



Broomehill Caravan Park

**** DRAFT ****

5 Year Plan

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Introduction:

Built in 1998, the Broomehill Caravan Park has 8 sealed/powerd caravan bays, a 1 bedroom cabin and a 2 bedroom cabin, located within a picturesque parkland setting. A barbecue & gazebo, picnic table on green grass and laundry (washing machine and dryer), all in close walking distance to the townsite, round out the facilities. A locked Dump Point (No Chemical Treated Waste) is also available. The park has an excellent reputation and is popular amongst travellers with little promotion being undertaken.

Two grass powered caravan bays also exist at the entry to the park, however, these are rarely booked out to customers. Unpowered sites, especially for modern, self contained van's are also not well defined.

This plan is the first step in identifying possible improvements that can be undertaken by the Shire of Broomehill-Tambellup and setting a timeline to achieve such improvements. This plan will be reviewed and updated every two (2) years, commencing in 2025.

Occupancy Rates:

Occupancy rates for the 8 powered sites for the previous three years are as follows:

| | Capacity | 2019/2020 | | 2020/2021 | | 2021/2022 | |
|-----------|-------------|------------|-----------|------------|------------|------------|------------|
| | | Nights | % | Nights | % | Nights | % |
| July | 248 | 4 | 2% | 7 | 3% | 4 | 2% |
| August | 248 | 67 | 27% | 6 | 2% | 4 | 2% |
| September | 240 | 67 | 28% | 17 | 7% | 27 | 11% |
| October | 248 | 25 | 10% | 83 | 33% | 31 | 13% |
| November | 240 | 11 | 5% | 16 | 7% | 77 | 32% |
| December | 248 | 13 | 5% | 13 | 5% | 72 | 29% |
| January | 248 | 11 | 4% | 15 | 6% | 52 | 21% |
| February | 224 | 15 | 7% | 22 | 10% | 30 | 13% |
| March | 248 | 5 | 2% | 62 | 25% | 53 | 21% |
| April | 240 | 0 | 0% | 41 | 17% | 64 | 27% |
| May | 248 | 0 | 0% | 16 | 6% | 27 | 11% |
| June | 240 | 4 | 2% | 9 | 4% | 9 | 4% |
| | 2920 | 222 | 8% | 307 | 11% | 450 | 15% |

Occupancy rates for the 2 cabins for the previous two years are as follows:

| | Cabins | | |
|-----------|-------------------|------------------|------------|
| | Capacity (Nights) | 2021/2022 | |
| | | Occupancy Nights | % |
| July | 62 | 8 | 13% |
| August | 62 | 14 | 23% |
| September | 60 | 16 | 27% |
| October | 62 | 19 | 31% |
| November | 60 | 50 | 83% |
| December | 62 | 56 | 90% |
| January | 62 | 28 | 45% |
| February | 56 | 52 | 93% |
| March | 62 | 60 | 97% |
| April | 60 | 36 | 60% |
| May | 62 | 0 | 0% |
| June | 60 | 24 | 40% |
| | 730 | 363 | 50% |

Current Works Identified

The following upgrades are either budgeted for, or have been discussed, for the Broomehill Caravan Park:

1. New sign at entry;
2. Make on-line booking system available for public use;
3. New Cleaners Storeroom;
4. Repaint Ablutions (External); and
5. Additional Cabins.

Other Proposed Upgrades & Improvements

The Shire's Senior Management Team have identified the following improvements, over and above those listed in the previous section, for the Broomehill Caravan Park:

1. Create non-powered, self-contained camping areas;
2. Create unpowered (tent) camping area;
3. Additional tree plantings surrounding the park, to shelter from the road and provide more protection from the weather; and
4. Create guidelines for pricing & booking decisions.

Pricing & Bookings Policy

It has been identified that direction is need with regards to accepting bookings and setting prices for the Caravan Park. It is recommended that a pricing policy/position be developed by the Shire to give this direction.

To commence this process, the purpose of the Shire owning and operating a caravan park needs to be defined. For example, is it to encourage tourism? Or is it to provide short stay workers accommodation for local industry and construction projects?

Staff receive booking requests of a variety of lengths of stays and need direction on what is acceptable. For example, are we willing to accept a 7 month workers accommodation booking and tie up a cabin so that it is unavailable for other purposes, such as tourism? Or is the goal to maximise revenue and accept any booking that results in the best occupancy rates & financial performance? Alternatively, should pricing be discounted for short stays for caravan sites (e.g. first 48 hours free) to encourage tourism and its subsequent economic activity?

Shire staff will develop a Council Policy that addresses these issues for the Broomehill Caravan Park in accordance with this 5 year plan.

Aerial Photo (Current):



Customer Site Plan (Current):



Site Plan (Current):



Proposed Improvements (5 Year Plan):

It is proposed that the following initiatives and upgrades be undertaken, in the year indicated, to address the issues identified in this plan:

| | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 | 2027/2028 |
|--|-----------|-----------|-----------|-----------|-----------|
| 1. Bookings / Map: | | | | | |
| a. Make on-line booking system available for customer use and promote widely | X | | | | |
| b. New sign at the entrance comprising (in addition to existing details): | | | | | |
| i. Site plan to enable self-check-in; | X | | | | |
| ii. QR code link to on-line booking software | | | | | |
| c. Creation of Council Policy on Pricing and Booking Guidelines | X | | | | |
| | | | | | |
| 2. Buildings/Infrastructure/Grounds: | | | | | |
| a. Extend Ablutions to create new cleaners storeroom. | X | | | | |
| b. Repaint Ablutions (External). | X | | | | |
| c. Plant trees in areas surrounding park and in non-powered, self-contained area | X | X | X | X | X |
| d. Re-surface road ways | | | | X | |
| e. Formalise visitors parking area and signpost | X | | | | |
| | | | | | |
| 3. Additional Accommodation: | | | | | |
| a. Construct gravel or crushed limestone road loop to the south to create an informal, non-powered self-contained area. Plant with strategically placed shade trees (such as peppermint trees - <i>Agonis flexuosa</i>) to create sections of large drive through bays. | X | | | | |
| b. Level an area on the north-eastern side to create tent (non-powered) sites | | X | | | |
| c. Investigate site requirements to create additional Cabin 3. | X | | | | |
| d. Purchase and install additional Cabin 3. | | X | | | |
| e. Investigate site requirements to create additional Cabin 4. | | | X | | |
| f. Purchase and install additional Cabin 4. | | | | X | |
| g. Investigate site requirements to create additional Cabins 5 & 6. Remove granite (if possible) and prepare site. | | | | X | |
| h. Purchase and install additional Cabins 5 & 6. | | | | | X |

Proposed Improvements (Site Plan)



SHIRE OF BROOMEHILL-TAMBELLUP

MONTHLY FINANCIAL REPORT

For the Period Ended 30 April 2023

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SHIRE OF BROOMEHILL-TAMBELLUP
STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2023

BY NATURE OR TYPE

| | Note | Revised Budget 2022/23 | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(b) | |
|--|------|------------------------------|----------------------|-----------------------|--------------------|-----------------------|---|
| Opening funding surplus /(deficit) | | 1,861,800 | 1,861,800 | 1,567,779.09 | (294,021) | (18.8%) | ▼ |
| Revenue from Operating Activities | | | | | | | |
| Rates | | 2,792,000 | 2,792,000 | 2,789,553.99 | (2,446) | (0.1%) | |
| Grants, Subsidies and Contributions | | 950,300 | 798,964 | 730,276.42 | (68,688) | (9.4%) | |
| Profit on Asset Disposal | 10 | 135,500 | 135,500 | 136,133.24 | 633 | 0.5% | |
| Fees and Charges | | 420,200 | 362,074 | 357,235.29 | (4,839) | (1.4%) | |
| Interest Earnings | | 62,900 | 59,650 | 62,243.72 | 2,594 | 4.2% | |
| Other Revenue | | 109,900 | 106,890 | 101,132.22 | (5,758) | (5.7%) | |
| | | 4,470,800 | 4,255,078 | 4,176,574.88 | (78,503) | (1.9%) | |
| Expenditure from Operating Activities | | | | | | | |
| Employee Costs | | (2,284,500) | (1,985,094) | (1,913,074.16) | 72,020 | 3.8% | |
| Materials and Contracts | | (2,017,500) | (1,660,270) | (1,290,886.56) | 369,383 | 28.6% | ▼ |
| Utilities Charges | | (235,700) | (196,246) | (165,161.41) | 31,085 | 18.8% | ▼ |
| Depreciation (Non-Current Assets) | | (2,087,500) | (1,739,524) | (1,760,860.13) | (21,336) | (1.2%) | |
| Interest Expenses | | (67,300) | (66,700) | (58,620.39) | 8,080 | 13.8% | |
| Insurance Expenses | | (188,800) | (188,800) | (200,080.29) | (11,280) | (5.6%) | |
| Loss on Asset Disposal | 10 | (159,100) | (159,100) | (25,882.49) | 133,218 | 514.7% | ▼ |
| Other Expenditure | | (106,300) | (83,424) | (93,748.08) | (10,324) | (11.0%) | ▲ |
| | | (7,146,700) | (6,079,158) | (5,508,313.51) | 570,844 | 10.4% | |
| Non Cash Amounts excluded from Operating Activities | | | | | | | |
| Add: Depreciation on assets | | 2,087,500 | 1,739,524 | 1,760,860.13 | 21,336 | 1.2% | |
| (Profit)/Loss on Asset Disposal | 10 | 23,600 | 23,600 | (110,250.75) | (133,851) | (121.4%) | ▲ |
| Amount attributable to operating activities | | (564,800) | (60,956) | 318,870.75 | 379,827 | 119.1% | |
| Investing Activities | | | | | | | |
| Non Operating Grants, Subsidies and Contributions | 8 | 3,012,300 | 1,449,200 | 752,720.64 | (696,479) | (92.5%) | ▼ |
| Proceeds from Disposal of Assets | 10 | 846,000 | 721,000 | 566,508.81 | (154,491) | (27.3%) | ▼ |
| Payments for property, plant and equipment | 12 | (1,948,500) | (1,178,167) | (790,880.22) | 387,287 | 49.0% | ▼ |
| Payments for construction of infrastructure | 12 | (3,006,300) | (1,873,557) | (1,059,945.89) | 813,611 | 76.8% | ▼ |
| | | (1,096,500) | (881,524) | (531,596.66) | 349,927 | (65.8%) | |
| Financing Activities | | | | | | | |
| Transfer from Reserves | 9 | 734,100 | 0 | 0.00 | 0 | | |
| Repayment of Debentures | 12 | (131,800) | (89,100) | (89,023.40) | 77 | 0.1% | |
| Transfer to Reserves | 9 | (802,800) | (27,200) | (43,318.50) | (16,119) | (37.2%) | ▲ |
| Total | | (200,500) | (116,300) | (132,341.90) | (16,042) | 12.1% | |
| Closing Funding Surplus(Deficit) | 4 | 0 | 803,020 | 1,222,711.28 | 419,691 | 34.3% | |

SHIRE OF BROOMEHILL-TAMBELLUP
STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2023

BY REPORTING PROGRAM

| | Note | Revised Budget 2022/23 | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(b) | |
|--|------|------------------------------|----------------------|-----------------------|--------------------|-----------------------|---|
| Opening funding surplus /(deficit) | | 1,861,800 | 1,861,800 | 1,567,779.09 | (294,021) | (18.8%) | ▼ |
| Revenue from Operating Activities | | | | | | | |
| Governance | | 31,500 | 24,500 | 20,142.93 | (4,357) | (21.6%) | |
| General Purpose Funding | | 3,377,200 | 3,244,750 | 3,234,333.80 | (10,416) | (0.3%) | |
| Law, Order and Public Safety | | 178,200 | 177,450 | 178,833.16 | 1,383 | 0.8% | |
| Health | | 6,800 | 5,800 | 236.00 | (5,564) | (2357.6%) | |
| Education and Welfare | | 30,300 | 30,300 | 10,000.00 | (20,300) | (203.0%) | ▼ |
| Housing | | 335,500 | 300,528 | 291,321.32 | (9,207) | (3.2%) | |
| Community Amenities | | 88,500 | 85,900 | 101,335.04 | 15,435 | 15.2% | ▲ |
| Recreation and Culture | | 46,600 | 38,450 | 11,118.79 | (27,331) | (245.8%) | ▼ |
| Transport | | 230,200 | 224,200 | 217,794.13 | (6,406) | (2.9%) | |
| Economic Services | | 79,400 | 65,600 | 62,595.12 | (3,005) | (4.8%) | |
| Other Property and Services | | 66,600 | 57,600 | 48,864.59 | (8,735) | (17.9%) | |
| | | 4,470,800 | 4,255,078 | 4,176,574.88 | (78,503) | (1.9%) | |
| Expenditure from Operating Activities | | | | | | | |
| Governance | | (625,200) | (491,041) | (464,989.95) | 26,051 | 5.6% | |
| General Purpose Funding | | (301,000) | (246,610) | (220,764.37) | 25,846 | 11.7% | ▼ |
| Law, Order and Public Safety | | (290,100) | (240,794) | (233,894.31) | 6,900 | 2.9% | |
| Health | | (63,600) | (54,551) | (43,504.36) | 11,047 | 25.4% | ▼ |
| Education and Welfare | | (104,700) | (103,699) | (91,469.30) | 12,230 | 13.4% | ▼ |
| Housing | | (233,000) | (195,910) | (117,760.12) | 78,150 | 66.4% | ▼ |
| Community Amenities | | (491,300) | (415,783) | (380,448.60) | 35,334 | 9.3% | |
| Recreation and Culture | | (1,386,600) | (1,183,558) | (1,009,992.29) | 173,566 | 17.2% | ▼ |
| Transport | | (3,192,800) | (2,681,401) | (2,246,972.55) | 434,428 | 19.3% | ▼ |
| Economic Services | | (358,400) | (314,248) | (293,621.30) | 20,627 | 7.0% | |
| Other Property and Services | | (100,000) | (151,563) | (404,896.36) | (253,333) | (62.6%) | ▲ |
| | | (7,146,700) | (6,079,158) | (5,508,313.51) | 570,844 | 10.4% | |
| Non Cash Amounts excluded from Operating Activities | | | | | | | |
| Add: Depreciation on assets | | 2,087,500 | 1,739,524 | 1,760,860.13 | 21,336 | 1.2% | |
| (Profit)/Loss on Asset Disposal | 10 | 23,600 | 23,600 | (110,250.75) | (133,851) | (121.4%) | ▼ |
| Amount attributable to operating activities | | (564,800) | (60,956) | 318,870.75 | 379,827 | 119.1% | |
| Investing Activities | | | | | | | |
| Non Operating Grants, Subsidies and Contributions | 8 | 3,012,300 | 1,449,200 | 752,720.64 | (696,479) | (92.5%) | ▼ |
| Proceeds from Disposal of Assets | 10 | 846,000 | 721,000 | 566,508.81 | (154,491) | (27.3%) | ▼ |
| Payments for property, plant and equipment | 12 | (1,948,500) | (1,178,167) | (790,880.22) | 387,287 | 49.0% | ▲ |
| Payments for construction of infrastructure | 12 | (3,006,300) | (1,873,557) | (1,059,945.89) | 813,611 | 76.8% | ▼ |
| | | (1,096,500) | (881,524) | (531,596.66) | 349,927 | (65.8%) | |
| Financing Activities | | | | | | | |
| Transfer from Reserves | 9 | 734,100 | 0 | 0.00 | 0 | | |
| Repayment of Debentures | 12 | (131,800) | (89,100) | (89,023.40) | 77 | 0.1% | |
| Transfer to Reserves | 9 | (802,800) | (27,200) | (43,318.50) | (16,119) | (37.2%) | ▲ |
| Total | | (200,500) | (116,300) | (132,341.90) | (16,042) | 12.1% | |
| Closing Funding Surplus(Deficit) | 4 | 0 | 803,020 | 1,222,711.28 | 419,691 | 34.3% | |

SHIRE OF BROOMEHILL-TAMBELLUP
For the Period Ended 30 April 2023

BALANCE SHEET

| | Actual 2022/23 | C/fwd 1 July 2022 |
|--------------------------------------|---------------------------|------------------------------|
| CURRENT ASSETS | | |
| Cash | 3,556,178.25 | 4,141,034.90 |
| Receivables | 438,256.49 | 471,909.74 |
| Inventories - Stock on Hand | 8,246.32 | 27,447.40 |
| TOTAL CURRENT ASSETS | <u>4,002,681.06</u> | <u>4,640,392.04</u> |
| CURRENT LIABILITIES | | |
| Creditors and Provisions | 1,419,017.45 | 1,754,979.12 |
| Borrowings | 42,781.40 | 131,804.80 |
| TOTAL CURRENT LIABILITIES | <u>1,461,798.85</u> | <u>1,886,783.92</u> |
| NET CURRENT ASSETS | <u>2,540,882.21</u> | <u>2,753,608.12</u> |
| NON-CURRENT ASSETS | | |
| Receivables | 80,792.95 | 80,792.95 |
| Inventories - Land Held for Resale | 162,000.00 | 162,000.00 |
| Financial Assets | 77,803.67 | 77,803.67 |
| Property, Plant and Equipment | 19,774,169.29 | 20,009,720.30 |
| Infrastructure Assets | 119,738,726.57 | 119,869,467.64 |
| TOTAL NON-CURRENT ASSETS | <u>139,833,492.48</u> | <u>140,199,784.56</u> |
| NON-CURRENT LIABILITIES | | |
| Creditors and Provisions | 14,204.10 | 14,204.10 |
| Borrowings | 1,682,315.82 | 1,682,315.82 |
| TOTAL NON-CURRENT LIABILITIES | <u>1,696,519.92</u> | <u>1,696,519.92</u> |
| NET ASSETS | <u>140,677,854.77</u> | <u>141,256,872.76</u> |
| EQUITY | | |
| Accumulated Surplus | 40,601,144.84 | 41,223,481.33 |
| Reserves - Asset Revaluation | 98,239,000.52 | 98,239,000.52 |
| Reserves - Cash Backed | 1,837,709.41 | 1,794,390.91 |
| TOTAL EQUITY | <u>140,677,854.77</u> | <u>141,256,872.76</u> |

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2023

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 30 April 2023

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 30 April 2023

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 30 April 2023

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 Services.

OTHER PROPERTY & SERVICES

Objectives:

To monitor and control councils works overhead operating accounts.

