

10.00 STATUS REPORT

22/07/2021	210711 SSPO	10.09 LOCAL LAW REVIEW 2020	SSPO: Due for resubmission prior to May 2022 post consultation period.	Ongoing
		<i>That council notes the requirement to amend the titles of adopted local laws as follows:</i> <ul style="list-style-type: none">- Activities on thoroughfares and Public Places and Trading Local Law 2021- Cemeteries Local Law 2021- Dogs Local Law 2021- Extractive Industries Local Law 2021- Fencing Local Law 2021- Local Government (Council Meetings) Local Law 2021- Local Government Property Local Law 2021- Repeals Local Law 2021- Waste Local Law 2021- Bushfire Brigades Local Law 2021- Health Local Law 2021- Removal of Refuse, Rubbish and disused Material Local Law 2021		

22/07/2021	210712 SSPO	<p>10.09 LOCAL LAW REVIEW 2020</p> <p><i>That Council move an amendment to the motion from six months to nine months:</i></p> <p><i>THE AMENDMENT WAS PUT AND CARRIED/THE MOTION AS AMENDED NOW READS:</i> <i>That Council resolves to undertake to the Joint Standing Committee on Delegated Legislation that:</i></p> <p><i>6. Within nine months, amend the Activities in Thoroughfares and Public Places and Trading Local Law as follows:</i></p> <p><i>c. delete clause 2.4 and replace it with the equivalent clause in the WALGA template to ensure permits are required for temporary crossings;</i></p> <p><i>d. correct the typographical errors in clauses 2.8(2)(c); 6.7(2) and 6.11(1);</i></p> <p><i>7. The Shire will not enforce the local law contrary to undertaking 1;</i></p> <p><i>8. Ensure all consequential amendments arising from the undertaking will be made;</i></p> <p><i>9. Where the Local Law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking;</i></p> <p><i>10. Provide clarification of the purpose of clause 5.16(b)(i).</i></p> <p><i>That Council move an amendment to the motion from six months to nine months:</i></p> <p><i>THE AMENDMENT WAS PUT AND CARRIED / THE MOTION AS AMENDED NOW READS:</i></p> <p><i>That Council resolves to undertake to the Joint Standing Committee on Delegated Legislation that:</i></p> <p><i>6. Within nine months, amend the Activities in Thoroughfares and Public Places and Trading Local Law as follows:</i></p> <p><i>c. delete clause 2.4 and replace it with the equivalent clause in the WALGA template to ensure permits are required for temporary crossings;</i></p> <p><i>d. correct the typographical errors in clauses 2.8(2)(c); 6.7(2) and 6.11(1);</i></p> <p><i>7. The Shire will not enforce the local law contrary to undertaking 1;</i></p> <p><i>8. Ensure all consequential amendments arising from the undertaking will be made;</i></p> <p><i>9. Where the Local Law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking;</i></p> <p><i>10. Provide clarification of the purpose of clause 5.16(h)(i).</i></p>	<p>SSPO: Due for resubmission prior to May 2022 post consultation period.</p> <p>Ongoing</p>
22/07/2021	210713 SSPO	<p>10.09 LOCAL LAW REVIEW 2020</p> <p><i>That Council move an amendment to the motion from six months to nine months:</i></p> <p><i>THE AMENDMENT WAS PUT AND CARRIED /THE MOTION AS AMENDED NOW READS:</i> <i>That Council accept the amendment to the motion and the amended motion read as follows:</i></p> <p><i>That Council resolves (subject to the Committee's consideration of the Shire's feedback on compliance with section 342 of the Health (Miscellaneous Provisions) Act 1911, which may affect the validity of the local law), to undertake to the Joint Standing Committee on Delegated Legislation that:</i></p> <p><i>1. Within nine months, amend the Health Local Law as follows</i></p> <p><i>a) correct the typographical errors in clauses 5.2.4(6); Clause 5.6.2; 6.1.4; 8.1.5(b); 8.1.6 and 8.1.7</i></p> <p><i>b) insert an Objections and Appeals clause;</i></p> <p><i>2. The Shire will not enforce the local law contrary to undertaking 1;</i></p> <p><i>3. Ensure all consequential amendments arising from the undertaking will be made;</i></p> <p><i>4. Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking;</i></p> <p><i>5. Provide the Committee with information on how the standards referred to above can be accessed by residents without charge;</i></p>	<p>SSPO: Due for resubmission prior to May 2022 post consultation period.</p> <p>Ongoing</p>
22/07/2021	210714 SSPO	<p>10.09 LOCAL LAW REVIEW 2020</p> <p><i>That Council resolves to undertake to the Joint Standing Committee on Delegated Legislation that:</i></p> <p><i>1. When the Local Government (Council Meetings) Local Law is next reviewed and amended, correct the typographical and formatting;</i></p> <p><i>2. Ensure all consequential amendments arising from the undertaking will be made;</i></p> <p><i>3. Where the Local Law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking</i></p>	<p>SSPO: Due for resubmission prior to May 2022 post consultation period.</p> <p>Ongoing</p>

22/07/2021	210715 SSPO	<p>10.09 LOCAL LAW REVIEW 2020</p> <p><i>That Council move an amendment to the motion from six month to nine months:</i></p> <p><i>THE AMENDMENT WAS PUT AND CARRIED / THE MOTION AS AMENDED NOW READS:</i></p> <p><i>1. Within nine months, amend the Waste Local Law to:</i></p> <p><i>a) delete clause 2.7(c)</i></p> <p><i>b) correct the typographical error in the short title of the Local Law;</i></p> <p><i>2. Until the Local Law is amended, the Shire will not enforce the Local Law contrary to undertaking 1;</i></p> <p><i>3. Ensure all consequential amendments arising from the undertaking will be made;</i></p> <p><i>4. Where the Local Law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking.</i></p>	<p>SSPO: Due for resubmission prior to May 2022 post consultation period.</p> <p>Ongoing</p>
22/07/2021	210717 SSPO	<p>10.09 LOCAL LAW REVIEW 2020</p> <p><i>That Council move an amendment to the motion from six month to nine months:</i></p> <p><i>THE AMENDMENT WAS PUT AND CARRIED / THE MOTION AS AMENDED NOW READS:</i></p> <p><i>That Council, (subject to the Committee's consideration of the Shire's feedback on compliance with section 3.12(4), which may affect whether the Local Law was validly made), resolves to undertake to the Joint Standing Committee on Delegated Legislation that:</i></p> <p><i>1. Within nine months, amend the Cemeteries Local Law to insert clause 8.8;</i></p> <p><i>2. The Shire will not enforce the Local Law contrary to undertaking 1;</i></p> <p><i>3. Ensure all consequential amendments arising from the undertaking will be made;</i></p> <p><i>4. Where the Local Law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking;</i></p> <p><i>5. Explain the inclusion of clause 5.7.</i></p>	<p>SSPO: Due for resubmission prior to May 2022 post consultation period.</p> <p>Ongoing</p>
22/07/2021	210716 SSPO	<p>10.09 LOCAL LAW REVIEW 2020</p> <p><i>That Council authorise the CEO to write to the Minister for Local Government and the Department of Local Government, Sport & Cultural Industries to express concern that the process for review of Local Laws by the Joint Standing Committee on Delegated Legislation after Gazettal is onerous financially and administratively on small local governments and should be reviewed, or financial support should be provided to assist.</i></p>	<p>SSPO: Due for resubmission prior to May 2022 post consultation period.</p> <p>Ongoing</p>

22/07/2021	210720 CEO	<p>11.01 CONFIDENTIAL: RECISION OF AWARDING OF TENDER LOT 19 TAYLOR STREET, TAMBELLUP</p> <p>That Council;</p> <p>1. Rescind Council Resolution 200222 to award Tender BHT 02/2019 to Manj Sing Pty Ltd awarded at the February 2020 meeting of Council as follows:</p> <p>i. Authorise the CEO to award Tender BHT 02/2019 to Manj Singh Pty Ltd for the purchase of Lot 19 on Deposited Plan 223135, number 19 Taylor Street, Tambellup.</p> <p>ii. Authorise the CEO to liaise with the successful tenderer to achieve a price of \$50,000 as the purchase price of Lot 19 on Deposited Plan 223135, number 19 Taylor Street, Tambellup;</p> <p>iii. In the event that agreement on purchase price cannot be agreed, authorise the CEO to negotiate a purchase price between the tenderers offer of \$40,000 and \$50,000.</p> <p>iv. Authorise the CEO to liaise with the successful tenderer to achieve desirable design outcomes, including:</p> <ul style="list-style-type: none"> o Separating tent sites from caravan sites to reduce potential conflict; o Redesigned circulation to reduce turning areas; o The caretakers dwelling to include separate dedicated parking; o Screening to existing residential dwellings; o Removal of existing water tank; o Compliance with the provisions of the Caravan and Camping Ground Regulations 1997; o The laneway between the Tambellup store and Lot 19 is required to be excised from Lot 19. <p>v. Authorises the CEO, in accordance with section 9.49A(4) of the Local Government Act 1995, to execute the contract of sale for Tender BHT RFT 06/2019 to Manj Singh Pty Ltd, in accordance with the terms and conditions specified in the tender documentation once the above matters are addressed;</p> <p>2. Advise the successful tendere of the decision to rescind Resolution 20022.</p>	Ongoing
21/10/2021	211008 CEO	<p>11.03 REVIEW OF POLICY 1.25 ATTENDANCE AT EVENTS & FUNCTIONS POLICY</p> <p>That Council</p> <p>1. Change the name of Policy 1.25 from Attendance at Events and Function Policy to 1.25 Councillor and Chief Executive Officer Attendance at Events and Functions Policy;</p> <p>2. Adopt the amended policy Councillor and Chief Executive Officer Attendance at Events and Functions Policy as attached;</p> <p>3. In accordance with Section 5.90A Subsection 5 of the Local Government Act 1995 publish the up-to-date version of the policy on the Shire of Broomehill Tambellup official website.</p>	Complete
21/10/2021	211009 CEO	<p>11.04 REVIEW OF POLICY 1.11 ELECTED MEMBER TRAINING AND PROFESSIONAL DEVELOPMENT POLICY</p> <p>That Council</p> <p>1. Confirm review of the Elected Member Training and Professional Development Policy 1.11 as required by Section 5.128 (5) (a) of the Local Government Act 1995</p> <p>2. Adopt the amended policy with the proposed amendments as attached.</p> <p>3. In accordance with Section 5.128 (4) of the Local Government Act 1995 publish the up-to-date version of the policy on the Shire of Broomehill Tambellup official website.</p>	Complete
21/10/2021	211010 EXA	<p>11.05 NEW POLICY 1.29 USE OF COMMON SEAL</p> <p>That Council adopts Policy 1.29 - Use of Common Seal.</p>	Complete
21/10/2021	211011 CEO	<p>11.06 SOUTHERN LINK VROC - ENDORSEMENT OF STRATEGIC PLAN</p> <p>That Council adopts the reviewed Strategic Directions (2021-2024) of the Southern Link Voluntary Regional Organisation of Councils as presented.</p>	Complete

21/10/2021 211012 CEO

11.08 PRELIMINARY REPORT - APPLICATION TO AMEND EXISTING DAP APPROVAL FOR WIND FARM ON VARIOUS LOTS - APPLICATION TO BE DETERMINED BY A DEVELOPMENT ASSESSMENT PANEL [DAP]

Complete

That Council:

1. Note that the application has been advertised for public comment and that a Responsible Authority Report will need to be prepared by Town Planning Innovations for consideration at a future Development Assessment Panel meeting.

2. Note that the Responsible Authority Report was originally due by the 10 November 2021, however the due date will be extended as the application is currently on hold to allow the applicant to lodge additional information by the 28 October 2021.

3. Authorise Town Planning Innovations (Liz Bushby) to compile and lodge a Responsible Authority Report to the Development Assessment Panel on behalf of the Shire of Broomehill Tambellup within the 90 day statutory time period without any further referral to Council, however note that there are local government representatives on the DAP.

SHIRE OF BROOMEHILL-TAMBELLUP

MONTHLY FINANCIAL REPORT

For the Period Ended 31 October 2021

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SHIRE OF BROOMEHILL-TAMBELLUP
STATEMENT OF FINANCIAL ACTIVITY
By Nature or Type
For the Period Ended 31 October 2021

	Note	Revised Budget 2021/22	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	
Operating Revenues							
Rate Revenue		2,688,200	2,688,200	2,597,075.83	(91,124)	(3.5%)	
Grants, Subsidies and Contributions		1,335,000	451,180	438,433.94	(12,746)	(2.9%)	
Profit on Asset Disposal	10	235,600	14,200	0.00	(14,200)	(100.0%)	▼
Fees and Charges		419,400	181,424	186,978.23	5,554	3.0%	
Interest Earnings		29,400	10,120	7,501.17	(2,619)	(34.9%)	
Other Revenue		100,800	81,992	74,811.50	(7,181)	(9.6%)	
Total		4,808,400	3,427,116	3,304,800.67	(122,315)		
Operating Expense							
Employee Costs		(2,275,700)	(831,416)	(817,163.75)	14,252	1.7%	
Materials and Contracts		(1,879,300)	(576,832)	(513,472.82)	63,359	12.3%	▼
Utilities Charges		(262,000)	(87,018)	(64,449.09)	22,569	35.0%	▼
Depreciation (Non-Current Assets)		(1,991,700)	(663,820)	0.00	663,820	100.0%	▼
Interest Expenses		(61,500)	(19,492)	(26,671.25)	(7,179)	(26.9%)	
Insurance Expenses		(182,800)	(116,350)	(126,836.49)	(10,486)	(8.3%)	
Loss on Asset Disposal	10	(119,200)	(39,732)	0.00	39,732	100.0%	▼
Other Expenditure		(91,200)	(25,470)	(24,712.89)	757	3.1%	
Total		(6,863,400)	(2,360,130)	(1,573,306.29)	786,824		
Funding Balance Adjustment							
Add Back Depreciation		1,991,700	663,820	0.00	(663,820)	(100.0%)	▼
(Profit)/Loss on Asset Disposal	10	(116,400)	25,532	0.00	(25,532)	(100.0%)	▼
Adjust Provisions and Accruals		0	0	0.00	0	0.0%	
Net Operating		(179,700)	1,756,338	1,731,494.38	(24,844)		
Capital Revenues							
Grants, Subsidies and Contributions	8	3,430,200	156,520	165,515.00	8,995	5.4%	
Proceeds from Disposal of Assets	10	1,305,000	153,000	153,181.82	182	0.1%	
Transfer from Reserves	9	1,152,400	0	0.00	0		
Total		5,887,600	309,520	318,696.82	9,177		
Capital Expenses							
Land Held for Resale		0	0	0.00	0	0.0%	
Land and Buildings	12	(1,072,500)	(160,500)	(228,952.72)	(68,453)	(29.9%)	▲
Plant and Equipment	12	(1,163,000)	(198,500)	(193,604.02)	4,896	2.5%	
Furniture and Equipment	12	(40,000)	(15,000)	(13,454.53)	1,545	11.5%	
Infrastructure - Roads	12	(1,783,100)	(336,000)	(329,009.77)	6,990	2.1%	
Infrastructure - Other	12	(1,402,500)	(205,500)	(111,973.84)	93,526	83.5%	▼
Repayment of Debentures	12	(127,500)	(22,300)	(22,291.92)	8	0.0%	
Transfer to Reserves	9	(943,900)	(1,625)	(1,343.49)	282	21.0%	
Total		(6,532,500)	(939,425)	(900,630.29)	38,795		
Net Capital		(644,900)	(629,905)	(581,933.47)	47,972		
Total Net Operating + Capital							
		(824,600)	1,126,433	1,149,560.91	23,128		
Opening Funding Surplus(Deficit)		824,600	824,600	570,977.19	(253,623)	(44.4%)	
Closing Funding Surplus(Deficit)	4	0	1,951,033	1,720,538.10	(230,495)		

SHIRE OF BROOMEHILL-TAMBELLUP
STATEMENT OF FINANCIAL ACTIVITY
By Reporting Program
For the Period Ended 31 October 2021

	Note	Revised Budget 2021/22	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	
Operating Revenues							
Governance		50,400	20,600	8,303.23	(12,297)	(148.10%)	▼
General Purpose Funding		3,620,600	2,917,725	2,823,883.05	(93,842)	(3.32%)	
Law, Order and Public Safety		170,300	87,395	84,020.55	(3,374)	(4.02%)	
Health		3,500	1,160	286.00	(874)	(305.59%)	
Education and Welfare		188,800	12,932	15,000.00	2,068	13.79%	
Housing		480,700	73,324	61,963.87	(11,360)	(18.33%)	▼
Community Amenities		134,000	68,992	100,637.85	31,646	31.45%	▲
Recreation and Culture		772,100	14,516	11,035.55	(3,480)	(31.54%)	
Transport		1,814,700	337,684	335,722.08	(1,962)	(0.58%)	
Economic Services		938,500	27,652	13,555.90	(14,096)	(103.98%)	▼
Other Property and Services		65,000	21,656	15,907.59	(5,748)	(36.14%)	
Total		8,238,600	3,583,636	3,470,315.67	(113,320)		
Operating Expense							
Governance		(612,800)	(204,790)	(223,249.02)	(18,459)	(8.27%)	
General Purpose Funding		(315,500)	(95,460)	(94,275.43)	1,185	1.26%	
Law, Order and Public Safety		(338,600)	(113,708)	(94,016.70)	19,691	20.94%	▼
Health		(50,900)	(16,932)	(11,868.74)	5,063	42.66%	
Education and Welfare		(99,500)	(33,152)	(28,587.95)	4,564	15.96%	
Housing		(224,200)	(74,572)	(55,838.84)	18,733	33.55%	▼
Community Amenities		(463,800)	(154,496)	(116,334.61)	38,161	32.80%	▼
Recreation and Culture		(1,347,300)	(448,952)	(262,491.39)	186,461	71.03%	▼
Transport		(3,137,500)	(1,045,776)	(441,650.79)	604,125	136.79%	▼
Economic Services		(240,300)	(80,024)	(84,205.31)	(4,181)	(4.97%)	
Other Property and Services		(33,000)	(92,268)	(160,787.51)	(68,520)	(42.61%)	▲
Total		(6,863,400)	(2,360,130)	(1,573,306.29)	786,824		
Funding Balance Adjustment							
Add back Depreciation		1,991,700	663,820	0.00	(663,820)	(100.00%)	▼
(Profit)/Loss on Asset Disposal	10	(116,400)	25,532	0.00	(25,532)	(100.00%)	▼
Net Operating		3,250,500	1,912,858	1,897,009.38	(15,849)		
Capital Revenues							
Proceeds from Disposal of Assets	10	1,305,000	153,000	153,181.82	182	0.12%	
Transfer from Reserves	9	1,152,400	0	0.00	0		
Total		2,457,400	153,000	153,181.82	182		
Capital Expenses							
Land Held for Resale		0	0	0.00	0	0.00%	
Land and Buildings	12	(1,072,500)	(160,500)	(228,952.72)	(68,453)	(29.90%)	▲
Plant and Equipment	12	(1,163,000)	(198,500)	(193,604.02)	4,896	0.00%	
Furniture and Equipment	12	(40,000)	(15,000)	(13,454.53)	1,545	0.00%	
Infrastructure Assets - Roads	12	(1,783,100)	(336,000)	(329,009.77)	6,990	2.12%	
Infrastructure Assets - Other	12	(1,402,500)	(205,500)	(111,973.84)	93,526	83.53%	▼
Repayment of Debentures		(127,500)	(22,300)	(22,291.92)	8	0.04%	
Transfer to Reserves	9	(943,900)	(1,625)	(1,343.49)	282	20.95%	
Total		(6,532,500)	(939,425)	(900,630.29)	38,795		
Net Capital		(4,075,100)	(786,425)	(747,448.47)	38,977		
Total Net Operating + Capital		(824,600)	1,126,433	1,149,560.91	23,128		
Opening Funding Surplus(Deficit)		824,600	824,600	570,977.19	(253,623)	(44.42%)	
Closing Funding Surplus(Deficit)	4	0	1,951,033	1,720,538.10	(230,495)		

SHIRE OF BROOMEHILL-TAMBELLUP
BALANCE SHEET
For the Period Ended 31 October 2021

	Actual 2021/22	C/fwd 1 July 2021
CURRENT ASSETS		
Cash	3,588,109.85	4,534,240.14
Receivables	1,356,149.32	1,251,759.02
Inventories - Stock on Hand	27,116.31	15,817.47
TOTAL CURRENT ASSETS	4,971,375.48	5,801,816.63
CURRENT LIABILITIES		
Creditors and Provisions	2,218,763.30	4,200,108.85
Borrowings	105,283.61	127,575.53
TOTAL CURRENT LIABILITIES	2,324,046.91	4,327,684.38
NET CURRENT ASSETS	2,647,328.57	1,474,132.25
NON-CURRENT ASSETS		
Receivables	64,950.49	64,950.49
Inventories - Land Held for Resale	216,000.00	216,000.00
Financial Assets	73,808.00	73,808.00
Property, Plant and Equipment	20,432,867.14	20,150,037.69
Infrastructure Assets	119,871,967.13	119,430,983.52
TOTAL NON-CURRENT ASSETS	140,659,592.76	139,935,779.70
NON-CURRENT LIABILITIES		
Creditors and Provisions	22,368.11	22,368.11
Borrowings	1,814,120.62	1,814,120.62
TOTAL NON-CURRENT LIABILITIES	1,836,488.73	1,836,488.73
NET ASSETS	141,470,432.60	139,573,423.22
EQUITY		
Accumulated Surplus	42,140,764.74	40,245,098.85
Reserves - Asset Revaluation	97,693,742.83	97,693,742.83
Reserves - Cash Backed	1,635,925.03	1,634,581.54
TOTAL EQUITY	141,470,432.60	139,573,423.22

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

1: (a) Nature or Type Classifications

REVENUES

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

EXPENSES

Employee Costs

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

1: (a) Nature or Type Classifications

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, information technology and communications expenses, advertising, memberships, periodicals, publications, hire expenses, rental, leases, postage and freight etc.

