

# Shire of Broomehill-Tambellup Local Emergency Management Committee (LEMC) **MINUTES**

DATE OF MEETING: Tuesday 19 May 2020

TIME OF MEETING: **2.00pm**

VENUE: **Preferably by videoconference**, alternatively at the Shire Office, Norrish St, Tambellup.

TELECONFERENCE DETAILS: Joining details have been emailed to participants

CORRESPONDENCE EMAIL: [projects@shirebt.wa.gov.au](mailto:projects@shirebt.wa.gov.au)

Agency Links: Department of Health WA - <https://ww2.health.wa.gov.au>  
 Department of Health Federal - <https://www.health.gov.au>  
 Healthy WA: <https://healthywa.wa.gov.au/>

Incident Type	Human Epidemic
Incident Number/Name	COVID 19
Incident Level	CHO (State Human Epidemic Controller) declared Level 3.
Meeting opened & Welcome	Cr Paganoni welcomed everyone and declared the meeting open at 2.00pm
Record of attendance	Cr Mark Paganoni (Chair), Trevor Prout (Tambellup St John Ambulance), Josh Humble (Tambellup Police), Neville Blackburn (Department of Communities), Rebekka Polack (Tambellup Community Resource Centre), Keith Williams (Shire of Broomehill-Tambellup), John Paul Collins (Department of Primary Industries and Regional Development), Sonia Brooker (St John Ambulance – Community Paramedic), Pam Hull (Shire of Broomehill-Tambellup – Minutes)
Apologies	Michelle Carrington, Gail Blaszczyk
<b>Confirmation of Previous Meeting Minutes</b>	<b>Moved Josh Humble 2<sup>nd</sup> Neville Blackburn that the minutes of the Local Emergency Management Committee meeting held 5 May 2020 be confirmed.</b> <b>CARRIED</b>

ITEM	DISCUSSION/DECISION	ACTION
1. Business arising from previous Minutes	Nil	
2. HMA/Agency Reports		
<b>Tambellup Police</b> Josh Humble	Nil update.  Josh will be away next week and Rob Adamczyk will be acting in the position.  For information – there will be a funeral in Tambellup on 29 May. The family has requested that attendees in excess of the current COVID-19 restrictions (20 people for indoor gathering, 30 people for outdoors) be permitted to attend. Josh will contact the funeral directors concerned and discuss.	
<b>Department of Communities</b> Neville Blackburn	All quiet currently in terms of Great Southern response. Around 700-800 people are still in quarantine in metro hotels, Communities is providing welfare support to these people.  Still waiting on information relating to recovery requirements.	
<b>Tambellup St John Ambulance</b> Trevor Prout	Nil update. The ambulance will be away next Monday for repairs, back up will be provided by surrounding centres.	
<b>St John Ambulance</b> Sonia Brooker	Tambellup Sub Centre has received plenty of PPE supplies, and will be ready if a second wave eventuates.  St John will be recommencing training shortly, considering how to maintain required distancing for close activities including stretcher work and CPR.	
<b>Shire of Broomehill-Tambellup</b> Keith Williams	With the easing of State Government restrictions, the Shire offices and Broomehill library have reopened. Parks and skate parks are still closed, however cleaning of street furniture will continue.  It has been noted that a number of children are not attending school, but are also not staying home. While not significant numbers, school attendance is now compulsory for all students. Josh advised police have been in contact with the school and families concerned.	

<p><b>Tambellup Community Resource Centre</b> Rebekka Polack</p>	<p>The Tambellup library has reopened, with restrictions allowing a maximum of 12 people to be there at one time. Staff are looking at workshops etc. to commence from July (after seeding has finished), with the option to attend in person or via Zoom.</p> <p>The new trainee commenced today.</p>	
<p><b>Department of Primary Industries and Regional Development</b> John Paul Collins</p>	<p>The majority of staff are back at work, and the office is open to the public with distancing arrangements in place.</p> <p>The Katanning Research facility is open by appointment only.</p>	
<p><b>3. Impact Assessment</b></p>		
<p>3.1 Local/regional impacts - update</p>	<p>Nil update</p>	
<p><b>4. Recovery</b></p>		
<p>4.1 Recovery actions in place/planned</p>	<p>Nil update</p>	
<p><b>5. Other items</b></p>	<p>Rebekka advised the CRC had prepared a COVID-19 safety plan as required by State Library of WA.</p> <p>Sonia noted this week was National Volunteer Week, and acknowledged the efforts of the volunteers who man the Tambellup St John Sub Centre. Pam acknowledged the work of the Tambellup Volunteer Fire &amp; Emergency Service volunteers in the same way.</p>	
<p><b>6. Details of next meeting/closure</b></p>	<p><b>Tuesday 2 June 2020, commencing at 2.00pm.</b></p> <p>There being no further business, Cr Paganoni thanked everyone for their attendance and declared the meeting closed at 2.28pm.</p>	
<p>Attachments to agenda</p>		
<ul style="list-style-type: none"> <li>• Nil</li> </ul>		

# Shire of Broomehill-Tambellup Local Emergency Management Committee (LEMC) MINUTES

DATE OF MEETING: Tuesday 2 June 2020

TIME OF MEETING: **2.00pm**

VENUE: **Preferably by videoconference**, alternatively at the Shire Office, Norrish St, Tambellup.

TELECONFERENCE DETAILS: Joining details have been emailed to participants

CORRESPONDENCE EMAIL: [projects@shirebt.wa.gov.au](mailto:projects@shirebt.wa.gov.au)

Agency Links: Department of Health WA - <https://ww2.health.wa.gov.au>  
 Department of Health Federal - <https://www.health.gov.au>  
 Healthy WA: <https://healthywa.wa.gov.au/>

<b>Incident Type</b>	Human Epidemic
<b>Incident Number/Name</b>	COVID 19
<b>Incident Level</b>	CHO (State Human Epidemic Controller) declared Level 3.
<b>Meeting opened &amp; Welcome</b>	Cr White welcomed everyone and declared the meeting open at 2.10pm.
<b>Record of attendance</b>	Cr Michael White (Chair); John Paul Collins, Eileen O’Neil (Department of Primary Industries & Regional Development); Neville Blackburn (Department of Communities); Michelle Carrington (WA Country Health Service); Rebekka Polack (Tambellup Community Resource Centre); Cindy Pearce (Community Emergency Service Manager); Trevor Prout (St John Ambulance Tambellup Sub Centre); Keith Williams, Pam Hull (Minutes) (Shire of Broomehill-Tambellup)
<b>Apologies</b>	Cr Mark Paganoni, Gail Blaszczyk, Josh Humble (via email)
<b>Confirmation of Previous Meeting Minutes</b>	<b>19 May 2020 Moved Neville Blackburn 2<sup>nd</sup> Trevor Prout CARRIED</b>

ITEM	DISCUSSION/DECISION	ACTION
1. Business arising from previous Minutes	Nil	
2. HMA/Agency Reports		
<b>Department of Primary Industries &amp; Regional Development</b> John Paul Collins	The office has reopened to the public with most staff in attendance. Barriers and social distancing measures are in place. Quotes have been requested to install perspex screens in the customer service area. Access to the Research Facility is still by appointment.	
<b>Department of Communities</b> Neville Blackburn	Communities is still supporting returning travellers isolating in Perth hotels, it is anticipated this will be ongoing for some time. The COVID hotline is still providing a 24 hour service at this stage. There is no indication yet of any recovery actions that may be required.	
<b>Tambellup Community Resource Centre</b> Rebekka Polack	Upcoming workshops and information sessions will be made available both in persona and via Zoom. Monthly Soup & Sweets for seniors will be held at the Tambellup Community Pavilion to allow more people to attend.	
<b>Community Emergency Services Manager</b> Cindy Pearce	A couple of preventative burns are planned in Tambellup, details are to be finalised.	
<b>WA Country Health Service</b> Michelle Carrington	<p>Planned asymptomatic COVID testing for education, health and police staff in Tambellup was ready to go but not proceeded with. Testing of these groups has commenced in Gnowangerup, Katanning and Kojonup, but numbers are low. Testing at WAMMCO is planned.</p> <p>The proposed testing of students at schools in the region has been suspended at this time.</p> <p>Generally, Health has transitioned to business as usual, with face to face clinics resuming with appropriate social distancing and PPE.</p>	
<b>St John Ambulance Tambellup Sub Centre</b> Trevor Prout	Monthly training nights are set to recommence.	
<b>Shire of Broomehill-Tambellup</b> Keith Williams	Staff have been clearing roads following recent storms. The May Council meeting was held face to face at the Tambellup Community Pavilion, which is Council's preferred option, however it is proposed to continue to conduct LEMC meetings via Zoom to reduce the impost on those attending.	

	<p>Relaxation of COVID restrictions has seen both offices reopen to the public as well as the Broomehill Library. Phase 3 will take effect on Saturday 6 June, with playgrounds and skate parks able to be reopened, equipment will be cleaned on Friday prior to then.</p> <p>Other buildings including the Broomehill Complex and Tambellup Community Pavilion are in the control of the committees who manage them.</p>	
<p><b>Tambellup Volunteer Fire &amp; Emergency Service</b> Pam Hull</p>	DFES has advised group training can recommence, the Unit will be training this coming weekend.	
<b>3. Impact Assessment</b>		
3.1 Local/regional impacts - update	Nil update	
<b>4. Recovery</b>		
4.1 Recovery actions in place/planned	Nil update	
<b>5. Other items</b>	<p>Michelle advised the Tambellup Health Centre is undergoing an upgrade, to construct a ramp at the front of the building and relocate to main entry to the front off the footpath. The works will have a minimal impact on services.</p> <p>Pam advised the OASG has encouraged LEMCs to continue to meet on a monthly basis, and work towards every third meeting being a 'normal' LEMC meeting. For now, the next LEMC will be a Special LEMC meeting, with more information to come about normal scheduling.</p>	
<b>6. Details of next meeting/closure</b>	<b>Tuesday 7 July 2020 at 2.00pm.</b>	
	There being no further business, Cr White thanked everyone for their attendance and declared the meeting closed at 2.25pm.	
Attachments to minutes		
<ul style="list-style-type: none"> <li>• Nil</li> </ul>		

# SHIRE OF BROOMEHILL-TAMBELLUP

## MONTHLY FINANCIAL REPORT

For the Period Ended 31 May 2020

### TABLE OF CONTENTS

Statement of Financial Activity

- by Nature or Type

- by Reporting Program

Balance Sheet

Note 1 (a) Nature or Type Classifications

(b) Reporting Program Classifications (Function / Activity)

Note 2 Report on Significant Variances

Note 3 Graphical Representation

Note 4 Net Current Funding Position

Note 5 Cash and Investments

Note 6 Receivables

Note 7 Budget Amendments

Note 8 Grants and Contributions

Note 9 Cash Backed Reserves

Note 10 Profit/Loss on Disposal of Assets

Note 11 Operating Revenue and Expense

**SHIRE OF BROOMEHILL-TAMBELLUP**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**By Nature or Type**  
**For the Period Ended 31 May 2020**