Activities:

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

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
BY NATURE OR TYPE
For the Period Ended 30 April 2023

2: REPORT ON MATERIAL VARIANCES

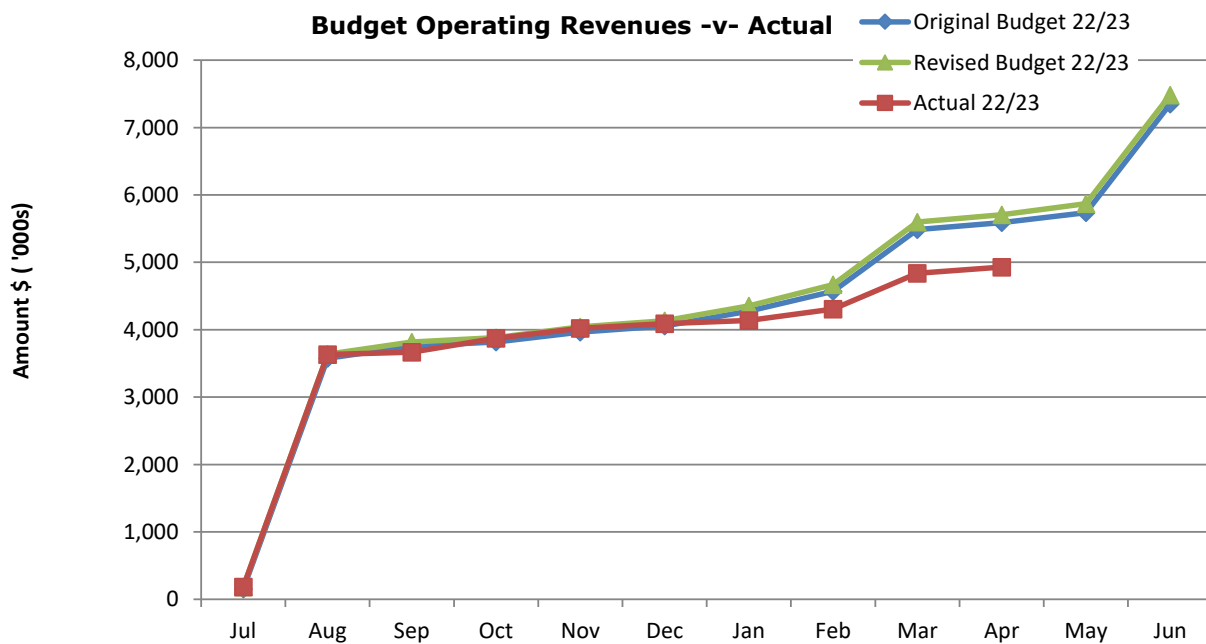
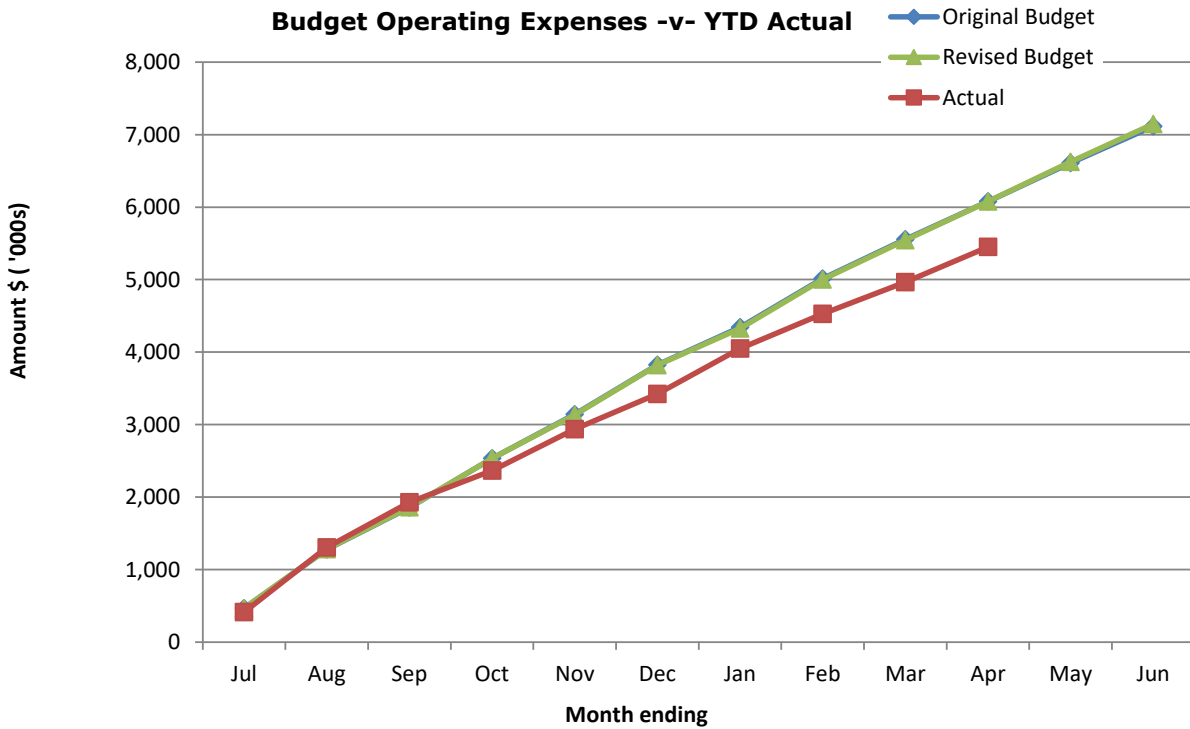
The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2022/23 year is \$10,000 or 10% whichever is greater.

| Explanation of variances Nature or Type | Var \$ | Var % | Timing | Permanent |
|--|-----------|-------|--------|-----------|
| EXPENDITURE | | | | |
| Materials and Contracts | 369,383 | 29% | x | |
| Plant Operation Costs and Public Works Overheads are underallocated, which can be attributed to staff vacancies in the works crew and reduced plant usage. These allocations will be reviewed. | | | | |
| Repair and Maintenance expenditure across all buildings, plant and equipment is lower than anticipated. | | | | |
| Utilities Charges | 31,085 | 19% | x | |
| Expense on utility charges is lower than anticipated. | | | | |
| Loss on Asset Disposal | 133,218 | 515% | x | |
| Loss on disposal of plant and equipment is processed as items of plant are traded. The Mack truck has not yet been traded, which was expected to have occurred. | | | | |
| Other Expenditure | (10,324) | -11% | x | |
| ESL remitted is higher than budgeted, this is timing related. | | | | |
| INVESTING ACTIVITIES | | | | |
| Non Operating Grants, Subsidies and Contributions | (696,479) | -93% | x | |
| Progress claims from Regional Road Group will be submitted as works progress. | | | | |
| Proceeds from Disposal of Assets | (154,491) | -27% | x | |
| The Mack truck has not yet been traded, which was expected to have occurred. Delivery is expected by the end of June. | | | | |
| Payments for property, plant and equipment | 387,287 | 49% | x | |
| The Mack truck has not yet been traded, which was expected to have occurred. Delivery is expected by the end of June. | | | | |
| Payments for construction of infrastructure | 813,611 | 77% | x | |
| Bitumen reseals have been scheduled for mid-April. | | | | |

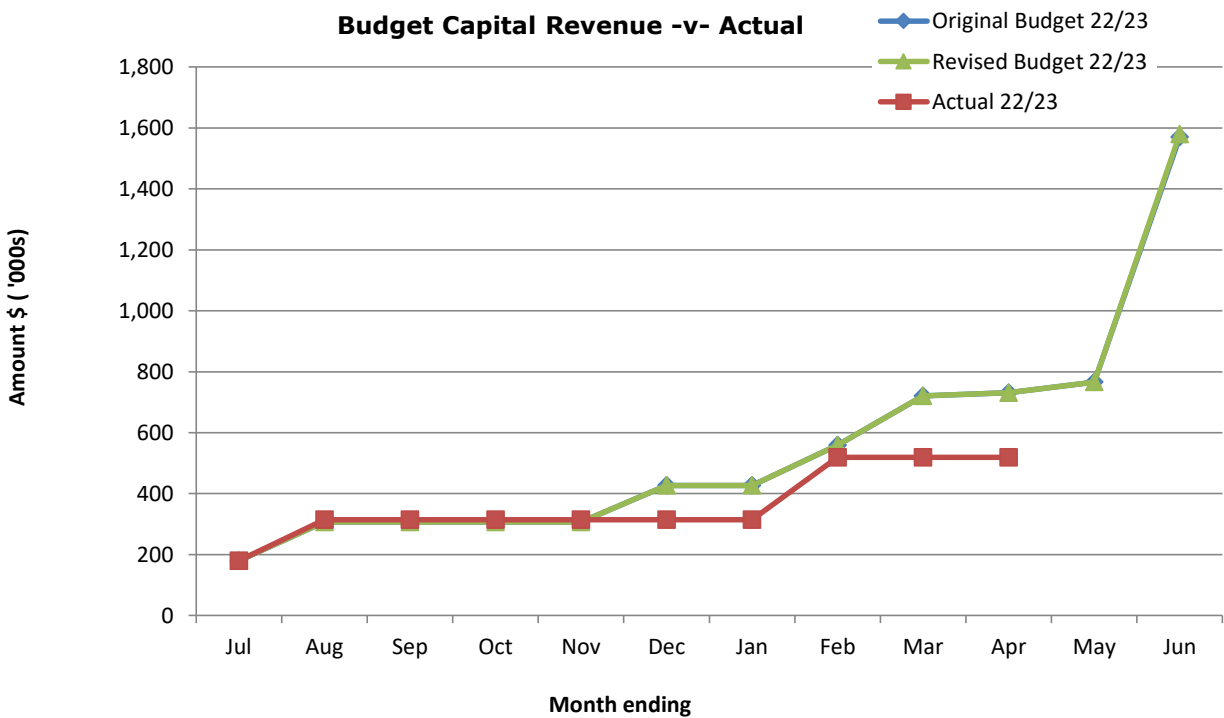
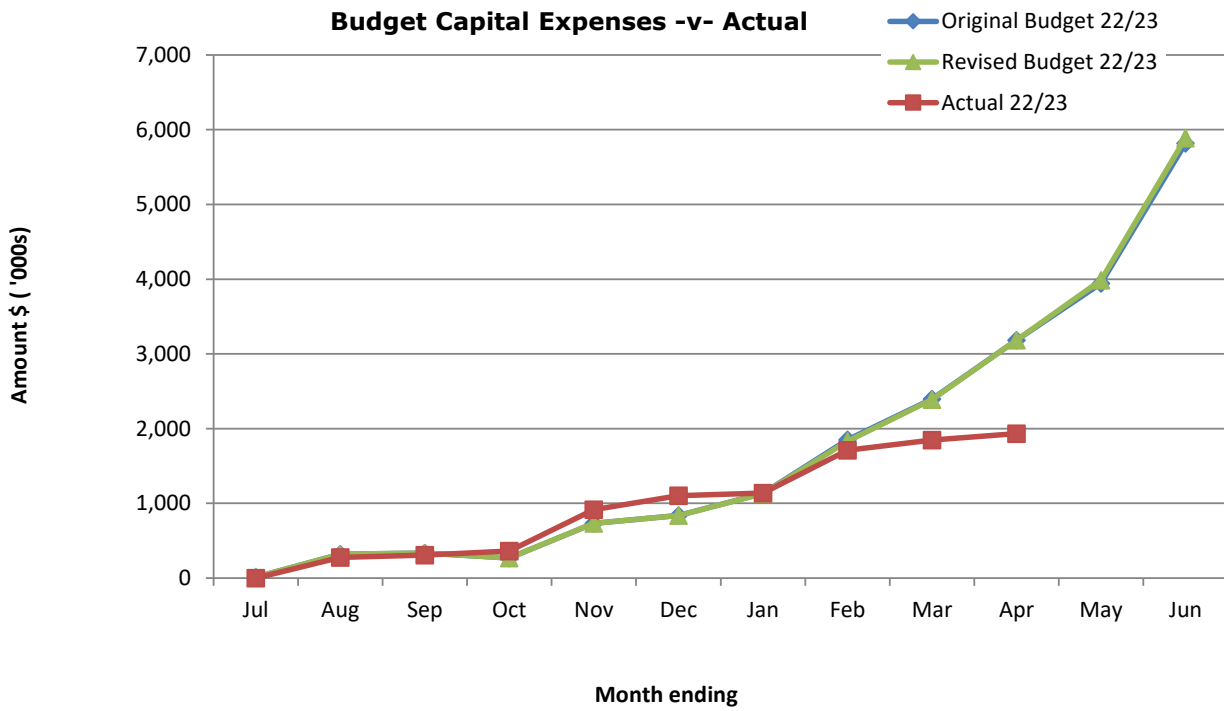
SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2023

3: GRAPHICAL REPRESENTATION



SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2023

3: GRAPHICAL REPRESENTATION



SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2023

4: NET CURRENT FUNDING POSITION

| | Note | Actual 2022/23 \$ | C/fwd 1 July 2022 \$ |
|---|------|----------------------------|----------------------------|
| Current Assets | | | |
| Cash Unrestricted | | 1,070,090.87 | 1,660,517.48 |
| Cash Restricted - Other Payables | | 648,377.97 | 686,126.51 |
| Cash Restricted - Reserves | 9 | 1,837,709.41 | 1,794,390.91 |
| Receivables - Rates and Rubbish | 6 | 297,739.00 | 221,899.62 |
| Receivables - Other | 6 | 118,871.44 | 203,527.65 |
| Inventories | | 8,246.32 | 27,447.40 |
| Accruals and Provisions | | 2,903.42 | 2,903.42 |
| | | <u>3,983,938.43</u> | <u>4,596,812.99</u> |
| Less: Current Liabilities | | | |
| Payables | | 1,761.35 | (264,164.08) |
| Net GST & PAYG | | (24,735.14) | (14,415.42) |
| Other Payables - Bonds & Deposits | | (11,060.00) | (9,390.00) |
| Other Payables - Building Retention Bonds | | (63,379.65) | (82,551.55) |
| Other Payables - DCP | | (29,543.90) | (486,264.54) |
| Other Payables - LRCIP | | (533,734.20) | (92,772.20) |
| Other Payables - Sundry | | (10,660.22) | (15,148.22) |
| Borrowings - current | | (42,781.40) | (131,804.80) |
| Accruals and Provisions | | (728,923.06) | (746,694.06) |
| | | <u>(1,443,056.22)</u> | <u>(1,843,204.87)</u> |
| Less: Cash Restricted - Reserves | 9 | (1,837,709.41) | (1,794,390.91) |
| Add: Current Liabilities not expected to be cleared at end of year | | | |
| - current portion of borrowings | | 42,781.40 | 131,804.80 |
| - employee benefit provisions | | 476,757.08 | 476,757.08 |
| | | <u>(1,318,170.93)</u> | <u>(1,185,829.03)</u> |
| Net Current Funding Position | | <u>1,222,711.28</u> | <u>1,567,779.09</u> |

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2023

5: CASH AND INVESTMENTS

| | Ref | Interest Rate | Unrestricted \$ | Restricted \$ | Trust \$ | Total \$ | Institution | Maturity Date |
|--------------------------|-------------|---------------|---------------------|---------------------|-------------|---------------------|-------------|---------------|
| (a) Cash Deposits | | | | | | | | |
| Municipal Fund | 133 904 987 | | 1,070,090.87 | 648,377.97 | | 1,718,468.84 | Bendigo | |
| Trust Fund | 133 905 067 | | | | 0.00 | 0.00 | Bendigo | |
| Cash on Hand | | | 1,200.00 | | | 1,200.00 | | |
| (b) Term Deposits | | | | | | | | |
| Reserve Funds | 4318682 | 4.00% | | 1,837,709.41 | | 1,837,709.41 | Bendigo | 21/06/2023 |
| Total | | | 1,071,290.87 | 2,486,087.38 | 0.00 | 3,557,378.25 | | |

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.

Monies held in the Trust Fund have been reclassified following guidance from the Office of the Auditor General and now held as a current liability.

b) Term Deposits

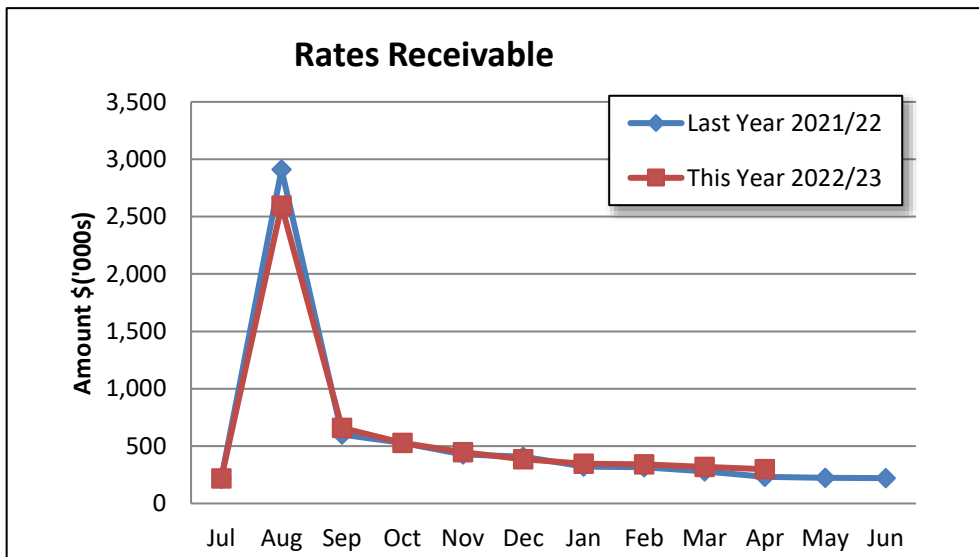
Reserve Funds

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 30 April 2023

6: RECEIVABLES

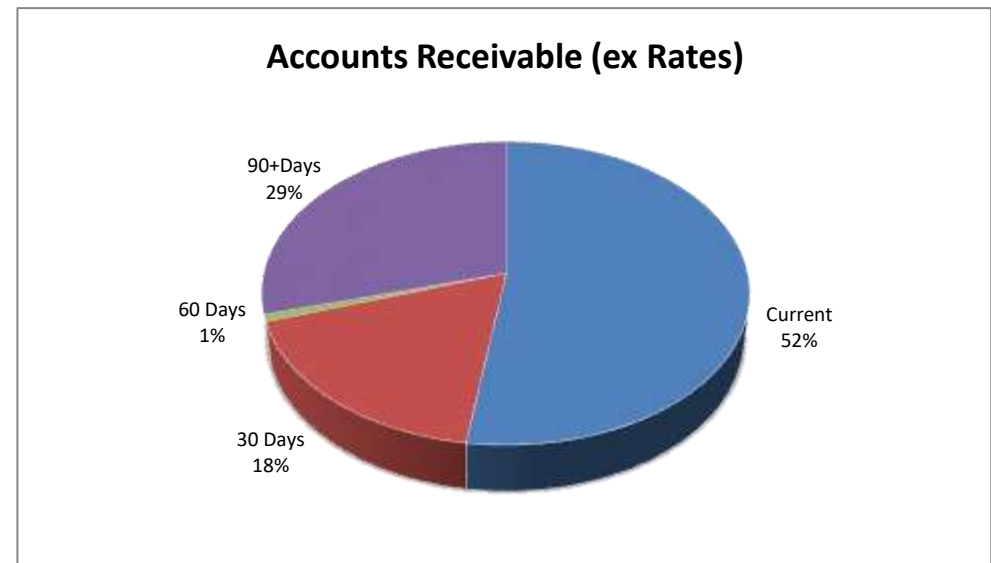
| Rates & Rubbish | Actual 2022/23 | c/fwd 1 July 2022 |
|---------------------------------|---------------------------|------------------------------|
| | \$ | \$ |
| Opening Arrears Previous Years | 221,899.62 | 234,727.59 |
| Rates Levied this year | 2,888,997.53 | 2,771,849.96 |
| <u>Less</u> Collections to date | (2,813,158.15) | (2,784,677.93) |
| Equals Current Outstanding | 297,739.00 | 221,899.62 |
| Net Rates Collectable | 297,739.00 | 221,899.62 |
| % Collected | 90.43% | 92.62% |



