tenant does not comply with any obligation under this Lease within TWENTY EIGHT (28) days after the tenant has received written notice of the breach or if the Broomehill Recreational Complex does or proposes to wind itself up or dissolve itself or is otherwise wound up or dissolved, appoints a liquidator, provisional liquidator or an official manager or does or proposes to enter into a scheme of arrangement or composition with or assignment for the benefit of its creditors or a re-organisation moratorium or other administration involving its creditors.
19. If the Tenant continues to occupy the demised premises after the expiry date or the date of this Lease ends it does so as a monthly tenant :-
 - a) at a rent equal to ONE TWELFTH (1/12th) of the annual rent applying before that date;
 - b) under a tenancy that may be ended upon THIRTY (30) days notice by either party expiring on any day; and
 - c) otherwise on the same terms and conditions as this Lease and with any changes necessary to make this Lease appropriate to a monthly tenancy.
20. If the demised premises are :-
 - a) substantially destroyed or irreparable damaged;
 - or
 - b) compulsorily resumed by a responsible authority;either party may within SIXTY (60) days after the destruction or damage occurs or notice of resumption is received end this Lease by notice in writing to the other;

21. If the demised premises are partially or substantially destroyed or damaged, unless this Lease is otherwise terminated :-
- a) the Landlord must promptly obtain all necessary approvals and diligently and within a reasonable time carry out all works necessary to reinstate the demised premises to their condition at the commencement date;
 - b) if in the reasonable opinion of the Landlord it will not be possible to reinstate the demised premises within a reasonable time of the date of damage the Landlord may terminate the Lease within SIXTY (60) days of the date of the damage.
22. Should either of the preceding two clauses apply the rent shall abate until the damage is rectified or the Lease is terminated.
23. The Landlord shall bear the costs in relation to the negotiation preparation and execution of this Lease including stamp duty.
24. Any notice approval consent or other communication concerning this Lease :-
- a) must be given by a party or an authorised officer;
 - b) Must be in writing and left at the address of the addressee or sent by pre-paid ordinary post to the address of the Tenant and shall take affect from the time it would be received in the normal course of post unless a later time is specified in it.

IN WITNESS WHEREOF the parties hereto have hereunto executed this Deed the day and year first hereinbefore written.

BROOMEHILL RECREATIONAL COMPLEX INCORPORATED

President

Secretary

Signature

Signature

Name

Name

SHIRE OF BROOMEHILL-TAMBELLUP

Shire President

Chief Executive Officer

Signature

Signature

Name

Name

Appendix 1

Responsibilities

The Broomehill Recreational Complex Inc. (BRC) has responsibility for:-

- Manage the use of the pavilion and grounds by local clubs, members and visitors;
- Manage the hiring of the pavilion to local residents and groups for a fee;
- To provide appropriate, adequate insurance as an "Incorporated Body" to cover the sporting clubs;
- Maintain the alarm system in good working order;
- Payment of the telephone account;
- To maintain, replace and improve –
 - The Bar: liquor license, bar stock, fridges etc.
 - Goods and Chattels: kitchen equipment, TV, stereo, tables, chairs, curtains and carpets etc.
 - Plant and Equipment (listed in Appendix 2);
- Provide one person (BRC Secretary) to liaise with the cleaner and another Committee member to liaise with the Shire in relation to the requirements of the grounds;
- Cover the cost of minor maintenance to the pavilion;
- Liaise with the Shire on capital works and major renovations to the pavilion;
- Contribute annually to the Shire's Reserve Fund established for future replacement of the synthetic bowling green.

The Shire of Broomehill-Tambellup has responsibility for:-

- Provide a groundsman to maintain the bowling green, golf course, oval, tennis courts, gardens and lawns surrounding the pavilion;
- Provide a cleaner to clean the pavilion every week, and after a function throughout the week;
- Appoint a Shire Councillor to the BRC Management Committee at the Annual General Meeting held in October;
- To insure all buildings, grounds and Shire owned equipment;
- Maintain the dam and tanks for watering of the oval and bowling green, and maintain the reticulation systems;
- Cover the cost of major maintenance to the pavilion;
- Pay electricity and water accounts;
- Establish a Reserve Fund for future replacement of the synthetic bowling green;
- Undertake maintenance required to the Golf Course mower.