	Note	Revised Budget 2019/20	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	
<b>Operating Revenues</b>							
Rate Revenue		2,501,400	2,501,400	2,504,758.37	3,358	0.1%	
Grants, Subsidies and Contributions		1,446,700	1,420,246	2,340,728.78	920,483	39.3%	▲
Profit on Asset Disposal	10	556,800	169,213	139,548.18	(29,665)	(21.3%)	▼
Fees and Charges		333,500	301,113	251,914.83	(49,198)	(19.5%)	▼
Interest Earnings		61,500	50,713	47,889.73	(2,823)	(5.9%)	
Other Revenue		101,700	99,502	99,722.21	220	0.2%	
<b>Total</b>		<b>5,001,600</b>	<b>4,542,187</b>	<b>5,384,562.10</b>	<b>842,375</b>		
<b>Operating Expense</b>							
Employee Costs		(2,165,700)	(2,031,176)	(1,801,732.55)	229,443	12.7%	▼
Materials and Contracts		(1,868,700)	(1,680,154)	(1,391,677.42)	288,477	20.7%	▼
Utilities Charges		(228,500)	(239,275)	(265,637.80)	(26,363)	(9.9%)	
Depreciation (Non-Current Assets)		(1,780,700)	(1,632,169)	(1,650,914.38)	(18,745)	(1.1%)	
Interest Expenses		(65,300)	(53,300)	(53,469.59)	(170)	(0.3%)	
Insurance Expenses		(163,700)	(158,038)	(151,949.35)	6,089	4.0%	
Loss on Asset Disposal	10	(71,800)	(65,802)	(84,186.13)	(18,384)	(21.8%)	▲
Other Expenditure		(93,000)	(90,725)	(85,513.52)	5,211	6.1%	
<b>Total</b>		<b>(6,437,400)</b>	<b>(5,950,639)</b>	<b>(5,485,080.74)</b>	<b>465,558</b>		
<b>Funding Balance Adjustment</b>							
Add Back Depreciation		1,780,700	1,632,169	1,650,914.38	18,745	1.1%	
(Profit)/Loss on Asset Disposal	10	(485,000)	(103,411)	(55,362.05)	48,049	(86.8%)	
Adjust Provisions and Accruals		0	0	0.00	0	0.0%	
<b>Net Operating</b>		<b>(140,100)</b>	<b>120,306</b>	<b>1,495,033.69</b>	<b>1,374,728</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	8	4,370,700	3,390,300	3,054,425.46	(335,875)	(11.0%)	▼
Proceeds from Disposal of Assets	10	1,846,700	650,000	676,296.19	26,296	3.9%	
Transfer from Reserves	9	1,674,700	400,000	405,600.00	5,600	1.4%	
Proceeds from New Loans		995,700	995,700	995,700.00	0	0.0%	
Proceeds - Short Term Loan Facilities		2,071,700	1,645,000	1,645,000.00	0	0.0%	
<b>Total</b>		<b>10,959,500</b>	<b>7,081,000</b>	<b>6,777,021.65</b>	<b>(303,978)</b>		
<b>Capital Expenses</b>							
Land Held for Resale		0	0	0.00	0	0.0%	
Land and Buildings	12	(5,049,000)	(4,450,000)	(4,394,301.28)	55,699	1.3%	
Plant and Equipment	12	(1,259,400)	(650,000)	(683,126.71)	(33,127)	(4.8%)	
Furniture and Equipment	12	0	0	0.00	0		
Infrastructure - Roads	12	(1,633,700)	(1,585,000)	(1,668,502.50)	(83,503)	(5.0%)	
Infrastructure - Other	12	(404,500)	(125,000)	(128,965.98)	(3,966)	(3.1%)	
Repayment of Debentures	12	(90,900)	(51,600)	(51,656.96)	(57)	(0.1%)	
Payment of Short Term Loan Facilities		(2,071,700)	(845,000)	(845,000.00)	0	0.0%	
Transfer to Reserves	9	(1,569,400)	(360,000)	(365,432.76)	(5,433)	(1.5%)	
<b>Total</b>		<b>(12,078,600)</b>	<b>(8,066,600)</b>	<b>(8,136,986.19)</b>	<b>(70,386)</b>		
<b>Net Capital</b>		<b>(1,119,100)</b>	<b>(985,600)</b>	<b>(1,359,964.54)</b>	<b>(374,365)</b>		
<b>Total Net Operating + Capital</b>		<b>(1,259,200)</b>	<b>(865,294)</b>	<b>135,069.15</b>	<b>1,000,363</b>		
Opening Funding Surplus(Deficit)		1,259,200	1,259,200	1,259,154.88	(45)	(0.0%)	
<b>Closing Funding Surplus(Deficit)</b>	4	<b>0</b>	<b>393,906</b>	<b>1,394,224.03</b>	<b>1,000,318</b>		

**SHIRE OF BROOMEHILL-TAMBELLUP**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**By Reporting Program**  
**For the Period Ended 31 May 2020**

	Note	Revised Budget 2019/20	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	
<b>Operating Revenues</b>							
Governance		37,100	33,968	41,592.72	7,625	18.33%	
General Purpose Funding		3,499,100	3,483,330	4,433,123.30	949,793	21.42%	▲
Law, Order and Public Safety		545,700	537,316	135,453.04	(401,863)	(296.68%)	▼
Health		1,800	1,628	2,416.21	788	32.62%	
Education and Welfare		97,300	92,275	69,689.63	(22,585)	(32.41%)	▼
Housing		3,109,600	1,905,177	2,216,484.88	311,308	14.05%	▲
Community Amenities		94,500	92,239	76,719.39	(15,520)	(20.23%)	▼
Recreation and Culture		62,700	55,265	52,168.62	(3,096)	(5.94%)	
Transport		1,478,400	1,298,452	1,179,399.30	(119,053)	(10.09%)	▼
Economic Services		374,900	366,873	170,423.05	(196,450)	(115.27%)	▼
Other Property and Services		71,200	65,964	61,517.42	(4,447)	(7.23%)	
<b>Total</b>		<b>9,372,300</b>	<b>7,932,487</b>	<b>8,438,987.56</b>	<b>506,501</b>		
<b>Operating Expense</b>							
Governance		(642,700)	(598,485)	(489,378.01)	109,107	22.30%	▼
General Purpose Funding		(252,300)	(231,792)	(230,859.83)	932	0.40%	
Law, Order and Public Safety		(281,100)	(256,589)	(265,329.72)	(8,741)	(3.29%)	
Health		(50,000)	(45,738)	(31,297.08)	14,441	46.14%	▼
Education and Welfare		(111,100)	(65,593)	(42,271.48)	23,322	55.17%	▼
Housing		(137,400)	(120,542)	(126,976.16)	(6,434)	(5.07%)	
Community Amenities		(438,800)	(402,538)	(379,873.40)	22,665	5.97%	
Recreation and Culture		(1,348,500)	(1,242,018)	(1,055,964.76)	186,053	17.62%	▼
Transport		(2,709,200)	(2,483,261)	(2,321,295.92)	161,965	6.98%	
Economic Services		(279,300)	(274,990)	(301,306.36)	(26,316)	(8.73%)	
Other Property and Services		(187,000)	(229,093)	(240,528.02)	(11,435)	(4.75%)	
<b>Total</b>		<b>(6,437,400)</b>	<b>(5,950,639)</b>	<b>(5,485,080.74)</b>	<b>465,558</b>		
<b>Funding Balance Adjustment</b>							
Add back Depreciation		1,780,700	1,632,169	1,650,914.38	18,745	1.14%	
(Profit)/Loss on Asset Disposal	10	(485,000)	(103,411)	(55,362.05)	48,049	(86.79%)	
Adjust Provisions and Accruals		0	0	0.00	0		
<b>Net Operating</b>		<b>4,230,600</b>	<b>3,510,606</b>	<b>4,549,459.15</b>	<b>1,038,853</b>		
<b>Capital Revenues</b>							
Proceeds from Disposal of Assets	10	1,846,700	650,000	676,296.19	26,296	3.89%	
Transfer from Reserves	9	1,674,700	400,000	405,600.00	5,600	1.38%	
Proceeds from New Loans		995,700	995,700	995,700.00	0	0.00%	
Proceeds - Short Term Loan Facility		2,071,700	1,645,000	1,645,000.00	0	0.00%	
<b>Total</b>		<b>6,588,800</b>	<b>3,690,700</b>	<b>3,722,596.19</b>	<b>31,896</b>		
<b>Capital Expenses</b>							
Land Held for Resale		0	0	0.00	0	0.00%	
Land and Buildings	12	(5,049,000)	(4,450,000)	(4,394,301.28)	55,699	1.27%	
Plant and Equipment	12	(1,259,400)	(650,000)	(683,126.71)	(33,127)	(4.85%)	
Furniture and Equipment	12	0	0	0.00	0	0.00%	
Infrastructure Assets - Roads	12	(1,633,700)	(1,585,000)	(1,668,502.50)	(83,503)	(5.00%)	
Infrastructure Assets - Other	12	(404,500)	(125,000)	(128,965.98)	(3,966)	(3.08%)	
Repayment of Debentures		(90,900)	(51,600)	(51,656.96)	(57)	(0.11%)	
Payment of Short Term Loan Facilities		(2,071,700)	(845,000)	(845,000.00)	0	0.00%	
Transfer to Reserves	9	(1,569,400)	(360,000)	(365,432.76)	(5,433)	(1.49%)	
<b>Total</b>		<b>(12,078,600)</b>	<b>(8,066,600)</b>	<b>(8,136,986.19)</b>	<b>(70,386)</b>		
<b>Net Capital</b>		<b>(5,489,800)</b>	<b>(4,375,900)</b>	<b>(4,414,390.00)</b>	<b>(38,490)</b>		
<b>Total Net Operating + Capital</b>		<b>(1,259,200)</b>	<b>(865,294)</b>	<b>135,069.15</b>	<b>1,000,363</b>		
Opening Funding Surplus(Deficit)		1,259,200	1,259,200	1,259,154.88	(45)	(0.00%)	
<b>Closing Funding Surplus(Deficit)</b>	4	<b>0</b>	<b>393,906</b>	<b>1,394,224.03</b>	<b>1,000,318</b>		

**SHIRE OF BROOMEHILL-TAMBELLUP**  
**BALANCE SHEET**  
For the Period Ended 31 May 2020

	<b>Actual 2019/20</b>	<b>C/fwd 1 July 2019</b>
<b>CURRENT ASSETS</b>		
Cash	2,656,566.35	2,241,337.68
Receivables	545,877.58	925,798.52
Inventories - Stock on Hand	27,277.67	26,157.55
TOTAL CURRENT ASSETS	3,229,721.60	3,193,293.75
<b>CURRENT LIABILITIES</b>		
Creditors and Provisions	837,918.38	896,392.44
Borrowings	1,806,044.40	62,001.36
TOTAL CURRENT LIABILITIES	2,643,962.78	958,393.80
<b>NET CURRENT ASSETS</b>	<b>585,758.82</b>	<b>2,234,899.95</b>
<b>NON-CURRENT ASSETS</b>		
Receivables	64,723.42	64,723.42
Inventories - Land Held for Resale	216,000.00	216,000.00
Financial Assets	70,965.45	70,965.45
Property, Plant and Equipment	19,670,939.21	15,642,398.97
Infrastructure Assets	118,347,087.41	117,772,579.70
TOTAL NON-CURRENT ASSETS	138,369,715.49	133,766,667.54
<b>NON-CURRENT LIABILITIES</b>		
Creditors and Provisions	73,064.60	73,064.60
Borrowings	1,098,430.74	1,098,430.74
TOTAL NON-CURRENT LIABILITIES	1,171,495.34	1,171,495.34
<b>NET ASSETS</b>	<b>137,783,978.97</b>	<b>134,830,072.15</b>
<b>EQUITY</b>		
Accumulated Surplus	38,579,656.66	35,585,582.60
Reserves - Asset Revaluation	97,756,142.50	97,756,142.50
Reserves - Cash Backed	1,448,179.81	1,488,347.05
TOTAL EQUITY	<b>137,783,978.97</b>	<b>134,830,072.15</b>

**SHIRE OF BROOMEHILL-TAMBELLUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2020**

**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.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2020**

**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, information technology and communications expenses, advertising, memberships, periodicals, publications, hire expenses. rental. leases. postage and freight etc.