Comments/Notes - Receivables Rates and Rubbish

| Accounts Receivable | Current | 30 Days | 60 Days | 90+Days |
|----------------------------|------------------|--------------------------|----------------|-------------------|
| | \$ | \$ | \$ | \$ |
| Sundry Debtors | 42,945.75 | 20,970.58 | 846.68 | 34,859.32 |
| Pensioner Rebates | 1,467.33 | | | |
| Emergency Services Levy | 17,781.78 | | | |
| | 62,194.86 | 20,970.58 | 846.68 | 34,859.32 |
| | | Total Outstanding | | 118,871.44 |

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables General

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2023

7: BUDGET AMENDMENTS

Amendments to original budget since budget adoption.

| Council Resolution | GL or JOB | Revenue / (Expense) | Description | Comment | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance |
|--|-----------|---------------------|---|---|----------------------------|----------------------------|--------------------------------|
| 102/22 | | | Balanced Budget Adopted July 2022 | | | | 0 |
| 27/23 | | Surplus/(Deficit) | Opening Surplus 1 July 2022 | Surplus higher than budgeted | 0 | (8,700) | (8,700) |
| 27/23 | 03001.70 | Operating Revenue | Rate Income | Additional revenue from interim rates | 5,900 | 0 | (2,800) |
| 27/23 | 03111.70 | Operating Expense | Rates Written Off | Additional allocation for Broomehill Village Co-op request | 0 | (4,500) | (7,300) |
| 27/23 | 03229.71 | Operating Revenue | FAGS General Purpose | 2022/23 allocation confirmed by Grants Commission | 25,000 | 0 | 17,700 |
| 27/23 | 03230.71 | Operating Revenue | FAGS Local Roads | 2022/23 allocation confirmed by Grants Commission | 49,100 | 0 | 66,800 |
| 27/23 | 03240.84 | Operating Revenue | Interest on Investments - Reserves | Higher interest earnings due to interest rate increase | 15,900 | 0 | 82,700 |
| 27/23 | 04101.53 | Operating Expense | Members - subscriptions | Subscriptions for the year higher than anticipated | 0 | (5,000) | 77,700 |
| 27/23 | 04106.15 | Operating Expense | Broomehill Admin Building - repairs & mtce | Installation of additional security pad for rear door | 0 | (2,500) | 75,200 |
| 27/23 | 04301.16 | Operating Expense | Administration - contract services | Extension of rates contract with IT Vision | 0 | (5,000) | 70,200 |
| 27/23 | 04132.15 | Operating Expense | Broomehill Archive Repository - repairs & mtce | Repair ceiling leak | 0 | (1,000) | 69,200 |
| 27/23 | 05126.26 | Operating Expense | Broomehill Fire Station - computer & internet | New NBN service installed | 0 | (600) | 68,600 |
| 27/23 | 10376.24 | Operating Expense | Town Planning - legal advice | Additional expense in relation to the windfarm | 0 | (5,000) | 63,600 |
| 27/23 | 12159.71 | Operating Revenue | Direct Grant | Additional allocation confirmed by Main Roads WA | 3,900 | 0 | 67,500 |
| 27/23 | 13233.17 | Operating Expense | Caravan Park, Tambellup - professional services | Planning costs for development of caravan park | 0 | (7,500) | 60,000 |
| 27/23 | 14151.13 | Operating Expense | Public Works Overheads - minor equipment | Purchase of IT equipment for works employee | 0 | (900) | 59,100 |
| 27/23 | 14706.79 | Operating Revenue | Unclassified - sundry revenue | Increase to reflect sponsorship for Hollow Log Golf Day | 4,600 | 0 | 63,700 |
| 27/23 | 14753.59 | Operating Expense | Unclassified - sundry expenses | Increase for Shire branding, payment for Hollow Log Gof Day | 0 | (13,800) | 49,900 |
| 27/23 | 14758.16 | Operating Expense | COVID-19 Response - contract services | Purchase of additional Covid-19 PPE is not required | 10,000 | 0 | 59,900 |
| 27/23 | CAP168 | Capital Expense | Lavieville Lodge - Unit 3 renovation | Increase cost for replacement of rear sliding door/windows | 0 | (10,000) | 49,900 |
| 27/23 | CAP172 | Capital Expense | Broomehill Recreation Complex | Landscaping spectator area around new pavilion | 0 | (10,000) | 39,900 |
| 27/23 | CAP173 | Capital Expense | Broomehill Heritage Precinct | Installation of signage throughout area | 0 | (6,000) | 33,900 |
| 27/23 | CAP174 | Capital Expense | Broomehill & Tambellup Depot's | Installation of fuel management system | 0 | (20,000) | 13,900 |
| 27/23 | CAP175 | Capital Expense | Broomehill Depot | Installation of security cameras | 0 | (8,000) | 5,900 |
| 27/23 | RESERVES | Capital Revenue | Transfer from Lavieville Lodge Reserve | For increased cost of Unit 3 renovation | 10,000 | 0 | 15,900 |
| 27/23 | RESERVES | Capital Expense | Transfer to Reserve Funds | Increased transfer of additional interest earned | 0 | (15,900) | 0 |
| Closing Funding Surplus / (Deficit) | | | | | | | 0 |

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2023

8: GRANTS AND CONTRIBUTIONS

| Program/Provider | Purpose | c/fwd 1 July 2022 \$ | Received 2022/23 | Expended 2022/23 | Closing Balance |
|---|---|-------------------------------------|-----------------------------|-----------------------------|----------------------------|
| RECREATION & CULTURE | | | | | |
| Drought Communities Program | Various townscape & recreation projects | 486,264.54 | 0.00 | (486,264.54) | 0.00 |
| TRANSPORT | | | | | |
| Main Roads WA | Regional Road Group 2022/23 | 0.00 | 296,000.00 | (307,422.48) | (11,422.48) |
| Local Roads & Community Infrastructure Prog | Phase 2 allocation | 92,772.20 | 0.00 | (28,826.32) | 63,945.88 |
| TOTALS | | 579,036.74 | 296,000.00 | (822,513.34) | 52,523.40 |

Comments - Grants and Contributions

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2023

13.1.1 Financial Report April 2023

9: CASH BACKED RESERVES

| | Opening Balance | Revised Budget 2022/23 | | Closing Balance | Actual 2022/23 | | | Closing Balance |
|--|--------------------|------------------------|-------------------|--------------------|---------------------|------------------|-------------------|---------------------|
| | | Transfers To | Transfers From | | Opening Balance | Transfers To | Transfers From | |
| Leave Reserve | 115,085 | 52,800 | (95,600) | 72,285 | 115,084.71 | 2,776.71 | 0.00 | 117,861.42 |
| Plant Reserve | 165,736 | 454,000 | (390,000) | 229,736 | 165,735.75 | 4,002.63 | 0.00 | 169,738.38 |
| Building Reserve | 541,492 | 193,100 | (50,000) | 684,592 | 541,491.90 | 13,073.52 | 0.00 | 554,565.42 |
| Information Technology Reserve | 53,724 | 6,300 | 0 | 60,024 | 53,724.39 | 1,295.23 | 0.00 | 55,019.62 |
| Tambellup Rec Ground & Pavilion Reserve | 67,684 | 6,600 | 0 | 74,284 | 67,684.03 | 1,633.11 | 0.00 | 69,317.14 |
| Broomehill Rec Complex Reserve | 113,638 | 11,300 | 0 | 124,938 | 113,637.66 | 2,742.06 | 0.00 | 116,379.72 |
| Building Maintenance Reserve | 62,025 | 21,500 | (23,500) | 60,025 | 62,024.85 | 1,498.82 | 0.00 | 63,523.67 |
| Sandalwood Villas Reserve | 113,822 | 12,700 | 0 | 126,522 | 113,822.46 | 2,746.39 | 0.00 | 116,568.85 |
| Bhill Synthetic Bowling Green Reserve | 92,834 | 10,800 | 0 | 103,634 | 92,833.87 | 2,239.56 | 0.00 | 95,073.43 |
| Refuse Sites Post Closure Management Reserve | 42,148 | 6,000 | 0 | 48,148 | 42,148.26 | 1,017.99 | 0.00 | 43,166.25 |
| Lavieville Lodge Reserve | 101,248 | 12,400 | (35,000) | 78,648 | 101,248.29 | 2,443.16 | 0.00 | 103,691.45 |
| Townscape Plan Implementation Reserve | 235,883 | 5,600 | (100,000) | 141,483 | 235,883.30 | 5,700.73 | 0.00 | 241,584.03 |
| Tambellup Synthetic Bowling Green Reserve | 38,221 | 8,400 | 0 | 46,621 | 38,221.17 | 922.68 | 0.00 | 39,143.85 |
| Tourism & Economic Development Reserve | 50,850 | 1,300 | (40,000) | 12,150 | 50,850.27 | 1,225.91 | 0.00 | 52,076.18 |
| | 1,794,390 | 802,800 | (734,100) | 1,863,090 | 1,794,390.91 | 43,318.50 | 0.00 | 1,837,709.41 |

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 30 April 2023

10: DISPOSALS OF ASSETS

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

| | Revised Budget 2022/23 | | | | Actual 2022/23 | | | |
|----------------------------------|------------------------|----------------|----------------|------------------|-------------------|-------------------|-------------------|--------------------|
| | Net Book Value | Sale Proceeds | Profit | Loss | Net Book Value | Sale Proceeds | Profit | Loss |
| By program: | | | | | | | | |
| Governance | | | | | | | | |
| Ford Everest Titanium - BHT150 | 52,000 | 45,000 | 0 | (7,000) | 54,266.70 | 50,000.00 | 0.00 | (4,266.70) |
| Ford Everest Trend - BH000 | 46,000 | 40,000 | 0 | (6,000) | 47,125.17 | 41,818.18 | 0.00 | (5,306.99) |
| Housing | | | | | | | | |
| 27 East Terrace, Tambellup | 54,500 | 180,000 | 125,500 | 0 | 54,500.00 | 180,000.00 | 125,500.00 | 0.00 |
| Transport | | | | | | | | |
| Mack Truck - BHT125 | 128,200 | 100,000 | 0 | (28,200) | 0.00 | 0.00 | 0.00 | 0.00 |
| Caterpillar Loader - TA281 | 136,100 | 90,000 | 0 | (46,100) | 136,866.76 | 147,500.00 | 10,633.24 | 0.00 |
| Isuzu NLR55 light tipper - BH009 | 31,700 | 20,000 | 0 | (11,700) | 0.00 | 0.00 | 0.00 | 0.00 |
| Toro GM360 Mower - BHT84 | 19,300 | 10,000 | 0 | (9,300) | 19,616.76 | 11,670.00 | 0.00 | (7,946.76) |
| Ford Ranger Wildtrak - 1TA | 47,400 | 37,000 | 0 | (10,400) | 48,305.07 | 45,975.17 | 0.00 | (2,329.90) |
| Ford Ranger Wildtrak - TA001 | 46,100 | 42,000 | 0 | (4,100) | 46,934.40 | 42,272.73 | 0.00 | (4,661.67) |
| Ford Ranger Wildtrak - TA001 | 44,800 | 42,000 | 0 | (2,800) | 48,643.20 | 47,272.73 | 0.00 | (1,370.47) |
| Ford Ranger dual cab - BH00 | 31,700 | 30,000 | 0 | (1,700) | 0.00 | 0.00 | 0.00 | 0.00 |
| Ford Ranger dual cab - BH003 | 44,800 | 35,000 | 0 | (9,800) | 0.00 | 0.00 | 0.00 | 0.00 |
| Ford Ranger extra cab - BH014 | 38,000 | 30,000 | 0 | (8,000) | 0.00 | 0.00 | 0.00 | 0.00 |
| Ford Ranger dual cab - TA052 | 36,400 | 30,000 | 0 | (6,400) | 0.00 | 0.00 | 0.00 | 0.00 |
| Ford Ranger dual cab - TA005 | 42,600 | 35,000 | 0 | (7,600) | 0.00 | 0.00 | 0.00 | 0.00 |
| Isuzu Jetpatcher - TA06 | 70,000 | 80,000 | 10,000 | 0 | 0.00 | 0.00 | 0.00 | 0.00 |
| | 869,600 | 846,000 | 135,500 | (159,100) | 456,258.06 | 566,508.81 | 136,133.24 | (25,882.49) |
| By Class: | | | | | | | | |
| Land and Buildings | 54,500 | 180,000 | 125,500 | 0 | 54,500.00 | 180,000.00 | 125,500.00 | 0.00 |
| Plant and Equipment | 815,100 | 666,000 | 10,000 | (159,100) | 401,758.06 | 386,508.81 | 10,633.24 | (25,882.49) |
| | 869,600 | 846,000 | 135,500 | (159,100) | 456,258.06 | 566,508.81 | 136,133.24 | (25,882.49) |

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2023

11: OPERATING REVENUE AND EXPENSE

| | Revised Budget Revenue 2022/23 | Actual Revenue 2022/23 | Revised Budget Expense 2022/23 | Actual Expense 2022/23 |
|--|---|------------------------------|---|------------------------------|
| GENERAL PURPOSE FUNDING | | | | |
| Rate Revenue | 2,845,300 | 2,823,962.37 | (211,500) | (149,626.25) |
| General Purpose Funding | 487,800 | 365,829.00 | 0 | 0.00 |
| Other General Purpose Funding | 44,100 | 44,542.43 | (89,500) | (71,138.12) |
| TOTAL GENERAL PURPOSE FUNDING | 3,377,200 | 3,234,333.80 | (301,000) | (220,764.37) |
| GOVERNANCE | | | | |
| Members Of Council | 19,000 | 15,926.00 | (571,700) | (432,759.07) |
| Administration General | 8,500 | 4,216.93 | 0 | 0.00 |
| Other Governance | 4,000 | 0.00 | (53,500) | (32,230.88) |
| TOTAL GOVERNANCE | 31,500 | 20,142.93 | (625,200) | (464,989.95) |
| LAW, ORDER & PUBLIC SAFETY | | | | |
| Fire Prevention | 174,300 | 175,368.14 | (251,300) | (211,770.25) |
| Animal Control | 3,900 | 3,465.02 | (37,800) | (22,004.22) |
| Other Law, Order & Public Safety | 0 | 0.00 | (1,000) | (119.84) |
| TOTAL LAW,ORDER & PUBLIC SAFETY | 178,200 | 178,833.16 | (290,100) | (233,894.31) |
| HEALTH | | | | |
| Maternal & Infant Health | 2,000 | 0.00 | (11,700) | (9,656.19) |
| Health Inspection & Administration | 1,100 | 236.00 | (19,400) | (13,022.93) |
| Preventative Services - Pest Control | 3,700 | 0.00 | (32,500) | (20,825.24) |
| TOTAL HEALTH | 6,800 | 236.00 | (63,600) | (43,504.36) |
| EDUCATION & WELFARE | | | | |
| Other Education | 300 | 0.00 | (32,800) | (33,382.54) |
| Other Welfare | 150,000 | 10,000.00 | (71,900) | (58,086.76) |
| TOTAL EDUCATION & WELFARE | 150,300 | 10,000.00 | (104,700) | (91,469.30) |
| HOUSING | | | | |
| Staff Housing | 125,500 | 125,500.00 | 0 | 907.50 |
| Other Housing | 210,000 | 165,821.32 | (233,000) | (118,667.62) |
| TOTAL OTHER HOUSING | 335,500 | 291,321.32 | (233,000) | (117,760.12) |
| COMMUNITY AMENITIES | | | | |
| Household Refuse | 66,000 | 64,438.69 | (255,400) | (196,385.69) |
| Protection Of The Environment | 4,500 | 2,086.65 | (4,500) | (4,054.10) |
| Town Planning & Regional Development | 10,000 | 23,725.62 | (85,500) | (57,595.47) |
| Other Community Amenities | 8,000 | 11,084.08 | (78,900) | (75,403.46) |
| Public Conveniences | 0 | 0.00 | (67,000) | (47,009.88) |
| TOTAL COMMUNITY AMENITIES | 88,500 | 101,335.04 | (491,300) | (380,448.60) |

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2023

11: OPERATING REVENUE AND EXPENSE

| | Revised Budget Revenue 2022/23 | Actual Revenue 2022/23 | Revised Budget Expense 2022/23 | Actual Expense 2022/23 |
|--|---|------------------------------|---|------------------------------|
| RECREATION & CULTURE | | | | |
| Public Halls & Civic Centres | 23,500 | 5,080.36 | (273,100) | (261,587.90) |
| Other Sport & Recreation | 20,000 | 2,931.15 | (888,300) | (586,842.96) |
| Libraries | 3,100 | 3,107.28 | (154,000) | (137,294.50) |
| Other Culture | 20,000 | 0.00 | (71,200) | (24,266.93) |
| TOTAL RECREATION & CULTURE | 66,600 | 11,118.79 | (1,386,600) | (1,009,992.29) |
| TRANSPORT | | | | |
| Road Construction | 1,395,000 | 296,000.00 | 0 | 0.00 |
| Streets Roads Bridges & Depot Maint | 693,300 | 584,992.68 | (3,010,900) | (2,099,269.30) |
| Transport - Other | 18,200 | 14,065.99 | (181,900) | (147,703.25) |
| TOTAL TRANSPORT | 2,106,500 | 895,058.67 | (3,192,800) | (2,246,972.55) |
| ECONOMIC SERVICES | | | | |
| Rural Services | 0 | 0.00 | (1,500) | (86.20) |
| Tourism & Area Promotion | 931,500 | 46,266.83 | (234,900) | (217,796.83) |
| Building Control | 5,100 | 1,634.05 | (43,000) | (25,093.10) |
| Other Economic Services | 138,800 | 90,150.34 | (79,000) | (50,645.17) |
| TOTAL ECONOMIC SERVICES | 1,075,400 | 138,051.22 | (358,400) | (293,621.30) |
| OTHER PROPERTY & SERVICES | | | | |
| Private Works | 5,000 | 7,660.42 | (6,200) | (6,355.73) |
| Public Works Overhead | 2,000 | 4,019.85 | 0 | (155,971.54) |
| Plant Operation Costs | 50,000 | 23,185.70 | 0 | (135,132.58) |
| Workers Compensation | 0 | 4,381.86 | 0 | (16,761.86) |
| Salaries & Wages | 0 | 0.00 | 0 | (61,667.02) |
| Unclassified | 9,600 | 9,616.76 | (93,800) | (29,007.63) |
| TOTAL OTHER PROPERTY & SERVICES | 66,600 | 48,864.59 | (100,000) | (404,896.36) |
| TOTAL OPERATING | 7,483,100 | 4,929,295.52 | (7,146,700) | (5,508,313.51) |