Utilities (Gas, Electricity, Water, etc.)

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

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

1: (b) Reporting Program Classifications (Function / Activity)

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

GOVERNANCE

Objective:

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

Activities:

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

GENERAL PURPOSE FUNDING

Objective:

To collect revenue to allow for the provision of services

Activities:

Rates; general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

Objective:

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

Activities:

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

HEALTH

Objective:

To provide an operational framework for environmental and community health.

Activities:

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

EDUCATION AND WELFARE

Objective:

To provide services to the elderly, children and youth.

Activities:

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

HOUSING

Objective:

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

Activities:

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

COMMUNITY AMENITIES

Objective:

To provide services required by the Community.

Activities:

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

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

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 Reporting Program
For the Period Ended 31 October 2021

2: REPORT ON SIGNIFICANT VARIANCES

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

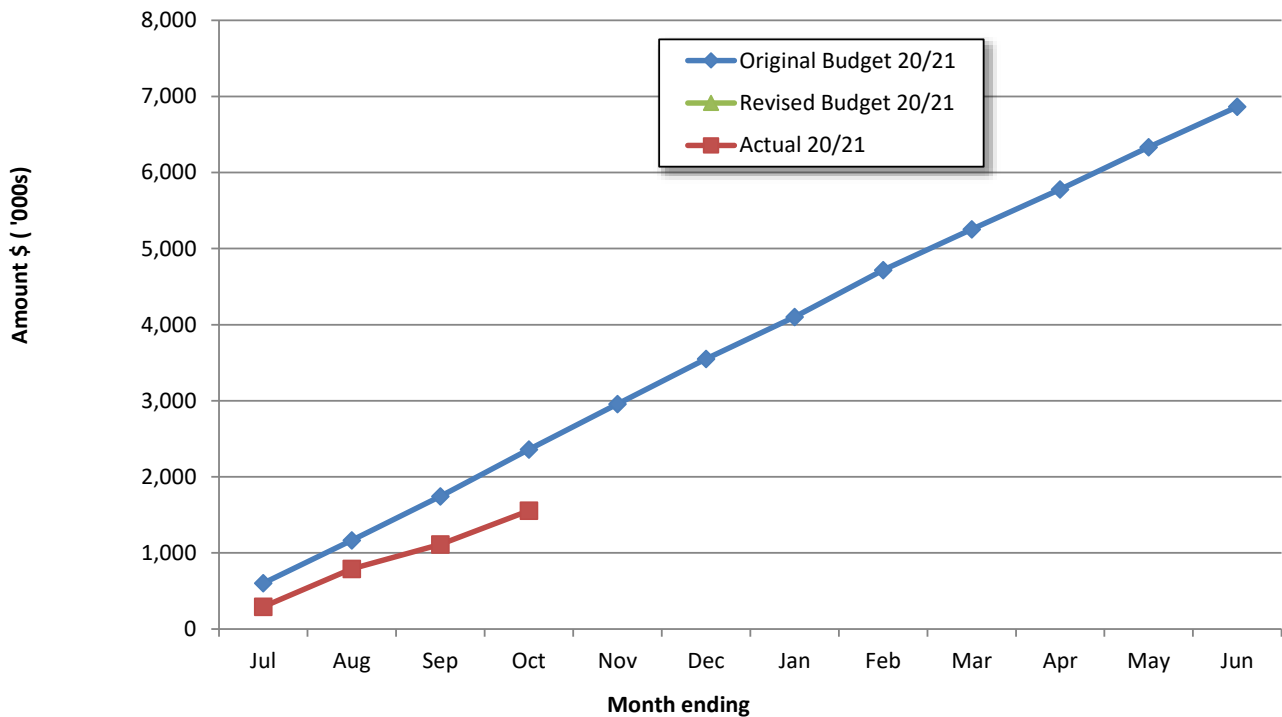
The material variance adopted by Council for the 2021/22 year is \$10,000 or 10% whichever is greater.

	Variance	
	Timing	Permanent
OPERATING REVENUES		
Governance Profit on disposal estimated for changeover of admin vehicles is anticipated however updates to the asset register cannot be processed until the annual audit is complete.	■	
Housing Rental income from Lavieville Lodge and Sandalwood Villas is lower than budgeted due to current vacancies in the units		■
Community Amenities Revenue from Town Planning fees is higher than anticipated following submission of two significant planning applications.		■
Economic Services Revenue under this program is lower than anticipated, largely in relation to sale of standpipe water	■	
OPERATING EXPENSE		
Law Order & Public Safety Asset depreciation cannot be processed in the asset register until end of year processes are complete and the audit signed off. Depreciation is a large non-cash expense allocated to this program.	■	
Housing Asset depreciation cannot be processed in the asset register until end of year processes are complete and the audit signed off. Depreciation is a large non-cash expense allocated to this program.	■	
Community Amenities Asset depreciation cannot be processed in the asset register until end of year processes are complete and the audit signed off. Depreciation is a large non-cash expense allocated to this program.	■	
Recreation & Culture Asset depreciation cannot be processed in the asset register until end of year processes are complete and the audit signed off. Depreciation is a large non-cash expense allocated to this program.	■	
Transport Asset depreciation cannot be processed in the asset register until end of year processes are complete and the audit signed off. Depreciation is a large non-cash expense allocated to this program.	■	
Other Property & Services Public Works Overheads and Plant Operation Costs are allocated over the full year as entries through the payroll system. Some costs are incurred in the early months of the new year (eg insurances, licenses) however are allocated across the various works programs over the full year.	■	

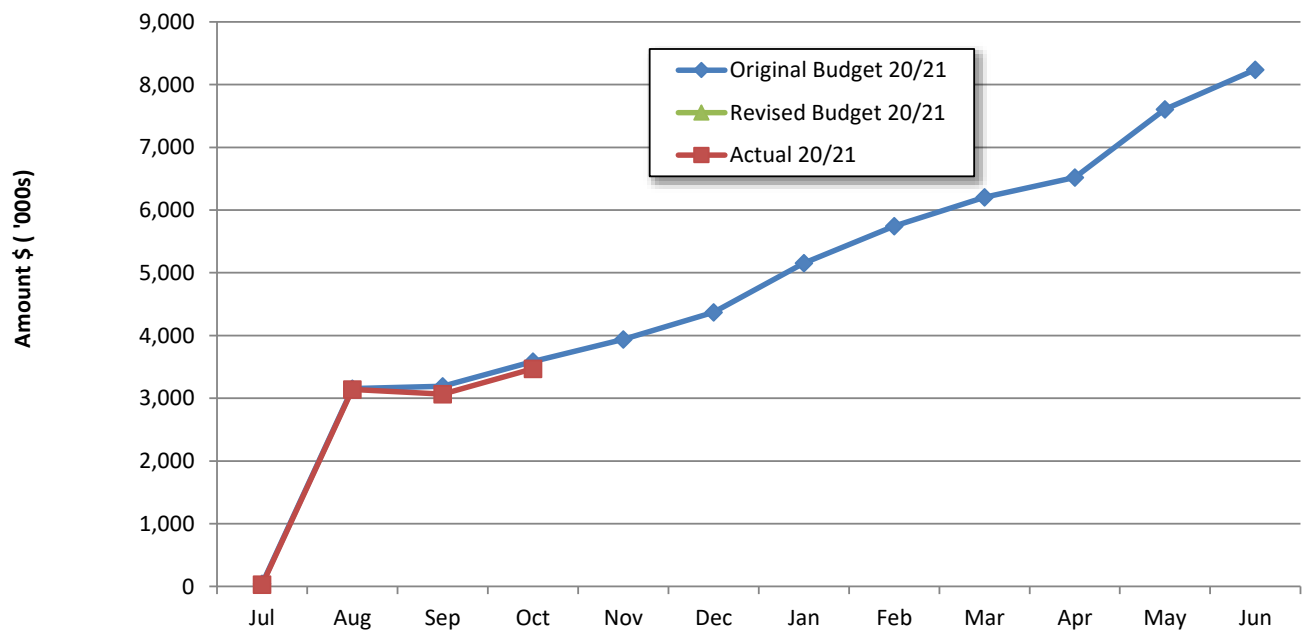
SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

3: Graphical Representation - Source Statement of Financial Activity

Budget Operating Expenses -v- YTD Actual

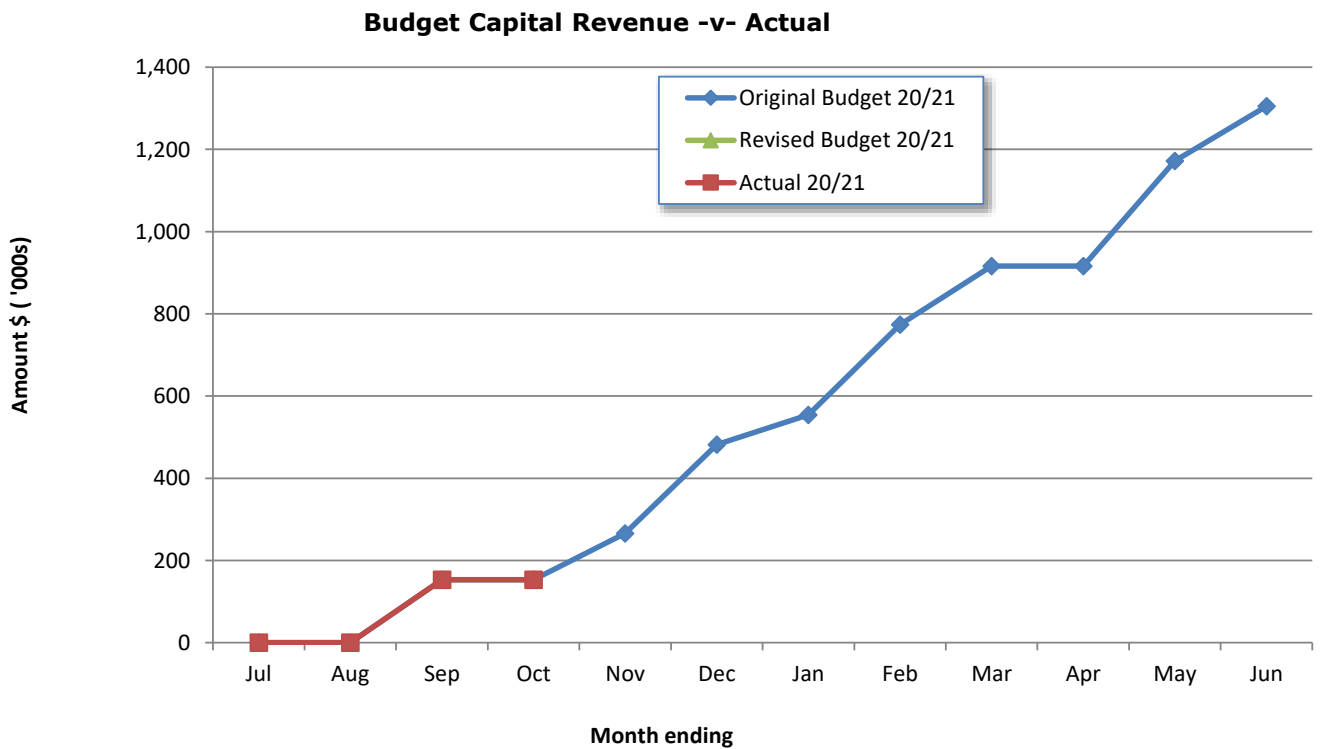
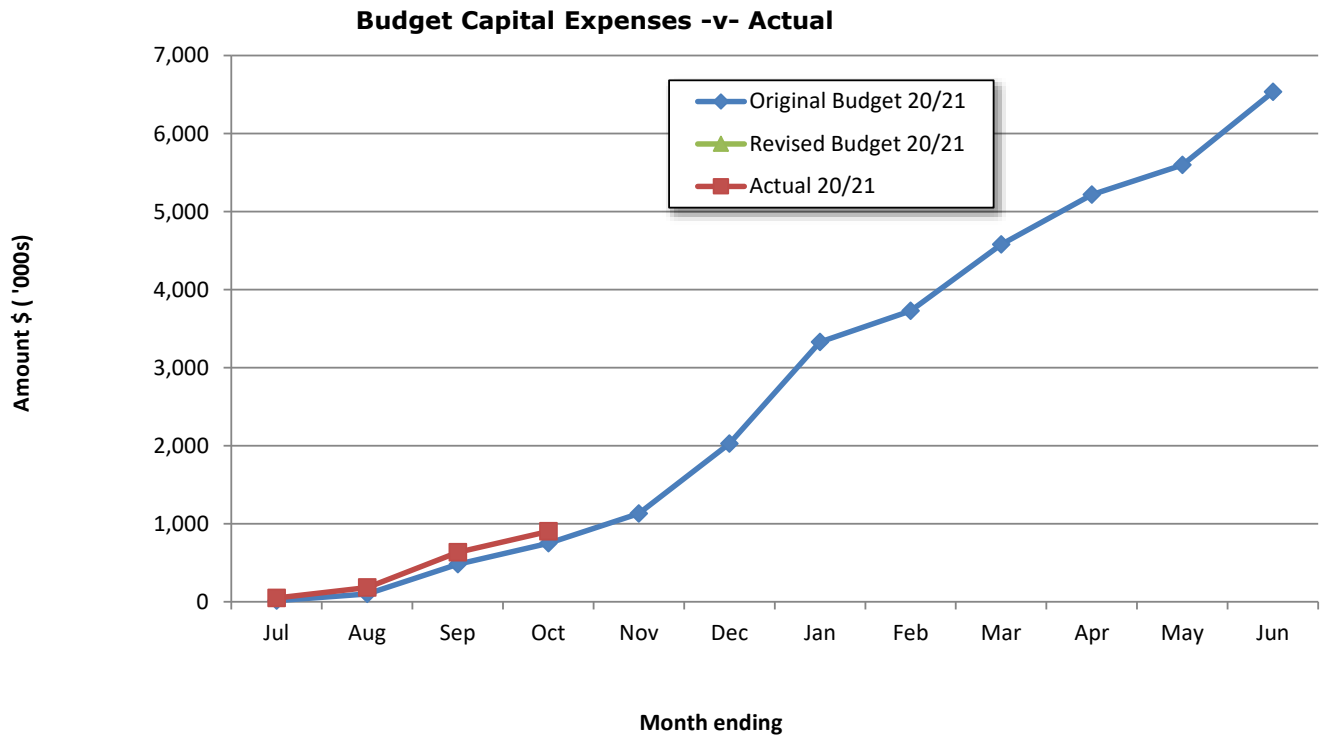


Budget Operating Revenues -v- Actual



SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

3: Graphical Representation - Source Statement of Financial Activity



SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

4: NET CURRENT FUNDING POSTION

	Note	Actual 2021/22	C/fwd 1 July 2021
		\$	\$
Current Assets			
Cash Unrestricted		603,356.22	212,133.09
Cash Restricted - Other Payables		1,348,828.60	2,687,525.51
Cash Restricted - Reserves	9	1,635,925.03	1,634,581.54
Receivables - Rates and Rubbish	6	540,184.59	234,727.59
Receivables - Other	6	623,378.95	790,055.34
Inventories		27,116.31	15,817.47
Accruals and Provisions		151,059.51	151,059.51
		4,929,849.21	5,725,900.05
Less: Current Liabilities			
Payables		(149,486.52)	(736,948.03)
Net GST & PAYG		(10,781.68)	(31,578.50)
Other Payables - Bonds & Deposits		(7,870.00)	(7,150.00)
Other Payables - Building Retention Bonds		(88,382.34)	(98,372.25)
Other Payables - A Smart Start		(57,839.82)	(57,839.82)
Other Payables - Great Stn Housing Initiative		(31,239.68)	(1,360,666.68)
Other Payables - DCP		(815,548.31)	(815,548.31)
Other Payables - LRCIP		(332,800.23)	(332,800.23)
Other Payables - Sundry		(15,148.22)	(15,148.22)
Accruals and Provisions		(64,289.28)	(64,289.28)
		(1,573,386.08)	(3,520,341.32)
Less: Cash Restricted - Reserves	9	(1,635,925.03)	(1,634,581.54)
Net Current Funding Position		1,720,538.10	570,977.19

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

5: CASH AND INVESTMENTS

	Ref	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total \$	Institution	Maturity Date
(a) Cash Deposits								
Municipal Fund	133 904 987		603,356.22	1,348,828.60		1,952,184.82	Bendigo	
Trust Fund	133 905 067				0.00	0.00	Bendigo	
Cash on Hand			1,500.00			1,500.00		
(b) Term Deposits								
Reserve Funds	3826928	0.20%		1,635,925.03		1,635,925.03	Bendigo	24/01/2022
Total			604,856.22	2,984,753.63	0.00	3,589,609.85		

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 31 October 2021

6: RECEIVABLES

Rates & Rubbish

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

Net Rates Collectable

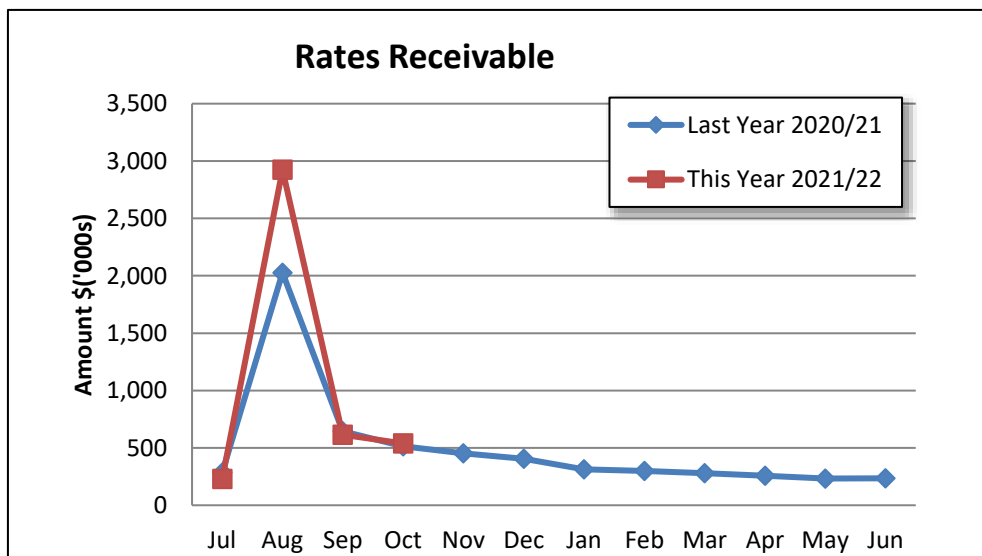
% Collected

Actual 2021/22	c/fwd 1 July 2021
\$	\$
234,727.59	303,494.79
2,768,434.65	2,664,864.27
(2,462,977.65)	(2,733,631.47)
540,184.59	234,727.59
 540,184.59	 234,727.59
82.01%	92.09%