**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 May 2020**

**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 May 2020**

**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 May 2020**

**2: REPORT ON SIGNIFICANT VARIANCES**

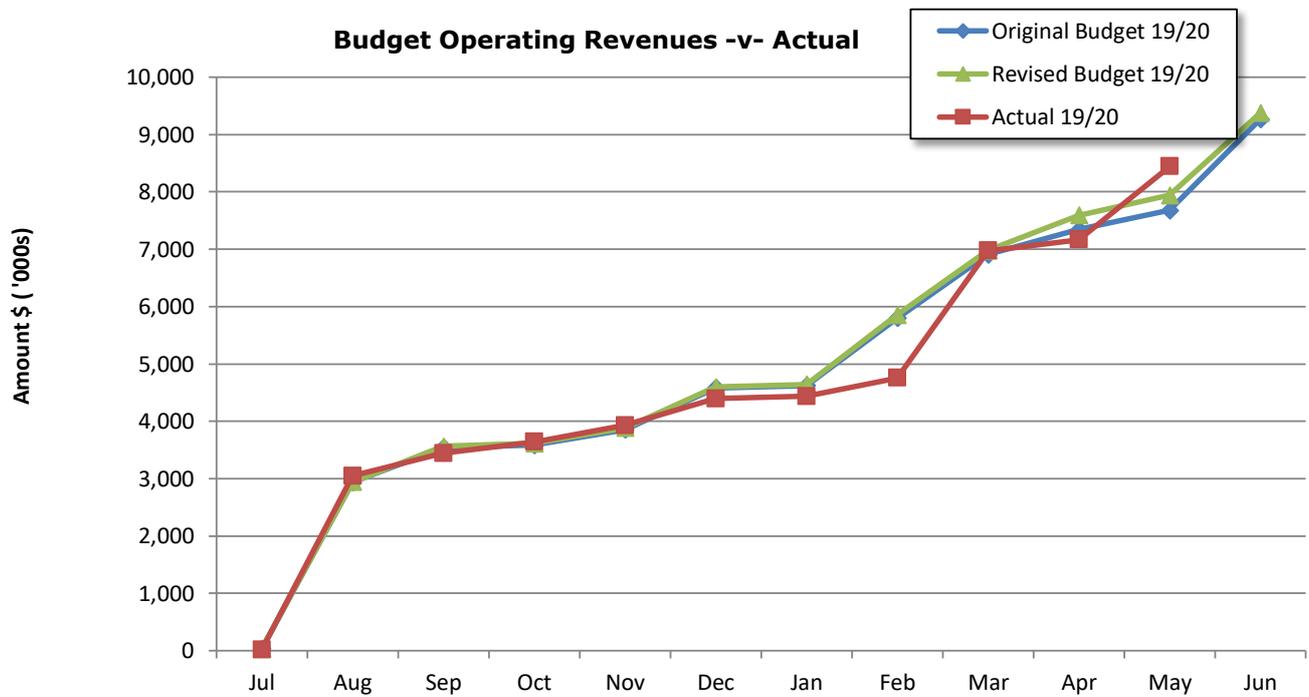
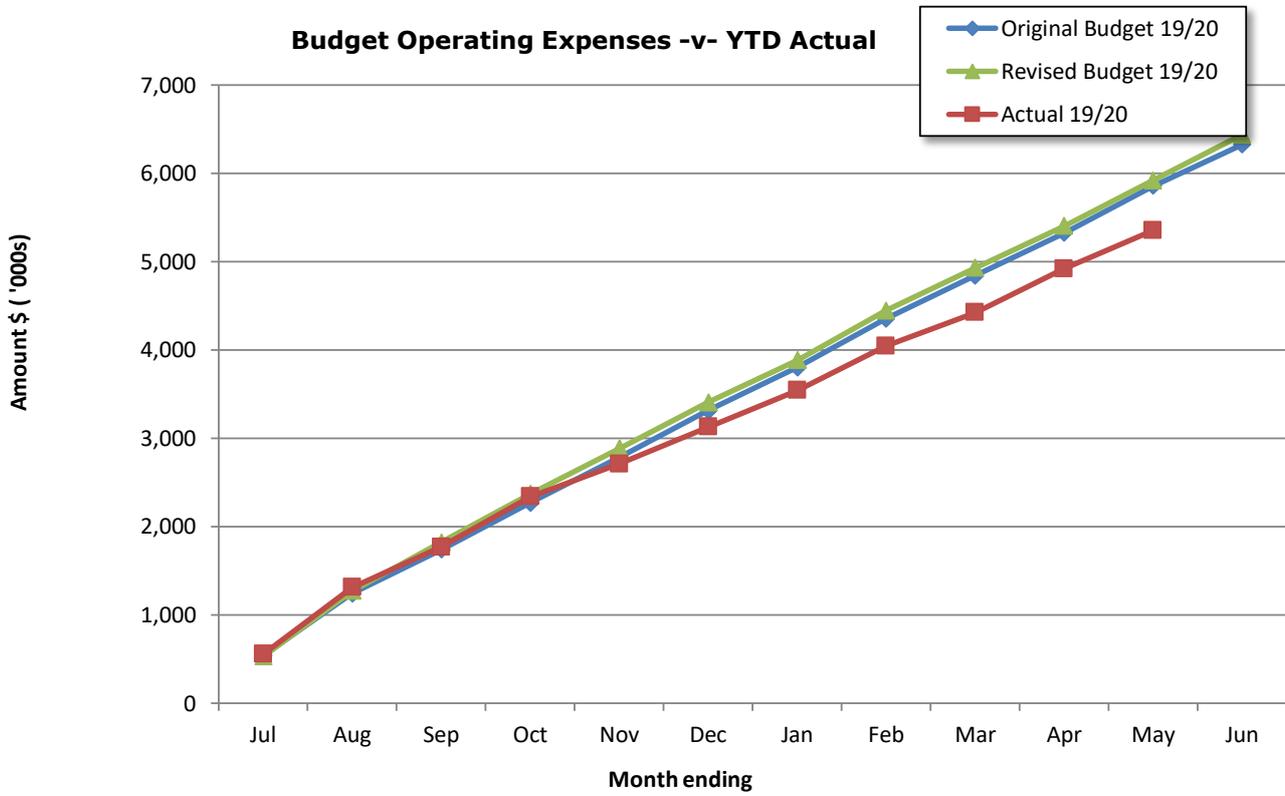
The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2019/20 year is \$10,000 or 10% whichever is greater.

	Variance	
	Timing	Permanent
<b>OPERATING REVENUES</b>		
<p><b>General Purpose Funding</b>            An advance instalment of 2020/21 Financial Assistance Grants was received in May of \$954,802. This amount equates to approximately 50% of the Shire's 2020/21 allocation. In previous years the advance payment has been made in June.</p>		■
<p><b>Law, Order &amp; Public Safety</b>            Funding for construction of the Broomehill Fire Station will be paid as progress is made. Approximately 75% will be received by 30 June, the balance carried over into 2020/21 when construction is complete.</p>	■	
<p><b>Education &amp; Welfare</b>            Reimbursement from A Smart Start funding for employment costs for the Co-ordinators is lower than budgeted, however there has been a reduction in these costs over the year due to staff changeovers.</p>		■
<p><b>Housing</b>            Progress claims have been received from the grant funding towards the Broomehill ILUs. Progress claims from the BBRF for milestones 1 and 2 were received in March.</p>	■	
<p><b>Transport</b>            Progress claims for Regional Road Group are submitted as the works progress. Final claims were submitted early June and will be paid prior to 30 June.</p>	■	
<p><b>Economic Services</b>            BBRF funding for the cabins at the Broomehill Caravan Park has not been received, however this project has not yet commenced.</p>	■	
<b>OPERATING EXPENSE</b>		
<p><b>Governance</b>            Funding received in 2008 for the amalgamation has been earmarked for consolidation of the Town Planning Schemes and Council Chamber/Office furniture. This will be carried over into 2020/21 for completion.</p>		■
<p><b>Health</b>            Expenditure under this program in relation to mosquito control and building maintenance to the Infant Health Clinic is lower than anticipated.</p>	■	
<p><b>Education &amp; Welfare</b>            Employment costs for the A Smart Start Co-ordinators is lower than budgeted due to staff changeovers during the year.</p>	■	
<p><b>Recreation &amp; Culture</b>            Operational costs in parks and gardens aren't as high as anticipated to date</p>	■	

**SHIRE OF BROOMEHILL-TAMBELLUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2020**

**3: Graphical Representation - Source Statement of Financial Activity**



**SHIRE OF BROOMEHILL-TAMBELLUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2020**

**4: NET CURRENT FUNDING POSTION**

	Note	Actual 2019/20	C/fwd 1 July 2019
		\$	\$
<b>Current Assets</b>			
Cash Unrestricted		843,969.84	701,485.11
Cash Restricted - Unspent Grants	8	51,505.52	51,505.52
Cash Restricted - Other Payables		312,911.18	0.00
Cash Restricted - Reserves	9	1,448,179.81	1,488,347.05
Receivables - Rates and Rubbish	6	285,192.63	252,395.65
Receivables - Other	6	123,733.34	511,793.90
Inventories		27,277.67	26,157.55
Accruals and Provisions		62,718.22	62,718.22
		3,155,488.21	3,094,403.00
<b>Less: Current Liabilities</b>			
Payables		(523.75)	(344,611.31)
Net GST & PAYG		28,256.10	25,615.78
Other Payables - Bonds & Deposits		(3,890.00)	0.00
Other Payables - Building Retention Bonds		(130,893.29)	0.00
Other Payables - A Smart Start		(100,337.77)	0.00
Other Payables - Great Southern Treasures		(77,790.12)	0.00
Other Payables - Great Sthn Housing Initiative		0.00	0.00
Accruals and Provisions		(27,905.54)	(27,905.54)
		(313,084.37)	(346,901.07)
Less: Cash Restricted - Reserves	9	(1,448,179.81)	(1,488,347.05)
<b>Net Current Funding Position</b>		<b>1,394,224.03</b>	<b>1,259,154.88</b>

**SHIRE OF BROOMEHILL-TAMBELLUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2020**

**5: CASH AND INVESTMENTS**

Ref	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Fund		842,469.84	364,416.70		1,206,886.54	Bendigo	
Trust Fund				15,148.22	15,148.22	Bendigo	
Cash on Hand		1,500.00			1,500.00		
<b>(b) Term Deposits</b>							
Reserve Funds	1.20%		1,448,179.81		1,448,179.81	Bendigo	21/04/2020
<b>Total</b>		<b>843,969.84</b>	<b>1,812,596.51</b>	<b>15,148.22</b>	<b>2,671,714.57</b>		

**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 May 2020**

**6: RECEIVABLES**

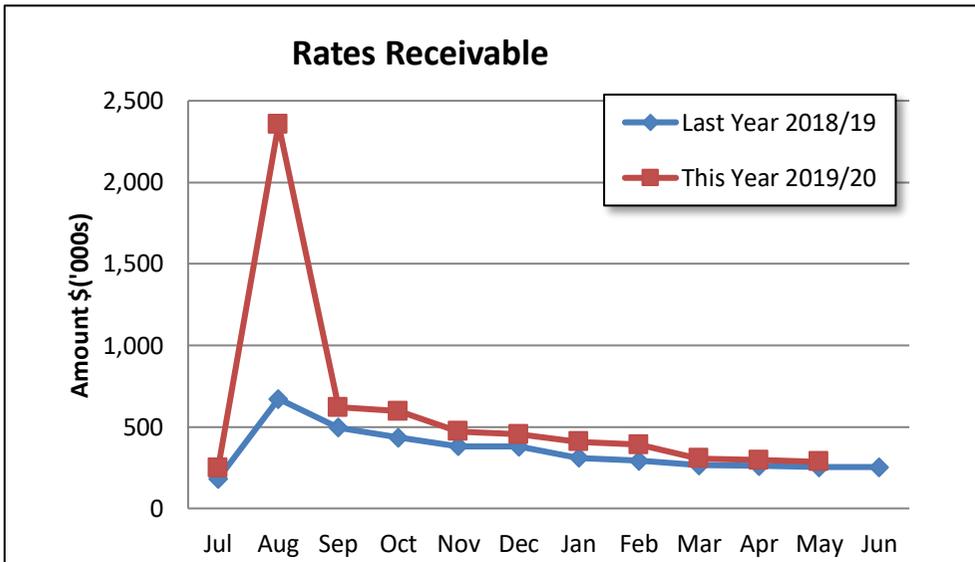
**Rates & Rubbish**

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

	<b>Actual 2019/20</b>	<b>c/fwd 1 July 2019</b>
	\$	\$
Opening Arrears Previous Years	252,395.65	210,694.51
Rates Levied this year	2,661,480.09	2,571,135.72
Less Collections to date	(2,628,683.11)	(2,529,434.58)
<b>Equals Current Outstanding</b>	<b>285,192.63</b>	<b>252,395.65</b>
<b>Net Rates Collectable</b>	<b>285,192.63</b>	<b>252,395.65</b>
% Collected	90.21%	90.93%

**Net Rates Collectable**

% Collected

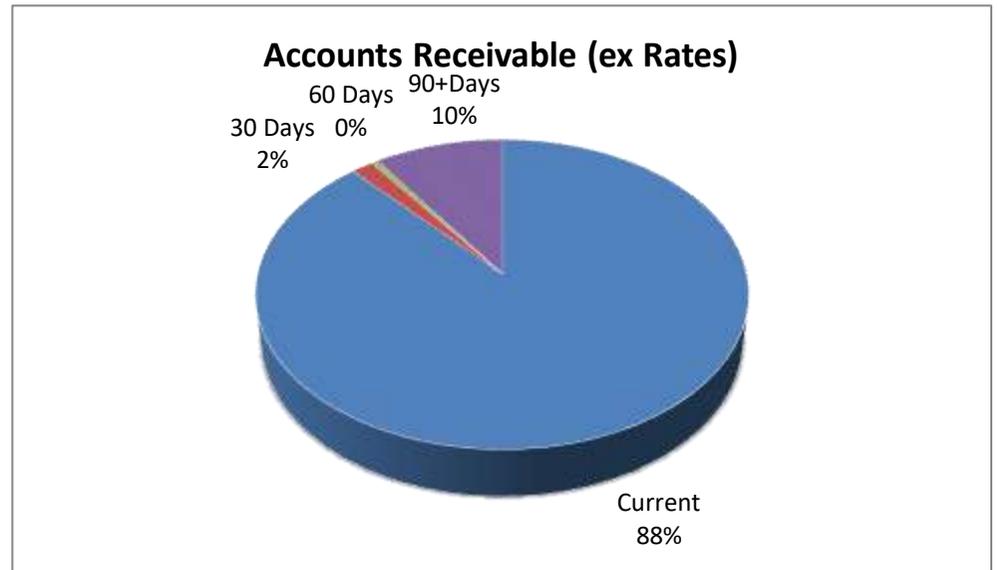


*Comments/Notes - Receivables Rates and Rubbish*

**Accounts Receivable**

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Sundry Debtors	98,430.19	2,109.32	632.54	12,333.32
Pensioner Rebates	-			
Emergency Services Levy	15,227.97			
<b>Total Outstanding</b>	<b>113,658.16</b>	<b>2,109.32</b>	<b>632.54</b>	<b>12,333.32</b>
				<b>128,733.34</b>

Amounts shown above include GST (where applicable)



*Comments/Notes - Receivables General*

A milestone payment has been invoiced to Dept Water & Environment for the Bhill Water Harvesting project

**SHIRE OF BROOMEHILL-TAMBELLUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2020**

**7: BUDGET AMENDMENTS**

Amendments to original budget since budget adoption.