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2023

13.1.1 Financial Report April 2023

12: CAPITAL DISPOSALS AND ACQUISITIONS

| | Resp. Officer | Class | Revised Budget Revenue 2022/23 | Actual Revenue 2022/23 | Revised Budget Expense 2022/23 | Actual Expense 2022/23 |
|--|---------------|--------------|--------------------------------|------------------------|--------------------------------|------------------------|
| GOVERNANCE | | | | | | |
| Bhill Admin Building - enclose carport/install roller doors | MOW | BS | 0 | 0.00 | (30,000) | 0.00 |
| Plant Replacement | | | | | | |
| Ford Everest Wagon - BHT150 | MOW | P&E | 45,000 | 50,000.00 | (60,000) | (61,199.82) |
| Ford Everest Wagon - BH000 | MOW | P&E | 40,000 | 41,818.18 | (55,000) | (54,003.23) |
| | | Total | 85,000 | 91,818.18 | (145,000) | (115,203.05) |
| EDUCATION & WELFARE | | | | | | |
| Tambellup Youth Centre - buildings upgrades/office | SSPO | BS | 0 | 0.00 | (100,000) | 0.00 |
| Tambellup Youth Centre - extend seal (court surface/parking) | SSPO | I-O | 0 | 0.00 | (20,000) | 0.00 |
| | | Total | 0 | 0.00 | (120,000) | 0.00 |
| HOUSING | | | | | | |
| Lavieville Lodge - Unit 3 renovation | MOW | BNS | 0 | 0.00 | (35,000) | (81.82) |
| Sale of 27 East Terrace, Tambellup | MFA | BNS | 180,000 | 180,000.00 | 0 | 0.00 |
| | | Total | 180,000 | 180,000.00 | (35,000) | (81.82) |
| COMMUNITY AMENITIES | | | | | | |
| Broomehill Cemetery - seating under gazebo | MOW | I-O | 0 | 0.00 | (8,000) | 0.00 |
| | | Total | 0 | 0.00 | (8,000) | 0.00 |
| RECREATION & CULTURE | | | | | | |
| Broomehill Hall - security upgrades windows/doors | MOW | BS | 0 | 0.00 | (8,500) | 0.00 |
| Broomehill RSL Hall (playgroup) - toilet upgrades | MOW | BS | 0 | 0.00 | (15,000) | (48.91) |
| Broomehill RSL Hall (playgroup) - shade sails | MOW | I-P | 0 | 0.00 | (7,000) | 0.00 |
| Broomehill Rec Complex - landscaping new spectator area | MOW | I-P | 0 | 0.00 | (10,000) | 0.00 |
| Broomehill Heritage Precinct - signage | SSPO | I-P | 0 | 0.00 | (6,000) | 0.00 |
| Broomehill Museum - machinery shed | MOW | BS | 0 | 0.00 | (20,000) | (20,000.00) |
| | | Total | 0 | 0.00 | (66,500) | (20,048.91) |
| TRANSPORT | | | | | | |
| Buildings | | | | | | |
| Tambellup Depot workshop - oil store | MOW | BS | 0 | 0.00 | (15,000) | 0.00 |
| Tambellup Depot machinery shed (concrete bay) | MOW | BS | 0 | 0.00 | (10,000) | 0.00 |
| Fuel Management System - Bhill & Tamb depot's | MOW | P&E | 0 | 0.00 | (20,000) | 0.00 |
| Broomehill Depot - security cameras | MOW | P&E | 0 | 0.00 | (8,000) | 0.00 |
| Plant Replacement | | | | | | |
| Mack Truck - trade for prime mover - BHT125 | MOW | P&E | 100,000 | 0.00 | (285,000) | 0.00 |
| Caterpillar Loader - TA281 | MOW | P&E | 90,000 | 147,500.00 | (350,000) | (344,672.12) |
| Isuzu NLR55 light tipper - BH009 | MOW | P&E | 20,000 | 0.00 | (45,000) | 0.00 |
| Toro GM360 Mower - BHT84 | MOW | P&E | 10,000 | 11,670.00 | (45,000) | (43,910.00) |
| Ford Ranger XLT with canopy - 1TA | MOW | P&E | 37,000 | 45,975.17 | (52,000) | (59,652.51) |
| Ford Ranger Wildtrak - TA001 | MOW | P&E | 84,000 | 89,545.46 | (99,000) | (103,739.95) |
| Ford Ranger dual cab - BH00 | MOW | P&E | 30,000 | 0.00 | (40,000) | 0.00 |
| Ford Ranger dual cab - BH003 | MOW | P&E | 35,000 | 0.00 | (50,000) | 0.00 |
| Ford Ranger extra cab - BH014 | MOW | P&E | 30,000 | 0.00 | (45,000) | 0.00 |
| Ford Ranger dual cab - TA052 | MOW | P&E | 30,000 | 0.00 | (45,000) | 0.00 |
| Ford Ranger dual cab - TA005 | MOW | P&E | 35,000 | 0.00 | (50,000) | 0.00 |
| Isuzu Jetpatcher | MOW | P&E | 80,000 | 0.00 | 0 | 0.00 |
| Sundry Plant | MOW | P&E | 0 | 0.00 | (20,000) | (10,080.00) |
| Townscape | | | | | | |
| Townscape works - Tambellup (footpaths) | MOW | I-F | 0 | 0.00 | (50,000) | 0.00 |
| Townscape works - Broomehill (Journal/GS Hwy intersection) | MOW | I-F | 0 | 0.00 | (590,000) | (543,524.72) |
| Regional Road Group | | | | | | |
| Tieline Rd - repair failed pavement, widen shoulder & seal | MOW | I-R | 0 | 0.00 | (165,000) | (25,939.40) |
| Tambellup West Rd - repair failed pavement, reseal | MOW | I-R | 0 | 0.00 | (150,000) | (34,186.37) |
| Warrenup Rd - reconstruct gravel section to 7.0m, seal | MOW | I-R | 0 | 0.00 | (420,000) | (15,106.10) |
| Tieline Rd - repair failed sections, widen shoulders & seal | MOW | I-R | 0 | 0.00 | (540,000) | (232,190.61) |
| Roads to Recovery | | | | | | |
| Toolbrunup Road - extend seal to Tallents Rd | MOW | I-R | 0 | 0.00 | (160,000) | (1,218.74) |
| Chillicup Rd - construct & seal | MOW | I-R | 0 | 0.00 | (244,100) | (184,308.46) |

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2023

13.1.1 Financial Report April 2023

12: CAPITAL DISPOSALS AND ACQUISITIONS

| | Resp. Officer | Class | Revised Budget Revenue 2022/23 | Actual Revenue 2022/23 | Revised Budget Expense 2022/23 | Actual Expense 2022/23 |
|---|---------------|--------------|--------------------------------|------------------------|--------------------------------|------------------------|
| Local Roads & Community Infrastructure Program | | | | | | |
| Phase 2 | | | | | | |
| Etna Road - repair & extend culverts | MOW | I-R | 0 | 0.00 | 0 | (672.00) |
| Nymbup Road - repair & extend culverts | MOW | I-R | 0 | 0.00 | (20,000) | 0.00 |
| Emergency Management Incident Control Centre | SSPO | F&E | 0 | 0.00 | (25,000) | (27,194.32) |
| Greenhills South Rd - widen, reconstruct, seal | MOW | I-R | 0 | 0.00 | (150,000) | (960.00) |
| Add back Job Depreciation | | I-R | 0 | 0.00 | 141,800 | 39,127.00 |
| | | Total | 581,000 | 294,690.63 | (3,551,300) | (1,588,228.30) |
| ECONOMIC SERVICES | | | | | | |
| Holland Track Interpretive Centre | SSPO | BS | 0 | 0.00 | (80,000) | (66,297.54) |
| Broomehill Caravan Park - building upgrades/storage | MOW | BS | 0 | 0.00 | (41,000) | 0.00 |
| Tambellup Caravan Park - cabins | CEO | BS | 0 | 0.00 | (150,000) | 0.00 |
| Tambellup Caravan Park - park infrastructure | CEO | I-O | 0 | 0.00 | (550,000) | (1,235.00) |
| Tambellup Caravan Park - building upgrades | CEO | BS | 0 | 0.00 | (150,000) | 0.00 |
| Water efficiencies - Tambellup (Gordon St) | MOW | I-W | 0 | 0.00 | (25,000) | (19,462.00) |
| Water tanks (4 locations) completion c/fwd from 21/22 | MOW | I-W | 0 | 0.00 | 0 | (6,965.49) |
| Standpipe Greenhills North Rd - controller replacement | MOW | I-W | 0 | 0.00 | (15,500) | 0.00 |
| Standpipe Tamb West, Crawford & Cemetery Rd - upgrades | MOW | I-W | 0 | 0.00 | (17,500) | (33,304.00) |
| | | Total | 0 | 0.00 | (1,029,000) | (127,264.03) |
| TOTAL | | | 846,000 | 566,508.81 | (4,954,800) | (1,850,826.11) |
| LAND HELD FOR RESALE | LR | | 0.00 | 0.00 | 0.00 | 0.00 |
| LAND - FREEHOLD | LF | | 0.00 | 0.00 | 0.00 | 0.00 |
| BUILDINGS - NON SPECIALISED | BNS | | 180,000.00 | 180,000.00 | (35,000.00) | (81.82) |
| BUILDINGS - SPECIALISED | BS | | 0.00 | 0.00 | (619,500.00) | (86,346.45) |
| PLANT & EQUIPMENT | P&E | | 666,000.00 | 386,508.81 | (1,269,000.00) | (677,257.63) |
| FURNITURE & EQUIPMENT | F&E | | 0.00 | 0.00 | (25,000.00) | (27,194.32) |
| INFRASTRUCTURE - ROADS | I-R | | 0.00 | 0.00 | (1,707,300.00) | (455,454.68) |
| INFRASTRUCTURE - FOOTPATHS | I-F | | 0.00 | 0.00 | (640,000.00) | (543,524.72) |
| INFRASTRUCTURE - PARKS & OVALS | I-P | | 0.00 | 0.00 | (23,000.00) | 0.00 |
| INFRASTRUCTURE - WATER SUPPLY | I-W | | 0.00 | 0.00 | (58,000.00) | (59,731.49) |
| INFRASTRUCTURE - OTHER | I-O | | 0.00 | 0.00 | (578,000.00) | (1,235.00) |
| | | | 846,000 | 566,508.81 | (4,954,800) | (1,850,826.11) |
| RESERVE TRANSFERS from/(to) | | | | | | |
| Leave Reserve | MFA | | 95,600 | 0.00 | (52,800) | (2,776.71) |
| Plant Replacement Reserve | MFA | | 390,000 | 0.00 | (454,000) | (4,002.63) |
| Building Reserve | MFA | | 50,000 | 0.00 | (193,100) | (13,073.52) |
| Computer Reserve | MFA | | 0 | 0.00 | (6,300) | (1,295.23) |
| Tambellup Rec Ground & Pavilion Reserve | MFA | | 0 | 0.00 | (6,600) | (1,633.11) |
| Broomehill Rec Complex Reserve | MFA | | 0 | 0.00 | (11,300) | (2,742.06) |
| Building Maintenance Reserve | MFA | | 23,500 | 0.00 | (21,500) | (1,498.82) |
| Sandalwood Villas Reserve | MFA | | 0 | 0.00 | (12,700) | (2,746.39) |
| Broomehill Synthetic Bowling Green Replacement Reserve | MFA | | 0 | 0.00 | (10,800) | (2,239.56) |
| Refuse Sites Post Closure Management Reserve | MFA | | 0 | 0.00 | (6,000) | (1,017.99) |
| Lavieville Lodge Reserve | MFA | | 35,000 | 0.00 | (12,400) | (2,443.16) |
| Townscape Plan Implementation Reserve | MFA | | 100,000 | 0.00 | (5,600) | (5,700.73) |
| Tambellup Synthetic Bowling Green Replacement Reserve | MFA | | 0 | 0.00 | (8,400) | (922.68) |
| Tourism & Economic Development Reserve | MFA | | 40,000 | 0.00 | (1,300) | (1,225.91) |
| | | | 734,100 | 0.00 | (802,800) | (43,318.50) |
| LOANS | | | | | | |
| Loan Repayments | MFA | | 0 | 0.00 | (131,800) | (89,023.40) |
| | | | 0 | 0.00 | (131,800) | (89,023.40) |
| TOTAL CAPITAL | | | 1,580,100 | 566,508.81 | (5,889,400) | (1,983,168.01) |

SHIRE OF BROOMEHILL-TAMBELLUP
Municipal Fund & Trust Fund Payments for the month ending 30 April 2023
Presented to Council on 18 May 2023
Local Government (Financial Management) Regulations 1996 - No. 12 & No. 13

| Chq/EFT | Date | Name | Description | Municipal Fund | Trust Fund |
|----------------|------------|--|---|----------------|------------|
| CHEQUES | | | | | |
| 4354 | 05/04/2023 | DEPARTMENT PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT | Return Broomehill Caravan Park Bond | 200.00 | |
| 4355 | 14/04/2023 | WESTERN POWER | Removal of Vegetation - 31 Ivy Street Broomehill | 593.16 | |
| 4356 | 28/04/2023 | SYNERGY | Streetlights & various properties - electricity usage and supply - 25/02/23 to 24/03/23 | 4,922.36 | |
| EFT | | | | | |
| EFT15379 | 05/04/2023 | ALLWEST WINDMILLS & PUMPS | Return Broomehill Caravan Park Bond | 200.00 | |
| EFT15380 | 05/04/2023 | DAWN BOWER | Return Broomehill Caravan Park Bonds | 400.00 | |
| EFT15381 | 05/04/2023 | DOWNER EDI WORKS PTY LTD | Return Broomehill Caravan Park Bond | 200.00 | |
| EFT15382 | 05/04/2023 | GILLAMII CENTRE | Return of Hall Bond & Key Deposit | 550.00 | |
| EFT15383 | 05/04/2023 | JENNIFER BIRKIN | Return Broomehill Caravan Park Bond | 200.00 | |
| EFT15384 | 05/04/2023 | KRISTY BARNSLEY EXECUTOR FOR STEPHEN JOHN DONNELLY | Rates refund for assessment A553 | 244.15 | |
| EFT15385 | 05/04/2023 | MALCOLM CARRINGTON | Return Broomehill Caravan Park Bond | 200.00 | |
| EFT15386 | 05/04/2023 | MOHO RESOURCES LIMITED | Rates refund for assessment A983 | 143.00 | |
| EFT15387 | 05/04/2023 | ROBERT EADES | Refund Broomehill Caravan Park Booking - Cancellation | 1,440.00 | |
| EFT15388 | 05/04/2023 | ALLAN HANKINSON | Rates refund for assessment A412 | 2,000.00 | |
| EFT15389 | 14/04/2023 | 124 TAMBELLUP STORE | March 2023 - Newspapers, Groceries, Milk & Catering | 900.95 | |
| EFT15390 | 14/04/2023 | AARON PARNELL | 6 hrs Gardening at Lavieville Lodge to 29/03/23 | 360.00 | |
| EFT15391 | 14/04/2023 | ALBANY CARPET CLEANING & MORE | Carpet cleaning for the Tambellup Town hall | 1,112.50 | |
| EFT15392 | 14/04/2023 | ALBANY CITY MOTORS | Side mirror assembly - Isuzu truck | 277.00 | |
| EFT15393 | 14/04/2023 | ALBANY RECORDS MANAGEMENT | Destruction of Records - Bin Exchange 240L | 247.50 | |
| EFT15394 | 14/04/2023 | AMPAC DEBT RECOVERY | Rates debt collection costs - W/E 31/03/2023 | 456.50 | |
| EFT15395 | 14/04/2023 | AMPOL CARD (prev Caltex Star Card) | Fuel - March 2023 | 1,325.33 | |
| EFT15396 | 14/04/2023 | ARROW BRONZE | Niche Wall Plaque - Tambellup Cemetery - GB Byrne | 546.11 | |
| EFT15397 | 14/04/2023 | AUSTRALIA POST | Tambellup Postage - March 2023 | 115.26 | |
| EFT15398 | 14/04/2023 | BAREFOOT CLOTHING MANUFACTURERS WA | Corporate Polo shirts x 2, soft shell jacket x 1 plus embroidery | 152.98 | |
| EFT15399 | 14/04/2023 | BEST OFFICE SYSTEMS | Broomehill Copier - Minimum Charge as per Agreement | 49.50 | |
| EFT15400 | 14/04/2023 | BOC LIMITED | Cylinder Rent - Depot - 26/02/23 to 28/03/23 - Oxygen x1, Dissolved Acetylene x2, Argoshield x1 | 52.53 | |
| EFT15401 | 14/04/2023 | BREEZE CONNECT | Telephone Charges - March 2023 - 01/03/23 to 31/03/23 | 456.01 | |
| EFT15402 | 14/04/2023 | BROOMEHILL HERITAGE GROUP | Final Payment 50% - Roof Replacement on Broomehill Museum Machinery Shed | 10,000.00 | |
| EFT15403 | 14/04/2023 | BUNNINGS ALBANY | 1 x pallet of asphalt bags | 880.64 | |
| EFT15404 | 14/04/2023 | C & D CUTRI | Complete bridge maintenance as per quotation - Flat Rocks Rd and Norrish Rd | 20,691.00 | |

13.2.1 List of payments - April 2023

| Chq/EFT | Date | Name | Description | Municipal Fund | Trust Fund |
|----------|------------|---------------------------------|--|----------------|------------|
| EFT15405 | 14/04/2023 | CORSIGN WA Pty Ltd | Road Sign - Warrenup Road and Bhill-Kojonup Road | 99.00 | |
| EFT15406 | 14/04/2023 | GRAY CARTER | Wet hire of side tipper | 12,166.00 | |
| EFT15407 | 14/04/2023 | INDUSTRIAL AUTOMATION | 50 standpipe access cards | 880.00 | |
| EFT15408 | 14/04/2023 | INTEGRATED ICT | ICT Support - initial transition to new provider, monthly Managed support and security agreement | 6,752.25 | |
| EFT15409 | 14/04/2023 | KATANNING H HARDWARE | D Shackles and Bow Shackles | 115.90 | |
| EFT15410 | 14/04/2023 | KATANNING STOCK AND TRADING | Liquid Nails, Metric Drill Bit Set, Calk Gun, Box 25mm Timber Teks | 582.80 | |
| EFT15411 | 14/04/2023 | KOJONUP AUTO ELECTRICS | Repairs to Kenworth Truck BHT0 and Cat Grader TA18 | 605.30 | |
| EFT15412 | 14/04/2023 | MARKETFORCE | Advertising - Positions Vacant (Governance EA, Mechanic) - GSH, Albany Adv 16/3/2023 | 469.26 | |
| EFT15413 | 14/04/2023 | NUKE EM PEST CONTROL | Spot Treat termite nests | 350.00 | |
| EFT15414 | 14/04/2023 | OFFICE OF THE AUDITOR GENERAL | Fee for Attest Audit - Shire of Broomehill-Tambellup - Year Ended 30/06/2022 | 47,663.00 | |
| EFT15415 | 14/04/2023 | OFFICEWORKS | Apple iPad 10.9in wi-fi & cellular, Microsoft Surface Dock, Targ Protek, Adapter | 1,383.93 | |
| EFT15416 | 14/04/2023 | PEP BUILDING IMPROVEMENTS | Construct concrete path and pram ramps Broomehill | 13,303.00 | |
| EFT15417 | 14/04/2023 | QFH MULTIPARTS | Repair hyd. hose vibe roller | 309.07 | |
| EFT15418 | 14/04/2023 | ROBERT OWEN DECORATING SERVICES | Patch and repaint damaged wall | 495.00 | |
| EFT15419 | 14/04/2023 | ROBIN ROBSON | Return Broomehill Caravan Park Bond | 200.00 | |
| EFT15420 | 14/04/2023 | SHIRE OF KATANNING | Contribution to CESM Costs - 02/07/2022 to 28/02/2023 | 14,525.34 | |
| EFT15421 | 14/04/2023 | SOUTH REGIONAL TAFE | WH&S Rep 5 day course - Darrell Gale | 999.00 | |
| EFT15422 | 14/04/2023 | TEAM GLOBAL EXPRESS PTY LTD | Freight to 02/04/2023 | 458.47 | |
| EFT15423 | 14/04/2023 | TOWN PLANNING INNOVATIONS | General Planning Services - March 2023 to 31/03/23 | 1,567.50 | |
| EFT15424 | 14/04/2023 | TRAFFIC FORCE | Traffic Management Plan - Generic | 1,953.60 | |
| EFT15425 | 14/04/2023 | TYREPOWER KATANNING | 1 x battery for gator | 126.00 | |
| EFT15426 | 14/04/2023 | WARREN BLACKWOOD WASTE | March 2023 - Management of Waste Transfer Stations, household refuse and recycling collections | 19,726.02 | |
| EFT15427 | 14/04/2023 | WATKINS PLUMBING | Seal Toilets at Tamb Admin, Inspect Plumbing for New Tanks | 440.00 | |
| EFT15428 | 14/04/2023 | WEBSTER LOCAL CONTRACTING | Slashing of Blocks - Broomehill (fire inspection compliance) | 1,584.00 | |
| EFT15429 | 14/04/2023 | WINC AUSTRALIA PTY LIMITED | Final Part Order - Boxed Soap 20g (Caravan Park) | 236.72 | |
| EFT15430 | 14/04/2023 | WITHERS AND ASSOCIATES PTY LTD | Environmental Health Services for March 23 inc Travel | 1,178.10 | |
| EFT15431 | 19/04/2023 | AUSTRALIAN TAXATION OFFICE | BAS March 2023 | 43,690.00 | |
| EFT15432 | 28/04/2023 | ABA SECURITY | Return Broomehill Caravan Park Bond | 200.00 | |
| EFT15433 | 28/04/2023 | AGNEW & MACHIN | Survey Block Boundary - Spencer Road Broomehill / Survey Tieline Road | 3,630.00 | |
| EFT15434 | 28/04/2023 | BURGESS RAWSON | Norrish Street Toilets - Water Account to April 2023 | 1,017.55 | |
| EFT15435 | 28/04/2023 | CHRISTINE STEPHENSON | Return Broomehill Caravan Park Bond | 200.00 | |
| EFT15436 | 28/04/2023 | DHU SOUTH ELECTRICAL | Airconditioning Servicing 2023 - all buildings | 6,221.60 | |
| EFT15437 | 28/04/2023 | DUGGINS | Work Clothing - G Eades | 476.80 | |
| EFT15438 | 28/04/2023 | HERSEY'S SAFETY PTY LTD | PPE and Sundry Items | 1,561.44 | |