Accounts Receivable

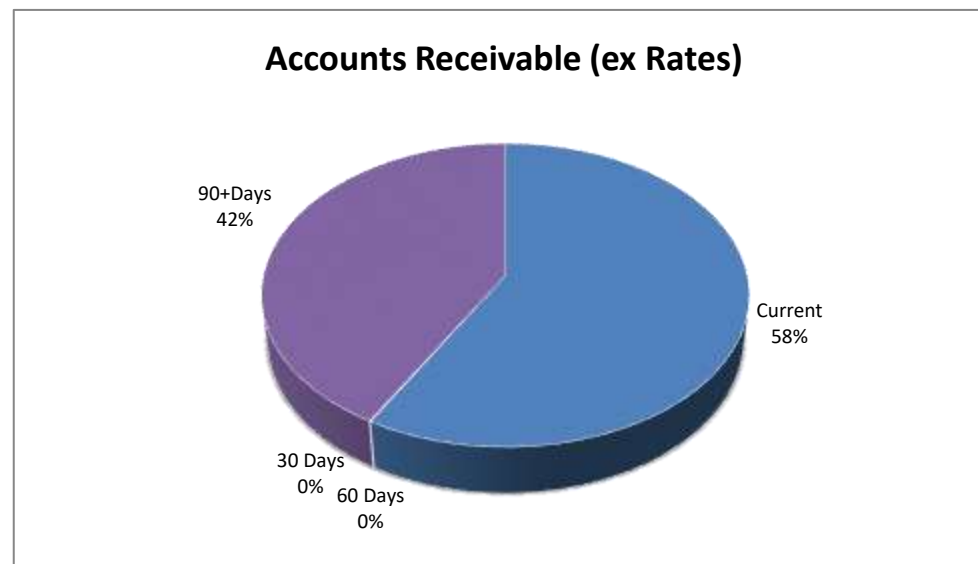
	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Sundry Debtors	340,087.07	473.40	90.00	261,929.65
Pensioner Rebates	2,839.78			
Emergency Services Levy	22,959.05			
	365,885.90	473.40	90.00	261,929.65
		Total Outstanding		628,378.95

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates and Rubbish

The variance shown in August relates to the timing of raising rates in each financial year.



Comments/Notes - Receivables General

Progress claims for Regional Road Group funding have been submitted to MRWA.

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

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
Balanced Budget Adopted							
S210901	CAP144	Capital Expense	Holland Track Interpretive Centre	Reallocate Drought Communities Program funding	32,000	0	32,000
S210901	CAP159	Capital Expense	Broomehill Rec Complex accessibility upgrades	Reallocate Drought Communities Program funding	0	(32,000)	0
M210913	CAP161	Capital Expense	Tambellup Town Square development	Reallocate Local Roads & Community Infrastructure funding	370,000	0	370,000
M210913	CAP153	Capital Expense	Tambellup Youth Centre	Reallocate Local Roads & Community Infrastructure funding	80,000		450,000
M210913	CAP127	Capital Expense	Broomehill Townscape	Reallocate Local Roads & Community Infrastructure funding	0	(450,000)	0
				Closing Funding Surplus (Deficit)			0

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

8: GRANTS AND CONTRIBUTIONS

Program/Provider	Purpose	c/fwd 1 July 2021	Received 2021/22	Expended 2021/22	Closing Balance
RECREATION & CULTURE		\$			
Drought Communities Program	Various townscape & recreation projects	815,548.31	0.00	(130,998.84)	684,549.47
Broomehill Recreation Complex	Contrib towards new pavilion	0.00	0.00	0.00	0.00
TRANSPORT					
Main Roads WA	Regional Road Group 2019/20	0.00	113,600.00	0.00	113,600.00
Main Roads WA	Black Spot Funding 2019/20	0.00	42,915.00	0.00	42,915.00
Local Roads & Community Infrastructure Prog	Phase 1 allocation	145,830.29	0.00	(145,830.29)	0.00
Local Roads & Community Infrastructure Prog	Phase 2 allocation	186,969.94	0.00	(2,602.33)	184,367.61
TOTALS		1,148,348.54	156,515.00	(279,431.46)	1,025,432.08

Comments - Grants and Contributions

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

9. CASH BACKED RESERVES

	Budget 2021/22				Actual 2021/22			
	Opening Balance	Transfers To	Transfers From	Closing Balance	Opening Balance	Transfers To	Transfers From	Closing Balance
Leave Reserve	111,718	50,900	(120,900)	41,718	111,717.60	91.76	0.00	111,809.36
Plant Reserve	197,797	402,900	(423,000)	177,697	197,796.62	162.56	0.00	197,959.18
Building Reserve	356,659	401,000	(266,000)	491,659	356,659.30	293.15	0.00	356,952.45
Information Technology Reserve	63,540	5,500	(15,000)	54,040	63,539.60	52.26	0.00	63,591.86
Tambellup Rec Ground & Pavilion Reserve	62,502	5,500	0	68,002	62,502.37	51.32	0.00	62,553.69
Broomehill Rec Complex Reserve	104,733	9,100	0	113,833	104,732.69	86.12	0.00	104,818.81
Building Maintenance Reserve	44,373	22,300	(27,500)	39,173	44,372.87	36.41	0.00	44,409.28
Sandalwood Villas Reserve	103,519	10,500	0	114,019	103,519.15	85.04	0.00	103,604.19
Bhill Synthetic Bowling Green Reserve	83,987	8,900	0	92,887	83,987.10	69.06	0.00	84,056.16
Refuse Sites Post Closure Management Reserve	37,038	5,300	0	42,338	37,037.77	30.50	0.00	37,068.27
Lavieville Lodge Reserve	90,980	10,300	0	101,280	90,980.08	74.83	0.00	91,054.91
Townscape Plan Implementation Reserve	296,403	3,600	(300,000)	3	296,402.53	243.71	0.00	296,646.24
Tambellup Synthetic Bowling Green Reserve	30,626	7,800	0	38,426	30,625.93	25.12	0.00	30,651.05
Tourism & Economic Development Reserve	50,708	300	0	51,008	50,707.93	41.65	0.00	50,749.58
	1,634,583	943,900	(1,152,400)	1,426,083	1,634,581.54	1,343.49	0.00	1,635,925.03

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

Reserve name

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

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

10. DISPOSALS OF ASSETS

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

	Budget 2021/22				Actual 2021/22			
	Net Book Value	Sale Proceeds	Profit	Loss	Net Book Value	Sale Proceeds	Profit	Loss
By program:								
<i>Governance</i>								
Ford Ranger XLT dual cab - OTA	30,400	43,000	12,600	0	0.00	0.00	0.00	0.00
CEO Vehicle - OTA	50,600	43,000	0	(7,600)	0.00	0.00	0.00	0.00
Ford Everest Wagon - BH000	50,600	43,000	0	(7,600)	0.00	0.00	0.00	0.00
Ford Everest Wagon - BH000	50,600	43,000	0	(7,600)	0.00	0.00	0.00	0.00
<i>Housing</i>								
11 Lavarock Street, Broomehill	126,200	185,000	58,800	0	0.00	0.00	0.00	0.00
20 Henry Street, Tambellup	131,200	190,000	58,800	0	0.00	0.00	0.00	0.00
27 East Terrace, Tambellup	89,400	190,000	100,600	0	0.00	0.00	0.00	0.00
<i>Transport</i>								
Isuzu FRR850 - trade for 6 wheeler - BH002	69,700	72,000	2,300	0	0.00	0.00	0.00	0.00
Mack Truck - trade for prime mover - BHT125	131,500	100,000	0	(31,500)	0.00	0.00	0.00	0.00
Isuzu NLR55 light tipper - BH009	32,200	23,000	0	(9,200)	0.00	0.00	0.00	0.00
Ford Ranger XLT with canopy - 1TA	47,500	37,000	0	(10,500)	0.00	0.00	0.00	0.00
Ford Ranger Wildtrak - TA001	48,300	42,000	0	(6,300)	0.00	0.00	0.00	0.00
Ford Ranger Wildtrak - TA001	48,300	42,000	0	(6,300)	0.00	0.00	0.00	0.00
Ford Ranger dual cab - BH00	38,000	30,000	0	(8,000)	0.00	0.00	0.00	0.00
Ford Ranger dual cab - BH003	47,000	40,000	0	(7,000)	0.00	0.00	0.00	0.00
Ford Ranger extra cab - BH014	38,000	31,000	0	(7,000)	0.00	0.00	0.00	0.00
Ford Ranger dual cab - TA052	35,600	31,000	0	(4,600)	0.00	0.00	0.00	0.00
Ford Ranger dual cab - TA005	32,500	30,000	0	(2,500)	0.00	0.00	0.00	0.00
Isuzu Jetpatcher	83,500	80,000	0	(3,500)	0.00	0.00	0.00	0.00
Dual axle fuel trailer	7,500	10,000	2,500	0	0.00	0.00	0.00	0.00
	1,188,600	1,305,000	235,600	(119,200)	0.00	0.00	0.00	0.00
By Class:								
Land and Buildings	346,800	565,000	218,200	0	0.00	0.00	0.00	0.00
Plant and Equipment	841,800	740,000	17,400	(119,200)	0.00	0.00	0.00	0.00
	1,188,600	1,305,000	235,600	(119,200)	0.00	0.00	0.00	0.00

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

11: OPERATING REVENUE AND EXPENSE

	Budget Revenue 2021/22	Budget Expense 2021/22	Actual Revenue 2021/22	Actual Expense 2021/22
GENERAL PURPOSE FUNDING				
Rate Revenue	2,751,500	(244,500)	2,604,638.15	(71,202.82)
General Purpose Funding	858,500	0	217,295.50	0.00
Other General Purpose Funding	10,600	(71,000)	1,949.40	(23,072.61)
TOTAL GENERAL PURPOSE FUNDING	3,620,600	(315,500)	2,823,883.05	(94,275.43)
GOVERNANCE				
Members Of Council	19,000	(591,000)	2,387.53	(222,869.20)
Administration General	27,400	0	5,915.70	0.00
Other Governance	4,000	(21,800)	0.00	(1,624.82)
TOTAL GOVERNANCE	50,400	(612,800)	8,303.23	(224,494.02)
LAW, ORDER & PUBLIC SAFETY				
Fire Prevention	163,600	(235,500)	81,951.78	(74,909.48)
Animal Control	6,700	(102,100)	2,068.77	(19,107.22)
Other Law, Order & Public Safety	0	(1,000)	0.00	0.00
TOTAL LAW,ORDER & PUBLIC SAFETY	170,300	(338,600)	84,020.55	(94,016.70)
HEALTH				
Maternal & Infant Health	1,200	(11,500)	0.00	(3,894.79)
Health Inspection & Administration	2,300	(24,800)	286.00	(5,255.22)
Preventative Services - Pest Control	0	(14,600)	0.00	(2,718.73)
TOTAL HEALTH	3,500	(50,900)	286.00	(11,868.74)
EDUCATION & WELFARE				
Other Education	38,800	(45,100)	0.00	(15,254.63)
Other Welfare	150,000	(54,400)	15,000.00	(13,333.32)
TOTAL EDUCATION & WELFARE	188,800	(99,500)	15,000.00	(28,587.95)
HOUSING				
Staff Housing	258,200	0	0.00	(30,053.29)
Other Housing	222,500	(224,200)	61,963.87	(25,785.55)
TOTAL OTHER HOUSING	480,700	(224,200)	61,963.87	(55,838.84)
COMMUNITY AMENITIES				
Household Refuse	63,500	(270,000)	60,985.92	(66,989.98)
Protection Of The Environment	4,500	(4,500)	0.00	0.00
Town Planning & Regional Development	8,000	(87,100)	37,447.40	(30,769.58)
Other Community Amenities	58,000	(41,800)	2,204.53	(6,513.25)
Public Conveniences	0	(60,400)	0.00	(12,061.80)
TOTAL COMMUNITY AMENITIES	134,000	(463,800)	100,637.85	(116,334.61)

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

11: OPERATING REVENUE AND EXPENSE

	Budget Revenue 2021/22	Budget Expense 2021/22	Actual Revenue 2021/22	Actual Expense 2021/22
RECREATION & CULTURE				
Public Halls & Civic Centres	352,500	(266,300)	10,146.31	(41,976.85)
Other Sport & Recreation	399,500	(880,500)	885.60	(163,986.93)
Libraries	100	(142,100)	3.64	(36,101.99)
Other Culture	20,000	(58,400)	0.00	(20,425.62)
TOTAL RECREATION & CULTURE	772,100	(1,347,300)	11,035.55	(262,491.39)
TRANSPORT				
Road Construction	1,438,200	0	156,515.00	0.00
Streets Roads Bridges & Depot Maint	358,300	(3,009,400)	173,707.00	(419,401.05)
Transport - Other	18,200	(128,100)	5,500.08	(22,249.74)
TOTAL TRANSPORT	1,814,700	(3,137,500)	335,722.08	(441,650.79)
ECONOMIC SERVICES				
Rural Services	0	(1,500)	0.00	(1,012.63)
Tourism & Area Promotion	728,000	(97,100)	7,509.89	(46,307.93)
Building Control	15,200	(51,200)	1,398.95	(17,751.36)
Other Economic Services	195,300	(90,500)	4,647.06	(19,133.39)
TOTAL ECONOMIC SERVICES	938,500	(240,300)	13,555.90	(84,205.31)
OTHER PROPERTY & SERVICES				
Private Works	5,000	(3,500)	428.18	(1,474.49)
Public Works Overhead	2,000	0	0.00	952.78
Plant Operation Costs	50,000	0	15,479.41	(97,181.95)
Workers Compensation	0	0	0.00	0.00
Salaries & Wages	0	0	0.00	(56,747.85)
Unclassified	8,000	(29,500)	0.00	(6,336.00)
TOTAL OTHER PROPERTY & SERVICES	65,000	(33,000)	15,907.59	(160,787.51)
TOTAL OPERATING	8,238,600	(6,863,400)	3,470,315.67	(1,574,551.29)

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

12: CAPITAL DISPOSALS AND ACQUISITIONS

GOVERNANCE

Administration PC's upgrade
 Bhill Admin Building - enclose carport/install roller doors
 Tamb Admin Building - internal renovation/office fitout

Plant Replacement

Ford Ranger XLT dual cab - OTA
 Ford Everest Wagon - BH000

EDUCATION & WELFARE

Youth Centre - Tambellup
 Tambellup Youth Centre - buildings upgrades/office
 Tambellup Youth Centre - extend seal court surface

HOUSING

Staff housing - 21 Lathom St, Broomehill - works per contract
 Staff housing - 21 Lathom St, Broomehill additional works
 Staff housing - 5 Leven St, Broomehill - works per contract
 Staff housing - 5 Leven St, Broomehill additional works
 Sale of 11 Lavarock Street, Broomehill
 Sale of 20 Henry Street, Tambellup
 Sale of 27 East Terrace, Tambellup
 Holland Court Units (defects funded by retention)

COMMUNITY AMENITIES

Broomehill Cemetery - gazebo, bench seating (installation)
 Broomehill Cemetery - Improvements
 Tambellup Cemetery - Improvements

RECREATION & CULTURE

Broomehill Hall - security upgrades windows/doors
 Broomehill Hall - internal acoustics
 Tambellup Hall - internal improvements
 Broomehill RSL Hall - toilet upgrades
 Broomehill Rec Complex upgrades
 Broomehill Rec Complex - spectator pavilion
 Holland Park - nature play
 Town Square development - Tambellup
 Broomehill Museum - machinery shed roof & walls

TRANSPORT

Plant Replacement

Isuzu FRR850 - trade for 6 wheeler - BH002
 Mack Truck - trade for prime mover - BHT125
 Isuzu NLR55 light tipper - BH009
 Ford Ranger XLT with canopy - 1TA
 Ford Ranger Wildtrak - TA001
 Ford Ranger dual cab - BH00
 Ford Ranger dual cab - BH003
 Ford Ranger extra cab - BH014
 Ford Ranger dual cab - TA052
 Ford Ranger dual cab - TA005
 Plant Trailer
 Isuzu Jetpatcher
 Dual axle fuel trailer
 Sundry Plant

	Revised Budget Revenue 2021/22	Revised Budget Expense 2021/22	Actual Revenue 2021/22	Actual Expense 2021/22
F&E	0	(15,000)	0.00	(13,454.53)
BS	0	(30,000)	0.00	0.00
BS	0	(100,000)	0.00	0.00
P&E	86,000	(104,000)	0.00	0.00
P&E	86,000	(104,000)	42,727.27	(51,871.75)
Total	172,000	(353,000)	42,727.27	(65,326.28)
BS	0	0	0.00	0.00
BS	0	(50,000)	0.00	0.00
I-O	0	(20,000)	0.00	0.00
Total	0	(70,000)	0.00	0.00
BNS	0	(50,000)	0.00	(108,971.23)
BNS	0	(20,000)	0.00	0.00
BNS	0	(46,000)	0.00	(82,664.99)
BNS	0	(20,000)	0.00	0.00
BNS	185,000	0	0.00	0.00
BNS	190,000	0	0.00	0.00
BNS	190,000	0	0.00	0.00
BNS			0.00	(3,017.30)
Total	565,000	(136,000)	0.00	(194,653.52)
I-O	0	(12,000)	0.00	0.00
I-O	0	(20,000)	0.00	0.00
I-O	0	(30,000)	0.00	0.00
Total	0	(62,000)	0.00	0.00
BS	0	(8,500)	0.00	0.00
BS	0	(46,000)	0.00	0.00
BS	0	(35,000)	0.00	0.00
BS	0	(19,000)	0.00	(4,514.20)
I-P	0	(170,000)	0.00	(46,415.00)
BS	0	(110,000)	0.00	0.00
I-P	0	(100,000)	0.00	(40,000.00)
I-P	0	(109,500)	0.00	(1,015.00)
BS	0	(20,000)	0.00	0.00
Total	0	(618,000)	0.00	(91,944.20)
P&E	72,000	(190,000)	0.00	0.00
P&E	100,000	(270,000)	0.00	0.00
P&E	23,000	(45,000)	0.00	0.00
P&E	37,000	(52,000)	36,363.64	(47,060.78)
P&E	84,000	(99,000)	43,181.82	(49,545.61)
P&E	30,000	(42,000)	0.00	0.00
P&E	40,000	(54,000)	0.00	0.00
P&E	31,000	(45,000)	30,909.09	(45,125.88)
P&E	31,000	(43,000)	0.00	0.00
P&E	30,000	(45,000)	0.00	0.00
P&E	0	(50,000)	0.00	0.00
P&E	80,000	0	0.00	0.00
P&E	10,000	0	0.00	0.00
P&E	0	(20,000)	0.00	0.00