Appendix 2

Broomehill Recreational Complex Inc. Plant and Equipment List as at 30 June 2018

Golf Course Mower – Toro Groundsmaster 5910	Kawasaki 4 Wheel Motor Bike
Battery and maintain Charger	15 litre diaphragm Knapsack Sprayer
Grease Gun	Dyson Vacuum Cleaner
1 Ladder	
Cool Room Shelving – 1800 X 500	Store Room Shelving – 2360 X 450
Wine Storage Shelving – 1 x cool room unit (5 Doz)	1 store room unit (8 doz)
1 Axe & 1 Blockbuster	Table 380 x 1200
1 Trolley	1 Door Ramp
Tennis Court Sweeper	1 Jarrah Store Card Receipt box
Office workstation, cupboards & bench top 3000 x 600	
1 Portable Telephone Handset	1 Security System With Sensors
1 x 15m 10amp Extension Cord	2 X Omega Electric Heaters
1 Esse Glass Washer	12 Plastic Coated Glassware Racks
20 doz. assorted Glasses	8 Spirit Dispensers
8 Jugs	39 Carafes
4 Bottle Openers	
4 Notice Boards	
2 Fire Extinguishers	1 Fire Blanket
1 Cane Storage Barrel (Wood)	1 Fire Guard
1 PA Unit	1 Television
1 Sound System	1 Table Tennis Outfit
13 Rectangular Tables	10 Round Tables
2 Table Trolleys	100 Chairs
3 High Chairs	
1 Urn	1 Urnie
3 Bain Marie, candle powered & insert dishes	Sunbeam Electric Knife
Breville Wizz blender	Range of crockery (approx. 100 settings)
Range of cutlery, bowls, trays, pots & pans	
10 Round White Premium Tablecloths	8 Round White Old Tablecloths
2 Rectangular White Tablecloths	8 Rectangular Green Tablecloths
2 Black Lid Rubbish Bins	2 Large Round White Rubbish Bins
5 Wheelie Bins	3 Blue Rubbish Bins
1 Bar Fridge – 2 door	1 Kitchen Fridge – 2 Door
1 Chest freezer	1 Microwave oven
2 Gas/Electric comb. Cook Top & Oven	1 Electric Hot Water System
1 Built-in Gas BBQ and 2 x 9kg gas bottles	1 Weber Kettle
5 Wooden bench seats	1 Industrial Dishwasher (Norris Bt200)
1 Birko Twin Deep Fryer	1 Gasmate Patio Heater
	Pan, Brush & Poker
	1 Video Machine
	1 Dart Board & 3 Sets Darts
	1 Square Table
	1 Chair Trolley

SHIRE OF BROOMEHILL-TAMBELLUP

and

**BROOMEHILL RECREATIONAL COMPLEX
INCORPORATED**

GROUNDS MAINTENANCE AGREEMENT

This Agreement is made on _____ day of _____ two thousand and eighteen.

Between:

The SHIRE OF BROOMEHILL-TAMBELLUP (hereinafter called "the Shire");

And:

The BROOMEHILL RECREATIONAL COMPLEX INCORPORATED. (hereinafter called "BRC Inc").

Whereas:

- 1) BRC Inc requires a sustainable maintenance service for the golf course, bowling greens and pavilion gardens located on Reserve 22820.
- 2) BRC Inc leases the recreation complex from the Shire by way of a formal lease made with the Shire of Broomehill-Tambellup effective from 1 July 2018 setting out the responsibilities of the parties.
- 3) The Lease Agreement has precedent over this Grounds Maintenance Agreement (hereinafter called the GMA).

It is agreed that:

A. The Shire will :-

- 1) Employ a person capable of carrying out the works described in **Appendix 1 "Groundsman Duties and Responsibilities"** (which may be amended from time to time by mutual agreement between the Shire and BRC Inc);
- 2) Delegate authority to BRC Inc to supervise the work of the employee in liaison with the Shire's Parks and Gardens Team Leader.

B. BRC Inc will :-

- 1) Nominate in writing the name of one person and one deputy who are authorised to supervise the work of the employee;
- 2) Maintain a level of voluntary input to the upkeep of the grounds;
- 3) Provide training where special techniques are required including but not limited to the bowling greens;
- 4) Refer any matters of an industrial nature to the Chief Executive Officer (CEO).

C. Consideration

- 1) The employee will be paid fortnightly through the Shire's payroll on Level 4 as per the terms of the Collective Workplace Agreement 2016
 - a. the superannuation guarantee contribution of 9.5% is additional
- 2) On receipt of an invoice BRC Inc will pay to Council an amount equal to 35% of the employee's wages and superannuation costs.
- 3) The level of this contribution to works to be reviewed by Council at least biennially.

D. Review

- 1) This agreement is to be reviewed by the parties at least biennially.

E. Determination of Agreement

- 1) Either party may withdraw from the agreement by giving three months notice in writing.

Signed by **BRANT DENNIS, President Broomehill Recreational Complex Inc** and with its express authority.

Date

Signed by **KEITH WILLIAMS, Chief Executive Officer Shire of Broomehill-Tambellup** and with its express authority.

Date

APPENDIX 1

GROUNDSMAN DUTIES & RESPONSIBILITIES

Bowls

- Carry out required maintenance activities on the synthetic green;
- Maintain the edges and banks of the green;
- Maintain the equipment;
- Carry out annual maintenance requirements of the green.

Golf

- Mow fairways as required during the golf season;
- Mow tee boxes;
- Sweep greens and change pin positions as required;
- Fertilise;
- Control ants;
- Spray weeds.

Tennis & Netball Courts

- Monitor and maintain tidiness of the courts throughout the year, including removal of weeds, treatment of ants and sweeping of the courts.

Cricket

- Sweep practice net area prior to season commencement;
- Sweep and check pitch before home games;
- Monitor throughout the season.

Oval

- Mow on a regular basis;
- Monitor the watering system;
- General maintenance including, but not limited to, weed spraying, treatment of insects, fertilising and reticulation.

Complex Gardens

- Carry out maintenance activities in the gardens assigned including, but not limited to, weeding, pruning, digging, raking, adding mulch and planting in accordance with program and/or performance expectation;
- Watering and maintenance of reticulation systems.