13.2.1 List of payments - April 2023

| Chq/EFT | Date | Name | Description | Municipal Fund | Trust Fund |
|----------------------|------------|--|---|----------------|------------|
| EFT15439 | 28/04/2023 | HOWARD + HEAVER ARCHITECTS | Architectural Services - Tamb Youth Precinct & Tamb Caravan Park | 3,811.50 | |
| EFT15440 | 28/04/2023 | INTEGRATED ICT | Managed Service Agreement and Remote Monitoring | 1,108.25 | |
| EFT15441 | 28/04/2023 | IT VISION AUSTRALIA PTY LTD | Staff training - SynergySoft Payroll (leave & terminations) & Rates (interim rating) | 3,575.00 | |
| EFT15442 | 28/04/2023 | J BLACKWOOD & SON | Gloves, Mops, Duck, Mr Sheen, Spray & Wipe - Broomehill | 695.32 | |
| EFT15443 | 28/04/2023 | KRISTIAN PAREL | Return Broomehill Caravan Park Bond | 200.00 | |
| EFT15444 | 28/04/2023 | KRISTY BOYLE | Return of Equipment Hire Bond | 200.00 | |
| EFT15445 | 28/04/2023 | LESLEY PASKEVICIUS | Reimbursement - Travel and Meals - Training March 2023 | 277.49 | |
| EFT15446 | 28/04/2023 | MACLEOD CORPORATION PTY LTD | Drought Communities Program - Audit acquittal | 1,925.00 | |
| EFT15447 | 28/04/2023 | MARKET CREATIONS AGENCY | ICT SSL Certificate - setup and renewal to 10/04/2024 | 220.00 | |
| EFT15448 | 28/04/2023 | NUKE EM PEST CONTROL | 2023 Termite Inspections - all buildings | 10,835.00 | |
| EFT15449 | 28/04/2023 | RECHARGE-IT (Danai Pty Ltd) | Remanufactured Toner Cartridge - HP CE285A Black | 81.00 | |
| EFT15450 | 28/04/2023 | SOPHIE LANE | Reimbursement - Travel and Meals - Training April 2023 | 315.21 | |
| EFT15451 | 28/04/2023 | SOUTH REGIONAL TAFE | Staff Training - WHS Rep (M Freeman) / Chemical handling (cleaners) / Working at Heights (P Pink) / Forklift (D Gale) | 1,902.10 | |
| EFT15452 | 28/04/2023 | TAMBELLUP CRC | 25% Annual Contracted Shire Payment - Library Services 01/04/23 to 30/06/23 | 13,750.00 | |
| EFT15453 | 28/04/2023 | TELSTRA | Telephone Usage Charges to 01/04/23; Service Charges to 01/05/23 | 1,792.68 | |
| EFT15454 | 28/04/2023 | WITHERS AND ASSOCIATES PTY LTD | Public Health Plan - Stage 1 & 2 Completed, Final Stage Prep | 3,905.00 | |
| EFT | 05/04/2023 | SALARIES & WAGES | Termination Pay - O Kay | 9,039.49 | |
| EFT | 11/04/2023 | SALARIES & WAGES | Wages for fortnight ended 7 April 2023 | 52,873.68 | |
| EFT | 25/04/2023 | SALARIES & WAGES | Wages for fortnight ended 21 April 2023 | 53,996.53 | |
| DIRECT DEBITS | | | | | |
| DD6738.1 | 11/04/2023 | AWARE SUPER | Superannuation contributions | 7,013.91 | |
| DD6738.2 | 11/04/2023 | AUSTRALIAN RETIREMENT TRUST | Superannuation contributions | 522.88 | |
| DD6738.3 | 11/04/2023 | AMP SUPERANNUATION SAVINGS TRUST (SST) | Superannuation contributions | 793.88 | |
| DD6738.4 | 11/04/2023 | HOSTPLUS SUPERANNUATION FUND | Superannuation contributions | 1,077.99 | |
| DD6738.5 | 11/04/2023 | SUPER DIRECTIONS FUND | Superannuation contributions | 107.86 | |
| DD6738.6 | 11/04/2023 | MACQUARIE SUPER CONSOLIDATOR II | Superannuation contributions | 168.35 | |
| DD6738.7 | 11/04/2023 | AUSTRALIAN SUPER | Superannuation contributions | 374.79 | |
| DD6738.8 | 11/04/2023 | PRIME SUPER | Superannuation contributions | 245.92 | |
| DD6738.9 | 11/04/2023 | ANZ SMART CHOICE SUPER | Superannuation contributions | 256.58 | |
| DD6738.10 | 11/04/2023 | REST SUPERANNUATION | Superannuation contributions | 262.17 | |
| DD6744.1 | 25/04/2023 | AWARE SUPER | Superannuation contributions | 7,323.44 | |
| DD6744.2 | 25/04/2023 | AUSTRALIAN RETIREMENT TRUST | Superannuation contributions | 492.86 | |
| DD6744.3 | 25/04/2023 | AMP SUPERANNUATION SAVINGS TRUST (SST) | Superannuation contributions | 815.06 | |
| DD6744.4 | 25/04/2023 | HOSTPLUS SUPERANNUATION FUND | Superannuation contributions | 1,077.99 | |
| DD6744.5 | 25/04/2023 | SUPER DIRECTIONS FUND | Superannuation contributions | 107.86 | |
| DD6744.6 | 25/04/2023 | MACQUARIE SUPER CONSOLIDATOR II | Superannuation contributions | 168.35 | |
| DD6744.7 | 25/04/2023 | AUSTRALIAN SUPER | Superannuation contributions | 532.00 | |

13.2.1 List of payments - April 2023

| Chq/EFT | Date | Name | Description | Municipal Fund | Trust Fund |
|-----------|------------|------------------------|--|-------------------|------------|
| DD6744.8 | 25/04/2023 | PRIME SUPER | Superannuation contributions | 245.92 | |
| DD6744.9 | 25/04/2023 | ANZ SMART CHOICE SUPER | Superannuation contributions | 256.58 | |
| DD6744.10 | 25/04/2023 | REST SUPERANNUATION | Superannuation contributions | 262.17 | |
| 180 | 01/04/2023 | BANK FEES | Overdraft Fee Municipal Fund | 10.00 | |
| 180 | 17/04/2023 | 3E ADVANTAGE | Tamb Photocopier monthly print management fee | 1,102.20 | |
| 180 | 17/04/2023 | MESSAGE MEDIA | SMS Messaging - Councillors, Fire Brigades | 434.94 | |
| 180 | 24/04/2023 | BANK FEES | FTS Fees - Creditors and Payroll bulk payments | 26.19 | |
| 180 | 26/04/2023 | BANK FEES | Tyro EFTPOS Machine fees | 181.71 | |
| | | | | 418,447.98 | - |

| CREDIT CARDS | | | Description | Amount |
|--------------|------------|----------------------------------|--|-----------------|
| March | 14/04/2023 | Chief Executive Officer | Refreshments - Council meeting | 60.95 |
| | | | Kmart - office equipment/storage | 150.00 |
| | | | Fuel - BHT150 | 100.00 |
| | | | Crown Perth - accommodation/meals CEO Connections | 246.86 |
| | | | Monthly Card Fee | 4.00 |
| | | | Total CEO | 561.81 |
| March | 14/04/2023 | Manager Finance & Administration | Meals at PD course Perth - MFA | 92.18 |
| | | | Fuel - BHT151 | 221.02 |
| | | | Dept Transport - number plate changes to BHT (22 vehicles) | 604.50 |
| | | | Officeworks - HDMI adaptor, coffee beans | 105.98 |
| | | | Spotlight - shower curtains for Caravan Park | 83.59 |
| | | | Breeze Connect - telephone account | 456.01 |
| | | | Nespresso - coffee pods Bhill office | 117.40 |
| | | | Dept Transport - 2 x staff MDL renewal | 93.70 |
| | | | Aussie Broadband - nbn 21 Lathom St & 16 Leven St | 158.00 |
| | | | Zoom - monthly fee | 50.74 |
| | | | Monthly Card Fee | 4.00 |
| | | | Total MFA | 1,987.12 |
| March | 14/04/2023 | Governance & Executive Assistant | Monthly Card Fee | 4.00 |
| | | | Total EXA | 4.00 |
| | | | Total Credit Cards | 2,552.93 |

COVER PAGE

Insert cover picture & logo

(This document will only be published electronically (website) and printed in-house)

The Implementation of People Power

The Shire's Corporate Business Plan

2023 to 2027

INSIDE COVER

Insert picture.

Due to the operational nature of this Corporate Business Plan, it will be updated each year. This 'rolling' plan will see another future year column added to the right hand side, while the projects and initiatives in the year just completed will be scored using a traffic light scoring system.

This Plan does not purport to be advice and is provided as a high level planning document for the Shire of Broomehill-Tambellup's use. Some information may become superseded through changes in the community, evolving technology and industry practices.

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Administration Office:

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Message from the CEO

Community Vision:

A region driven by community spirit

Community Values:

Commitment Care Friendship Inclusion



The clear challenge set for the community during the preparation of *People Power*, the Communities Strategic Plan for the years 2023 – 2033, is that it is time to do something **extraordinary** – otherwise we are going to be in the same position in ten years from now. Our population will be further declining, more services will be lost, and we we'll be searching for answers. Therefore, now is the time to do things differently.

It is vitally important that we recognise this moment in time and ***work together to revitalise our towns***.

This plan demonstrates how the organisation, the Shire of BT, is implementing *People Power*, over the next four year period. It is a rolling four year plan and it will be updated each year. It is important to remember that *People Power* is the communities plan and the community will largely implement the initiatives contained within the plan, with guidance and assistance from the Shire.

I encourage all Shire Staff, Councillors and members of the BT Community to please attend the Shire's sausage sizzle events (see initiative 10.1), respond to requests for feedback via community consultation and get involved in the teams and working groups that will be established. It is a cliché thing to say, however, the future really is in our hands!

Anthony Middleton
Chief Executive Officer

May 2023

Giving Details to the Strategic Direction

This Corporate Business Plan outlines the organisation's key priorities and actions over the next four years and sets a road map to achieve the community's aspirations as outlined in *People Power*, the Communities ten year Strategic Plan which was adopted by the Council on 17 November 2022. This plan integrates the community's aspirations into the Shire's operations and sets out the specific actions that will deliver on the objectives and strategies outlined in *People Power*, and as such, has been titled *The Implementation of People Power*.

What is integrated planning and reporting?

Integrated planning and reporting provides all local governments a framework for establishing priorities and to link this information to operational functions. All WA local governments are required to undertake the Integrated Planning process. This Corporate Business Plan is required to be reviewed annually and the first year of the plan sets the content and direction of the annual budget.

What is the relationship between the plans?

People Power (Strategic Plan) sets the direction and priorities for BT until 2033 and beyond. *The Implementation of People Power* (Corporate Business Plan) is the first step towards achieving the community aspirations and sets out the key actions for the first four years against the four key pillars depicted in the 2033 vision.



Under the integrated planning and reporting framework, there are a number of strategies and plans that are required to inform the Corporate Business Plan (shown as cogs on the diagram above). These informing plans aim to ensure the Shire's resource capabilities are matched to the community's needs and desires. The major informing strategies are:

- Workforce Plan;
- Asset Management Plan (incorporated into the Strategic Resource Plan); and
- Long Term Financial Plan (incorporated into the Strategic Resource Plan).

The Shire has many other informing strategies and resourcing plans that guide and influence our future direction. They are as follows:

| <h3 style="color: green;">Informing Plans & Strategies</h3> <p>Register of Integrated Planning Documents, Strategies and Master Plans – by responsibility area.</p> | | |
|--|---|---|
| <p>Executive & Governance</p> | | |
| <ul style="list-style-type: none"> • Strategic Community Plan • Corporate Business Plan • Workforce Plan • Council Policy Manual • Councillors Handbook • Delegations Register • Enterprise Agreements (Administration & Works) • Employee Handbook • Employee OHS Induction Manual • Equal Employment Opportunity Management Plan • Town Planning Scheme - Broomehill No. 1 • Town Planning Scheme - Tambellup No. 2 • Local Planning Strategy • Fire Break Order and Information Booklet • Standard Operating Procedures for Bush Fire Brigades • Local Emergency Management Arrangements <ul style="list-style-type: none"> ○ Emergency Recovery Plan ○ Evacuation Plan ○ Welfare Plan ○ Plan for Animal Welfare in Emergencies ○ Adverse Events Plan | | |
| <p><i>To be Developed:</i></p> | | |
| <ul style="list-style-type: none"> • Tambellup Railway Precinct Townscape Plan • Broomehill Streetscape Plan • Economic Development Strategy • Reconciliation Plan | | |
| <p>Finance & Administration</p> <ul style="list-style-type: none"> • Annual Budget • Annual Report • Strategic Resource Plan • Risk Management Guidelines • Business Continuity Plan • Housing and Land Strategy • Record Keeping Plan • Freedom of Information Statement <p><i>To be Developed:</i></p> <ul style="list-style-type: none"> • Information & Communications Technology Plan • Building Assessment Framework | <p>Works</p> <ul style="list-style-type: none"> • Asbestos Management Plan • Bike Plan – Broomehill • Bike Plan – Tambellup • Mosquito Management Plan • Plant Replacement Program • Ten Year Roads Program • Boot Rock Reserve Management Plan <p><i>To be Developed:</i></p> <ul style="list-style-type: none"> • Cemetery Plan – Tambellup • Cemetery Plan – Broomehill • Roads Hierarchy • Footpath Plan • Drainage Plan – Tambellup • Waste Management Plan • Depot Master Plans (x2) | <p>Strategic Support & Projects</p> <ul style="list-style-type: none"> • Heritage <ul style="list-style-type: none"> ○ Broomehill Four Buildings Conservation Plan ○ Tambellup Conservation Plan of Five Significant Places ○ Broomehill Machinery Collection Significance Assessment Report ○ Broomehill Heritage Precinct 5 Year Plan ○ Broomehill Municipal Inventory ○ Tambellup Municipal Inventory • Disability Access and Inclusion Plan • Tambellup Caravan Park Concept Plan • West-Broomehill Postie Run Drive Trail Plan <p><i>To be Developed:</i></p> <ul style="list-style-type: none"> • Public Health Plan • Shire BT Trails Master Plan • Tambellup Youth Precinct Master Plan • Broomehill Caravan Park 5 Year Plan |

This Corporate Business Plan and the Operational Plans and Informing Strategies listed above are all designed to link together, with the vision and direction set by the Community Strategic Plan, *People Power*.

'Precinct' Plans:

The Shire is continuing a process of developing planning documents (Precinct Plans, Master Plans, Management Plans, etc) to give specific and clear detail to the community goals and aspirations. This also enables a structured opportunity for community consultation to occur at the detailed stage.

Once adopted, these planning documents are stored on the "[Shire Plans](http://www.shirebt.wa.gov.au)" section of the website www.shirebt.wa.gov.au.

The following two maps demonstrate graphically the geographical impact of some of these planning documents, and the initiatives outlined in People Power, for both townsites:



Broomehill Integrated Planning Map



Tambellup Integrated Planning Map

Implementing our Communities Aspirations

People Power can be themed or categorised into 4 Key Pillars and a 12 piece jigsaw. This can be illustrated best via the 'Plan to a Page':



Workforce Resources

The Shire of Broomehill-Tambellup Workforce Plan is due for a major review and this is planned to occur in 2024. It is anticipated that the summary of the new plan will be as follows:

- Staffing levels in Finance & Administration, Works and Executive & Governance are adequate and can be fine-tuned to meet changing needs.
- Staffing levels in the community development area, which is the growth area of all service provision in local government, is inadequate.