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

12: CAPITAL DISPOSALS AND ACQUISITIONS

		Revised Budget Revenue 2021/22	Revised Budget Expense 2021/22	Actual Revenue 2021/22	Actual Expense 2021/22
TRANSPORT					
Tambellup Depot - fencing (30/6 accrued expense)	BS			0.00	(10,760.00)
Townscape					
Town/Streetscape works - Tambellup	I-P	0	(64,000)	0.00	(3,456.85)
Town/Streetscape works - Broomehill	I-P	0	(654,000)	0.00	(8,337.50)
Regional Road Group					
Broomehill-Kojonup Rd - repair failed pavement	I-R	0	(135,000)	0.00	(2,687.16)
Tambellup West Rd - repair failed pavement BT02	I-R	0	(75,000)	0.00	(1,596.25)
Tambellup West Rd - repair failed pavement BT03	I-R	0	(51,000)	0.00	0.00
Tieline Rd - repair failed pavement	I-R	0	(165,000)	0.00	(1,090.91)
Black Spot					
Tieline / Norrish Road - widen & seal curve	I-R	0	(210,900)	0.00	(1,596.25)
Roads to Recovery					
Pallinup Road (30/6 accrued expense)	I-R			0.00	(12,783.00)
Toolbrunup Road - reconstruct & extend seal to Tallents Rd	I-R	0	(404,100)	0.00	(5,884.10)
Local Roads & Community Infrastructure Program					
Phase 1					
Journal Street - widen seal, kerb & footpath (PO to C/Park)	I-R	0	(63,200)	0.00	(32,027.04)
Kerbing - town streets	I-R	0	(6,000)	0.00	0.00
Beejenup Road - resheeting - slk 6.20 to 7.44	I-R	0	(24,200)	0.00	(4,113.81)
Birt Road - resheeting 2-3kms	I-R	0	(6,000)	0.00	(26,492.04)
Paul Valley Road - resheeting 2-3kms	I-R	0	(58,800)	0.00	(60,360.10)
Yetermerup Road - resheeting 2-3kms	I-R	0	(60,000)	0.00	(72,147.42)
Stirling Access Road - resheeting 2-3kms	I-R	0	(60,000)	0.00	(53,496.06)
Flat Rocks Road - resheeting 2-3kms	I-R	0	(83,500)	0.00	(81,893.30)
Phase 2					
Nymbup Road - repair & extend culverts	I-R	0	(20,000)	0.00	(664.75)
Broomehill Primary School - car park	I-R	0	(87,700)	0.00	0.00
Broomehill Fire Shed - car park	I-R	0	(1,400)	0.00	(191.60)
Emergency Management Incident Control Centre	F&E	0	(25,000)	0.00	0.00
Greenhills South Rd - widen, reconstruct, seal	I-R	0	(150,000)	0.00	(1,745.98)
Phase 3					
Beejenup Rd - reconstruct & seal corners	I-R	0	(60,000)	0.00	0.00
Flat Rocks Rd - enrichment seal	I-R	0	(40,000)	0.00	0.00
Paul Valley Rd - enrichment seal	I-R	0	(50,000)	0.00	0.00
Great Sthn Hwy (Crawford -Tamb West) tree removal	I-R	0	(20,000)	0.00	0.00
Great Sthn Hwy (Crawford -Tamb West) footpaths/barriers	I-R	0	(20,000)	0.00	0.00
Beejenup Rd - resheeting	I-R	0	(70,000)	0.00	0.00
Add back Job Depreciation	I-R	0	138,700	0.00	29,760.00
Total		568,000	(3,481,100)	110,454.55	(493,296.39)
ECONOMIC SERVICES					
Holland Track Interpretive Centre	BS	0	(83,000)	0.00	(19,025.00)
Broomehill Caravan Park - building upgrades/storage	BS	0	(30,000)	0.00	0.00
Broomehill Caravan Park - extend bays	I-O	0	(40,000)	0.00	0.00
Tambellup Caravan Park - cabins	BS	0	(325,000)	0.00	0.00
Tambellup Caravan Park - infrastructure	I-O	0	(100,000)	0.00	0.00
Tambellup Caravan Park - building upgrades	BS	0	(80,000)	0.00	0.00
Water efficiencies - Tambellup	I-W	0	(25,000)	0.00	0.00
Water efficiencies - Broomehill	I-W	0	(13,000)	0.00	(12,749.49)
Water tanks adjacent to standpipes (3 locations)	I-W	0	(45,000)	0.00	0.00
Total		0	(741,000)	0.00	(31,774.49)
TOTAL		1,305,000	(5,461,100)	153,181.82	(876,994.88)

SHIRE OF BROOMEHILL-TAMBELLUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2021

12: CAPITAL DISPOSALS AND ACQUISITIONS

	Revised Budget Revenue 2021/22	Revised Budget Expense 2021/22	Actual Revenue 2021/22	Actual Expense 2021/22
LAND HELD FOR RESALE				
LR	0	0	0.00	0.00
LAND - FREEHOLD				
LF	0	0	0.00	0.00
BUILDINGS - NON SPECIALISED				
BNS	565,000	(136,000)	0.00	(194,653.52)
BUILDINGS - SPECIALISED				
BS	0	(936,500)	0.00	(34,299.20)
PLANT & EQUIPMENT				
P&E	740,000	(1,163,000)	153,181.82	(193,604.02)
FURNITURE & EQUIPMENT				
F&E	0	(40,000)	0.00	(13,454.53)
INFRASTRUCTURE - ROADS				
I-R	0	(1,783,100)	0.00	(329,009.77)
INFRASTRUCTURE - FOOTPATHS				
I-F	0	0	0.00	0.00
INFRASTRUCTURE - PARKS & OVALS				
I-P	0	(1,097,500)	0.00	(99,224.35)
INFRASTRUCTURE - WATER SUPPLY				
I-W	0	(83,000)	0.00	(12,749.49)
INFRASTRUCTURE - OTHER				
I-O	0	(222,000)	0.00	0.00
	1,305,000	(5,461,100)	153,181.82	(876,994.88)
RESERVE TRANSFERS from/(to)				
Leave Reserve	120,900	(50,900)	0.00	(91.76)
Plant Replacement Reserve	423,000	(402,900)	0.00	(162.56)
Building Reserve	266,000	(401,000)	0.00	(293.15)
Computer Reserve	15,000	(5,500)	0.00	(52.26)
Tambellup Rec Ground & Pavilion Reserve	0	(5,500)	0.00	(51.32)
Broomehill Rec Complex Reserve	0	(9,100)	0.00	(86.12)
Building Maintenance Reserve	27,500	(22,300)	0.00	(36.41)
Sandalwood Villas Reserve	0	(10,500)	0.00	(85.04)
Broomehill Synthetic Bowling Green Replacement Reserve	0	(8,900)	0.00	(69.06)
Refuse Sites Post Closure Management Reserve	0	(5,300)	0.00	(30.50)
Lavieville Lodge Reserve	0	(10,300)	0.00	(74.83)
Townscape Plan Implementation Reserve	300,000	(3,600)	0.00	(243.71)
Tambellup Synthetic Bowling Green Replacement Reserve	0	(7,800)	0.00	(25.12)
Tourism & Economic Development Reserve	0	(300)	0.00	(41.65)
	1,152,400	(943,900)	0.00	(1,343.49)
LOANS				
Loan Repayments	0	(127,500)	0.00	(22,291.92)
	0	(127,500)	0.00	(22,291.92)
TOTAL CAPITAL	2,457,400	(6,532,500)	153,181.82	(900,630.29)

11.02 List of Payments

SHIRE OF BROOMEHILL-TAMBELLUP
Municipal Fund & Trust Fund Payments for the month ending 31 October 2021
Presented to Council on 18 November 2021
Local Government (Financial Management) Regulations 1996 - No. 12 & No. 13

Chq/EFT	Date	Name	Description	Municipal Fund	Trust Fund
4237	05/10/2021	BROOMEHILL P & C ASSOCIATION INC	Donation - 'Clean Up Australia Day'	300.00	
4238	05/10/2021	DANIEL BIGNELL	Return of Equipment Hire Bond - Chair Hire	200.00	
4239	05/10/2021	GNOWANGERUP SHIRE MEDICAL PRACTICE	Pre Employment Medical - B. Wallam	150.00	
4240	12/10/2021	KERRY SMITH	Return of Hall Bond and Key Deposit - Tamb Hall Hire	550.00	
4241	12/10/2021	PETTY CASH	Petty Cash Tambellup - 14/09/21 to 08/10/21	328.15	
4242	15/10/2021	CORNERSTONE LEGAL	Legal Proceedings - Matter No. 005580 - Failure to Comply with Firebreak Order to 06/10/2021	1,695.12	
4243	15/10/2021	SYNERGY	Electricity Usage 25/08/21 to 24/09/2021 - Supply charges 01/09/21 to 04/10/21	2,703.75	
4244	28/10/2021	PETTY CASH	Petty Cash Tambellup 14/10/2021 - 17/10/2021	334.15	
EFT	12/10/2021	SALARIES & WAGES	Wages fortnight ending 8 October 2021	61,929.41	
EFT	26/10/2021	SALARIES & WAGES	Wages fortnight ending 22 October 2021	61,968.33	
EFT13912	05/10/2021	CHRIS JACKSON	Reimburse Removal Costs - CEO Relocation to Bhil	2,450.25	
EFT13913	05/10/2021	GREAT SOUTHERN CENTRE FOR OUTDOOR RECREATIONAL EXCELLENCE	Regional Trails Master Plan - Contribution to 'Bobtail Trail' Project	18,040.00	
EFT13914	05/10/2021	HEATHER ANNE RICHARDSON	Reimbursement - Coffee & Councillor Sweets	81.65	
EFT13915	05/10/2021	KRISTY BOYLE	Refund overpayments on Rate assessments A951, A289, A140	1,381.97	
EFT13916	05/10/2021	NEVILLE WITHAM	Return Caravan Park Bond - 2 bedroom Cabin	200.00	
EFT13917	05/10/2021	TOLL TRANSPORT PTY LTD	Freight to 09/06/2021 - Missed payment from 2019	32.18	
EFT13918	08/10/2021	124 TAMBELLUP STORE	September 2021 - Newspapers, Fuel, Groceries	453.65	
EFT13919	08/10/2021	A SMART START GREAT SOUTHERN INC	Annual contribution 2021/22 - A Smart Start Great Southern	4,300.00	
EFT13920	08/10/2021	ALBANY RECORDS MANAGEMENT	Disposal of Records - 2 x 240L Bin Exchange	165.00	
EFT13921	08/10/2021	ALBANY YOUTH SUPPORT	Provision of Youth Outreach Services to 07/10/21 as per Agreement	3,666.66	
EFT13922	08/10/2021	AMPAC Debt Recovery (WA) Pty Ltd	Rates debt collection costs - w/e 30/09/2021	412.50	
EFT13923	08/10/2021	AMPOL CARD (prev Caltex Star Card)	Fuel - September 2021	101.00	
EFT13924	08/10/2021	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY	Land/Mobile Licence 25469/1 to 22/10/2022	114.00	
EFT13925	08/10/2021	BEST OFFICE SYSTEMS	New Ricoh A3 Colour Photocopier - Bhil Admin	3,989.00	
EFT13926	08/10/2021	BOC LIMITED	Cylinder Rent - 29/08/21 to 27/09/21 - Oxygen x1, Dissolved Acetylene x2, Argoshield x1	49.25	
EFT13927	08/10/2021	BTW RURAL SUPPLIES	20" Husqvarna chainsaw, Magnate 15kg MIG wire	1,194.00	
EFT13928	08/10/2021	DUGGINS	Works crew PPE / clothing	710.18	
EFT13929	08/10/2021	GOOP TRADING T/AS BROOMEHILL POST OFFICE & HARDWARE	Postage September 2021 incl 3 x mails outs 'Heritage Workshop' 'Fire Break Orders' 'Property Compliance'	98.90	
EFT13930	08/10/2021	GRAY CARTER	Gravel Sheet Paul Valley Road from end of Seal - 2-3kms	66,000.00	
EFT13931	08/10/2021	GREAT SOUTHERN FUEL SUPPLIES	14,000L ULSD delivered	20,695.60	
EFT13932	08/10/2021	INDUSTRIAL AUTOMATION	Standpipe controllers - remote access operational costs 01/07/21 to 31/12/21	1,517.45	

Chq/EFT	Date	Name	Description	Municipal Fund	Trust Fund
EFT13933	08/10/2021	LANDGATE	Mining Tenements valuations M2021/5	68.50	
EFT13934	08/10/2021	LGIS	Marine Cargo (Transit) Premium to 30 June 22	606.38	
EFT13935	08/10/2021	LGISWA	Public Liability, Management Liability, Workers Compensation, Bushfire Injury, Travel, Personal Accident, Cyber Liability, Property & Motor vehicle premiums to 30 June 2022	158,221.40	
EFT13936	08/10/2021	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	2021/22 Membership Subscription - Chris Jackson	531.00	
EFT13937	08/10/2021	RESONLINE	Bhill Caravan Park Online Booking System - September 2021	122.10	
EFT13938	08/10/2021	ROBERT OWEN DECORATING SERVICES	Repaint Parcel Rooms - Tambellup Railway Station per quote	4,499.00	
EFT13939	08/10/2021	SHIRE OF PLANTAGENET	Nominations for Hollow Log Golf Tournament 2021	540.00	
EFT13940	08/10/2021	SOUTHERN STONE & WOOD	Progress payment Landscaping - 21 Lathom St & 16 Leven St	38,500.00	
EFT13941	08/10/2021	STATEWIDE BUILDING CERTIFICATION	Building Surveyor Services - September 2021	4,493.00	
EFT13942	08/10/2021	STEWART & HEATON CLOTHING CO PTY LTD	Part Order - Fire Brigade PPE as per quote	1,546.70	
EFT13943	08/10/2021	T QUIP	Mower blades - BH007	552.45	
EFT13944	08/10/2021	TOLL TRANSPORT PTY LTD	Freight to 03/10/2021	321.80	
EFT13945	08/10/2021	WA LOCAL GOVERNMENT ASSOCIATION	WA Local Government Convention 2021 - Registrations for Cr White, Cr Paganoni & Cr Barritt	3,600.00	
EFT13946	08/10/2021	WARREN BLACKWOOD WASTE	September 2021 - Management of Waste Transfer Stations, household refuse and recycling collections	18,934.28	
EFT13947	08/10/2021	WESTRAC EQUIPMENT PTY LTD	Troubleshoot fault TA18 grader; coupling, coupler BHT92 skid steer; part service kit (filter, element fuel, collant kit SOS kit) BH005 roller; Hydo Adv 10 Oil 208L	2,757.84	
EFT13948	12/10/2021	ANITA ELSPETH EYRES	Refund overpayment on rates assessment A4095	186.69	
EFT13949	12/10/2021	BRENDON JAMES BOYLE	Refund overpayment on rates assessment A952, A4053, A4082	1,036.57	
EFT13950	12/10/2021	KEMPIN FARMS	Refund overpayment on rates assessment A6015, A743	481.62	
EFT13951	12/10/2021	MIHI LINGMAN	Return Caravan Park Bond - 2 bedroom Cabin	200.00	
EFT13952	13/10/2021	SHIRE OF BROOMEHILL-TAMBELLUP	Transfer to MFA Credit card to purchase 4 x Apple iPads & covers	4,832.00	
EFT13953	15/10/2021	124 TAMBELLUP STORE	September 2021 - Depot - Milk, Fuel, Groceries	86.99	
EFT13954	15/10/2021	AARON PARNELL	Gardening at Lavieville Lodge to 11/10/21	250.00	
EFT13955	15/10/2021	BEST OFFICE SYSTEMS	Tamb copier - replace worn drum units, clean adjust and test	66.00	
EFT13956	15/10/2021	BGL SOLUTIONS	Hollow Core, Sweep and Verticut - Tambellup Oval	15,928.00	
EFT13957	15/10/2021	BLUESTEEL ENTERPRISES PTY LTD (FRONTLINE FIRE AND RESCUE)	Fire Goggle x40, Glove XL x25 - BFB PPE Order 2021/2022	2,398.39	
EFT13958	15/10/2021	BP HARRIS & SON	Prep and weld cracks in Side Tipper hinges etc - BHT125	176.00	
EFT13959	15/10/2021	BROOMEHILL HERITAGE GROUP	Reimburse Broomehill Heritage Group Public Liability & Volunteer Accident Premiums - 16/06/21 to 16/06/22	1,218.94	
EFT13960	15/10/2021	BUILDING COMMISSION	Building Services Levy (BSL) - September 2021	120.15	
EFT13961	15/10/2021	CHILD SUPPORT AGENCY	Payroll deductions	335.81	
EFT13962	15/10/2021	EDGE PLANNING & PROPERTY	Planning Services - September 2021	664.12	
EFT13963	15/10/2021	EDWARD JOHN FARMER	Refund credit on rates assessment A357	3,000.00	
EFT13964	15/10/2021	KATANNING H HARDWARE	Deformed Bar 12mm - Journal Street footpaths	18.45	
EFT13965	15/10/2021	KATANNING TILING SERVICE	Prep & replace tiles in toilets and entrance - Bhill Playgroup	4,965.62	

Chq/EFT	Date	Name	Description	Municipal Fund	Trust Fund
EFT13966	15/10/2021	KELS CABLING AND ANTENNAS	Replace & reset - Sat decoder, install new smartcard - Unit 4 Lavieville Lodge	580.00	
EFT13967	15/10/2021	LET'S TALK FLOWERS	Flowers x 2 Bunches - Farewell for Outgoing Councillors	120.00	
EFT13968	15/10/2021	LO-GO APPOINTMENTS	Recruitment of Chief Executive Officer - August 2021 - Final	3,160.85	
EFT13969	15/10/2021	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	Annual State Conference 2021 - Registration - C Jackson	1,200.00	
EFT13970	15/10/2021	MARKETFORCE	The West Aust 14/08/21 & 18/08/21 - Local Govt Tenders - Bhil & Tamb townscape projects	1,859.25	
EFT13971	15/10/2021	NUTRIEN AG SOLUTIONS LTD	BGCC fast set concrete 20Kg x 72 - Journal Street footpaths	926.64	
EFT13972	15/10/2021	QFH MULTIPARTS	Hose and Fittings - BHT125	1,269.31	
EFT13973	15/10/2021	TAMBELLUP G & T MOTORS	September 2021 - parts, repairs & workshop equip; Wurth Order, Origin Gas x 2 bottles, 4mm Cable Deutsch Connect	1,719.75	
EFT13974	15/10/2021	TAMBELLUP PRIMARY SCHOOL	Showcase in Pixels Exhibition Entry 2021 - Paint supplies	118.20	
EFT13975	15/10/2021	TELSTRA	Phone Usage Charges to 01/10/2021; Service Charges to 01/11/2021	2,021.83	
EFT13976	15/10/2021	TOLL TRANSPORT PTY LTD	Freight to 10/10/2021	85.64	
EFT13977	15/10/2021	TOWN PLANNING INNOVATIONS	September 2021 - Moonies Hill Windfarm - JDAP Application	1,113.75	
EFT13978	15/10/2021	THINKWATER ALBANY	Service Solar Pump & Retic System - Broomehill Oval	501.49	
EFT13979	15/10/2021	WATKINS PLUMBING	Retic cut-in 21 Lathom / 16 Leven - Hot water connect laundry 17 Taylor St - Repair toilet Cabin 1 Bhil C/Park	1,182.50	
EFT13980	15/10/2021	WESTRAC EQUIPMENT PTY LTD	Part Service Kit (filter, lube, Air element, SOS kit, coolant kit) TA18 grader	870.41	
EFT13981	15/10/2021	WURTH AUSTRALIA PTY LTD	Rivets, Ratchet Tiedowns, Silicone Sealant, Insect Remover, Broom & Handle - Workshop	473.22	
EFT13982	15/10/2021	WYWURRY ELECTRICAL	Replace Hot Water Systems - Unit 2 & Unit 4 Lavieville Lodge	2,504.75	
EFT13983	26/10/2021	AUSTRALIAN TAXATION OFFICE	Business Activity Statement October 2020 to September 2021	128,151.13	
EFT13984	28/10/2021	ARDESS NURSERY	Plants for Broomehill Complex	849.00	
EFT13985	28/10/2021	BURGESS RAWSON	Norrish Street toilets water account usage & rates	167.26	
EFT13986	28/10/2021	CHILD SUPPORT AGENCY	Payroll deductions	335.81	
EFT13987	28/10/2021	DHU SOUTH ELECTRICAL	Service air conditioners Sandalwood Villas x6 units	440.55	
EFT13988	28/10/2021	KATANNING GLAZING & SECURITY	Supply and install security screen doors only	11,450.00	
EFT13989	28/10/2021	SANDY BOXALL CATERING	Catering for Works Managers conference 14/10/2021	528.00	
EFT13990	28/10/2021	STUEYS PLUMBING AND GAS	21 Lathom St Bhil repair water leak in ensuite & provide drainage plumbing diagram	1,265.00	
EFT13991	28/10/2021	WATKINS PLUMBING	Replace external taps with compliant non return valve taps 21 Lathom St & 16 Leven St Bhil	369.16	
EFT13992	28/10/2021	WHITE GUM CAFE	Catering for Councillor farewell 18/10/2021	1,392.00	
DD6328.1	12/10/2021	AWARE SUPER	Superannuation contributions	10,394.49	
DD6328.2	12/10/2021	BT SUPER	Superannuation contributions	688.94	
DD6328.3	12/10/2021	REST SUPERANNUATION	Superannuation contributions	416.16	
DD6328.4	12/10/2021	AMP SUPERANNUATION SAVINGS TRUST (SST)	Superannuation contributions	459.30	
DD6328.5	12/10/2021	SUPER DIRECTIONS FUND	Superannuation contributions	247.21	
DD6328.6	12/10/2021	NETWEALTH SUPERANNUATION	Superannuation contributions	131.03	
DD6328.7	12/10/2021	AUSTRALIAN SUPER	Superannuation contributions	336.94	