Council Resolution	GL	Revenue / (Expense)	Description	Comment	Adopted Budget	Revised Budget	Variance	Cumulative Balance
			<b>Balanced Budget Adopted</b>					<b>0</b>
		Operating Revenue	Surplus Carried Forward	Increased surplus carried forward	1,227,000	1,259,200	32,200	32,200
			<b>GENERAL PURPOSE FUNDING</b>					32,200
	03002.73	Operating Revenue	Rates - Ex Gratia	Increase per rate in \$	65,500	67,800	2,300	34,500
	03005.70	Operating Revenue	Discount - Rates	Lower take up of discount	(100,000)	(92,500)	7,500	42,000
	03011.83	Operating Revenue	Admin Fee - Instalments	Few assessments on instalments	2,000	1,500	(500)	41,500
	03013.86	Operating Revenue	Instalment Interest	Increase in instalment interest	3,000	3,300	300	41,800
	03229.71	Operating Revenue	FAGS General Purpose	Allocations advised by WALGGC	576,200	554,300	(21,900)	19,900
	03230.71	Operating Revenue	FAGS Local Roads	Allocations advised by WALGGC	293,200	301,600	8,400	28,300
			<b>GOVERNANCE</b>					28,300
	04101.13	Operating Expense	Members - minor equipment	New Councillor ipads/laptops	(2,500)	(4,000)	(1,500)	26,800
	04101.17	Operating Expense	Members - professional services	Reduction for actual expend	(5,000)	(3,000)	2,000	28,800
	04101.55	Operating Expense	Members - meeting fees	Reduction for actual expend	(55,000)	(52,000)	3,000	31,800
	04103.15	Operating Expense	Tamb Admin Bldg - repairs & mtce	Amended bldg mtce	(25,000)	(19,500)	5,500	37,300
	04106.15	Operating Expense	Bhill Admin Bldg - repairs & mtce	Amended bldg mtce	(5,000)	(9,500)	(4,500)	32,800
	04102.17	Operating Expense	Elections - professional services	Actual cost incurred	(12,000)	(5,500)	6,500	39,300
			<b>LAW, ORDER &amp; PUBLIC SAFETY</b>					39,300
	05021.71	Operating Revenue	Other Fire Prevention - grants	Rainwater tank for Bhill fire shed	0	4,000	4,000	43,300
	05026.82	Operating Revenue	Other Fire Prevention - fines & penalties	Infringements issued to date	500	4,300	3,800	47,100
	05301.05	Operating Expense	Animal Control - training & education	Ranger training costs	(3,000)	(5,500)	(2,500)	44,600
			<b>EDUCATION &amp; WELFARE</b>					44,600
	08201.71	Operating Revenue	Other Welfare - grants	Youth Worker funding	2,500	27,000	24,500	69,100
	08201.73	Operating Revenue	Other Welfare - contributions	Contrib from Noongar farm	0	10,000	10,000	79,100
	08303.16	Operating Expense	Youth Services - contract services	Youth Worker expenses	0	(39,500)	(39,500)	39,600
			<b>HOUSING</b>					39,600
	09004.80	Operating Revenue	Other Housing - rents	GROH Housing rent - Apr to June	0	23,000	23,000	62,600
	09128.51	Operating Expense	GROH Lot 384 Parnell St - interest on loans	Loan raised Dec 2019	0	(3,400)	(3,400)	59,200
	09129.51	Operating Expense	GROH Lot 1/22 Taylor St - interest on loans	Loan raised Dec 2019	0	(2,900)	(2,900)	56,300
	09131.51	Operating Expense	GROH Lot 2/22 Taylor St - interest on loans	Loan raised Dec 2019	0	(2,900)	(2,900)	53,400
			<b>COMMUNITY AMENITIES</b>					53,400
	10601.74	Operating Revenue	Public Conveniences - reimbursements	Insurance claim - vandalism	0	6,000	6,000	59,400
	10625.15	Operating Expense	Diprose Park toilets - repairs & mtce	Insurance claim - vandalism	(3,000)	(10,000)	(7,000)	52,400
			<b>RECREATION &amp; CULTURE</b>					52,400
	11002.73	Operating Revenue	Bhill Recreation Complex - contributions	BRC towards security	0	2,500	2,500	54,900
	11002.74	Operating Revenue	Bhill Recreation Complex - reimbursements	BRC bar fridge replacement	0	4,600	4,600	59,500

## 7: BUDGET AMENDMENTS

Amendments to original budget since budget adoption.

Council Resolution	GL	Revenue / (Expense)	Description	Comment	Adopted Budget	Revised Budget	Variance	Cumulative Balance
	11007.73	Operating Revenue	Tamb Pavilion - contributions	TCPA towards security	0	2,500	2,500	62,000
	11007.81	Capital Revenue	Tamb Pavilion - non operating contributions	TCPA towards slide	0	8,000	8,000	70,000
	11077.15	Operating Expense	Bhill Recreation Complex - repairs & mtce	Amended bldg mtce	(7,000)	(14,000)	(7,000)	63,000
	11241.15	Operating Expense	Tamb Pavilion - repairs & mtce	Amended bldg mtce	(5,000)	(7,000)	(2,000)	61,000
	11225.01	Operating Expense	Parks, Gardens & Reserve - salaries & wages	Reduced wages in parks & gardens	(267,400)	(236,500)	30,900	91,900
	11526.15	Operating Expense	Bhill Museum - repairs & mtce	Amended bldg mtce (from Reserve)	(10,000)	(22,500)	(12,500)	79,400
	11526.16	Operating Expense	Bhill Museum - contract services	Amended bldg mtce (from Reserve)	0	(3,500)	(3,500)	75,900
	<b>TRANSPORT</b>							75,900
	12159.71	Operating Revenue	Direct Grant	Allocation advised by MRWA/RRG	143,800	153,800	10,000	85,900
	12226.01	Operating Expense	Road Maintenance - salaries & wages	Realloc to Lot 22 contamination	(281,100)	(253,600)	27,500	113,400
	12226.98	Operating Expense	Road Maintenance - plant operating costs	Realloc to Lot 22 contamination	(252,200)	(229,500)	22,700	136,100
	12226.99	Operating Expense	Road Maintenance - public works overheads	Realloc to Lot 22 contamination	(266,100)	(238,600)	27,500	163,600
	<b>ECONOMIC SERVICES</b>							163,600
	13153.71	Operating Revenue	Great Sthn Treasures - grants	GSDC grant - tourism implementor	0	27,400	27,400	191,000
	13230.16	Operating Expense	Great Sthn Treasures - contract services	Tourism Implementor contract	0	(27,400)	(27,400)	163,600
	13301.83	Operating Revenue	Building Services - fees & charges	Increase in fees received	5,000	12,000	7,000	170,600
	13302.83	Operating Revenue	Construction Training Fund Levy receipts	Increase in fees received	4,000	5,500	1,500	172,100
	13303.83	Operating Revenue	Building Services Levy receipts	Increase in fees received	3,000	7,000	4,000	176,100
	13377.59	Operating Expense	Construction Training Fund Levy payments	Increase in fees on-paid	(4,000)	(5,500)	(1,500)	174,600
	13378.59	Operating Expense	Building Services Levy payments	Increase in fees on-paid	(3,000)	(7,000)	(4,000)	170,600
	13451.83	Operating Revenue	Other Economic Services - fees & charges	Increase water usage & fees	20,000	35,000	15,000	185,600
	13527.66	Operating Expense	Standpipe & Bore Mtce - water charges	Increase water usage & fees	(25,000)	(55,000)	(30,000)	155,600
	<b>OTHER PROPERTY &amp; SERVICES</b>							155,600
	14703.74	Operating Revenue	Lot 22 Taylor St - reimbursements	Contamination claim unsuccessful	50,000	0	(50,000)	105,600
	14706.79	Operating Revenue	Unclassified - other sundry revenue	Sale of surplus pavers/equipment	0	8,500	8,500	114,100
	14752.01	Operating Expense	Lot 22 Taylor St - salaries & wages	Realloc from road maintenance	0	(27,500)	(27,500)	86,600
	14752.16	Operating Expense	Lot 22 Taylor St - contract services	Increased costs for consultants	(70,000)	(80,000)	(10,000)	76,600
	14752.98	Operating Expense	Lot 22 Taylor St - plant operation costs	Realloc from road maintenance	0	(22,700)	(22,700)	53,900
	14752.99	Operating Expense	Lot 22 Taylor St - public works overheads	Realloc from road maintenance	0	(27,500)	(27,500)	26,400
	<b>CAPITAL REVENUE &amp; EXPENDITURE</b>							26,400
	CAP150	Capital Expense	Broomehill Fire Shed	Rainwater tank (grant funded)	(460,000)	(464,000)	(4,000)	22,400
	CAP130	Capital Expense	27 East Tce - replace ceiling in kitchen/dining	Not required	(7,500)	0	7,500	29,900
	CAP133	Capital Expense	Tamb Hall - replace kitchen ceiling	Defer - investigate work required	(5,000)	0	5,000	34,900
	CAP149	Capital Expense	Tamb Pavilion - playground	Slide, rock work (partially funded TCPA)	0	(22,000)	(22,000)	12,900
	CAP143	Capital Expense	Tamb Caravan Park - investigate development	Not required, property sold	(10,000)	0	10,000	22,900
	14770.89	Capital Revenue	Sale of Lot 19 Taylor St, Tambellup	Funds to building reserve	0	50,000	50,000	72,900
	<b>RESERVE TRANSFERS</b>							72,900
	15172	Capital Revenue	Transfer to Building Reserve	Proceeds from Lot 19 Taylor St	(1,045,000)	(1,095,000)	(50,000)	22,900

**7: BUDGET AMENDMENTS**

Amendments to original budget since budget adoption.

Council Resolution	GL	Revenue / (Expense)	Description	Comment	Adopted Budget	Revised Budget	Variance	Cumulative Balance
	15078	Capital Expense	Transfer from Building Maintenance Reserve	Broomehill Museum additional works	40,000	56,000	16,000	38,900
	15068	Capital Expense	Transfer from Tourism & Ec Devel Reserve	Investigate C/Park in Tamb not required	30,000	20,000	(10,000)	28,900
	<b>LOANS</b>							28,900
	00122	Capital Expense	Loan Repayments	GROH Housing loan raised Dec 2019	(62,000)	(90,900)	(28,900)	0
	00123	Capital Revenue	Proceeds from Short Term Loan Facilities	Cashflow management for housing project	0	2,071,700	2,071,700	2,071,700
	00123	Capital Expense	Repayment of Short Term Loan Facilities		0	(2,071,700)	(2,071,700)	0
<b>Closing Funding Surplus (Deficit)</b>							<b>0</b>	

**SHIRE OF BROOMEHILL-TAMBELLUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2020**

**8: GRANTS AND CONTRIBUTIONS**

Program/Provider	Purpose	c/fwd 1 July 2019	Received 2019/20	Expended 2019/20	Closing Balance
		\$			
<b>GOVERNANCE</b>					
Department of Local Govt	Amalgamation (Bhill & Tamb)	51,505.52	0.00	0.00	51,505.52
<b>HOUSING</b>					
Regional Aged Accommodation Project	GSHI - Independent Living Units - Broomehill	0.00	401,385.87	(401,385.87)	0.00
Building Better Regions Fund	GSHI - Independent Living Units / GROH Housing	0.00	1,068,570.86	(1,068,570.86)	0.00
Building Better Regions Fund	GSHI - Staff Housing	0.00	521,961.14	(521,961.14)	0.00
<b>RECREATION &amp; CULTURE</b>					
Tambellup Community Pavilion Association	Purchase of slide	0.00	7,993.59	(7,993.59)	0.00
<b>TRANSPORT</b>					
Main Roads WA	Regional Road Group 2019/20	0.00	590,414.00	(590,414.00)	0.00
Dept Infrastructure, Regional Develop...	Roads to Recovery	0.00	404,100.00	(404,100.00)	0.00
<b>TRANSPORT</b>					
Dept Water & Environmental Regulation	Water Harvesting project - Broomehill CBH dam	0.00	60,000.00	(60,000.00)	0.00
<b>TOTALS</b>		<b>51,505.52</b>	<b>3,054,425.46</b>	<b>(3,054,425.46)</b>	<b>51,505.52</b>