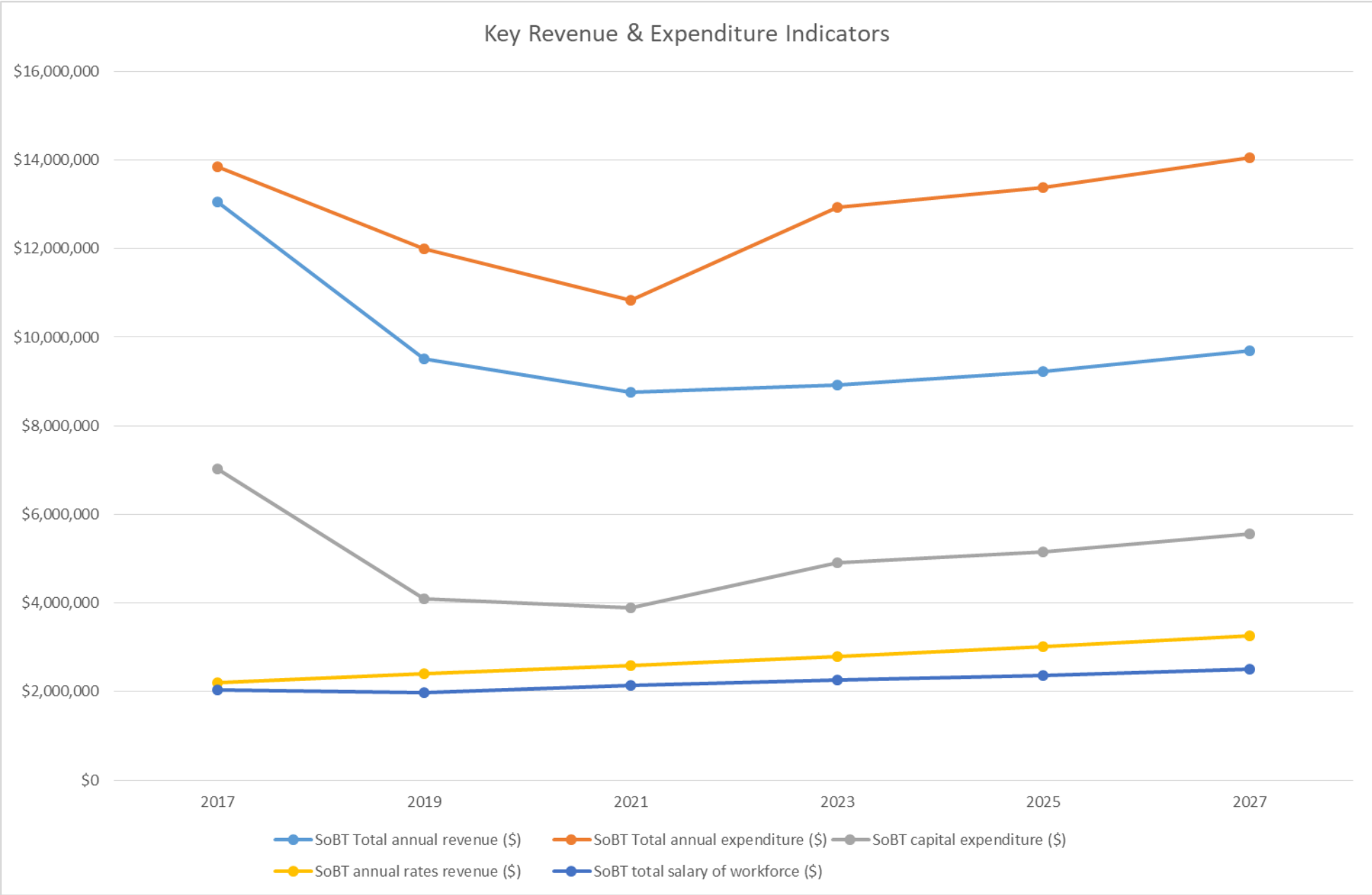
The vast majority of the initiative in People Power do not centre around roads, rates and rubbish, but rather storytelling, reconciliation, business development, unique interactions and other community development related areas. Even in more traditional local government areas, such as sport & recreation, the Shire's focus is moving from merely mowing the oval to running programs for the community. Obviously, this shift in focus needs to be appropriately resourced.

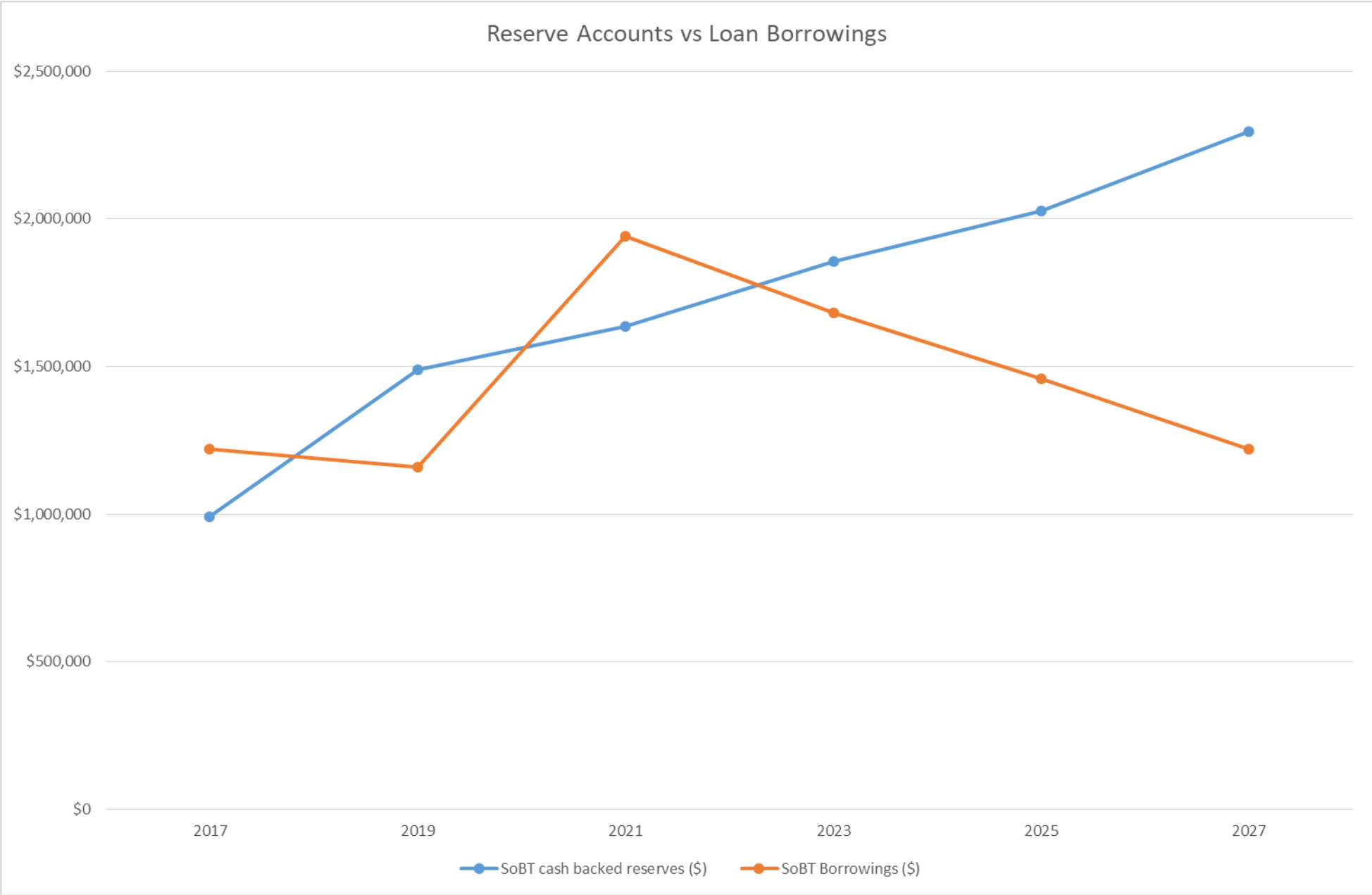
In the coming years, staffing levels, skill sets and qualifications in the community development area will all need serious consideration and additional resource allocation.

Strategic Resources (Assets & Financial)

Shire of Broomehill-Tambellup financial management trends, past and future estimates:

| Shire of Broomehill-Tambellup Trends | ACTUAL | | | PREDICTED | | | Trend |
|---|--------------|--------------|--------------|--------------|--------------|--------------|--------|
| | 2017 | 2019 | 2021 | 2023 | 2025 | 2027 | |
| OPERATING: | | | | | | | |
| SoBT Total annual revenue (\$) | \$13,053,794 | \$9,520,818 | \$8,762,648 | \$8,919,800 | \$9,231,993 | \$9,693,593 | ↑ |
| SoBT Total annual expenditure (\$) | \$13,839,754 | \$11,985,525 | \$10,825,895 | \$12,934,900 | \$13,387,622 | \$14,057,003 | ↑ |
| SoBT total salary of workforce (\$) | \$2,041,542 | \$1,973,415 | \$2,144,406 | \$2,254,100 | \$2,366,805 | \$2,508,813 | ↑ |
| CAPITAL: | | | | | | | |
| SoBT capital expenditure (\$) | \$7,032,393 | \$4,103,575 | \$3,892,031 | \$4,900,800 | \$5,145,840 | \$5,557,507 | ↑ |
| FINANCING: | | | | | | | |
| SoBT cash backed reserves (\$) | \$992,095 | \$1,488,347 | \$1,634,581 | \$1,857,200 | \$2,026,242 | \$2,296,924 | ↑ |
| SoBT Borrowings (\$) | \$1,219,721 | \$1,160,432 | \$1,941,696 | \$1,682,300 | \$1,457,600 | \$1,220,000 | ↓ |
| SoBT annual rates revenue (\$) | \$2,208,061 | \$2,404,513 | \$2,581,832 | \$2,790,600 | \$3,013,848 | \$3,254,956 | ↑ |
| RATIOS: | | | | | | | |
| SoBT percentage capital to operating expense | 50.81% | 34.24% | 35.95% | 37.89% | 38.44% | 39.54% | ↑ |
| SoBT percentage of rates to operating expenditure | 15.95% | 20.06% | 23.85% | 21.57% | 22.51% | 23.16% | ↑ |
| SoBT percentage of salary to expenditure | 14.75% | 16.46% | 19.81% | 17.43% | 17.68% | 17.85% | stable |
| SoBT percentage of salary to rates | 92.46% | 82.07% | 83.06% | 80.77% | 78.53% | 77.08% | ↓ |
| SoBT workforce numbers (FTE's) | 27.5 | 28.5 | 28.7 | 28.1 | 28.5 | 28.5 | stable |





Corporate Initiatives to Implement People Power

LEGEND FOR THE TABLES:

Source:

| | | |
|---------------|---|--|
| CBP 2018-2022 | = | Corporate Business Plan 2018-2022 |
| People Power | = | Shire of Broomehill-Tambellup Community Strategic Plan 2023-2033 (available here) |
| SMT | = | Senior Management Team |
| DAIP | = | Disability Access & Inclusion Plan 2020-2025 (available here) |

Overseeing Shire Staff:

In recognition that *People Power* is a Strategic Community Plan and many of the items contained within it are to be achieved by the Community, this reference is the Shire's contact person who can coordinate willing volunteers, provide assistance and be the central coordinating person for each goal.

CEO = Chief Executive Officer, Anthony Middleton

ceo@shirebt.wa.gov.au

MFA = Manager of Finance & Administration, Kay O'Neill

finance@shirebt.wa.gov.au

MOW = Manager of Works, Peter Vlahov

works@shirebt.wa.gov.au

SSPO = Strategic Support & Projects Officer, Pam Hull

projects@shirebt.wa.gov.au

Key Pillar - Broomehill-Tambellup Point-of-Difference:**Shire Services**

The following Shire services contribute to achievement of the community objectives in the key pillar, BT Point-of-Difference:

| Delivered Activity | Department |
|-------------------------------------|------------------------------|
| Emergency Management | Executive & Governance |
| Reconciliation | Executive & Governance |
| Animal Control | Works & Services |
| Footpaths & Cycleway Infrastructure | Works & Services |
| Cemeteries | Works & Services |
| Media & Communications | Strategic Support & Projects |
| Heritage | Strategic Support & Projects |
| Youth | Strategic Support & Projects |
| Disability Access & Inclusion | Strategic Support & Projects |
| Sport & Recreation | Strategic Support & Projects |
| Libraries | Strategic Support & Projects |

| | Corporate INITIATIVE | Source | Overseeing Shire Staff | 2023/ 2024 | 2024/ 2025 | 2025/ 2026 | 2026/ 2027 |
|-----------|--|------------------------------|---------------------------|---------------|---------------|---------------|---------------|
| 1. | A Distinct BT Brand | | | | | | |
| 1.1 | BT identity: This is a continual commitment to promote that Broomehill-Tambellup is the region driven by community spirit. This is the next stage brand development (such as signage consistency, banner poles, message consistency, and storytelling tools) | People Power 2023 to 2033 | CEO | | | | |
| 1.1.1 | Creation of a Corporate 'Style Guide' that is expanded to include physical features (E.g. unique signage, paving colours, street signs, signage, bin surrounds, etc) of both town sites and our unique rural areas, to encapsulate the different characteristics of communities within Shire BT. | | CEO | x | | | |

| | Corporate INITIATIVE | Source | Overseeing Shire Staff | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 |
|------------|--|---------------------------|------------------------|-----------|-----------|-----------|-----------|
| 1.1.2 | Adoption by the Council of a Broomehill Streetscape Plan | | CEO | | X | | |
| 1.1.3 | Installation of townscape elements planned for in 1.1.2. | | CEO | | | X | |
| 1.1.4 | Establish a Social Media theme and style/branding consistency | | SSPO | X | | | |
| 1.1.5 | Creation of a community engagement strategy to address message consistency and media format. | | CEO | | X | | |
| | | | | | | | |
| 1.2 | BT brand spotlight: This is the exploration of holding an event to affirm Broomehill-Tambellup as the region driven by community spirit (such as a once-every-four-year attraction of an art installation, digital projections , music or sport event). This may also be a social enterprise product promoting BT. | People Power 2023 to 2033 | SSPO | | | | |
| 1.2.1 | Big sky thinking forum, facilitated | | SSPO | X | | | |
| 1.2.2 | Establish a Shire BT Innovation Committee. Possible fit with Beautification Team (3.4.1) | | SSPO | X | X | | |
| 1.2.3 | Hold Significant event prior to 2027. | | SSPO | | | X | |
| | | | | | | | |
| 1.3 | BT storytelling and communications: This is the community and Shire-driven collection and promotion of 'local legends or legendary stories' (such as the roadside farm equipment, Gordon River swans, local wild orchids or hockey limousine). | People Power 2023 to 2033 | CEO | | | | |
| 1.3.1 | Creation of a monthly BT storytelling collection and promotion of local legends or legendary stories. Details to include: <ul style="list-style-type: none"> Half page spot in the <i>Topics</i>, with a name to assist the promotion and referencing within the community; Shire to commence input of stories with the goal to be community driven. | SMT | CEO | | X | | |
| 1.3.2 | Cataloguing of above for historical referencing and possibly a book to be published, website or calendar to further spread the message. | SMT | CEO | X | X | X | X |
| 1.3.3 | Liaise with Tambellup Corner Shop Museum and Broomehill Heritage Group for content and storytelling ideas. | SMT | CEO | X | X | X | X |

| | Corporate INITIATIVE | Source | Overseeing Shire Staff | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 |
|------------|--|----------------------------------|------------------------|-----------|-----------|-----------|-----------|
| 1.3.4 | Create categories of stories to tell to ensure good spread (e.g. people, places, nature, events, location, time period, etc) | SMT | CEO | | X | | |
| 1.3.5 | Expand BT storytelling to be community driven via a blog on Shire website | SMT | SSPO | | | X | |
| | | | | | | | |
| 1.4 | BT piggy-back brand: This is working strongly with partnerships (such as Great Southern Development or private partners) to piggy-back Broomehill-Tambellup on partners' brands. | People Power 2023 to 2033 | CEO | | | | |
| 1.4.1 | Be an active partner in regional groups such as: <ul style="list-style-type: none"> Great Southern Treasures Southern Link VROC. | | CEO | X | X | X | X |
| 1.4.2 | Continue to support Great Southern Treasures/regional tourism organisations. | CBP 2018-2022 | CEO | X | X | X | X |
| 1.4.3 | Progress the installation of trails interpretative and directional signage in conjunction with Great Southern Regional Trail branding | | SSPO | X | X | | |
| 1.4.4 | Positively promote all events, development and happenings in the Shire to actively get the Shire's name promoted | | SSPO | X | X | X | X |
| 1.4.5 | Develop a strategy to maximise the outcomes of participation in regional marketing, events and initiatives. | CBP 2018-2022 | CEO | | X | | |
| | | | | | | | |
| 2. | A United Community | | | | | | |
| 2.1 | BT well-being and safety: This is the community and Shire working more boldly to provide advanced wellbeing programs for all ages (such as the Albany Youth Support Association, Strong and Proud, Active Farmers and OFFFLL). This also includes further development of neighbourhood safety programs, facilities and products and a Youth Centre upgrade. | People Power 2023 to 2033 | SSPO | | | | |
| 2.1.1 | Adoption by the Council of the Tambellup Youth Precinct Master Plan | | SSPO | X | | | |
| 2.1.2 | Construct of stage 1 of the Tambellup Youth Precinct Master Plan | | SSPO | X | | | |

| | Corporate INITIATIVE | Source | Overseeing Shire Staff | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 |
|--------|--|--------------------|------------------------|-----------|-----------|-----------|-----------|
| 2.1.3 | Source funding and project partners for future stages of the Tambellup Youth Precinct Master Plan | | SSPO | | X | X | |
| 2.1.4 | Develop partnerships that enable the youth worker program to be continued and enhanced in consultation with community (funding) | | SSPO | X | X | | |
| 2.1.5 | Support CRC in delivery of Youth Support Programs | | SSPO | X | X | X | X |
| 2.1.6 | Create links with major sporting clubs and associations from outside of the Shire for structured linkages and development of local players to create awareness, pathways, and skill development for sports not available within the Shire. | | SSPO | | X | | |
| 2.1.7 | Support organisations and individuals to develop and deliver wellbeing programs to the community (e.g. Active Farmers, OFFFLL, Seniors) | | SSPO | X | X | X | X |
| 2.1.8 | Formalise a program/calendar of activities available within the community, whether structured or informal, and promote. | | SSPO | X | X | | |
| 2.1.9 | Enhance community awareness of high-threat emergency periods by utilising Shire communication channels to share DFES messaging | | SSPO | X | X | X | X |
| 2.1.10 | Establish a DAIP focus group for input into accessibility of Shire facilities and services. | | SSPO | | X | | |
| 2.1.11 | Investigate the possible creation of a Neighbourhood Watch or similar community safety program with the assistance of WA Police and other likeminded organisations | | CEO | | | X | |
| 2.1.12 | Promote key health programs, e.g. vaccination programs, screening services for early intervention of key health issues such as cervical, skin & breast cancer, mental health programs. | Public Health Plan | SSPO | X | X | X | X |
| 2.1.13 | Partner with external agencies to provide community education to reduce the consumption of alcohol, tobacco and other drugs in the community. | Public Health Plan | CEO | X | X | X | X |
| 2.1.14 | Ensure all Shire premises, facilities and workplaces are smoke free places, by adopting a Council Policy, installing appropriate signage and community education. | Public Health Plan | MOW | X | X | | |

| | Corporate INITIATIVE | Source | Overseeing Shire Staff | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 |
|--------|--|---------------------------|------------------------|-----------|-----------|-----------|-----------|
| 2.1.15 | Provide environmental health protection by reducing the incidence and community spread of infectious disease through managing the built environment, potable water sampling and vector control. | Public Health Plan | MOW | X | X | | |
| 2.1.16 | Participate in the WALGA Roadwise program to provide education and awareness about safe road use and driver behaviour, to reduce the risks and impacts of road trauma. | Public Health Plan | SSPO | X | X | X | X |
| | | | | | | | |
| 2.2 | BT volunteering: This is community and Shire assisting and growing new-age BT-spirit, volunteering models and celebrating the spirit created through volunteering. This includes school and youth volunteering 'action-oriented' programs to develop the volunteers-of-the-future. | People Power 2023 to 2033 | CEO | | | | |
| 2.2.1 | Prepare and adopt a Club Development Plan for sporting clubs and community groups. | | SSPO | | X | | |
| 2.2.2 | Regularly survey community groups to determine volunteer issues and provide training opportunities and/or assistance with resources where appropriate | | SSPO | | X | | X |
| 2.2.3 | Create a structured program to encourage community groups working together for mutual benefit, e.g: <ul style="list-style-type: none"> • Primary School and Lawn Bowling Clubs • Child care and seniors groups • Youth Centre and Community Garden | | CEO | | X | | |
| 2.2.4 | Work closely with individuals, other local organisations and businesses to become active partners in 2.2.3. | | CEO | | | X | |
| 2.2.5 | Create a <i>Youth Engagement Strategy</i> , inclusive of new idea generation and communication frameworks (e.g. Youth Advisory Council) and programs that address essential life skills for all, such as obtaining drivers licenses. | | CEO | X | | | |