Chq/EFT	Date	Name	Description	Municipal Fund	Trust Fund
DD6328.8	12/10/2021	PRIME SUPER	Superannuation contributions	18.96	
DD6328.9	12/10/2021	COLONIAL FIRST STATE FIRSTCHOICE WHOLESALE PERSONAL SUPER	Superannuation contributions	284.22	
DD6375.1	26/10/2021	AWARE SUPER	Superannuation contributions	10,456.82	
DD6375.2	26/10/2021	BT SUPER	Superannuation contributions	683.12	
DD6375.3	26/10/2021	REST SUPERANNUATION	Superannuation contributions	405.76	
DD6375.4	26/10/2021	AMP SUPERANNUATION SAVINGS TRUST (SST)	Superannuation contributions	468.04	
DD6375.5	26/10/2021	SUPER DIRECTIONS FUND	Superannuation contributions	223.79	
DD6375.6	26/10/2021	NETWEALTH SUPERANNUATION	Superannuation contributions	112.31	
DD6375.7	26/10/2021	AUSTRALIAN SUPER	Superannuation contributions	380.00	
DD6375.8	26/10/2021	PRIME SUPER	Superannuation contributions	54.18	
DD6375.9	26/10/2021	COLONIAL FIRST STATE FIRSTCHOICE WHOLESALE PERSONAL SUPER	Superannuation contributions	284.22	
161	01/10/2021	BANK FEES - MUNICIPAL FUND	Overdraft Fee	10.00	
161	01/10/2021	BANK FEES - MUNICIPAL FUND	Monthly transaction fees	75.65	
161	01/10/2021	WESTNET	Mail hosting - annual fee	30.00	
161	01/10/2021	WESTNET	Subscription - Broomehill library	29.95	
161	02/10/2021	BANK FEES - MUNICIPAL FUND	Merchant Fees - EFTPOS service	551.66	
161	08/10/2021	BANK FEES - MUNICIPAL FUND	Audit confirmation fee - for year end 30 June 2021	30.00	
161	14/10/2021	MESSAGE MEDIA	SMS messaging - Councillors, Fire Brigades, Road Closures	251.63	
161	08/10/2021	AUSSIE BROADBAND	NBN - 17 Taylor Street	79.00	
161	08/10/2021	AUSSIE BROADBAND	NBN - Bhill & Tamb Admin	158.00	
161	15/10/2021	PHOTOCOPIER LEASE	Tambellup Copier - print management plan	1,398.10	
161	31/10/2021	BANK FEES - MUNICIPAL FUND	FTS Fees - bulk payments creditors & payroll	33.18	
				720,420.11	

CREDIT CARDS

			Description	Amount
September	14/10/2021	Chief Executive Officer		
				Total CEO
				-
September	14/10/2021	Manager Finance & Administration	Fuel BH000	179.01
				Cancer Council - donation from Staff raffle (cash receipted)
				641.00
				Groceries & refreshments - Council meetings, office kitchen
				335.00
				Bunnings - Caravan Park cabins shelving for set top boxes
				99.00
				Kat'g Stock & trading - pvc fittings 21 Lathom St
				24.00
				Trails Conference registration - Strategic Support & Projects Officer
				120.00
				Crown Promenade - accom & meals Local Govt Convention Cr White,
				Cr Paganoni, Cr Barritt
				1,700.16
				Zoom - monthly subscription
				46.18
				Monthly Card Fee
				4.00
				Total MFA
				3,148.35
				Total Credit Cards
				3,148.35

1.30 CEO PERFORMANCE REVIEW POLICY

Objective: A consistent, transparent and accountable performance review process.

Scope

As per Part 5, Division 4, Section 5.39(3) (b), Local Government Act 1995 this policy position applies to the conduct of the annual CEO performance review process.

Policy Statements

1. Rationale

This process is documented and adopted by Council to ensure a consistent approach to the Shire of Broomehill-Tambellup annual CEO performance review.

The review process must be a collaborative, constructive process that is designed to enhance performance and provide guidance for the ensuing twelve months, using the Shire's agreed Strategic Community Plan and Corporate Business Plan.

Councillors must be prepared to take a corporate view of the process. The performance review process should be regarded as an opportunity to build relationships and to increase the effectiveness of individuals, systems and processes, which will improve the performance, and the profile of the Shire.

Councillors participating in the review must:

- Show an ability to be fair and objective;
- Use good communications skills;
- Possess preparation and evaluation skills;
- Avoid bias;
- Be able to concentrate on outcomes;
- Provide negotiations skills;

2. Briefing Session

It is essential to gain input from Councillors into the review and appraisal process.

A briefing session will be organised to cover the performance appraisal, the procedures followed, keeping in mind current progress of the Strategic Community Plan and the skills required of the panel members; and independent person with relevant skills will be brought in to facilitate the session, which can also be conducted via Zoom facilities as required.

3. Contract

The CEO contract must contain the Shire's dispute resolution policy for both parties (Clause 11 Dispute Resolution as per Contract).

The Shire agrees CEO review procedure shall be contained within the CEO contract (as per Part 5, Division 4, Section 5.39(3)(b), Local Government Act 1995).

The review procedure contained within the CEO contract can be varied by agreement between the Council and the CEO under an amendment clause between reviews.

The contract should be reviewed by a recognised practitioner to ensure legislative requirements are satisfied.

4. Review Periods

It is a statutory requirement that the CEO's performance be reviewed annually (Part 5, Division 4, Section 38, Local Government Act 1995) and the probation period performance assessment undertaken within a month after the probation period has concluded.

The review period is to be aligned to the Shire's Strategic planning processes, which is across each financial year (July to June).

For planning purposes, the entire review process should be completed by the end of July each year.

It is recommended planning for the annual CEO Performance Plan including key result areas (KRA's) and key performance indicators (KPI's) commences in March of each year.

In the event that Council has concerns about the performance of the CEO, the Shire President will, at the request of Council, request the CEO Performance Review Panel undertake an interim performance review.

The Shire President must write to the CEO if Council has requested for an interim performance review, outlining the areas of concern to allow the CEO the opportunity to prepare.

The Shire President must allow the CEO a minimum of one week's notice prior to the commencement of an interim performance review.

5. Composition of the Review Panel

The CEO performance review panel will consist of:

- The Shire President; and
- Three (3) Councillors nominated by resolution of Council OR
- As determined by Council from time to time.

The Panel is to be facilitated by an independent, external person appointed by a resolution of Council.

All Councillors seeking appointment to the CEO review panel must undertake the relevant CEO performance review training course provided by appropriate industry body within six months of appointment to the panel; it is important for those actually involved in the appraisal interview to feel comfortable with their skill level and role.

6. Interview Process

The interview process undertaken during the formal performance meeting must be conducted in good faith for all parties.

7. CEO Key Performance Indicators (KPI's), Key Result Areas (KRA's) and Measurements

The CEO KRA's, KPI's and Measurements:

1. Must contain a balance of both tactical and strategic KPI's;
2. Must refer to the Strategic Community Plan and Corporate Business Plan;
3. Must be within the CEO's control or remit; specific, clear and unambiguous; resourced appropriately; include realistic milestones and reporting requirements;
4. Must mirror the expectations of Council and Community;
5. Must acknowledge leadership;
6. Be reviewed annually and then agreed between CEO and the Council after each review period;
7. Once agreed upon, the KPI's shall not be changed. However, KPI's may be amended during a review period by mutual agreement in the event of unforeseen or extenuating circumstances rendering a KPI no longer relevant or unachievable.

Key Performance Indicators are to be based around the areas of:

1. Leadership & Strategy;
2. Organisational Capability and Performance;
3. Financial and Risk Management;
4. Stakeholders' engagement and satisfaction;
5. Innovation, Accountability and Sustainability;
6. Growth and Prosperity;
7. Professional Development.

Key result areas are to be negotiated with CEO performance review panel and the CEO, in line with Position Description that can be amended from time to time, and then signed off by full Council.

8. Procedure for the Review of the CEO Performance

Once established, the CEO performance review panel will set the review procedure and timeline requirements for each year. The review procedure must contain the following elements as a minimum:

- Review panel to assign an independent external facilitator to assist the panel and ensure the process meets governance requirements as well as facilitate the implementation of the CEO's professional development plan;
- Timely notification of all parties by the review panel of the review procedure, timeline requirements and any other relevant information such as the independent, external facilitator;
- CEO must provide a self-assessment to all elected members. The CEO must provide the self-assessment in written report format as a minimum but may also provide it in other formats of their choice;
- Review panel must assess performance inclusive of feedback from all Councillors.
- Review panel will agree on key focus areas and conduct an appraisal interview with the CEO;
- CEO must be provided with procedural fairness throughout the process including sufficient time to prepare responses and an opportunity to respond to the interview findings;
- Review panel will share the performance review finding with full Council in a briefing session;
- Review panel to manage follow up including remuneration, KPI's, contract variations, review outcomes and analysis of interview feedback;
- Full report must be distributed to all Elected Members and the CEO.

9. Completion of Review

The Shire President, as head of the review panel, must provide the Shire Councillors and the CEO with a formal report that summarises the finding of the review including recommendations of the review panel to Council.

The CEO is to be invited to provide comment.

Council is to consider each review of the performance of the CEO carried out under Part 5, Division 4, Section 38, Local Government Act 1995 and is to accept the review, with or without modification, or to reject the view.

The KPI's for the following review period must be completed and signed off within 28 days of the CEO review process having been completed.

10. Completion of Process

The performance review panel must deliver a report to Council that outlines:

- What worked in the process;
- The new KPI's for the next 12 months;
- Recommended changes, if necessary, to this process over the next 12 months.

11. Record Keeping

The Shire President is to oversee the record keeping of the performance review, by ensuring the documents are held by the Shire's Human Resource department or officer responsible for Human Resource matters as confidential documents.

All documents relating to the review process must be registered on the Shire's records management system

12. Legislative and Strategic Context

Relevant Federal or State legislation, directives, guidelines, Acts or Regulations and/or the strategic context (Strategic Community Plan and Corporate Business Plan) that provide the broad framework within which the policy operates and/or with which it needs to comply.

- Local Government Act 1995;
- Local Government (Administration) Regulations, 1996, Part 4, Regulations 18D.

13. Review of Policy

This policy is to be reviewed annually by Council.

14. Remuneration Review

CEO remuneration review in line with contract clause 6.10 (outlined below) and is to be undertaken as per the CEO Remuneration Review policy as this does not form part of the CEO Performance Review policy.

"6.10 Annual review

- 6.10.1 The Total Remuneration Package shall be reviewed annually by the Council.
- 6.10.2 Reviews of remuneration shall be in accordance with the Determinations of the Salaries and Allowances Tribunal issued annually in June or as per the Shire CEO Remuneration Review policy.
- 6.10.3 In a review under sub-clause 6.10.1 there is no obligation on the Council to increase the salary or amount of the Total Remuneration Package and the Shire shall not reduce the salary or the Total Remuneration Package."

15. Associated Documents

Related strategies, procedures, references, guidelines or other documents that have a bearing on this policy and that may be useful reference materials for users of this policy are as follows:

- CEO Employment Contract;
- Position Description;

- Council plans that are mentioned in the Strategic Community Plan and Corporate Business Plan;
- Any plans that have been endorsed by Council during the CEO Performance review period that are not mentioned in the Strategic Community Plan and Corporate Business Plan.

Document Approval			
Document Development Officer:		Document Owner:	
HR Consultant		Chief Executive Officer	
Document Control			
File Number – Document Type			
Document System reference number			
Status of Document		Council decision: Adopted and reviewed	
Quality Assurance		Chief Executive Officer CEO Performance Review Panel Council	
Distribution		Public Document	
Document Revision History			
Version	Author	Version Description	Date completed
1.0	HR Consultant	V1. 17/10/2021	20 October 2021

Previous Policy No.		N/A			
Statutory Legislation and Compliance		As per Part 5, Division 4, Section 5.39(3)(b), Local Government Act 1995).			
Internal References		Policy 1.28 Standard for CEO Recruitment, Performance and Termination			
Date of Adoption by Council		Council Meeting		Minute #	
Date Reviewed /Amended		Council Meeting	Due Nov Meeting	Minute	
Next Review Date		October 2022 (Annually)			



Chief Executive Officer

Probation Report 3 month Period

28/9/2021 TO 28/12/2021

3 Month Probation Report is due 28/1/2022 as per clause 5.1 of employment contract.

CHRISTOPHER JACKSON

CHRISTOPHER JACKSON – PROBATION REPORT – 3 MONTH PERIOD 28/8/2021 TO 28/11/2021

As per CEO employment contract clause 5.1 Probation period initial or extended (1) your employment is subject to an initial probation period of 3 (THREE) months with a possibility to extend for a further 3 (THREE) months.

It is very important that during the probation period that both parties take the important steps to ensure an effective probationary period is based on:

1	2	3	4	5	6	7	8
Regular Meetings	Being prepared	Provide Feedback	Explore problems	Set the right tone	Encourage an open dialogue	Create a record of discussions and performance expectations	Take action to extend probation period or sign off on a successful probation period at the 3 month period

On this basis a 3 monthly probation report has been developed to ensure that Council and the CEO commence the process of assessing performance and expectation so that there are no surprises when the THREE month probation report process is undertaken.

It is important to be mindful that for the first three months of the CEO employment will provide:

- Council and organisation to induct the CEO into the organisation and community,
- CEO to gain a helicopter view of the organisation including issues facing current or future performance of the organisation strategically and operationally,
- CEO ability to engage and lead the executive team to understand his leadership style and set the tone going forward; and
- Importantly develop relationships with Council, Community, Internal and External Stakeholders

The following Probation Report is based on the Performance Criteria outlined in the Position Description that formed part of the employment contract for CEO, who commenced at Shire of Broomehill-Tambellup on the 28/9/2021, as the position description was endorsed by Council on the appointment of the CEO and signed by both parties.

PERFORMANCE CRITERIA – based on what has been achieved during the probation period only – as some items are long term – the Panel needs to consider how the CEO has approached and implemented his position within the Community, Council and Organisation	CEO SELF ASSESSMENT - His performance and leadership in transitioning to the role of CEO at the Shire during the probation period.	CEO PERFORMANCE REVIEW PANEL AND/OR COUNCIL ASSESSMENT OF CEO PERFORMANCE - During the initial 3 month probation period
1. Leadership & Planning 1.1 Plans developed on-time and provide a strong foundation for the Shire to move forward. 1.2 Constructive interaction between the CEO, executive management and Councillors enhances the planning process. 1.3 Satisfactory progress on implementing key strategic initiatives. 1.4 Improvements to the operational performance of the Shire. 1.5 The Shire retains excellent reputation for operating ethically.		
2. Financial, Operational and Service Management 2.1 Effective strategic budgeting with budgets approved in a timely manner. 2.2 Council achieves revenue and expenditure targets. 2.3 Key initiatives implemented across all departments. 2.4 Operational effectiveness and efficiency regularly reviewed and appropriate changes implemented. 2.5 Satisfactory measures of customer satisfaction and positive feedback.		

2.6 All services meet environmental, safety and community expectations.		
2.7 Corrective action taken to respond to problems in a way that protects the ongoing interests of the Shire.		
3. Community Development and Stakeholder Relations		
3.1 Positive feedback from key government, business and community groups.		
3.2 New services and contact opportunities are identified, and vigorously pursued.		
3.3 Improved staff feedback and communications from executive team.		
3.4 The Shire's image in regional area, among other LGA's and the community is generally positive.		
4. Workforce Capability		
4.1 Training plans are implemented and improve the capability of the workforce in line with the Shire's Workforce plan.		
4.2 Increasing engagement and productivity of the workforce.		
4.3 Improved staff retention.		
4.4 Improvement on safety performance and 100% compliance with WH&S Act (WA).		
4.5 New staff become productive quickly.		
5. Risk & Compliance		
5.1 Risks appropriately identified and well managed.		

5.2 100% compliance with statutory requirements.		
5.3 Maintenance of required accreditations/licenses.		
5.4 Safety performance of the Shire is exemplary.		
6. Governance & Reporting to Council		
6.1 Accuracy and timeliness of monthly and/or special reports to Council and its Committees.		
6.2 Satisfaction of the Shire President, Deputy Shire President and other Councillors on formal and informal communications from the CEO.		
6.3 Good governance practices are always followed, including appropriate dealing with conflicts of interest.		
6.4 Effective working relationships are maintained between the CEO, Executive Managers, Shire President, Deputy Shire President and Councillors.		

OVERALL COMMENTS REGARDING PERFORMANCE DURING PROBATION PERIOD BASED ON THE ABOVE INFORMATION PROVIDED

CEO COMMENTS	
SIGNED..... DATE..... CHRISTOPHER JACKSON – CEO	

CEO PERFORMANCE REVIEW PANEL/ COUNCIL COMMENTS	
SIGNED ON BEHALF OF PANEL/COUNCIL.....DATE..... SHIRE PRESIDENT	



(Note – Work in Progress – needs to be cross referenced to Corporate Business Plan and completed by end of Probation Period 28/12/2021)

Chief Executive Officer

**CHRISTOPHER JACKSON –
commenced 28/9/2021**

PERFORMANCE PLAN

Includes:

**Key Result Areas
Key Performance Indicators
& Measurements**

28/9/2021 to 30/6/2022

SHIRE OF BROOMEHILL-TAMBELLUP – CHIEF EXECUTIVE OFFICER
KEY RESULT AREAS & KEY PERFORMANCE INDICATORS – 28/9/ 2021 to 30/6/2022

The Key Result Areas and Key Performance Indicators are based around the following areas that support the Key Result Areas of the Corporate Business Plan:

CORPORATE BUSINESS PLAN – KEY RESULT AREAS		CEO PERFORMANCE PLAN - KEY RESULT AREAS	
1	OUR PEOPLE	1.1	Organisational Capability and Performance
	- Engagement, inclusion and local jobs	1.2	Stakeholders Engagement and Satisfaction
		1.3	Professional Development
2	OUR ECONOMY	2.1	Leadership and Strategy
	- Population, Business and Tourism	2.2	Financial and Risk Management
		2.3	Innovation, Accountability and Sustainability
3	OUR PLACE	3.1	Growth and Prosperity
	- Town, Rural, Natural and Built Environment		

KEY RESULT AREAS (KRA)	KEY PERFORMANCE INDICATORS (KPI)	MEASUREMENTS
1.OUR PEOPLE		
1.1 Organisational Capability and Performance Build the capability, capacity and resilience and align the culture and behaviour to the vision and expectations of Council and the community.	1.1.1 Develop a “can do” appropriately skilled, creative and courageous organisation. 1.1.2 Maintain and build positive and effective relationship with Council and Administration. 1.1.3 Provide a report to Council on the relevance of the existing Organisational Structure in relation to contemporary management practices. 1.1.4 Organisational review including employee engagement survey outcomes presented to Council on an annual basis.	1.1.1.1 Demonstrate how the Shire has moved towards being a “can do” organisation in its operations. 1.1.2.1 Demonstrate how the relationship with Council and administration is positive and effective and any improvements that have been implemented. 1.1.3.1 Report to Council on any organisational structure review that will address workforce capacity and capability gaps. 1.1.4.1 Report to Council on the Employee Engagement survey results including any organisational review that maybe required.