**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 May 2020**

**9. CASH BACKED RESERVES**

	Revised Budget 2019/20				Actual 2019/20			
	Opening Balance	Transfers To	Transfers From	Closing Balance	Opening Balance	Transfers To	Transfers From	Closing Balance
Leave Reserve	82,100	52,200	(52,700)	81,600	82,075.65	51,503.36	0.00	133,579.01
Plant Reserve	260,200	309,000	(387,700)	181,500	260,173.44	103,831.64	(99,400.00)	264,605.08
Building Reserve	261,500	1,095,000	(958,300)	398,200	261,528.09	103,178.29	(250,000.00)	114,706.38
Information Technology Reserve	42,700	11,000	0	53,700	42,739.31	10,648.43	0.00	53,387.74
Tambellup Rec Ground & Pavilion Reserve	51,600	6,200	0	57,800	51,615.94	5,723.31	0.00	57,339.25
Broomehill Rec Complex Reserve	86,100	10,600	0	96,700	86,052.34	9,808.03	0.00	95,860.37
Building Maintenance Reserve	67,300	10,800	(56,000)	22,100	67,323.57	10,972.50	0.00	78,296.07
Sandalwood Villas Reserve	82,100	12,000	0	94,100	82,085.89	11,167.98	0.00	93,253.87
Bhill Synthetic Bowling Green Reserve	65,600	10,100	0	75,700	65,635.08	9,538.28	0.00	75,173.36
Refuse Sites Post Closure Management Reserve	26,500	5,700	0	32,200	26,554.52	5,392.30	0.00	31,946.82
Lavieville Lodge Reserve	69,700	11,700	0	81,400	69,745.55	11,004.85	0.00	80,750.40
Townscape Plan Implementation Reserve	347,500	7,000	(200,000)	154,500	347,522.10	4,334.98	(56,200.00)	295,657.08
Tambellup Synthetic Bowling Green Reserve	15,300	7,800	0	23,100	15,295.57	7,764.77	0.00	23,060.34
Tourism & Economic Development Reserve	30,000	20,300	(20,000)	30,300	30,000.00	20,564.04	0.00	50,564.04
	1,488,200	1,569,400	(1,674,700)	1,382,900	1,488,347.05	365,432.76	(405,600.00)	1,448,179.81

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

**SHIRE OF BROOMEHILL-TAMBELLUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2020**

**10. DISPOSALS OF ASSETS**

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

	Budget 2019/20				Actual 2019/20			
	Net Book Value	Sale Proceeds	Profit	Loss	Net Book Value	Sale Proceeds	Profit	Loss
<b>By program:</b>								
<b>Governance</b>			0	0			0.00	0.00
Ford Ranger XLT dual cab - OTA	49,300	48,600	0	(700)			0.00	0.00
Ford Ranger XLT dual cab - OTA	49,300	48,700	0	(600)			0.00	0.00
Ford Ranger XLT dual cab - OTA	49,300	48,700	0	(600)			0.00	0.00
Ford Everest Wagon - BH000	46,300	44,000	0	(2,300)	38,847.15	48,377.73	9,530.58	0.00
Ford Everest Wagon - BH000	46,300	44,000	0	(2,300)	46,852.29	39,563.19	0.00	(7,289.10)
<b>Housing</b>			0	0			0.00	0.00
1 Janus Street, Broomehill	112,800	280,000	167,200	0	113,201.24	241,000.00	127,798.76	0.00
11 Lavarock Street, Broomehill	103,400	200,000	96,600	0			0.00	0.00
20 Henry Street, Tambellup	103,400	220,000	116,600	0			0.00	0.00
27 East Terrace, Tambellup	65,800	240,000	174,200	0			0.00	0.00
<b>Transport</b>			0	0			0.00	0.00
Isuzue FRR500 tipper truck TA386	50,600	27,700	0	(22,900)	51,823.04	27,727.27	0.00	(24,095.77)
Ford Ranger Wildtrak dual cab TA001	44,000	43,300	0	(700)			0.00	0.00
Ford Ranger Wildtrak dual cab TA001	44,000	43,300	0	(700)	46,246.64	42,969.64	0.00	(3,277.00)
Ford Ranger Wildtrak dual cab TA001	44,000	43,400	0	(600)	46,747.05	43,324.07	0.00	(3,422.98)
Ford Ranger dual cab - TA052	37,300	35,000	0	(2,300)	35,147.48	31,818.18	0.00	(3,329.30)
Ford Ranger XLT dual cab - 1TA	44,100	41,600	0	(2,500)	36,997.32	38,000.00	1,002.68	0.00
Ford Ranger XLT dual cab - 1TA	44,100	41,700	0	(2,400)			0.00	0.00
Ford Ranger XLT dual cab - 1TA	44,100	41,700	0	(2,400)			0.00	0.00
Isuzu NLR55 SWB light tipper - BH009	39,000	23,000	0	(16,000)	48,498.66	24,545.45	0.00	(23,953.21)
Ford Ranger dual cab - BH00	37,600	35,000	0	(2,600)	36,997.32	27,272.73	0.00	(9,724.59)
Ford Ranger dual cab - BH00	36,600	35,000	0	(1,600)			0.00	0.00
Ford Ranger extra cab - BH014	43,800	41,000	0	(2,800)			0.00	0.00
Ford Ranger extra cab - BH014	43,800	41,000	0	(2,800)			0.00	0.00
Ford Ranger dual cab - BH003	47,000	45,000	0	(2,000)	35,147.48	36,363.64	1,216.16	0.00
Ford Ranger dual cab - BH003	47,000	45,000	0	(2,000)			0.00	0.00
Toyota Hilux single cab - TA005	36,000	35,000	0	(1,000)	32,372.61	32,123.47	0.00	(249.14)
John Deere Gator	2,800	5,000	2,200	0	13,874.04	5,029.00	0.00	(8,845.04)
	<b>1,311,700</b>	<b>1,796,700</b>	<b>556,800</b>	<b>(71,800)</b>	<b>582,752.32</b>	<b>638,114.37</b>	<b>139,548.18</b>	<b>(84,186.13)</b>
<b>By Class:</b>								
Land and Buildings	385,400	940,000	554,600	0	113,201.24	241,000.00	127,798.76	0.00
Plant and Equipment	926,300	856,700	2,200	(71,800)	469,551.08	397,114.37	11,749.42	(84,186.13)
	<b>1,311,700</b>	<b>1,796,700</b>	<b>556,800</b>	<b>(71,800)</b>	<b>582,752.32</b>	<b>638,114.37</b>	<b>139,548.18</b>	<b>(84,186.13)</b>

**SHIRE OF BROOMEHILL-TAMBELLUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2020**

**11: OPERATING REVENUE AND EXPENSE**

	Revised Budget Revenue 2019/20	Revised Budget Expense 2019/20	Actual Revenue 2019/20	Actual Expense 2019/20
<b>GENERAL PURPOSE FUNDING</b>				
Rate Revenue	2,607,500	(190,300)	2,600,999.86	(171,464.87)
General Purpose Funding	855,900	0	1,810,692.00	0.00
Other General Purpose Funding	35,700	(62,000)	21,431.44	(59,394.96)
<b>TOTAL GENERAL PURPOSE FUNDING</b>	<b>3,499,100</b>	<b>(252,300)</b>	<b>4,433,123.30</b>	<b>(230,859.83)</b>
<b>GOVERNANCE</b>				
Members Of Council	16,000	(622,500)	19,704.65	(484,435.26)
Administration General	12,600	0	21,888.07	450.00
Other Governance	8,500	(20,200)	0.00	(5,392.75)
<b>TOTAL GOVERNANCE</b>	<b>37,100</b>	<b>(642,700)</b>	<b>41,592.72</b>	<b>(489,378.01)</b>
<b>LAW, ORDER &amp; PUBLIC SAFETY</b>				
Fire Prevention	541,500	(206,100)	131,117.99	(179,087.18)
Animal Control	4,200	(74,000)	4,335.05	(86,242.54)
Other Law, Order & Public Safety	0	(1,000)	0.00	0.00
<b>TOTAL LAW, ORDER &amp; PUBLIC SAFETY</b>	<b>545,700</b>	<b>(281,100)</b>	<b>135,453.04</b>	<b>(265,329.72)</b>
<b>HEALTH</b>				
Maternal & Infant Health	600	(13,700)	0.00	(7,188.77)
Health Inspection & Administration	1,200	(23,200)	2,416.21	(16,911.25)
Preventative Services - Pest Control	0	(13,100)	0.00	(7,197.06)
<b>TOTAL HEALTH</b>	<b>1,800</b>	<b>(50,000)</b>	<b>2,416.21</b>	<b>(31,297.08)</b>
<b>EDUCATION &amp; WELFARE</b>				
Other Education	60,300	(66,600)	35,113.63	(42,271.48)
Other Welfare	37,000	(44,500)	34,576.00	0.00
<b>TOTAL EDUCATION &amp; WELFARE</b>	<b>97,300</b>	<b>(111,100)</b>	<b>69,689.63</b>	<b>(42,271.48)</b>
<b>HOUSING</b>				
Staff Housing	1,304,600	0	649,771.46	(1,776.15)
Other Housing	1,805,000	(137,400)	1,566,713.42	(125,200.01)
<b>TOTAL OTHER HOUSING</b>	<b>3,109,600</b>	<b>(137,400)</b>	<b>2,216,484.88</b>	<b>(126,976.16)</b>
<b>COMMUNITY AMENITIES</b>				
Household Refuse	63,500	(250,000)	62,106.95	(223,903.01)
Protection Of The Environment	2,500	(2,500)	2,304.55	(735.68)
Town Planning & Regional Development	15,000	(75,200)	2,938.40	(69,315.27)
Other Community Amenities	7,500	(46,700)	9,369.49	(29,034.86)
Public Conveniences	6,000	(64,400)	0.00	(56,884.58)
<b>TOTAL COMMUNITY AMENITIES</b>	<b>94,500</b>	<b>(438,800)</b>	<b>76,719.39</b>	<b>(379,873.40)</b>

**SHIRE OF BROOMEHILL-TAMBELLUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2020**

**11: OPERATING REVENUE AND EXPENSE**

	Revised Budget Revenue 2019/20	Revised Budget Expense 2019/20	Actual Revenue 2019/20	Actual Expense 2019/20
<b>RECREATION &amp; CULTURE</b>				
Public Halls & Civic Centres	30,600	(298,500)	29,339.40	(242,764.23)
Other Sport & Recreation	32,000	(908,000)	22,814.66	(701,679.75)
Libraries	100	(91,200)	14.56	(80,749.42)
Other Culture	0	(50,800)	0.00	(30,771.36)
<b>TOTAL RECREATION &amp; CULTURE</b>	<b>62,700</b>	<b>(1,348,500)</b>	<b>52,168.62</b>	<b>(1,055,964.76)</b>
<b>TRANSPORT</b>				
Road Construction	1,288,200	0	994,514.00	0.00
Streets Roads Bridges & Depot Maint	168,000	(2,653,000)	172,577.84	(2,270,542.81)
Traffic Control	22,200	(56,200)	12,307.46	(50,753.11)
<b>TOTAL TRANSPORT</b>	<b>1,478,400</b>	<b>(2,709,200)</b>	<b>1,179,399.30</b>	<b>(2,321,295.92)</b>
<b>ECONOMIC SERVICES</b>				
Rural Services	0	(1,500)	0.00	(781.22)
Tourism & Area Promotion	235,400	(114,000)	43,544.77	(110,139.34)
Building Control	24,700	(69,200)	23,166.82	(61,403.12)
Other Economic Services	114,800	(94,600)	103,711.46	(128,982.68)
<b>TOTAL ECONOMIC SERVICES</b>	<b>374,900</b>	<b>(279,300)</b>	<b>170,423.05</b>	<b>(301,306.36)</b>
<b>OTHER PROPERTY &amp; SERVICES</b>				
Private Works	15,000	(14,800)	1,719.80	(4,863.57)
Public Works Overhead	2,700	0	3,167.20	77,658.45
Plant Operation Costs	45,000	0	46,989.73	(97,435.04)
Workers Compensation	0	0	0.00	0.00
Salaries & Wages	0	0	0.00	(34,636.83)
Unclassified	8,500	(172,200)	9,640.69	(181,251.03)
<b>TOTAL OTHER PROPERTY &amp; SERVICES</b>	<b>71,200</b>	<b>(187,000)</b>	<b>61,517.42</b>	<b>(240,528.02)</b>
<b>TOTAL OPERATING</b>	<b>9,372,300</b>	<b>(6,437,400)</b>	<b>8,438,987.56</b>	<b>(5,485,080.74)</b>