| | Corporate INITIATIVE | Source | Overseeing Shire Staff | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 |
|------------|--|----------------------------------|------------------------|-----------|-----------|-----------|-----------|
| 2.2.6 | Create an annual events that recognises the contributions made in a small community, such as volunteer recognition / training day / community giving day / community member recognition. | | SSPO | X | X | | |
| | | | | | | | |
| 2.3 | BT community creativity | | | | | | |
| | This is Shire, partners and community forming a 'BT Community Chest', being four grant rounds per year, for 'innovative community spirit' projects (such as social enterprise concepts, support of co-operative projects, environmental initiatives or art programs). | People Power 2023 to 2033 | MFA | | | | |
| 2.3.1 | Establish guidelines and Council adoption. Liaise with similar local community funding providers and establish grant assessment panel. | | MFA | X | | | |
| 2.3.2 | Promote Community Chest funding opportunity and operate. Refer also 1.4 – piggy back branding and 11.4 new revenue streams. | | | | X | x | |
| | | | | | | | |
| | | | | | | | |
| 3. | An Appreciated Culture | | | | | | |
| 3.1 | BT community reconciliation: This is a community-wide and celebrated Reconciliation Action Process to enable the Broomehill-Tambellup region to be even more spirited and renowned to achieve the vision of 'a region driven by community spirit'. | People Power 2023 to 2033 | CEO | | | | |
| 3.1.1 | Make changes to every day Shire BT organisational processes that represent and recognise our First Nations people. | | CEO | X | | | |
| 3.1.2 | Create a formal Reconciliation Plan for consideration by the Council | | CEO | | X | | |
| 3.1.3 | Investigate opportunities for dual naming of local landmarks and inclusion onto key Shire signage | | CEO | | X | | |
| 3.1.4 | Evaluate the appropriateness of design of the Shire's Parks and Gardens relative to their use and purpose. | | CEO | | | X | |
| 3.1.5 | Actively engage with the Community to ensure diversity of representation on the Council and Shire staff. | | CEO | X | | X | |
| | | | | | | | |

| | Corporate INITIATIVE | Source | Overseeing Shire Staff | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 |
|-------|--|---------------------------|------------------------|-----------|-----------|-----------|-----------|
| 3.2 | BT history appreciation: This is community and Shire working with partners to complete the Municipal Inventory Review program and subsequent storytelling, and actioning specific heritage works in the future. | People Power 2023 to 2033 | SSPO | | | | |
| 3.2.1 | Review Municipal Heritage Inventories from Shires (pre-amalgamation) into one unified Shire BT Heritage List. | | SSPO | X | | | |
| 3.2.2 | Create one encompassing 'Heritage Strategy' for the Shire that amalgamates the following existing plans (as a minimum) and positions the Shire as a heritage 'must see': <ul style="list-style-type: none"> o Broomehill Four Buildings Conservation Plan o Tambellup Conservation Plan of Five Significant Places o Broomehill (Heritage Group) Machinery Collection Significance Assessment Report o Broomehill Heritage Precinct 5 Year Plan | | CEO | | X | X | |
| 3.2.3 | Establish links to Shire website for Broomehill Heritage Group and Tambellup Corner Store Museum for an online presence to facilitate storytelling | | SSPO | | X | X | |
| 3.2.4 | Ensure all physical heritage locations are accessible and well sign posted, by establishing a hierarchy of sites and facility needs (e.g. parking, water, pathways, toilets, indigenous significance, signage, directional signs, wayfinding markers etc). | | CEO | X | X | | |
| 3.2.5 | Council adoption of a master plan for all Cemeteries in the Shire. | | MOW | X | | | |
| 3.2.6 | Implement an electronic cemetery administration system and install map and directional signage at all cemeteries | | SSPO | X | X | | |
| 3.2.7 | Re-survey of Broomehill and Pindellup Cemeteries and renew cemetery maps | | SSPO | | X | | |
| 3.2.8 | Survey of the Tambellup Cemetery and Installation of markers. | | SSPO | | X | | |
| 3.2.9 | Commission a report/obtain qualified advice on the integrity of the roof of the Tambellup Memorial Hall. Implement recommended actions. | | MOW | x | x | x | |

| | Corporate INITIATIVE | Source | Overseeing Shire Staff | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 |
|------------|--|----------------------------------|------------------------|-----------|-----------|-----------|-----------|
| 3.2.10 | Upgrade bathrooms and improve acoustic performance in the Broomehill Town Hall. | | MOW | | x | x | |
| | | | | | | | |
| 3.3 | BT 'Open to All' campaign: This is a four-year campaign which actively encourages adherence to community values to better build an inclusive environment for all people by encouraging all businesses, groups, clubs and Shire to take the 'Open to All' pledge and maintain a safe and welcoming environment. | People Power 2023 to 2033 | CEO | | | | |
| 3.3.1 | Through initiatives 1.1, 1.3, 2.2 & 3.1, constantly: <ul style="list-style-type: none"> • Communicate Shire Values • Promote Council's Reconciliation Strategy; and • Tell stories via local media of community groups working together. | | CEO | X | X | | |
| 3.3.2 | Establishment of a Shire BT 'Innovation Group' to raise new and innovative ideas for further investigation... (refer also 1.2.2) | | CEO | | X | | |
| 3.3.3 | Purchase of banners and other collateral promoting community values for distribution throughout the community. | | CEO | | X | | |
| 3.3.4 | Write to all community organisations and sporting clubs promoting community values. | | CEO | | | x | X |
| | | | | | | | |
| 3.4 | 'Colour BT': This is a community-driven colouring-in focus on art in the region as a means to increase community spirit in a unique Broomehill-Tambellup manner (such as painting of basketball courts, inviting an artist-in-residence, painting all front doors). | People Power 2023 to 2033 | CEO | | | | |
| 3.4.1 | Establishment Beautification Team (refer 9.2) | | SSPO | X | X | | |
| 3.4.2 | The Zone basketball court & Crawford Street & Holland Park painting designs completed by the community via the Beautification Team & Council endorsement. | | SSPO | | X | | |

| | Corporate INITIATIVE | Source | Overseeing Shire Staff | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 |
|------------|--|----------------------------------|------------------------|-----------|-----------|-----------|-----------|
| 3.4.3 | Identify other public spaces that can be painted or host art work such as Diprose Park. | | SSPO | | X | X | |
| 3.4.4 | Establish the Annual Shire BT Christmas light competition | | CEO | X | | | |
| 3.4.5 | Annual Christmas Light event and / or street party. | | CEO | | X | | |
| 3.4.6 | Establish the Annual Christmas Rural Gate decoration competition. | | CEO | X | | | |
| 3.4.7 | Sealing and kerbing of all streets within both town sites | | MOW | X | X | X | X |
| 3.4.8 | Adoption by the Council of a 10 year Footpath Plan that incorporates: <ul style="list-style-type: none"> the existing town site Bike Plans (x2); Department of Transport's Cycling Strategy 2050 Coloured footpaths, novelty items or way finding measures to promote and direct pedestrians to trails, attractions, facilities and services (in conjunction with Beautification Team). | CBP 2018-2022 | MOW | X | | X | |
| | | | | | | | |
| 3.5 | BT recreation | | | | | | |
| | This is a community and Shire recreation program that stimulates community spirit and maximises interaction (such as orienteering, fun run, wildflower walks, bike rides, Indigenous tours and Gordon River swims). | People Power 2023 to 2033 | SSPO | | | | |
| 3.5.1 | Expand corporate bowls concept, limited season, all abilities modified sports program in conjunction with Complex Committees. | | SSPO | | X | | |
| 3.5.2 | Support Bloom Festival by coordinating events, or assisting community groups to stage events. | | SSPO | X | X | X | X |
| 3.5.3 | Support existing groups to develop and deliver alternative activities. | | SSPO | X | X | X | X |
| | | | | | | | |

Key Pillar - Broomehill-Tambellup Economy

Shire Services

The following Shire services contribute to achievement of the community objectives in the key pillar, BT Economy:

| Delivered Activity | Department |
|-------------------------------|------------------------------|
| Development Control | Executive & Governance |
| Economic Development | Executive & Governance |
| Housing & Property Management | Finance & Administration |
| Road Infrastructure | Works & Services |
| Standpipes | Works & Services |
| Caravan Parks | Strategic Support & Projects |
| Tourism | Strategic Support & Projects |

| 4. Versatile Accommodation | | | | | | | |
|----------------------------|---|---------------------------|-----|---|---|--|---|
| 4.1 | Broomehill short-stay accommodation renewal | | | | | | |
| | This is the building of more short-stay accommodation in both Broomehill and Tambellup. The community is developing the Imperial Hotel in Broomehill – other community members/partners and the Shire can assist in fast-tracking this renewal. | People Power 2023 to 2033 | CEO | | | | |
| 4.1.1 | Assist the Broomehill Village Cooperative in the reopening of the Imperial Hotel and preservation of the building for the future of the town. | | CEO | X | X | | |
| 4.1.2 | Broomehill Caravan Park – Installation of additional accommodation units | SMT | CEO | | x | | X |
| 4.1.3 | Launch and promotion of an on-line caravan park booking system for Broomehill. | | MFA | X | | | |
| 4.1.4 | Develop master plan for the Broomehill Caravan Park showing future cabin locations | | CEO | X | | | |

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|------------|---|----------------------------------|------------|---|---|---|---|
| | | | | | | | |
| 4.2 | Tambellup short-stay accommodation development | | | | | | |
| | This is the Shire developing the Tambellup Caravan Park and creating cabin style accommodation for workers and visitors. This also requires exploring further RV and camping options. | People Power 2023 to 2033 | CEO | | | | |
| 4.2.1 | Move the Tambellup RV rest area to the site of the old bowling green. | | CEO | X | | | |
| 4.2.2 | Tambellup Caravan Park – Construction of Stage 1(a) (civil & site works for all of stage 1, install of one or two cabins, move RV Rest Stop to old bowling green site.) | SMT | CEO | X | | | |
| 4.2.3 | Tambellup Caravan Park – Construction of Stage 1(b) (Installation of additional accommodation units to concept plan) | SMT | CEO | | | X | |
| 4.2.4 | Tambellup Caravan Park – Construction of Stage 2 (Caravan & Tent Bays, Ablutions & Camp Kitchen – Conditional on sourcing external funding.) | SMT | CEO | | | | X |
| 4.2.5 | Launch and promotion of an on-line caravan park booking system for the Caravan Park. | | MFA | | X | | |
| | | | | | | | |
| 4.3 | BT quality house and land options | | | | | | |
| | This is the Shire expediting house and land releases, and investing in quality Shire or community-owned houses. | People Power 2023 to 2033 | CEO | | | | |
| 4.3.1 | Undertake a review of the Shire’s 2018 House & Land Strategy. | CBP 2018-2022 | CEO | X | | | |
| 4.3.2 | Actively promote and market the sale of land at the Broomehill ‘University’ block | | CEO | X | | | |
| 4.3.3 | Investigate a suitable site for the construction of a Shire Staff unit development. | | CEO | | X | | |
| 4.3.4 | Investigate demand for rural residential development in Tambellup. | CBP 2018-2022 | CEO | | X | | |
| | | | | | | | |
| 4.4 | BT accommodation-of-the-future project | | | | | | |
| | This is the Shire and the community coming together to plan the housing needs of the future using strong data, good research and a community spirit to solve two-to-six year housing needs (including future housing for support living-off-farm). | People Power 2023 to 2033 | CEO | | | | |

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|------------|--|----------------------------------|------------|---|---|---|---|
| 4.4.1 | Investigate need for community housing development and / or unit developments | | CEO | | | X | |
| 4.4.2 | Undertake a survey of existing housing in the Shire to identify deficiencies and ensure housing is appropriate for stage of life. | | CEO | | | X | |
| 4.4.3 | Be an active partner in possible Great Southern Housing Initiative stage 2. | | CEO | X | X | X | X |
| 4.4.4 | Survey farming enterprises to see “on-farm” worker issues. | | CEO | | X | | |
| | | | | | | | |
| 5. | Healthy Existing Businesses | | | | | | |
| 5.1 | BT telecommunications | | | | | | |
| | This is the advocacy for improvement of black spots, and assisting community members to share telecommunication hot spots. | People Power 2023 to 2033 | MFA | | | | |
| 5.1.1 | Undertake an analysis of mobile and internet black spots in the Shire. | | MFA | X | | | |
| 5.1.2 | In conjunction with the GSDC, lobby for additional communication towers in the Shire to minimise black spots. | | MFA | X | X | X | |
| | | | | | | | |
| 5.2 | BT BEC activation | | | | | | |
| | This is the maximisation and promotion of the Tambellup Business Enterprise Centre. Maximisation requires creative community minds and a partnership between BEC, Shire and community groups (such as Community Cropping team). | People Power 2023 to 2033 | CEO | | | | |
| 5.2.1 | Undertake a needs analysis of business (trade) vacancies in the Shire | | CEO | X | | | |
| 5.2.2 | Develop an accommodation / workshop package for promotion to identified required trades. | | CEO | | X | | |
| 5.2.3 | Assist the BEC to have certainty of land tenure | | CEO | X | | | |
| 5.2.4 | Increase the Shire’s role in the management and future of the BEC. | | CEO | | X | | |
| 5.2.5 | Investigate need of possible business occupants (e.g. larger shed space) | | CEO | | | X | |
| | | | | | | | |
| 5.3 | BT business support | | | | | | |

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|------------|---|--------------------------------------|-------------|---|---|---|---|
| | This is a program of work to stimulate business interaction through events, education, sharing and celebrating. This is the Shire supporting a 'shop local' philosophy (such as stimulating Shire purchases at local store). | People Power 2023 to 2033 | CEO | | | | |
| 5.3.1 | Support existing businesses through an active 'shop-local' Shire BT purchasing process. (see also 6.3.3) <ul style="list-style-type: none"> - Meet with local businesses to identify opportunities for expanded range and increased local spending; - Accurately map the local spend in the previous two financial years and in future financial years as a measure of success. | | CEO | X | X | X | X |
| 5.3.2 | Actively support the Tambellup and Broomehill Cooperatives (& other community groups such as the CRC) in innovative and resourceful ways to ensure the future success of our towns. | | CEO | X | X | X | X |
| 5.3.3 | Grow our online business directory to include all products that can be purchased locally and liaise with community groups for inclusion in new resident information packs (see also 6.1.3). | | SSPO | X | | | |
| 5.3.4 | Review and plan for an upgrade of the Broomehill CBH / Recreational Complex Tie-line Road intersection, including lighting, line marking and turning lanes. | | MOW | | x | X | |
| 5.3.5 | Maintain food standards through surveillance of food outlets and communication of food recalls to the wider community. | Public Health Plan | | X | X | X | X |
| | | | | | | | |
| 5.4 | T school maximisation Program | | | | | | |
| | This is the maximisation of the Tambellup School through out-of-hours adult learning and extra-community activity. | People Power 2023 to 2033 | SSPO | | | | |
| 5.4.1 | Partner with a range of organisations, including Youth Centre, to develop all ages learning programs (general education, personal development skills training). | | SSPO | | X | X | X |
| 5.4.2 | Support and encourage Shire staff and elected members in the provision of 5.4.1 through a formal Shire Policy. | | CEO | X | | | |
| | | | | | | | |

| 6. Attracted New Businesses | | | | | | | |
|-----------------------------|---|---------------------------|------|---|---|---|---|
| 6.1 | BT trade incentive | | | | | | |
| | This is community members and Shire enabling tradespeople to be attracted to Broomehill and Tambellup through unique and extraordinary programs (such as teaching trades, Community 'ShareSheds' and providing trade incentives) | People Power 2023 to 2033 | CEO | | | | |
| | See also 5.2 | | | | | | |
| 6.1.1 | Adoption by the Council of an Economic Development Strategy, addressing items 6.1 to 6.4. | | CEO | X | X | | |
| 6.1.2 | Adoption of a 'Roads Hierarchy' to ensure the transport task for a highly productive and responsive agricultural community is met. | | MOW | X | | | |
| 6.1.3 | Audit of local trades and promotion of what is available (see 5.3.3) | | SSPO | X | | | |
| | | | | | | | |
| 6.2 | BT Noongar business development | | | | | | |
| | This is Noongar community members increasing their confidence in business progress, through partners and community support, to develop minor or major business concepts (such as bush skill activities, and growth in the tree nursery/seeds enterprise). | People Power 2023 to 2033 | MOW | | | | |
| 6.2.1 | Hold an annual forum with CRC, Business Enterprise Centre and TAPA to discuss: <ul style="list-style-type: none"> - Goals for coming year - Training opportunities - Business Development - Governance best practice sharing - Youth involvement | | CEO | | X | X | X |
| 6.2.2 | Research possibility of local organisations supplying all Shire BT mulch, wood chips, seedlings and plants. Shire BT to assist in the supply of raw materials such as green waste and possible licensing requirements. | | MOW | x | x | | |
| 6.2.3 | Accurately map the local spend in the previous two financial years and in future financial years as a measure of success. | | MFA | x | | X | |
| | | | | | | | |

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|------------|--|----------------------------------|------------|---|---|---|---|
| 6.3 | BT visitation stopover services | | | | | | |
| | This is the community and Shire investing in stopover improvements (such as Broomehill Roadhouse) to ensure visitors and local have access to basic provisions such as milk and fuel. | People Power 2023 to 2033 | CEO | | | | |
| 6.3.1 | Review Information Signage across the Shire (build and promote the brands of our towns) | CBP 2018-2022 | CEO | X | | | |
| 6.3.2 | Develop a strategy for the renewal and reopening of the old Broomehill Roadhouse. | | CEO | | X | | |
| 6.3.3 | Support existing businesses through an active 'shop-local' Shire BT purchasing process. (see also 5.3.1) | | CEO | X | X | X | X |
| 6.3.4 | Actively promote the Horsepower Highway and the Holland Track and Broomehill's integral location as the "must do" start of both attractions (refer also 8.1.2) | | CEO | | | X | X |
| | | | | | | | |
| 6.4 | BT new business | | | | | | |
| | This is the Shire making it easy for any new business to be attracted to the area such as a supportive Town Planning Scheme, commercial and industrial land development and encouraging value-adding to current business and industry. | People Power 2023 to 2033 | CEO | | | | |
| 6.4.1 | Support existing businesses through innovative methods for Shire support to ensure their continuation and the basic provision of service for both visitors and local residents. | | CEO | X | X | X | X |
| 6.4.2 | Advocate for the identification and release of light industrial and/or commercial land in the Shire | CBP 2018-2022 | CEO | X | X | X | X |
| 6.4.3 | Create in the short term, increased office accommodation options for the Shire to enable the hosting of regional positions. This to be completed in conjunction with housing accommodation options. | | CEO | X | X | | |
| 6.4.4 | Create a strategy for increasing local investment, via family functions or events increasingly being held locally, through an investment in facilities and a "can-do" assistance approach. A genuine focus of money circulating and recirculating in the district. | | CEO | | X | X | |

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|-------|---|--|-----|---|---|--|--|
| 6.4.5 | Amalgamation of the two Town Planning Scheme’s into a new Local Planning Scheme with a “can-do” approach to value adding development. | | CEO | X | X | | |
|-------|---|--|-----|---|---|--|--|