	1.1.5 Report outlining specific changes and productivity improvements introduced.	1.1.5.1 Demonstrate how the Shire is supporting the transition to an enabling service delivery model by adopting technologies or processes for mobile, automatic, and efficient work practices.
1.2 Stakeholders engagement and satisfaction Foster and drive a culture of innovation, can-do attitude and openness in the delivery of services to our community and stakeholders, with a focus on providing exceptional customer experience and appropriate community stakeholders engagement	1.2.1 Transition to an enabling operating model. 1.2.2 Improve service delivery at the Shire 1.2.3 Ensure consultation, engagement and communications are tailored for Shire. 1.2.4 Conduct a formal survey of relevant key stakeholders to determine level of satisfaction with engagement by CEO and Council as a whole. 1.2.5 Demonstrate evidence of engaging with corporate and community members for input into Shire initiatives.	General feedback to Panel and Council on stakeholder engagement satisfaction and/or initiatives implemented that meet the objectives of the SCP & CBP. Or You may want define what will be achieved in 2021/22
1.3 Professional Development Ensure the professional development of the CEO in line with contemporary leadership and/or any identified performance gaps.	1.3.1 Preparation of a professional development plan to be presented to the CEO Performance Review Panel. 1.3.2 Ensure participation in a CEO mentoring program within the industry	1.3.1.1 Develop an annual professional development plan for the CEO Performance Review panel to endorse. 1.3.2.1 Report to the CEO Performance Review panel annually of any mentoring opportunities the CEO has participated or conferences attended.
2. OUR ECONOMY		
2.1 Leadership and Strategy Provide innovative and inspirational leadership and smart strategy to assist in achieving the vision and expectation of Council and the community.	2.1.1 Effective implementation and/or review of the Strategic Community Plan (SCP) and align with IPRF. 2.1.2 Update Corporate Business Plan (CBP) to align with SCP & IPRF and provide accurate information on Shire services. 2.1.3 Demonstrate evidence of enhanced community engagement practices 2.1.4 Review the Shire's Customer Service Charter	2.1.1.1 Report to Council on review or continued implementation of Strategic Community Plan with updates on business plans. 2.1.1.2 Provide updated Corporate Business Plan to Council aligned to Strategic Community Plan by June 2022. 2.1.1.3 Deliver community engagement and consultation processes tailored to the Shire's residents and ratepayers. 2.1.1.4 Provide Council with a progress report on improvement in the Shire service delivery including where necessary review of the Shire's Customer Service Charter.

	<p>2.1.5 Provision of timely advice and support to Elected Members. This would need to be assessed on two aspects, direct contact with CEO by an elected member (either phone, email or in person) and then contact with the rest of the Executive Team.</p>	<p>2.1.1.5 Work with Council to develop a communication plan supported by sound advice that is driven by Council's vision and Strategic Community Plan priorities and ensure the leadership team are on the same page.</p>
<p>2.2 Financial and Risk Management Lead the management and implementation of appropriate frameworks, systems and procedures to identify, assess and address risks.</p>	<p>2.1.2 Manage the Shire's finances operationally and strategically to maintain and improve the Shire financial sustainability.</p> <p>2.1.3 Deliver sound risk management processes and reporting including improvements as required</p> <p>2.1.4 Delivery of approved capital works on time and within approved adopted budget</p> <p>2.1.5 Organisational performance assessed as an overall compliance with the adopted budget, subject to Council approved variations</p> <p>2.1.6 Prepare a financial management plan which demonstrated an improvement in each of the financial ratios identified in the IPRF (Integrated Planning Reporting Framework)</p> <p>2.1.7 Ensure the preparation of business cases for key projects that meet Council priorities and are ready for lodgement for grant opportunities</p>	<p>2.1.2.1 Financial reports to Council that demonstrate financial sustainability and sound management.</p> <p>2.1.3.1 Update as required risk management framework and registers to improve risk management maturity and report to Audit Committee by March 2022.</p> <p>2.1.4.1 Reports to Council outlined progress on approved capital works program including improvements in project management.</p> <p>2.1.5.1 Ensure a sound Governance framework is in place supporting capability that promotes quality, timely and transparent decision making by 30 June, 2022.</p> <p>2.1.6.1 Report to Council a financial management plan that includes high quality annual budget processes in collaboration with Council.</p> <p>2.1.7.1 Develop a process that ensures a business case for key projects or funding is approved by Council before grant applications are lodged.</p>
<p>2.3 Innovation, Accountability and Sustainability Ensure innovation is demonstrated in an environment of transparency, trust, openness and honesty</p>	<p>2.3.1 Ensure the Shire maintains a transparent, accountable and sustainable organisation and Shire.</p> <p>2.3.2 Increase innovation and strategic thinking capability across the organisation</p> <p>2.3.3 Identification and implementation of projects related to digital innovation</p>	<p>2.3.1 Report on Provision of good governance and sound advice to Council and Shire.</p> <p>2.3.2 Report to Council on initiatives that encourage innovation and strategic thinking</p> <p>2.3.3 Report on digital innovations that will enhance service delivery.</p>

3. OUR PLACE		
3.1 Growth and Prosperity Ensure Shire involvement with contribution, development and/or implementation of initiatives set out in Shire's SCP, and/or Corporate or Community initiatives	3.1.1 Development and implementation of an Economic Development Strategy for the Shire 3.1.2 Demonstrate evidence of positive engagement in corporate or community initiatives	3.1.1.1 Develop or review Economic Development Strategy in line with Strategic and Corporate Plans. 3.1.1.2 Provide evidence or report on positive Shire engagement with corporate or community initiatives.

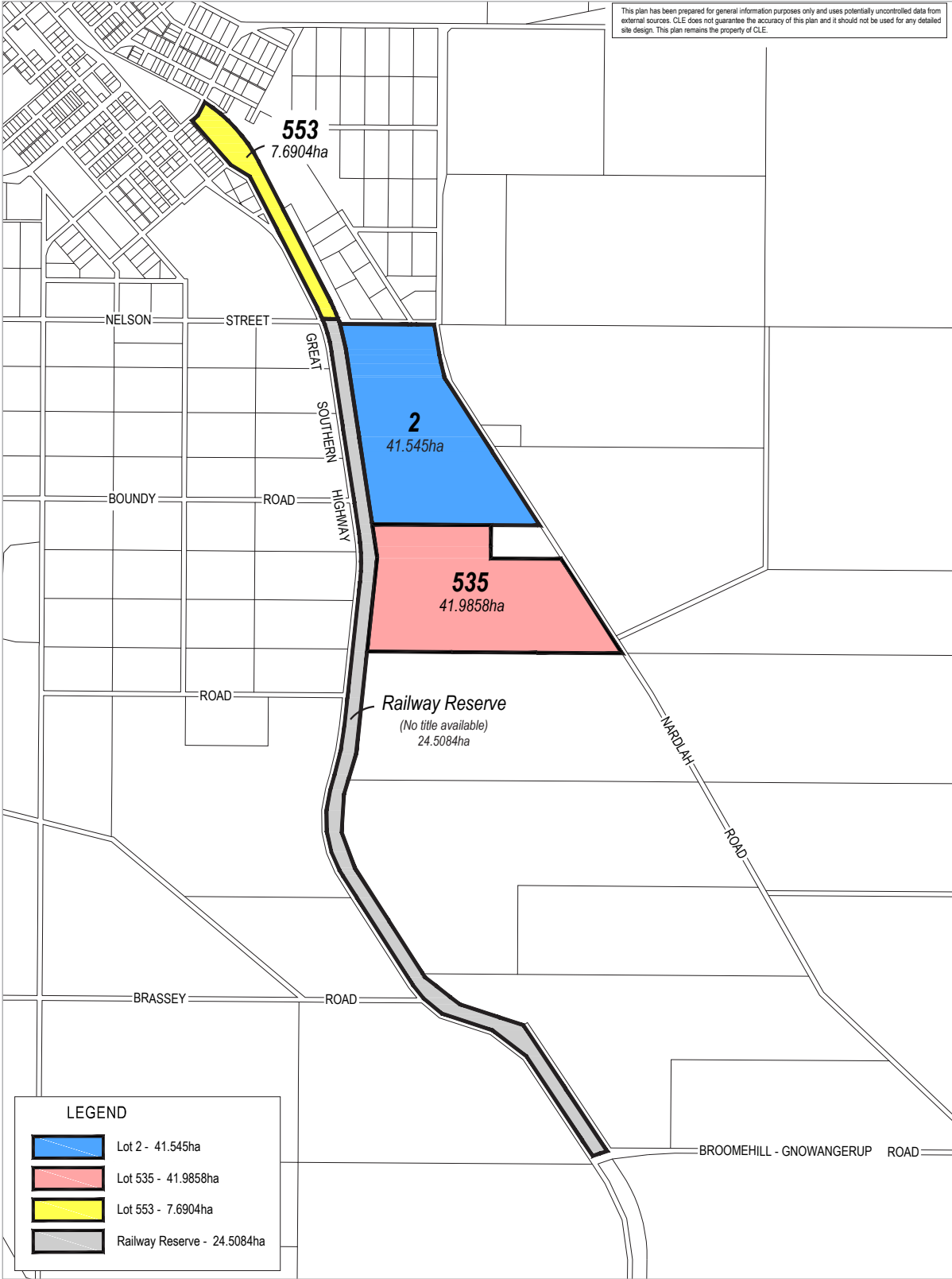
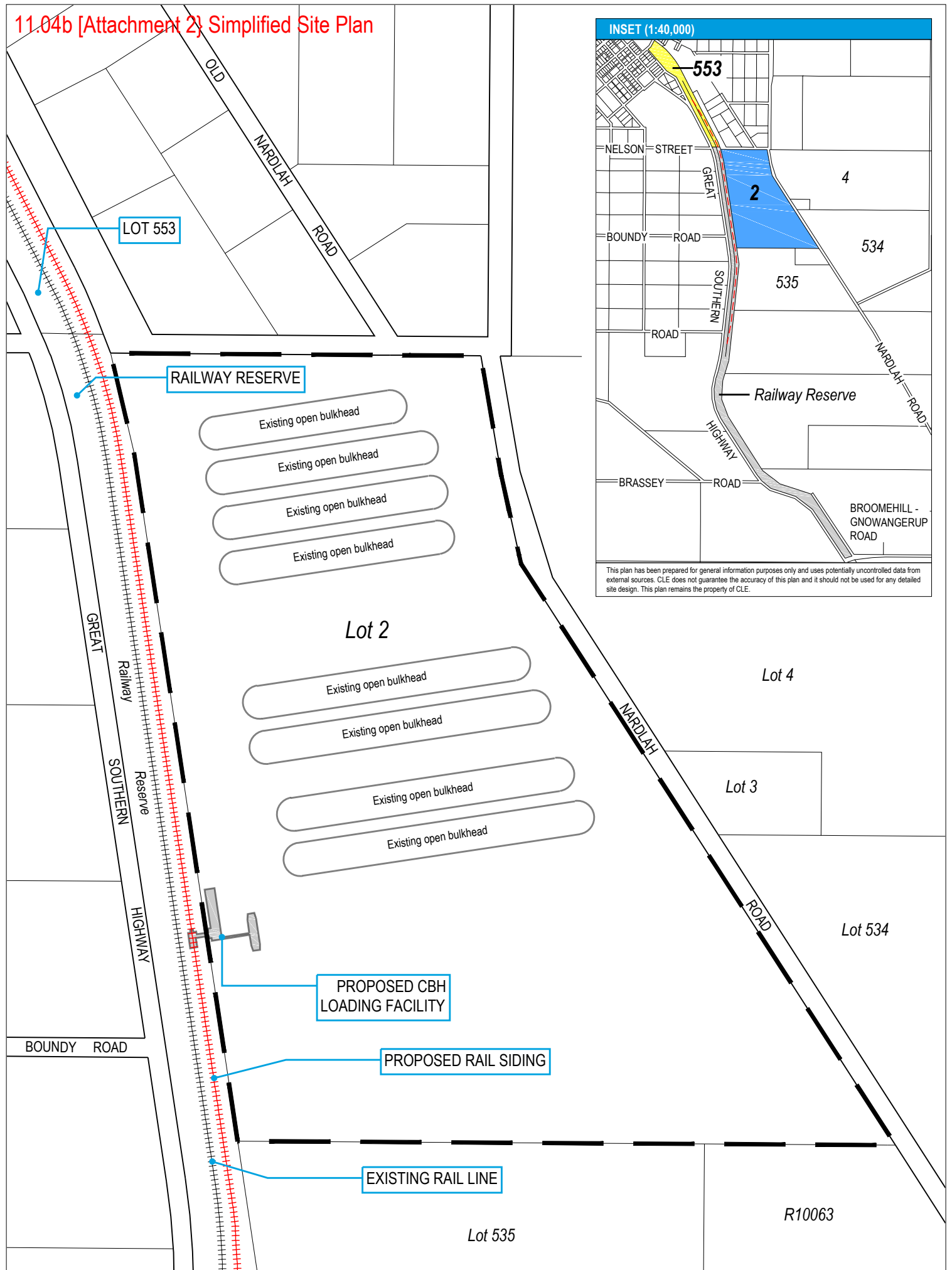
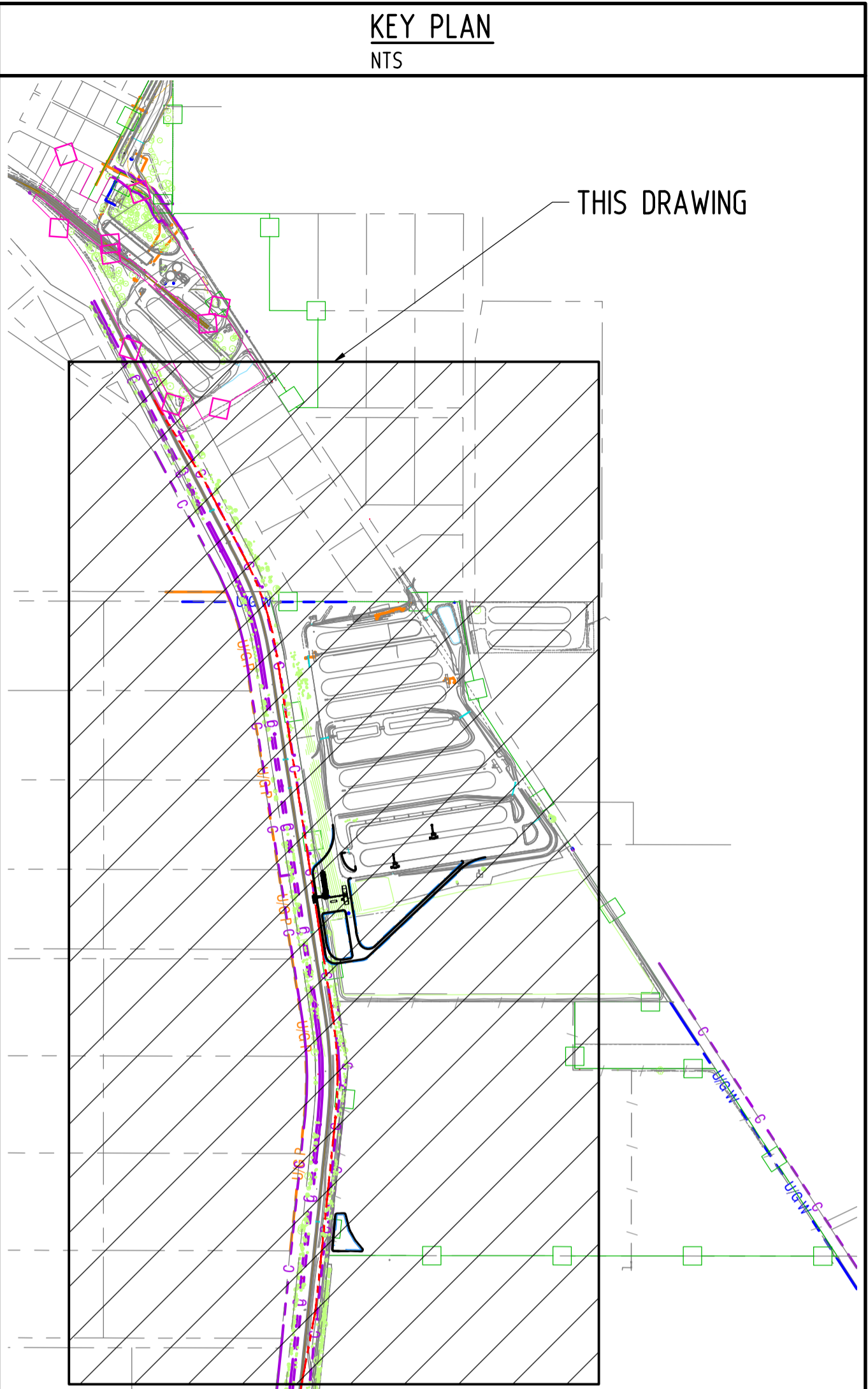
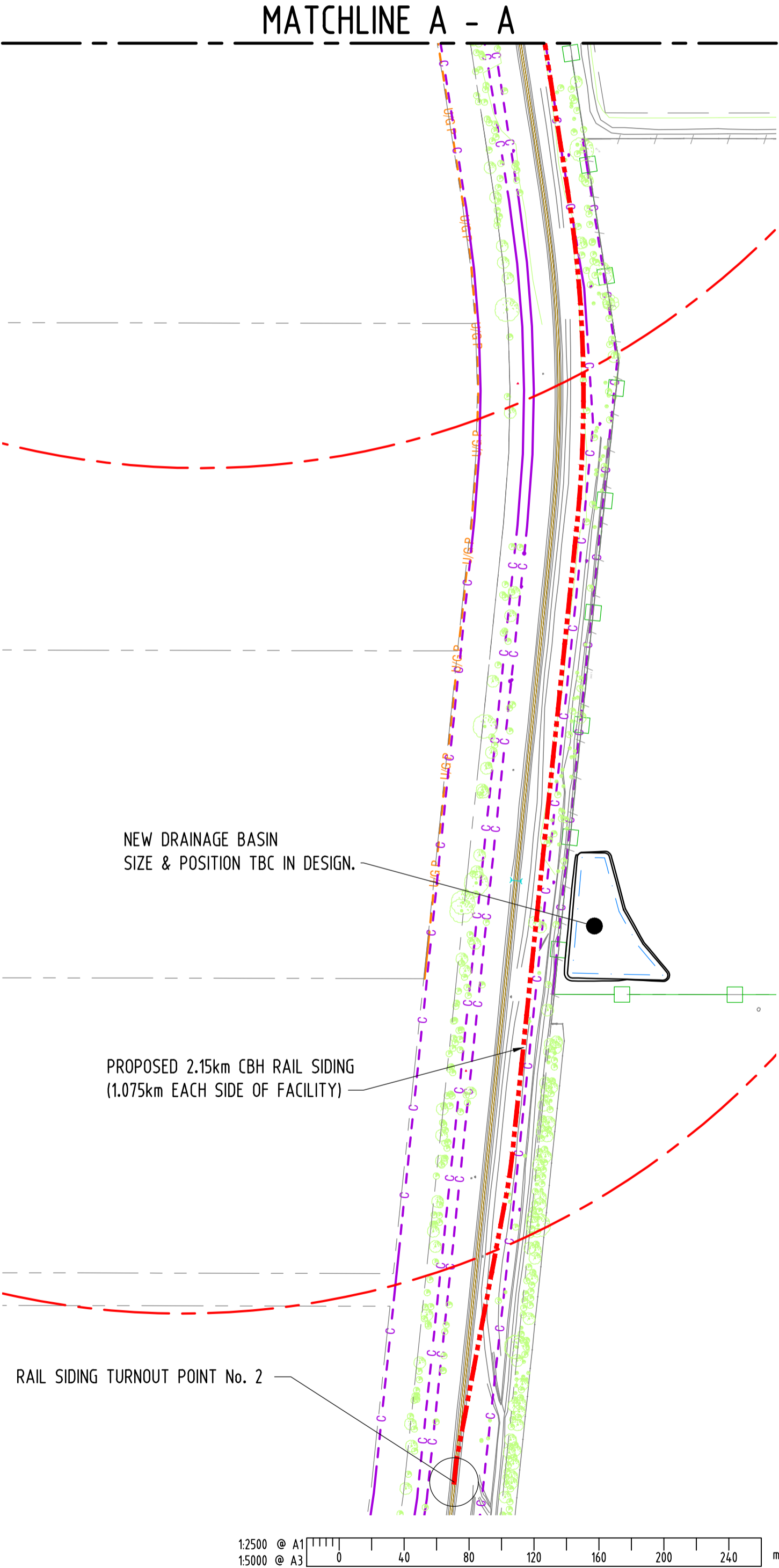
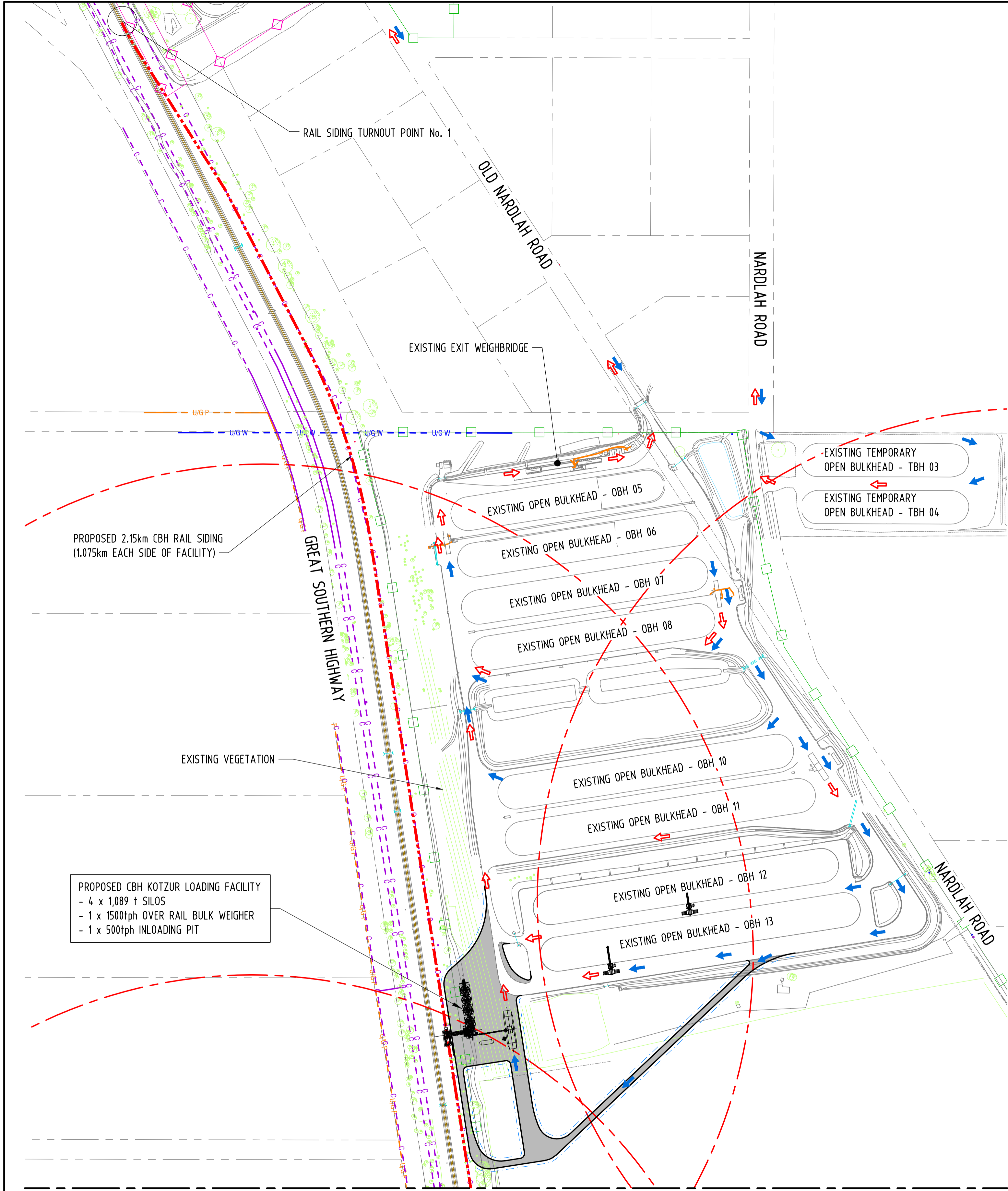