**SHIRE OF BROOMEHILL-TAMBELLUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2020**

**12: CAPITAL DISPOSALS AND ACQUISITIONS**

		Revised Budget Revenue 2019/20	Revised Budget Expense 2019/20	Actual Revenue 2019/20	Actual Expense 2019/20
<b>GOVERNANCE</b>					
Tambellup Admin Building - solar energy	P&E	0	(15,000)	0.00	(8,150.00)
<b>Plant Replacement</b>					
Ford Ranger dual cab - OTA (3 changeovers)	P&E	146,000	(156,000)	0.00	0.00
Ford Everest wagon - BH000 (2 changeovers)	P&E	88,000	(98,000)	87,940.92	(100,804.56)
<b>Total</b>		<b>234,000</b>	<b>(269,000)</b>	<b>87,940.92</b>	<b>(108,954.56)</b>
<b>LAW, ORDER &amp; PUBLIC SAFETY</b>					
Broomehill Fire Shed	L&B	0	(464,000)	0.00	(106,341.58)
<b>Total</b>		<b>0</b>	<b>(464,000)</b>	<b>0.00</b>	<b>(106,341.58)</b>
<b>HOUSING</b>					
27 East Terrace - replace ceiling in kitchen/dining	L&B	0	0	0.00	0.00
Independent Living Units - Broomehill	L&B	0	(1,280,000)	0.00	(1,295,521.23)
Staff housing - 4x2 Lathom St, Broomehill	L&B	0	(520,000)	0.00	(474,534.58)
Staff housing - 3x2 Leven St, Broomehill	L&B	0	(490,000)	0.00	(441,865.69)
Staff housing - 3x2 Taylor St, Tambellup	L&B	0	(490,000)	0.00	(577,956.40)
Sale of 1 Janus Street, Broomehill	L&B	280,000	0	241,000.00	0.00
Sale of 11 Lavarock Street, Broomehill	L&B	200,000	0	0.00	0.00
Sale of 20 Henry Street, Tambellup	L&B	220,000	0	0.00	0.00
Sale of 27 East Terrace, Tambellup	L&B	240,000	0	0.00	0.00
GROH Housing - 4x2 Parnell St, Tambellup	L&B	0	(550,000)	0.00	(559,229.89)
GROH Housing - 3x2 Taylor St, Tambellup	L&B	0	(500,000)	0.00	(471,162.33)
GROH Housing - 3x2 Taylor St, Tambellup	L&B	0	(500,000)	0.00	(467,060.02)
<b>Total</b>		<b>940,000</b>	<b>(4,330,000)</b>	<b>241,000.00</b>	<b>(4,287,330.14)</b>
<b>RECREATION &amp; CULTURE</b>					
Diprose Park - drainage improvements and shade over junior play	I-O	0	(55,000)	0.00	0.00
Tambellup Hall - replace kitchen ceiling (c/over)	L&B	0	0	0.00	0.00
Crawford Street basketball court - extend surface, improve lighting	I-O	0	0	0.00	(730.91)
Tambellup Pavilion Playground	I-O	0	(22,000)	0.00	(22,064.04)
<b>Total</b>		<b>0</b>	<b>(77,000)</b>	<b>0.00</b>	<b>(22,794.95)</b>
<b>TRANSPORT</b>					
<b>Plant Replacement</b>					
Isuzu Jetpatcher - refurbish	P&E	0	(40,000)	0.00	0.00
Isuzu FRR500 tipper truck - TA386	P&E	27,700	(75,900)	27,727.27	(84,880.29)
Excavator	P&E	0	(100,000)	0.00	0.00
Reel Mower	P&E	0	(60,000)	0.00	(62,644.55)
Ford Ranger Wildtrak dual cab - TA001 (3 changeovers)	P&E	130,000	(140,000)	86,293.71	(94,930.07)
Ford Ranger Single Cab - TA052	P&E	35,000	(40,000)	31,818.18	(42,616.90)
Ford Ranger XLT dual cab - 1TA (3 changeovers)	P&E	125,000	(135,000)	76,181.82	(94,302.67)
Isuzu NLR55 SWB Light tipper - BH009	P&E	23,000	(43,000)	24,545.45	(45,307.55)
Ford Ranger dual cab - BH00 (2 changeovers)	P&E	70,000	(80,000)	27,272.73	(37,041.45)
Ford Ranger extra cab - BH014 (2 changeovers)	P&E	82,000	(90,000)	0.00	0.00
Ford Ranger dual cab - BH003 (2 changeovers)	P&E	90,000	(100,000)	36,363.64	(47,420.95)
Ford Ranger dual cab - TA005	P&E	35,000	(40,000)	32,123.47	(38,498.72)
John Deere Gator - TA417	P&E	5,000	(26,500)	5,029.00	(26,529.00)
Sundry Plant	P&E	0	(20,000)	0.00	0.00
<b>TRANSPORT</b>					
<b>Townscape</b>					
Townscape Plan - Broomehill & Tambellup	I-O	0	(200,000)	0.00	(55,242.64)
<b>Road Construction</b>					
Tambellup West Rd - stabilise patches & reseal SLK 23.29 to 26.5	I-R	0	(161,500)	0.00	(161,523.18)
Gnow-Tambellup Rd - stabilise patches & reseal SLK 21.06 to 26.2	I-R	0	(195,000)	0.00	(194,955.07)
Gnow-Tambellup Rd - stabilise patches & reseal SLK 9.96 to 13.21	I-R	0	(195,000)	0.00	(200,963.84)
Toolbrunup Road - stabilise patches & reseal SLK 21.44 to 23.98	I-R	0	(273,000)	0.00	(173,007.31)

**SHIRE OF BROOMEHILL-TAMBELLUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2020**

**12: CAPITAL DISPOSALS AND ACQUISITIONS**

		<b>Revised Budget Revenue 2019/20</b>	<b>Revised Budget Expense 2019/20</b>	<b>Actual Revenue 2019/20</b>	<b>Actual Expense 2019/20</b>
<b>Road Construction</b>					
Pootenup Road - stabilise patches & reseal SLK 0.00 to 5.46	I-R	0	(141,600)	0.00	(273,506.71)
Toolbrunup Road - widen seal SLK 17.71 to 18.99	I-R	0	(360,000)	0.00	(364,721.81)
<b>Roads to Recovery</b>					
Flat Rocks Road - construct & seal 3km	I-R	0	0	0.00	(1,289.56)
Morgan Road - seal	I-R	0	0	0.00	(4,031.20)
McGuire Road - seal	I-R	0	0	0.00	(2,016.24)
Pallinup Road - reconstruct & seal 4km	I-R	0	(404,100)	0.00	(399,117.58)
<b>Footpaths</b>					
Footpath Plan	I-R	0	(35,000)	0.00	0.00
Add back Job Depreciation	I-R	0	131,500	0.00	106,630.00
<b>Total</b>		<b>622,700</b>	<b>(2,824,100)</b>	<b>347,355.27</b>	<b>(2,297,917.29)</b>
<b>ECONOMIC SERVICES</b>					
Tambellup Caravan Park - investigate development of former Bov	I-O	0	0	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	(629.56)
Water Harvesting - CBH Dam to Complex/Caravan Park	I-O	0	(107,500)	0.00	(50,928.39)
Sale of Lot 19 Taylor St, Tambellup	L&B	50,000	0	0.00	0.00
<b>Total</b>		<b>50,000</b>	<b>(382,500)</b>	<b>0.00</b>	<b>(51,557.95)</b>
<b>Total</b>		<b>1,846,700</b>	<b>(8,346,600)</b>	<b>676,296.19</b>	<b>(6,874,896.47)</b>
<b>LAND HELD FOR RESALE</b>					
	LR	0	0	0.00	0.00
<b>LAND &amp; BUILDINGS</b>					
	L&B	990,000	(5,049,000)	241,000.00	(4,394,301.28)
<b>PLANT &amp; EQUIPMENT</b>					
	P&E	856,700	(1,259,400)	435,296.19	(683,126.71)
<b>INFRASTRUCTURE - ROADS</b>					
	I-R	0	(1,633,700)	0.00	(1,668,502.50)
<b>INFRASTRUCTURE - PARKS</b>					
	I-O	0	(404,500)	0.00	(128,965.98)
		<b>1,846,700</b>	<b>(8,346,600)</b>	<b>676,296.19</b>	<b>(6,874,896.47)</b>
<b>RESERVE TRANSFERS - from/(to)</b>					
Leave Reserve		52,700	(52,200)	0.00	(51,503.36)
Plant Replacement Reserve		387,700	(309,000)	99,400.00	(103,831.64)
Building Reserve		958,300	(1,095,000)	250,000.00	(103,178.29)
Computer Reserve		0	(11,000)	0.00	(10,648.43)
Tambellup Rec Ground & Pavilion Reserve		0	(6,200)	0.00	(5,723.31)
Broomehill Rec Complex Reserve		0	(10,600)	0.00	(9,808.03)
Building Maintenance Reserve		56,000	(10,800)	0.00	(10,972.50)
Sandalwood Villas Reserve		0	(12,000)	0.00	(11,167.98)
Broomehill Synthetic Bowling Green Replacement Reserve		0	(10,100)	0.00	(9,538.28)
Refuse Sites Post Closure Management Reserve		0	(5,700)	0.00	(5,392.30)
Lavieville Lodge Reserve		0	(11,700)	0.00	(11,004.85)
Townscape Plan Implementation Reserve		200,000	(7,000)	56,200.00	(4,334.98)
Tambellup Synthetic Bowling Green Replacement Reserve		0	(7,800)	0.00	(7,764.77)
Tourism & Economic Development Reserve		20,000	(20,300)	0.00	(20,564.04)
		<b>1,674,700</b>	<b>(1,569,400)</b>	<b>405,600.00</b>	<b>(365,432.76)</b>
<b>LOANS</b>					
Loan Repayments		0	(90,900)	0.00	(51,656.96)
Proceeds from New Loans		995,700	0	995,700.00	0.00
Proceeds - Short Term Loan Facilities		2,071,700	0	845,000.00	0.00
Repayment- Short Term Loan Facilities		0	(2,071,700)	0.00	(845,000.00)
		<b>3,067,400</b>	<b>(2,162,600)</b>	<b>1,840,700.00</b>	<b>(896,656.96)</b>
<b>TOTAL CAPITAL</b>		<b>6,588,800</b>	<b>(12,078,600)</b>	<b>2,922,596.19</b>	<b>(8,136,986.19)</b>

**SHIRE OF BROOMEHILL-TAMBELLUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 May 2020**

**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 2019	Amount Received	Amount Paid	Closing Balance
Hall Bonds	1,500.00	2,474.00	(3,974.00)	0.00
Key Bonds	150.00	0.00	(150.00)	0.00
Equipment Bonds	0.00	0.00	0.00	0.00
House Bonds	1,940.00	0.00	(1,940.00)	0.00
Nomination Deposits	0.00	240.00	(240.00)	0.00
Great Southern Treasures	48,837.19	44,100.00	(92,937.19)	0.00
Broomehill Liaison Group	1,243.74	0.00	0.00	1,243.74
Fire Prevention	4,834.27	1,000.00	0.00	5,834.27
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	(2,456.49)	0.00
A Smart Start Program	131,993.96	0.00	(131,993.96)	0.00
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
Buildng Retention Bonds - RM Smith	0.00	71,179.70	(71,179.70)	0.00
Building Retention Bonds - K Built	0.00	60,758.36	(60,758.36)	0.00
Building Retention Bonds - NW Tears	0.00	48,500.00	(48,500.00)	0.00
Unclaimed Monies (2003)	1,566.00	0.00	(1,566.00)	0.00
	<b>202,591.86</b>	<b>228,252.06</b>	<b>(415,695.70)</b>	<b>15,148.22</b>

**GSCORE – REGIONAL TRAILS MASTER PLAN**  
**GREAT SOUTHERN TREASURES RECREATION CIRCUIT**

**Broomehill**

The priority project identified in the Regional Trails Master Plan for Broomehill is the **Boot Rock Reserve trail**. This project was raised during discussion at the trails workshop in March 2019, and was considered as part of a bigger trail loop that included the old sports ground on Broomehill-Kojonup Rd, the walking section of the Holland Track, and a yet-to-be defined track around the Broomehill Golf Course leading back to town.