Key Pillar - Broomehill-Tambellup Lifestyle

Shire Services

The following Shire services contribute to achievement of the community objectives in the key pillar, BT Lifestyle:

| Delivered Activity | Department |
|-----------------------------------|------------------|
| Bridges & Drainage Infrastructure | Works & Services |
| Building Maintenance | Works & Services |
| Parks & Gardens | Works & Services |
| Public Conveniences & Cleaning | Works & Services |

| 7. Celebrated Natural Environments | | | | | | | |
|------------------------------------|--|---------------------------|-----|---|---|---|--|
| 7.1 | Gordon River advancement | | | | | | |
| | This is the upgrading of the Gordon River site, including BBQ stand, grasslands, toilets, benches, children play, signage, storytelling of its historical significance and possible event organisation. | People Power 2023 to 2033 | MOW | | | | |
| 7.1.1 | Adopt a plan for the Gordon River weir area clearly showing upgrades to the site and integration with trails, including: <ul style="list-style-type: none"> • BBQ stand; • Grasslands; • Toilets; • Street Furniture; • Children play Facilities; • Signage; and • Storytelling of its historical significance. | | MOW | X | | | |
| 7.1.2 | Investigate the development of facilities that encourage natural asset attractions, such as Bird watching hides. | | MOW | | | X | |
| 7.1.3 | Restrict all vehicle access to walk trails and repair trail surface | | MOW | | X | | |
| 7.1.4 | Formalise carpark area and access ways | | MOW | | X | | |

| | | | | | | | |
|------------|--|----------------------------------|-------------|---|---|---|---|
| 7.1.5 | Improve directional signage | | MOW | | X | | |
| 7.1.6 | Investigate the construction of a pedestrian bridge on Tambellup West road. | | MOW | X | | | |
| | | | | | | | |
| 7.2 | Indigenous significance sites | | | | | | |
| | This is the identification and celebration of significant Noongar sites, for private and community recognition, storytelling and heritage preservation. | People Power 2023 to 2033 | SSPO | | | | |
| 7.2.1 | Complete the upgrade of the Noongar Trail interpretive signage. | | SSPO | | X | | |
| 7.2.2 | Work with the community to develop an inventory of significant sites within the Shire | | SSPO | | X | X | |
| 7.2.3 | Incorporate the list above into the Shire BT Heritage List. | | SSPO | | | X | |
| | | | | | | | |
| 7.3 | Boot Rock Reserve | | | | | | |
| | This is the beautification and recognition of the Boot Rock Reserve including public access, preservation of native flora, weed clearing and restoration works for wildflower walks. | People Power 2023 to 2033 | MOW | | | | |
| 7.3.1 | Undertake the recommendations contained within the Boot Rock Reserve Management Plan. | | MOW | | X | | |
| 7.3.2 | Prepare master plan for the area, clearly defining: <ul style="list-style-type: none"> • Parking; • Trail; • Signage; • Fencing and other infrastructure. Incorporate BRRMP (refer 7.3.1) into this master plan. | | MOW | X | | | |
| 7.3.3 | Develop Interpretation to Boot Rock Trail (refer 9.1.4) | | SSPO | | x | X | |
| 7.3.4 | Budget for, and construct, the priority items as contained in the master plan above (7.3.2) | | MOW | | | x | X |
| | | | | | | | |
| 7.4 | Tambellup Water Reserve | | | | | | |
| | This is the beautification and recognition of Tambellup Water Reserve, with focus on flora hotspot and weed clearing. | People Power 2023 to 2033 | MOW | | | | |

| | | | | | | | |
|---|---|---------------------------|-----|---|---|---|---|
| 7.4.1 | Prepare a management plan for the conservation and rehabilitation of flora and fauna. | | MOW | | x | X | |
| 7.4.2 | Implement recommendations of the management plan. | | MOW | | | x | X |
| 8. Enjoyed Built Environments | | | | | | | |
| 8.1 | Broomehill Heritage Precinct renewal | | | | | | |
| | This is the renewal of the Broomehill Heritage Precinct (including Broomehill Roads Board Museum, and Holland Track Start Point). The renewal includes footpaths, seating, interpretive panels, photo opportunity sites, static machinery displays and advocacy with Coolgardie to support and promote the Track. | People Power 2023 to 2033 | CEO | | | | |
| 8.1.1 | Implement the components of the Broomehill Heritage Precinct 5 Year Plan, making this location a people friendly essential stop for both visitors and locals. | | CEO | X | X | X | |
| 8.1.2 | Actively promote the Horsepower Highway and the Holland Track and Broomehill's integral location as the "must do" start of both attractions (See also 6.3.4.) | | CEO | X | X | X | |
| 8.1.3 | Undertake townscape planning with extensive community consultation, incorporating: <ul style="list-style-type: none"> • Banner poles; • Deciduous street trees, including in centre of road in India St (opposite Henry Jones) • Entry statement upgrade or replacement; and • Extend new paving selection around the town centre | | CEO | X | X | | |
| 8.2 Tambellup Railway Precinct development | | | | | | | |
| | This is the development of the Tambellup Railway Precinct including toilets, accommodation at the old Railway Station, signage, banner poles and EV charging options. | People Power 2023 to 2033 | CEO | | | | |
| 8.2.1 | Undertake townscape planning with extensive community consultation, including banner poles, deciduous street trees and facilities to encourage community use. (see also 1.1.2) | | CEO | X | X | | |

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|------------|--|----------------------------------|-------------|---|---|---|---|
| 8.2.2 | Adoption by the Council of the Tambellup Railway Precinct Townscape Plan | | CEO | | X | | |
| 8.2.3 | Installation of townscape elements planned for in 1.1.3. | | CEO | | X | X | |
| 8.2.4 | Create a pedestrian link along Crowden Street between the railway precinct and recreation ground through improved footpaths and installation of street trees. | | MOW | X | x | | |
| | | | | | | | |
| 8.3 | Tambellup Civic and Community Precinct Exploration | | | | | | |
| | This is the exploration of the potential use of the old butcher and general store area, along the east side of Norrish Street, Tambellup, as a civic and community precinct. | People Power 2023 to 2033 | CEO | | | | |
| 8.3.1 | Investigate the land tenure possibilities and the potential use of the general store as an expanded civic and community precinct. | | CEO | X | X | | |
| 8.3.2 | Planning of possible uses for the site, including extensive community consultation. | | CEO | | | X | |
| 8.3.3. | Planning for extension of the Tambellup Shire Administration Office | | CEO | | X | | |
| | | | | | | | |
| 9. | Unique BT Interactions | | | | | | |
| 9.1 | Anytime trails and adventure | | | | | | |
| | This is an extraordinary trails program, to the level of trails being a Broomehill-Tambellup talking point. Some regional trails being linked with Noongar storytelling, highlighted by signage, plaques and digital support. Includes Yoorn Trails Series, in partnership with Great Southern Treasures. | People Power 2023 to 2033 | SSPO | | | | |
| 9.1.1 | Adoption by the Council of a Shire BT Trails Master Plan, linking intrinsically with the Great Southern Trails Master Plan | | SSPO | X | | | |
| 9.1.2 | Implementation of priority projects contained within plan above. | | SSPO | | X | X | X |
| 9.1.3 | Review Tambellup Heritage Trail Information signage. | CBP 2018-2022 | SSPO | X | X | | |
| 9.1.4 | Develop interpretation for Boot Rock Trail. | | SSPO | | X | X | |
| 9.1.5 | Upgrade Holland Track Walk Trail and wayfinding from the town centre. | | SSPO | | X | X | |

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|------------|--|----------------------------------|-------------|---|---|---|---|
| 9.1.6 | Implement the West-Broomehill Postie Run Drive Trail Plan. - Finalise Drive Trail Plan in consultation with BHG - Design and fabrication of all information panels - Installation of all information panels | | SSPO | | | X | X |
| 9.1.7 | Develop Trails information on Shire BT web site and link with industry pages (TrailsWA etc). | | SSPO | | X | X | |
| | | | | | | | |
| 9.2 | Anytime gardens, parks and play | | | | | | |
| | This is a community-driven parks and play upgrade, on top of projects unfolding in parts 7 and 8, including painting and planting. A community 'Beautification Team' is formed, with funding allocated. | People Power 2023 to 2033 | MOW | | | | |
| 9.2.1 | Prepare a plan for future upgrades to Diprose Park & Crawford Street. | | MOW | | X | | |
| 9.2.2 | Prepare a plan to establish community garden, community compost, worm farm and fruit trees for both towns. | | MOW | X | | | |
| 9.2.3 | For Beautification Team (Refer to item 1.2.2 and 3.4.1) | | SSPO | x | X | | |
| 9.2.4 | Ensure the ongoing viability of the operation and maintenance of the community run facilities in both towns as outlined in 9.2.2. | | MOW | X | X | | |
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| 9.3 | Community shared Experiences | | | | | | |
| | This is an internal BT events program, specifically designed to build community spirit (such as art experiences, quiz nights, dances, multicultural events, even social enterprise) where all and any community members come together to practice community spirit. | People Power 2023 to 2033 | SSPO | | | | |
| 9.3.1 | Council adoption of the first Shire BT Public Health Plan | | SSPO | X | | | |
| 9.3.2 | Investigate Shire Web site events page becoming a community resource where organisations can promote their events. | | SSPO | X | | | |
| 9.3.3 | Update Council Policy enabling support for community events to include consistent messaging as outlined in section 1 (A distinct BT Brand). | | SSPO | | X | | |
| 9.3.4 | To partner with Community to deliver Reconciliation Week and/or NAIDOC Week activities. | | SSPO | X | X | X | X |

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| 9.3.5 | Promote community participation in healthy lifestyle campaigns by raising awareness of the benefits of healthy eating and exercise e.g., LiveLighter. | Public Health Plan | SSPO | X | X | X | X |
| 9.3.6 | Work with external agencies & stakeholders for the management of safe and accessible public events | Public Health Plan | SSPO | X | X | X | X |
| 9.3.7 | Work with community organisations to encourage active participation in recreational activities for all ages, including children, young adults and seniors. | Public Health Plan | SSPO | X | X | X | X |

Key Pillar - SoBT Shire Support

Shire Services

The following Shire services contribute to achievement of the community objectives in the key pillar, SoBT Shire Support:

| Delivered Activity | Department |
|--|--------------------------|
| Council Liaison | Executive & Governance |
| Organisational Management | Executive & Governance |
| Strategic Planning | Executive & Governance |
| Human Resources & Safety | Executive & Governance |
| Waste Management | Works & Services |
| Fleet Maintenance | Works & Services |
| Financial Management | Finance & Administration |
| Financial Reporting | Finance & Administration |
| Customer Service | Finance & Administration |
| Information & Communication Technology | Finance & Administration |
| Insurance & Risk Management | Finance & Administration |
| Contracts, Leases & Agreements | Finance & Administration |
| Records Management | Finance & Administration |

| 10. Grown Shire Leadership | | | | | | | |
|----------------------------|--|---------------------------|-----|---|--|--|--|
| 10.1 | SoBT community engagement program | | | | | | |
| | This is a Shire, pre-planned, twice per year engagement program to build strong interaction between community and Shire. | People Power 2023 to 2033 | CEO | | | | |
| 10.1.1 | Council to decide format of event, purpose and outcomes. | | CEO | X | | | |
| 10.1.2 | Hold regular events, fine tuning based on previous event feedback. | | CEO | X | | | |
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| 10.2 | SoBT community training and development | | | | | | |
| | This is a Shire sponsored shared learnings (such as community impact, leadership programs, guest speakers, junior Council program, and Councillors attraction program). A new 'Legacy Grants' program for community members to learn about 'community spirit'. | People Power 2023 to 2033 | CEO | | | | |
| 10.2.1 | See also 5.4, 2.3 and 2.1. | | CEO | X | X | X | X |
| 10.2.2 | Consult with neighbouring Shires about collaborating to deliver a Community Builders program | | SSPO | | X | | |
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| 10.3 | SoBT contribution to environment | | | | | | |
| | This is the way the Shire contributes to the environment (such as introducing Containers for Change, solar panels and EV charging sites). | People Power 2023 to 2033 | MOW | | | | |
| 10.3.1 | Council adoption of a Waste Management Plan | | MOW | X | | | |
| 10.3.2 | Council adoption of a Tambellup town site Drainage Plan | | MOW | X | | | |
| 10.3.3 | Identification of energy efficiency improvements and installation of solar PV systems on Shire owned buildings that are major power consumers. | | CEO | X | X | | |
| 10.3.4 | Identification of EV charging station locations within townscape and streetscape plans completed at items 1.1.2 and 8.2.2 | | CEO | | X | X | |
| 10.3.5 | Working with community groups, installation of a containers for change location in both town sites to reduce landfill and littering and provide a funding stream for items 2.3, 3.4, 10.2 & 11.4. | | MOW | x | x | | |
| 10.3.6 | Becoming an active contributor to the Gillamii Centre. | | CEO | X | | | |
| 10.3.7 | Continuation of Drum Muster and promotion of its benefits. Investigate possible relocation of the Tambellup Drum Muster depot to the refuse site. | | MOW | x | x | | |
| 10.3.8 | Refer also to community gardens, worm farms and compost facility in item 2.1.1. | | SSPO | X | X | | |
| | | | | | | | |
| 10.4 | SoBT workforce development | | | | | | |
| | This is the Shire and local businesses supporting traineeships and work experience programs. | People Power 2023 to 2033 | SSPO | | | | |
| 10.4.1 | Host an Administration Officer trainee in the Office | | MFA | X | | X | |

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| 10.4.2 | Partner with local businesses and service providers to develop and implement an informal work experience program for local youth 18-25 years. | | SSPO | X | X | X | X |
| 10.4.3 | Partner with Local businesses and service providers to participate in high school work experience programs | | SSPO | X | X | X | X |
| 10.4.4 | Host a Horticultural trainee in the Parks and Gardens section. | | MOW | | X | | X |
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| 11. | Delivered Shire Trust and Performance | | | | | | |
| 11.1 | SoBT monitoring and reporting | | | | | | |
| | This is the Shire workforce scoring all SCP pieces of work with a traffic light scoring system, and passing these results to all community members, quarterly. | People Power 2023 to 2033 | SSPO | | | | |
| 11.1.1 | Undertake quarterly assessment of all Corporate Business Plan initiatives using a traffic light scoring system, and reporting these in a meaningful summary (showing highlights) to the community via the Topics, Facebook and Shire website. | | SSPO | X | X | X | X |
| 11.1.2 | Undertake biennial Community Perceptions Survey (Community Scorecard) | | CEO | X | | X | |
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| 11.2 | SoBT financial sharing | | | | | | |
| | This is the Shire workforce releasing financial trends and results quarterly, transparently indicating where funds come from for each piece of work. The Shire is working well with the community to develop new revenue options to achieve community-driven pieces of work. | People Power 2023 to 2033 | MFA | | | | |
| 11.2.1 | Undertaking specific initiatives to improve meaning and understanding of the Shire's monthly financial reports. | | MFA | X | X | X | X |
| 11.2.2 | Regularly publish in the Topics "Did you know?"... segments to expand the community knowledge of Shire BT finances and organisational trends | | MFA | X | X | X | X |
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| 11.3 | SoBT workforce satisfaction | | | | | | |
| | This is the Shire advancing workforce satisfaction through reconciliation progress, celebrating milestone achievements, developing a sense of pride and confidence, and the workforce contributing to pieces of 'People Power' at any time. | People Power 2023 to 2033 | CEO | | | | |
| 11.3.1 | Adoption of a Depot Master Plan for Broomehill & Tambellup Works Depot's to guide develop and upgrades at the Works Depot's. | | MOW | X | | | |
| 11.3.2 | Investigate new Tambellup Works Depot Office Building to be located at the entry to the depot. | | | | | | |
| 11.3.3 | Undertake a biennial staff satisfaction survey | | SSPO | | X | | X |
| 11.3.4 | Develop a timetable of "presentations" for toolbox and staff meetings (e.g. budget, strategic plan, Enterprise Bargaining Agreement, etc) | | CEO | X | | | |
| 11.3.5 | Workshop quarterly SCP performance with all staff. | | CEO | X | X | X | X |
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| 11.4 | SoBT community revenue | | | | | | |
| | This is the Shire and community working creatively together to build new revenue streams for community-driven 'People Power' activities. | People Power 2023 to 2033 | MFA | | | | |
| 11.4.1 | (See also 10.3.5 - Working with community groups) Installation of a containers for change location in both town sites to reduce landfill and littering and provide a funding stream for items 2.3, 3.4, 10.2 & 11.4. | | MOW | x | X | | |
| 11.4.2 | Refer also community grants process as outlined in 2.3.1 | | MFA | X | x | x | |
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| 12. | Collected Region-wide Knowledge | | | | | | |
| 12.1 | SoBT community data | | | | | | |
| | This is the Shire inspiring community to collect and release specific data important to the community (such as number of businesses, blackspots, visitation rates, caravan park occupancy rates, property sales). Data is being used to attract funding, developing greater community and partner engagement. | People Power 2023 to 2033 | MFA | | | | |

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| 12.1.1 | Invite community input for data subject matter - possible subjects include number of facility hires, number of businesses registered in the Shire, volunteering levels, St Johns, Fire & Emergency Services, Police, flora and fauna sightings, etc. | | MFA | X | | | |
| 12.1.2 | Quarterly "Shire BT Data" page in Topics releasing to the community the data collected in 12.1.1 | | MFA | | x | | x |
| | | | | | | | |
| 12.2 | SoBT Shire data | | | | | | |
| | This is the Shire collecting and releasing specific data on Shire-related activities (such as health provisions, roads, safety, traffic measures). Data is being used to drive advocacy and attract support. | People Power 2023 to 2033 | MFA | | | | |
| 12.2.1 | Undertake a building assessment framework to prioritise Shire building assets for major maintenance and upgrade works. | | MFA | X | | | |
| 12.2.2 | See also 12.1.1 Quarterly "Shire BT Data" page in Topics providing data for the community on issues such as waste, recycling percentage, traffic counts, c/park occupancy, number of facility hires, licensing transactions, dog rego's, cat rego's, number of businesses registered in the Shire, volunteering levels. | | MFA | X | X | X | X |
| 12.2.3 | Create a regular feedback loop between the Shire and the community advising the results of data collection efforts (12.1 & 12.2) and community consultation undertaken (1.1.5). | | CEO | x | x | | |
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| 12.3 | SoBT celebrating milestones | | | | | | |
| | This is the Shire and the partners, like the CRC, using mediums, like 'Topics', reinforcing factual storytelling, with data, to instil BT identity and celebrate community spirit. All community members will be increasing awareness of all activities, successes, data and uniqueness of BT, so as to spread united messages to external stakeholders. | People Power 2023 to 2033 | CEO | | | | |
| 12.3.1 | Incorporate promotion of community values into 1.3, 12.1, 12.2 | | CEO | X | X | X | X |
| 12.3.2 | Investigate Shire sponsored "Celebrating Achievements" page in Topics to ensure all good news stories get coverage. | | CEO | X | | | |

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| 12.4 | SoBT digital literacy | | | | | | |
| | This is the Shire helping the community to become ICT savvy, and supporting staff in the new ICT systems. | People Power 2023 to 2033 | MFA | | | | |
| 12.4.1 | Council adoption of a Shire BT Information & Communications Technology Plan. | | MFA | X | | | |
| 12.4.2 | Actively promote on-line library resources such as Borrowbox, Libby, Kanopy and Overdrive. | DAIP 2020-2025 | MFA | X | X | X | X |
| 12.4.3 | Define people friendly public spaces and ensure good Wi-Fi and device charging and in Shire Libraries. | | MFA | X | | | |