Figure 1 - Site Plan

11.04b [Attachment 2] Simplified Site Plan





CIVIL LEGEND	
	TRAFFIC MOVEMENTS - TRUCKS FULL
	TRAFFIC MOVEMENTS - TRUCKS EMPTY
	CADASTRAL BOUNDARIES
	CBH BOUNDARY
	PROPOSED CBH BOUNDARY
	RAIL LEASE BOUNDARY
	RAIL LINE
	PROPOSED RAIL SIDING
	UNDERGROUND POWER LINES
	OVERHEAD POWER LINES
	UNDERGROUND COMMS CABLES
	UNDERGROUND WATER PIPES
	DRAINAGE (INDICATIVE)
	RESIDENTIAL HOUSING/SENSITIVE LAND - 500m RADIUS

HATCHING LEGEND	
	AREA OF EXPANSION WORKS
	13,000m ²

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WEST PERTH
W.A. 6005
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FAX (08) 9322 3942

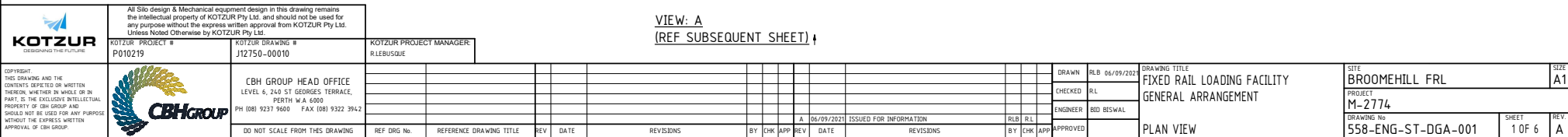
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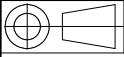
REV	DATE	REVISION DESCRIPTION
F	08.09.21	DRG REVISED & RE-ISSUED TO REVIEW
E	07.09.21	FACILITY REVISED & MOVED 50m NORTH. RE-ISSUED FOR REVIEW
D	04.05.21	RE-ISSUED FOR REVIEW - RAIL LOADING FACILITY MOVED SOUTH
C	18.03.21	ACCESS ROAD TO BULK WEIGHER ADDED & RE-ISSUED FOR REVIEW
B	17.03.21	REVISED & RE-ISSUED FOR REVIEW
A	15.03.21	ISSUED AS CHECK PRINT AND FOR REVIEW

BY	CHK'D	APP'D
JB		
JB		
PF		
JB		
JB		
JB		

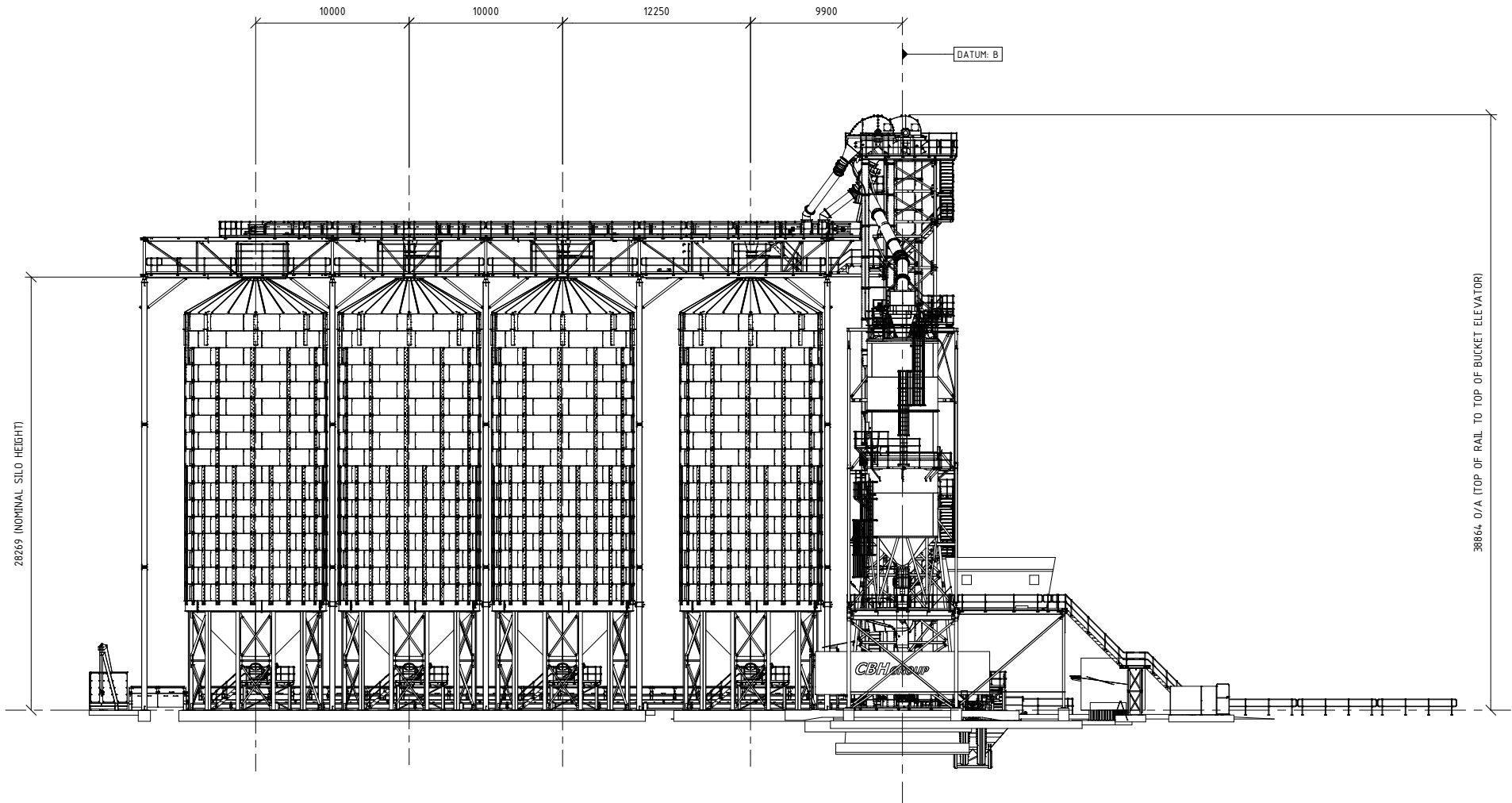
SCALE	DRAWN	DESIGNED	DESIGN APPR	PROJECT APPR
AS SHOWN	J. Butlingham			
SHEET A1	CHECKED			
PROJECT M-2819	DESIGNED			
CONTRACT No	DESIGN APPR			
	PROJECT APPR			

TITLE	DRG No	SHEET	REV
BROOMEHILL PRE FEASIBILITY STUDY FIXED RAIL LOADING FACILITY & NEW RAIL SIDING CONCEPTUAL LAYOUT No. 2	558-ENG-CI-DCO-0007	1 OF 1	F


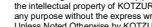


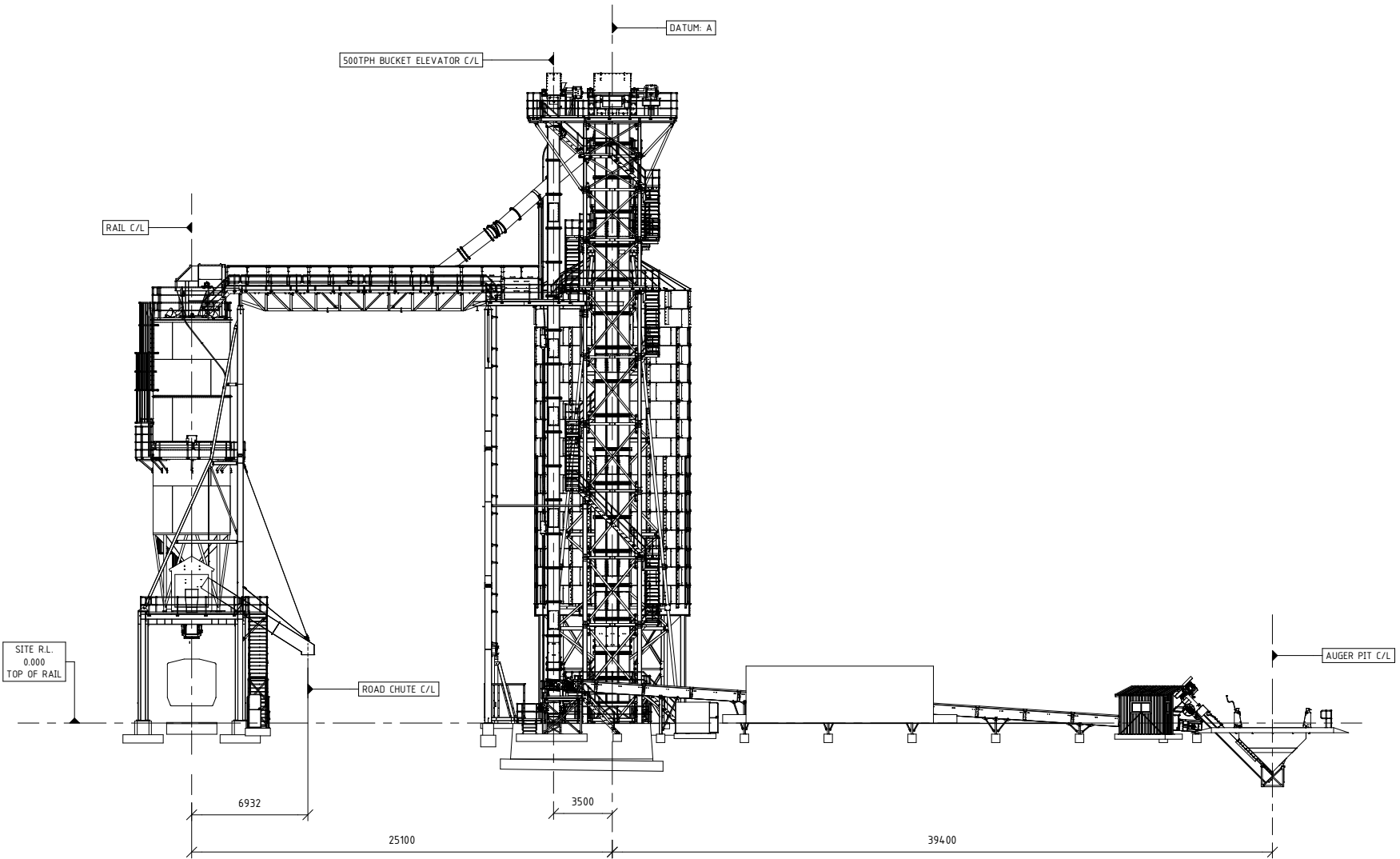
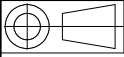


ISOMETRIC VIEW: E
(REF SUBSEQUENT SHT)





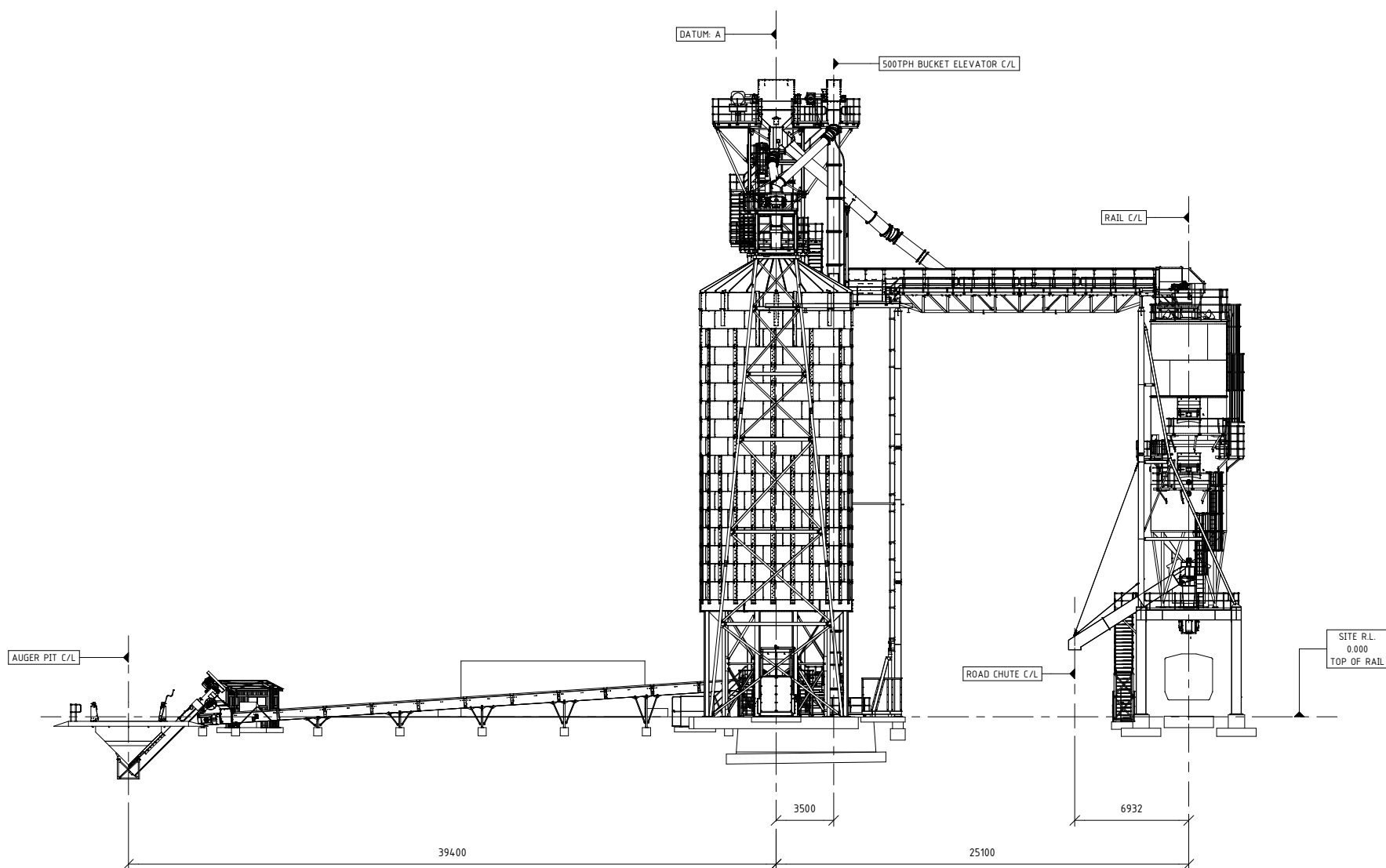
VIEW: A
(REF SHT # 1)