*It is considered that the focus of the project in this case should be Boot Rock Reserve and the Holland Track walking section, both of which have been promoted in Great Southern Treasures marketing for the town.*

**Boot Rock Reserve** itself is an area of natural bush 22.7ha that has a significant variety of wildflowers seasonally. There are strategic firebreaks in place already that form a circuit within the reserve, and a single entry to the site off Jetsam St. There is currently no signage in place. Consideration may be given to providing pedestrian access to Boot Rock itself through the reserve – there is currently no designated track, and the location of the Great Southern Treasures marker on Great Southern Hwy is not appropriate to allow travellers to pull off the road and have a look.

The walk section of the **Holland Track** is also able to be incorporated into the project. The track is quite well defined, however markers that were previously in place have been damaged and subsequently removed. Some clearing of the track is required. End of track signage is in place and is in good condition.

**Tambellup**

The priority project for Tambellup is the Tambellup Heritage Trail – an existing series of three interconnecting walk/cycle trails extending along the river and through the town centre. The trails are known as:

- The River Loop – approx. 2km gravel trail, runs along the Gordon River to the north of the Tambellup West Rd Bridge.
- The Town Loop – approx. 600m hotmix and paved pathways around Norrish St.
- The Noongar Trail – approx. 1.0km gravel trail around the former Native Reserve, south of the townsite.

**Status of trails and existing signage (originally installed in 2002/2003)**

**Trailhead signage** (2 panels – including description of trail network) is located on the path between the Railway Station and Station Masters house.

These panels have deteriorated to the point where they are no longer readable and require replacement and possible relocation.

The **Town Loop** has interpretive panels (x 15) located on buildings and along the path, with the information panel protected by a clear polycarbonate panel. A number of panels are missing, some have deteriorated due to sun exposure or other and require replacement, and a number require cleaning. All posts along the pathway are in place.

The trail surface is in good condition, being hotmix paths of at least 2m width, and town footpaths.

The **River Trail** has trailhead signage (2 panels) located at the gazebo off Tambellup West Rd, and numbered marker posts at intervals around the trail. These correspond to information in the locally produced 'Heritage Trail' brochure.

The trailhead panels have deteriorated and are no longer readable. Most of the marker posts are in place however most of the number panels have been removed and require replacement with a sturdier product.

The trail surface is compacted gravel. In the past the gravel has been treated with Dustex, a binding agent, which sets well in summer, but is sticky underfoot when it gets wet. Aggregate dust has been applied in some sections. Ants are particularly prevalent along the trail on the western side of the river. Vehicle and motorbikes access points should be blocked off for the safety of trail users. The spillway under the footbridge needs cleaning out – lots of debris and rubbish has collected there over the years, making it unsightly when the river is not flowing. Bollards were in place at either end of the footbridge to restrict use to pedestrians and cyclists however these were removed at some stage and not replaced.

The **Noongar Trail** is located on three separate parcels of land at the southern end of the townsite alongside the Gordon River. The three parcels are reserves vested in either the Tambellup Aboriginal Progress Association, or the Tambellup Noongar Land Association. The trail has trailhead signage (1 panel) located at the trail entrance off Great Southern Highway at the end of the footbridge. The signage has deteriorated and needs to be renewed. The trail surface is compacted gravel and in reasonable condition. Vehicle and motorbike access points should be blocked off for safety of trail users. **It is recommended that the Shire consults with the Noongar community to determine how they would like to see this trail used, interpreted and promoted.** For the purpose of this project, estimates for signage and trail maintenance have been included, acknowledging consultation is required.

## INFRASTRUCTURE REQUIREMENTS

**NOTE:** Trail infrastructure – costings shown are indicative only, and have been provided by a consultant engaged by GSCORE.

- *Multi theme interpretive panel (large) – giving overview of a town, or site, surrounds and GSTRC map/information, \$10,000*
- *Trailheads at entry points to a trail \$5,000*
- *Single theme interpretive panel (located at site entry) \$2,000*
- *Waymarking and regulatory signage (camera and lookout symbols particularly required). Shield on a post \$200, 2 post signs \$400, Finger post sign \$200 and large signs \$700 - \$1,000*
- *Trail furniture e.g. picnic table, seating, shelter \$400-\$700*
- *Trail markers \$100 (based on Shire replacement of current signage Tambellup)*

## BROOMEHILL

Infrastructure type	Qty	Cost	Total	Shire contribution	Cost Estimate
<b>Townsite: Multi theme interpretive panel (large) – giving overview of a town, or site, surrounds and GSTRC map/information</b>	1	10000	10000	Materials and labour for Installation	500
<b>Subtotal</b>			<b>10000</b>		<b>500</b>
<b>Boot Rock Reserve: Walk/cycle – 1.5km</b>					
<b>Single theme interpretive panel</b> Off Jetsam St - to include description of wildflowers noted in the area, photos	1	2000	2000	Materials and labour for Installation	500
<b>Way marking</b> 'Shield on post' on Great Southern Hwy	1	200	200	Materials and labour for Installation	200
Trail markers	10	100	1000	Materials and labour for Installation	1000
Trail marker - 'To Boot Rock'	1	100	100	Materials and labour for Installation	100
<b>Other</b> Trail construction –upgrade of existing firebreak				Plant, labour	5000
<b>Subtotal</b>			<b>3300</b>		<b>6800</b>
<b>Holland track walk section: Walk/cycle - ??? (distance)</b>					
<b>Single theme interpretive panel</b> Off Leader St - to include potted history of Holland Track	1	2000	2000	Materials and labour for Installation	500
<b>Way marking</b> 'Shield on post' on Great Southern Hwy 'Shield on post' on Lavarock St	2	200	400	Materials and labour for Installation	400
Trail markers	10	100	1000	Materials and labour for Installation	1000
<b>Other</b> Trail construction – maintenance of existing trail				Plant, labour	2000
<b>Subtotal</b>			<b>3400</b>		<b>3900</b>
<b>Total Broomehill</b>			<b>16,700</b>		<b>11,200</b>

## TAMBELLUP

Infrastructure type	Qty	Cost	Total	Shire contribution	Cost Estimate
<b>Townsite: Multi theme interpretive panel (large)</b> – giving overview of a town, or site, surrounds and GSTRC map/information	1	10000	10000	Materials and labour for Installation	500
<b>Subtotal</b>			<b>10000</b>		<b>500</b>
<b>Heritage Trail - Town Loop</b>					
Individual interpretive panels (to upgrade existing – based on recent costs)	15	100	1500	Labour for Installation	750
<b>Subtotal</b>			<b>1500</b>		<b>750</b>
<b>Heritage Trail - River Trail</b>					
<b>Way marking</b> 'Shield on post' on Great Southern Hwy 'Shield on Post' on Tambellup West Rd	2	200	400	Materials and labour for Installation	400
<b>Single theme interpretive panel</b> Trailhead off Tambellup West Rd – to include trail map, interpretation	1	2000	2000	Materials and labour for Installation	500
<b>Trail Markers</b> (numbered)	10	100	1000	Materials and labour for Installation	1000
<b>Other</b> Trail construction – maintenance of existing trail				Plant, labour	3000
<b>Subtotal</b>			<b>3400</b>		<b>4900</b>
<b>Heritage Trail - Noongar Trail</b>					
<b>Way marking</b> 'Shield on post' on Great Southern Hwy	1	200	200	Materials and labour for Installation	200
<b>Single theme interpretive panel</b> Trailhead off Great Southern Highway – to include trail map, interpretation	1	2000	2000	Materials and labour for Installation	500
<b>Other</b> Trail construction – maintenance of existing trail				Plant, labour	3000
<b>Subtotal</b>			<b>2200</b>		<b>3700</b>
<b>Total Tambellup</b>			<b>17100</b>		<b>9850</b>
<b>TOTAL PROJECT</b>					
		<b>Total funds required</b>	<b>\$33,800</b>		
		<b>Shire contribution</b>			<b>\$21,050</b>

Location Number 491

CROSBY ROAD

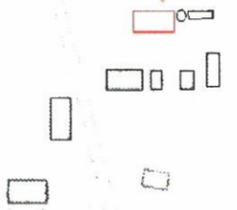
APPROX. 502m

APPROX. 865m

PRIVATE ROAD

APPROX. 810m

PROPOSED STRUCTURE

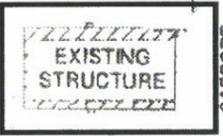
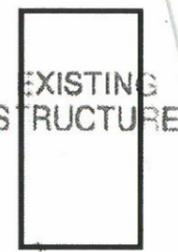
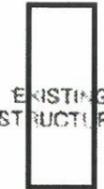


Proposed Location Plan  
1 : 4000

105 Metres

EXISTING STRUCTURE

EXISTING STRUCTURE



CARPOR

PRIVATE ROAD

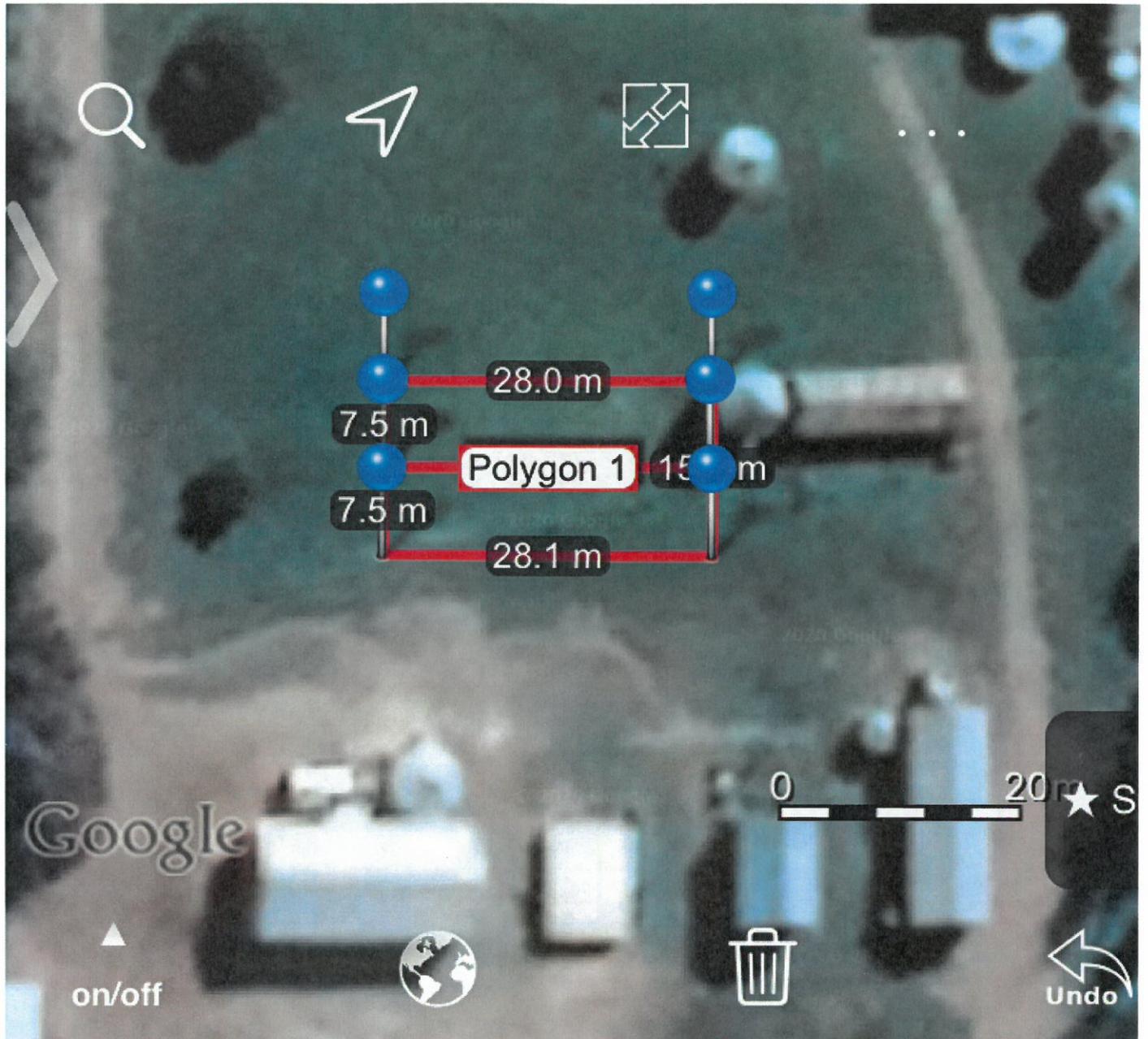
156 Metres

PROPERTY LINE

PROPERTY LINE



Proposed Site Plan  
1 : 750



# Untitled Map

Write a description for your map.

## Legend

 Manyfields



Google Earth

Image © 2020 CNES / Airbus

80 m



<i>Policy No:</i>	<b>3.5 FINANCIAL HARDSHIP</b>
<i>Policy Objective:</i>	To ensure that the Shire of Broomehill-Tambellup offers fair, equitable, consistent and dignified support to ratepayers suffering hardship, while treating all members of the community with respect and understanding at what is a difficult time.
<i>Minute No:</i>	
<i>Date of adoption:</i>	
<i>Date of Amendment:</i>	
<i>Date of Review:</i>	

### **Purpose**

To provide consistent methodology and outline the principles applied for determining financial hardship.

The Shire will advise ratepayers and community groups at the time their account falls into arrears, of the terms of this policy and encourage eligible persons to apply for hardship consideration.

### **Policy Scope**

This Policy is intended to apply to all ratepayers and community groups experiencing financial hardship regardless of their status, be they a property owner, tenant, business owner, lessee etc. and is applicable to all rates and charges levied.

### **Principles**

#### Overarching Principle

Overdue rates must be paid nonetheless fair, reasonable and flexible approaches to payment are beneficial. All ratepayers have a responsibility to pay overdue rates. This policy in no way overrides, detracts from or diminishes the responsibility of ratepayers to pay overdue rates, consistent with the *Local Government Act 1995*.

Research demonstrates that a fair, reasonable and flexible approach leads to better repayment outcomes and fewer resources expended in the collection of payments. Greater efficiency and predictability in the collection of rates thereby assists the Shire to plan and fund service delivery priorities. Furthermore, addressing overdue rate through an early intervention approach without resorting to court recovery processes minimises legal and court costs to individual ratepayers.

### **Financial Hardship Criteria**

While evidence of hardship will be required, the Shire recognises that not all circumstances are alike. The Shire will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:

- Recent unemployment or under-employment
- Sickness or recovery from sickness
- Low income or loss of income
- Unanticipated circumstances such as caring for and supporting extended family

Ratepayers and community groups will be encouraged to provide any information about their individual circumstances that may be relevant for assessment. This may include demonstrating a capacity to make some payment and where possible, entering into a payment arrangement.

## **Application Process**

Each person wishing to make application under this Policy will be required to complete the application form that forms an appendix to this Policy.

The Shires Chief Executive Officer and Manager Finance and Administration will assess each application on a case by case basis. All circumstances will be considered and the principles of fairness, integrity and confidentiality will be applied in all instances, whilst complying our statutory responsibilities.

## **Payment Arrangements**

Payment arrangements facilitated in accordance with Section 6.49 of the *Local Government Act 1995* are of an agreed frequency and amount. These arrangements will consider the following:

- If a ratepayer has made genuine effort to meet rate and service charge obligations in the past;
- If the payment arrangement will establish a known end date that is realistic and achievable.

Ratepayers and community groups will be responsible for informing the Shire of any change in circumstance that may jeopardise the agreed payment schedule.

## **Deferment of Rates**

Deferment of rates may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred rates balance:

- remains as a debt on the property until paid;
- becomes payable in full upon the passing of the pensioner or if the property is sold or if the pensioner ceases to reside in the property;
- may be paid at any time, BUT the concession will not apply when the rates debt is subsequently paid (deferral forfeits the right to any concession entitlement); and
- does not incur penalty interest charges.

## **Debt recovery**

The Shire will suspend its debt recovery processes whilst negotiating a suitable payment arrangement with a debtor, and whilst the agreed payment arrangement is adhered to.

Where ratepayers or community groups are unable to make payments in accordance with the agreed payment arrangement, an alternative payment arrangement will be considered and if agreed upon, the Shire will continue to suspend all debt recovery processes.

Where ratepayers or community groups do not reasonably adhere to the agreed payment arrangement, the Shire will offer one further opportunity to enter into a payment arrangement that will clear the debt by the end of the financial year that the debt is relevant to.

Rates and service charge debts that remain outstanding at the beginning of the following financial year will be subject to the rates debt recovery procedures prescribed in the *Local Government Act 1995*.

If no contact is made by the ratepayer or community group in relation to the outstanding debt then normal debt recovery procedures will apply.

### **Communication and Confidentiality**

The Shire will maintain confidential communications at all times and undertake to communicate with a nominated support person or other third party at the ratepayers request.

The Shire will advise ratepayers and community groups of this policy and its application, when communicating with a ratepayer or community group that has an outstanding rates or service charge debt.

### **Procedure Associated with this Policy**

Application for Financial Hardship form.

### **Roles and Responsibilities**

Chief Executive Officer

- Consider applications for financial hardship in accordance with this policy

Manager Finance and Administration

- Consider applications for financial hardship in accordance with this policy

### **Relevant Legislation**

*Local Government Act 1995*

*Local Government (Financial Management) Regulations 1996*



## APPLICATION FOR FINANCIAL HARDSHIP ASSESSMENT

The Shire of Broomehill-Tambellup recognises that some members of our community will experience financial hardship from time to time. The Council has adopted a financial hardship policy which means that for those who are experiencing difficulties, Council has agreed on some measures to assist in the payment of rates and service charges.

**Please complete this application in full.**

**Shire of Broomehill-Tambellup Policy 3.5 – Financial Hardship is applicable to this assessment.**

---

### Applicants Details

Full Name/s: \_\_\_\_\_

Applicants mailing address: \_\_\_\_\_

Applicants phone number: \_\_\_\_\_

Applicants email address: \_\_\_\_\_

Is this application being lodged on behalf of a Corporate / Community Organisation / Group / Club / Business?

YES / NO

If yes, what is the name of the Corporate / Community Organisation / Group / Club / Business?

---

### Financial Hardship Details

Property addresses this application applies to:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

I am seeking financial hardship assistance for the following:

- Property Rates
- Property Lease
- Rent of Council premises
- Community Association Loan
- Other

If you have chosen 'Other' please provide specific information on what assistance is being sought:

---

---

---

---

---

Which of the following are you in relation to the properties in this application?

(please note if you rent a property from a private owner, please contact them directly)

- I am the property owner
- I am the lessee of a Shire of Broomehill-Tambellup property
- Other (please specify) \_\_\_\_\_

Please confirm under which capacity you are seeking financial hardship assistance:

- Recent unemployment or under employment
- Sickness or recovery from sickness associated with Covid-19 or other declared public health emergency or pandemic
- Other sickness or recovery from other sickness
- Low income or loss of income
- Unanticipated circumstances (ie caring for a family member)
- Other circumstances

Please provide additional information to substantiate your claim. Attach separate evidence if applicable.

---

---

---

---

---

---

---

Please either email, post or hand deliver this completed application form together with evidence to substantiate your claim to:

[mail@shirebt.wa.gov.au](mailto:mail@shirebt.wa.gov.au)

or

Shire of Broomehill-Tambellup  
46-48 Norrish Street  
TAMBELLUP WA 6320

**Acknowledgement**

I declare that the information I have provided in this application is correct and I am the authorised person by all owners or lessees of the organisation/body/group/club/business to lodge this application. I understand that should these statements and answers be untrue that the Shire of Broomehill-Tambellup reserves the right to retrospectively revoke all waivers, discounts and assistance provided.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

**Privacy**

All personal information collected on this form will only be used by the Shire of Broomehill-Tambellup for the sole purpose of providing requested and related services. Information will be stored securely by the Shire and will not be disclosed to any third parties without your express written consent.

## Plant Maintenance Report - June 2020

Reg No.	Description	Current Kms/Hrs	Next Service	Year of Manufacture	Year of Purchase	Changeover	Comments
OTA	Ford Ranger Ute	34,666		2019	2019	1 yr / 15,000km	Serviced @ 30,000 km.
1TA	Ford Ranger Ute	15860	30,000	2020	2020	1 yr / 30,000 kms	New unit, fitted accessories
BH00	Ford Ranger D-Cab	3,121	15,000	2020	2020	1 yr / 30,000 kms	
BH000	Ford Everest Trend		15000	2020	2020	1yr / 25,000 km	
BH001	CAT vibe Roller	1,416	1,500	2019	2019	8 yrs / 8000 hrs	
BH002	ISUZU Flatbed Truck	35,017	45,000	2016	2016	7 yrs / 250,000km	Serviced @ 35,000 km.
BH003	Ford Ranger D-Cab	5,497	15,000	2020	2020	1 yr / 30,000 km	
BH004	CAT 12M Grader	1,638	2,000	2017	2018	8 yrs / 8,000 hrs	
BH005	Cat multi tyre Roller	746	1,000	2018	2018	8 yrs / 8000 hrs	
BH006	CAT 12M	8,203	8,500	2012	2012	8 yrs / 8,000 hrs	
BH007	Toro mower	1000	1200	2016	2016	5 yrs / 5,000 hrs	Serviced @1000 hrs
BH009	Izusu 150 truck	6,441	10,000	2019	2019	1 yr / 30,000 km	
BH012	Isuzu Fire Truck		Jan-41				
BH013	Cat 444F Backhoe	2,736	3,000	2013	2013	10 yrs / 8,000 hrs	
BH014	Ford Ranger Space Cab	44,100	45,000	2018	2018	1 yr / 30,000 km	Bumper repair (insurance)
BHT0	Kenworth Truck	100,514	110,000	2016	2017	5 yrs / 250,000 km	Serviced @ 100,000 km
BHT84	Toro Groundmaster 3500D mower		1,200	2013	2013		
BHT92	CAT Skid Steer 299D2XHP	1,186	1,500	2017	2017	8 yrs / 8,000hrs	Greased
BHT125	Mack Curser 8 Wheel Tipper	188,659	190,000	2013	2013	5 yrs / 250,000 km	
BHT1624	Fuel trailer			2015	2016		
BHT1633	Tandem Axle Dolly	58455		2015	2015		
TA001	Ford Ranger Ute	12,907	15,000	2020	2020	1 yr / 30,000 kms	
TA005	Ford Ranger Ute	4,238	30,000	2020	2020	1 yr / 30,000 kms	
TA017	Isuzu Tipper	21,555	30,000	2019	2019	5 yrs / 200,000 km	
TA052	Ford Ranger D-Cab	2,384	15,000	2020	2020	1 yr 30,000 km	
TA06	Jet Patcher Isuzu	154,559	170,000	2007	2010	8 yrs / 8,000 hrs	
TA18	12M Grader	3,714	4,000	2016	2016	7 yrs / 8,000 hrs	
TA281	930K Loader	5,129	5,500	2014	2014	8 yrs / 8,000 hrs	Fixed hydraulic leak
TA386	Isuzu Tipper	10,000	20,000	2019	2019	5 yrs / 200,000 km	Serviced @10,000km.
TA2251	3 axle Float Trailer				2009		
TA417	John Deere Gator		250	2019	2019		
1 TIU 961	Papas Tandem Fuel Trailer			2008			
1TMR361	Rockwheeler Side Tipper Trailer	77,473		2012	2012		Fixed lighting
1TMR367	Tandem Axle Dolly						
BKTBR	Skid steer Bucket Broom			2013			
1TLT850	Loadstar 8x5 Trailer			2011			
BH2085	Trailer for Pump at Town dam						

Reg No.	Description	Current Kms/Hrs	Next Service	Year of Manufacture	Year of Purchase	Changeover	Comments
BH2098	Boxtop Trailer						
BH2134	Trailer for Mobile Standpipe						
TA2129	Fuel Tanker						
BHT 1626	Papas Tandem Fuel Trailer						Fixed lighting
1TCY093	Papas Tandem Trailer						
1TIU961	8 x 5 Papas Fuel Trailer						
1TFH594	Loadstar Boxtop Trailer						
BHT 151	REEL MOWER	50	500	2020	2020		
1TFD241	Boxtop Trailer for firefighting						
1TJX516	Plant Trailer for Mowers						
BHT1624	Fuel Trailer				2016		
1TOI298	Sign Trailer				2015		
Fogger	Fogger						
STAB	Stabiliser attachment				2014		
CATBR 30	Caterpillar Broom						
	Cement Mixer						
	Tree Grab						
	Wacker Packer						
	Tambellup Fogger						
	Broomehill Fogger						
	Trencher Attachment						
	TA Pressure Washer						
	Polesaw						
	Honda Pump						
	Chainsaw						Serviced - 3 new chains
	Stihl concrete saw						
	Skid Steer Roller						
	Borer						
1TOI 298	Sign Trailer			2015			
BHT1636	Side Tip Trailer			2017	2017		
TORO 590	BH Golf Club Mower			2016	2017		Checked mower
	BH Honda Push Mower			2017	2017		
PFL	FORK LIFT	1,340	1,500				
GENSET							
STIHL	BLOWER						
	BH Pressure Washer						
	Truck Hoist						
	Oil Dispenser						