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 CBH GROUP HEAD OFFICE LEVEL 6, 240 ST GEORGES TERRACE, PERTH W.A. 6000 PH (08) 9237 9600 FAX (08) 9322 3942		DO NOT SCALE FROM THIS DRAWING		REF. ORG. No.		REFERENCE DRAWING TITLE	
		REV. DATE		REVISIONS		BY CHK APP REV DATE	
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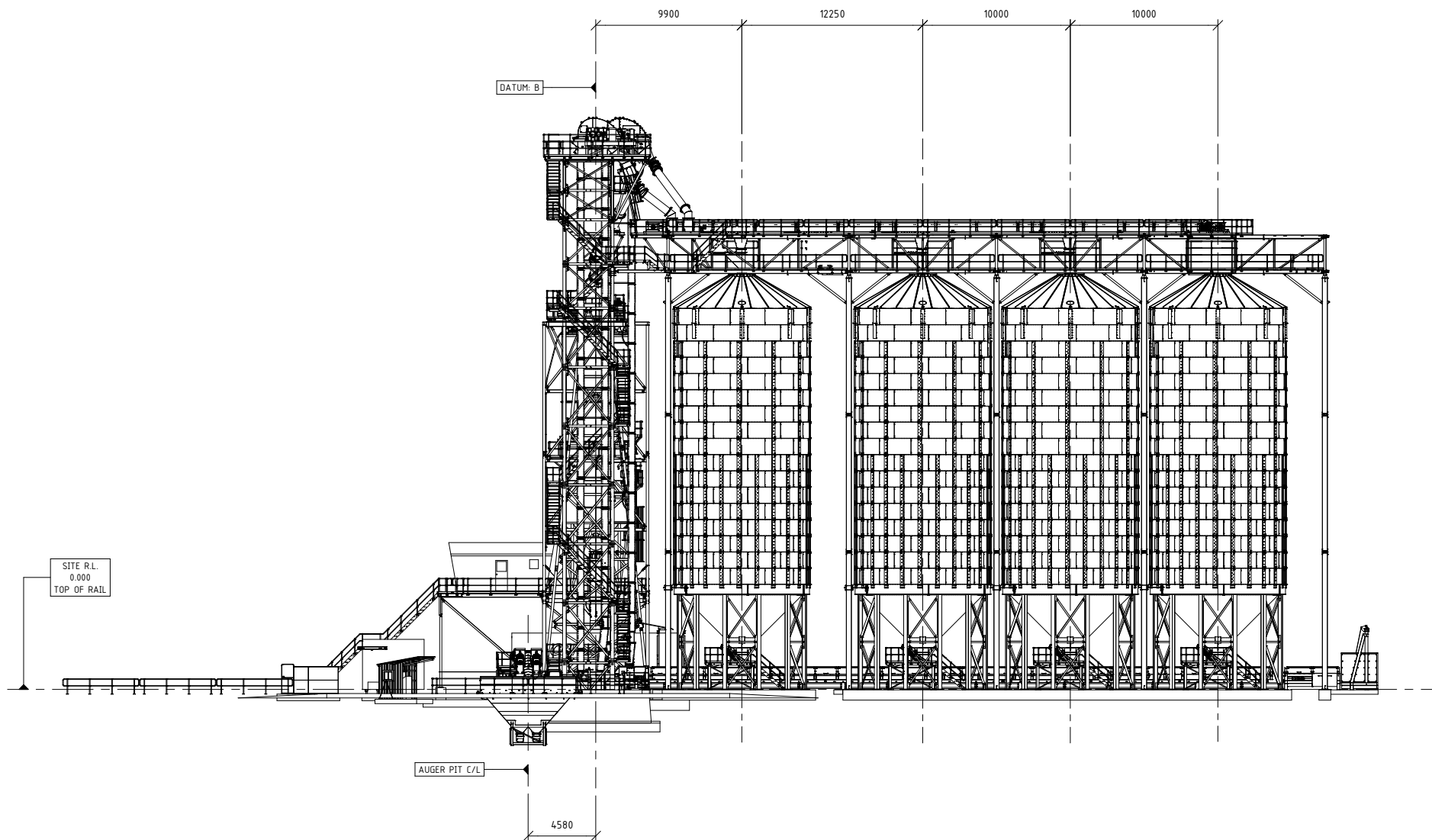
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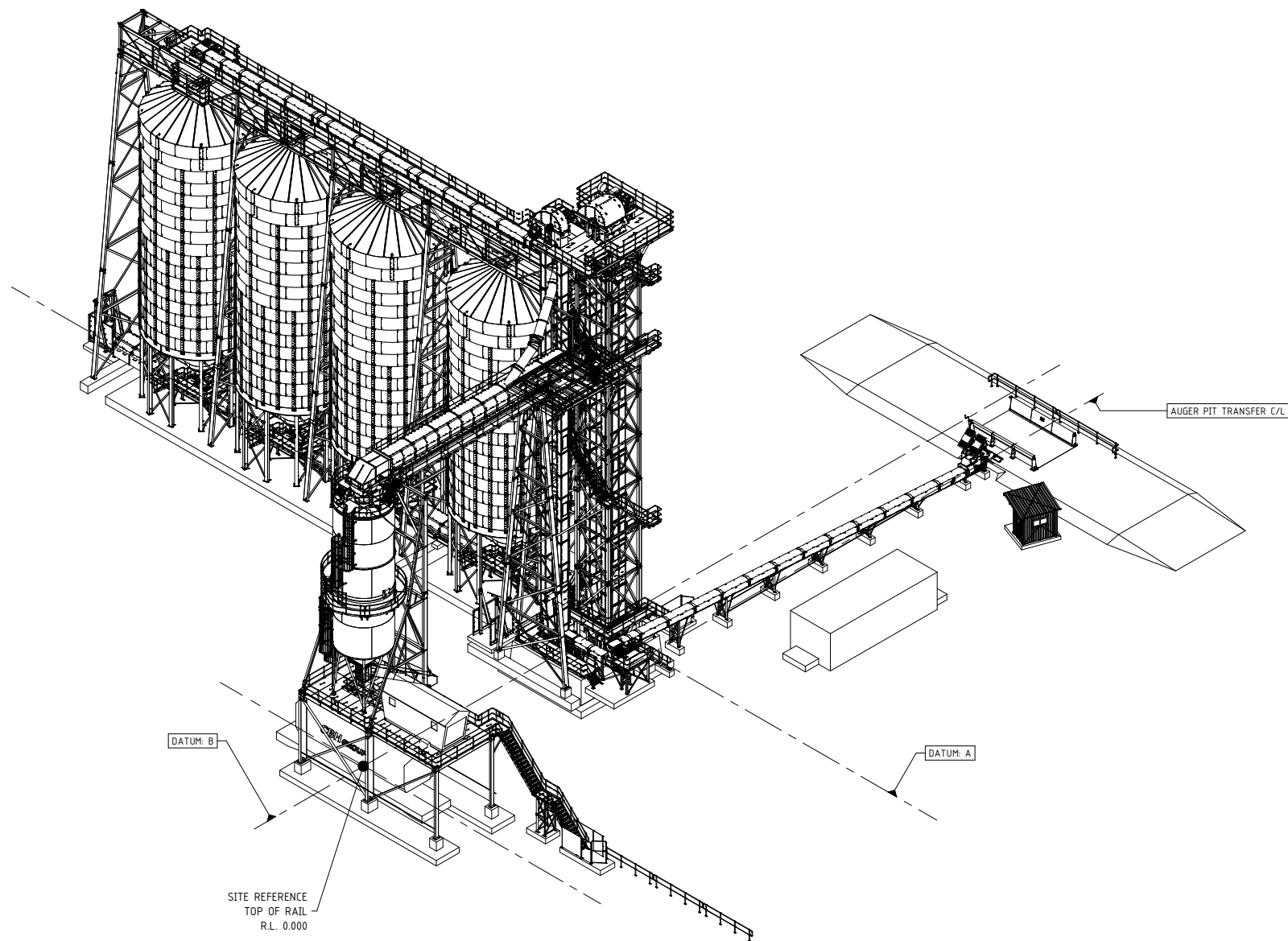
 DESIGNING THE FUTURE		All Silo design & Mechanical equipment design in this drawing remains the intellectual property of KOTZUR Pty Ltd. and should not be used for any purpose without the express written approval from KOTZUR Pty Ltd. Unless Noted Otherwise by KOTZUR Pty Ltd.		KOTZUR PROJECT MANAGER: R.LEBUSQUE	
KOTZUR PROJECT # P010219		KOTZUR DRAWING # J12750-00010			
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				REFERENCE DRAWING TITLE	
				REV DATE	
				REVISIONS	
				BY CHK APP REV DATE	
				ISSUED FOR INFORMATION	
				REVISIONS	
				BY CHK APP APPROVED	
				DRAWN RLB 06/09/2021	
				CHECKED RL	
				ENGINEER BID BISWAL	
				DRAWING TITLE FIXED RAIL LOADING FACILITY GENERAL ARRANGEMENT	
				SITE BROOMEHILL FRL	
				PROJECT M-2774	
				DRAWING No 558-ENG-ST-DGA-001	
				SHEET 3 OF 6	
				REV A	
				SIZE A1	




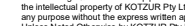
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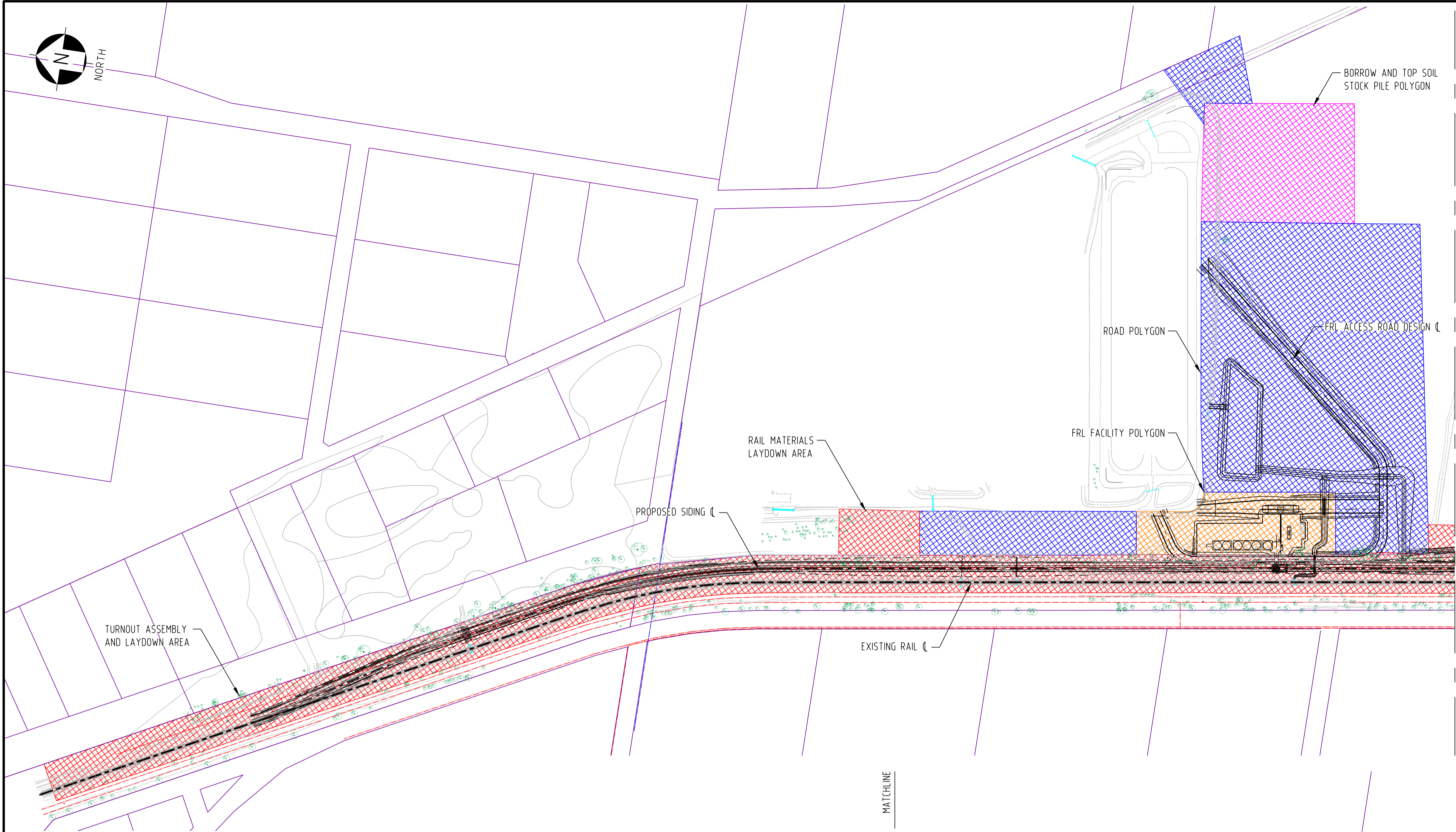
[illegible]

[illegible]



VIEW: E
(REFER SHT# 2)

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	KOTZUR PROJECT # P010219	KOTZUR DRAWING # J12750-00010	KOTZUR PROJECT MANAGER: RLEBUSQUE																	
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DO NOT SCALE FROM THIS DRAWING			REF. DRG. NO.	REFERENCE DRAWING TITLE	REV	DATE	REVISIONS	BY	CHK	APP	REV	DATE	ISSUED FOR INFORMATION	RLB	RL	APPROVED	DRAWING TITLE FIXED RAIL LOADING FACILITY GENERAL ARRANGEMENT	SITE BROOMEHILL FRL PROJECT M-2774	SHEET 6 OF 6	REV. A1
ISOMETRIC VIEW																	DRAWING No 558-ENG-ST-DGA-001			



LEGEND

CADASTRAL BOUNDARIES

TEC

RAIL ALIGNMENT

U/G P

UNDERGROUND POWER LINES

O

FIBRE OPTIC CABLES

C

UNDERGROUND COMMS CABLES

U/G W

UNDERGROUND WATER PIPES

CULVERTS

PROPOSED CLEARANCE POLYGONS

ROAD CLEARANCE POLYGON

RAIL CLEARANCE POLYGON

FRL FACILITY CLEARANCE POLYGON

OUTSIDE RAIL CORRIDOR CLEARANCE POLYGON

BORROW AND TOP SOIL STOCK PILE CLEARANCE POLYGON

NOTES

1.

COORDINATE REFERENCE SYSTEM: MRWA ZONE CBK94

2.

HEIGHT DATUM: AUSTRALIAN HEIGHT DATUM (AHD)

3.

CONTRACTOR RESPONSIBLE FOR LOCATION, IDENTIFICATION AND PROTECTION OF ALL SERVICES AS REQUIRED DURING CONSTRUCTION.

4.

CONTRACTOR SHALL NOTIFY CLIENT REPRESENTATIVE OF ANY AND ALL CONFLICTS WITH EXISTING SERVICES.

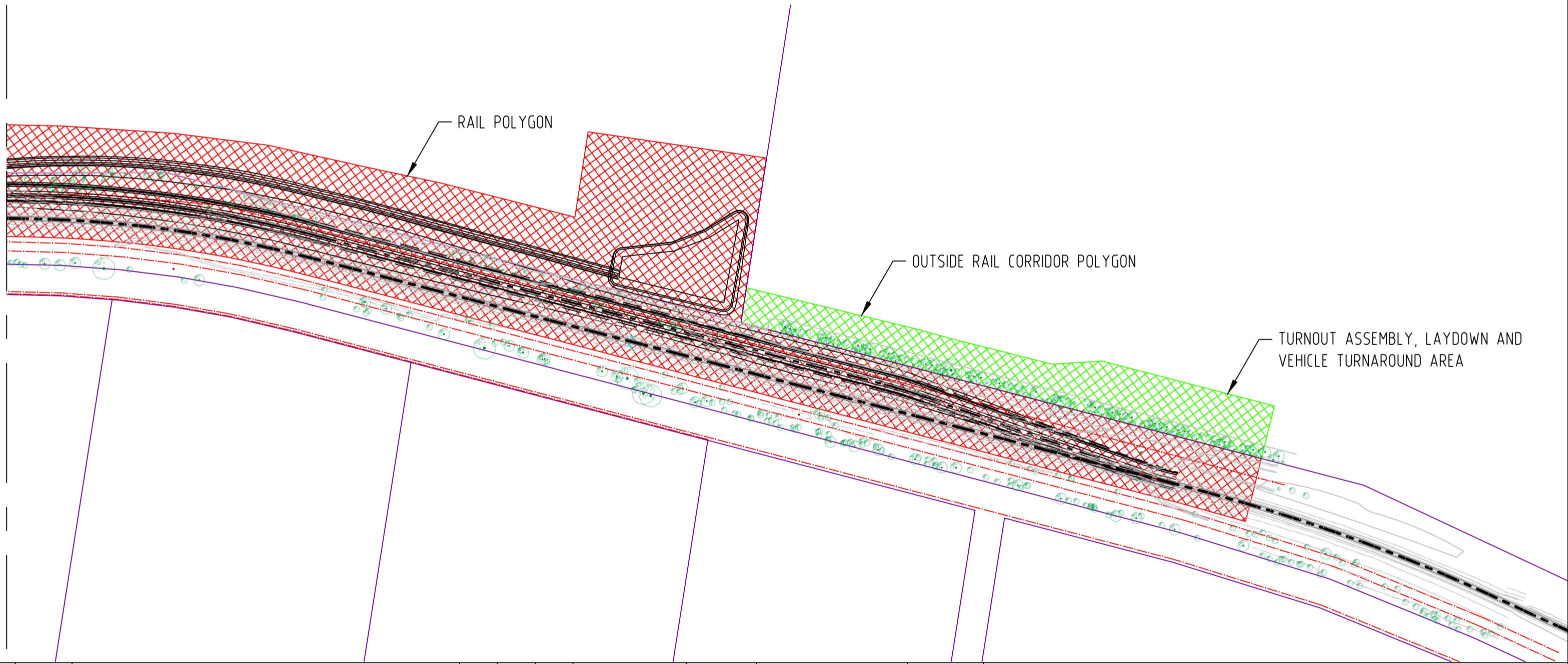
5.

CONTRACTOR RESPONSIBLE FOR THE RELOCATION OF ANY EXISTING SERVICES.

PRELIMINARY

NOT FOR CONSTRUCTION

PROPOSED CLEARANCE POLYGON AREAS (ha)	
ROAD CLEARANCE POLYGON	9.35
RAIL CLEARANCE POLYGON	13.25
FRL FACILITY CLEARANCE POLYGON	1.33
OUTSIDE RAIL CORRIDOR CLEARANCE POLYGON	1.03
BORROW AND TOP SOIL STOCK PILE CLEARANCE POLYGON	2.14



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Email info@calibreglobal.com.au

REF DRAWING No.	REFERENCE DRAWING TITLE	REV	DATE	REVISION DESCRIPTION	BY	CHK'D	APP'D
		D	12.08.21	RE-ISSUED FOR CLIENT REVIEW	NP	LTH	JP
		C	29.06.21	RE-ISSUED FOR CLIENT REVIEW	NP	LTH	JP
		B	25.06.21	ISSUED FOR 30% CLIENT REVIEW	NP	LTH	JP
		A	23.06.21	ISSUED FOR 30% INTERNAL REVIEW	NP		

SCALE 1:2500

SHEET A1

PROJECT M-2819

CONTRACT No

DRAWN N.PORTO

CHECKED Lori Hawkes

DESIGNED

DESIGN APPR Jamie Drainer

PROJECT APPR

DATE 25.06.21

12-08-2021

12-08-2021

TITLE BROOMEHILL FIXED RAIL LOADING FACILITY CLEARING PLAN

ORIG No 558-ENG-CI-DCL-0004

SHEET 1 OF 1

REV. D