

## SHIRE OF BROOME SUMMARY REPORT

BUDGET IMPACT						
	2017/18 Adopted Budget <small>(Income) / Expense</small>	FACR Q3 Overall (Income) / Expense <small>(Org Savings not subtracted)</small>	FACR Q3 Org. Savings <small>(by Department)</small>	FACR Q3 Impact <small>(Income) / Expense (Org Savings subtracted)</small>	YTD Adopted Budget Amendments <small>(Income) / Expense</small>	YTD Impact <small>(Organisational Savings Subtracted)</small>
Executive - Total	0	(121,230)	(119,730)	(1,500)	0	(1,500)
Corporate Services - Total	0	(122,354)	(103,575)	(18,779)	(14,825)	(33,604)
Economic & Development - Total	0	48,331	59,000	(10,669)	5,853	(4,816)
Infrastructure Services - Total	0	(305,147)	(196,587)	(108,560)	122,869	14,309
Impact of Council approved budget amendments	0	0	0	0	22,500	22,500
Net impact of Organisation Savings/Expenditure	0	0	0	0	0	0
	<b>0,000*</b>	<b>(500,400)</b>	<b>(360,892)</b>	<b>(139,508)</b>	<b>136,397†</b>	<b>(3,111)</b>

\*Council adopted the annual budget with a predicted end-of-year balanced budget, which included previous year carried forward surplus

\*\*Please note that should the Forecast budget predict a deficit greater than 1% of budgeted operating revenue excluding grants and contributions for assets, and profit on sale of assets (\$348,358), an action plan to remedy the situation will be prepared in accordance with Finance Policy 2.1.1

† Includes all additional Council adopted budget amendments year-to-date, including any previous FACRs

IMPACT ON RESERVES		
	Accumulated Reserve Balance <small>(excluding Restricted Cash Reserve, Refuse Reserve &amp; RRRP Reserve)</small>	Accumulated Reserve Balance <small>(Refuse &amp; RRRP Reserve only)</small>
Opening Balance	16,175,891	13,169,011
Amended Budget Movements	(1,540,835)	1,191,349
FACR Amendments	336,882	(430,000)
Closing Balance	14,971,938	13,930,360

## SHIRE OF BROOME FINANCE & COSTING REVIEW QUARTER 3

Account	Job	Description	2017/18 Current Budget	2017/18 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org. Savings / Expense
<b>EXECUTIVE</b>									
<b>ADMIN1 - Chief Executive Officer - S Mastrolembo</b>									
22125		WARCA (WA Regional Capitals Alliance) - Op Exp - Other Governance	55,000	15,500	(25,000)	30,000		Savings due to non-attendance at meetings	(25,000)
22230		Legal Exps Op Exp - Other Governance	67,215	98,107	34,800	102,015		Increased legal expenses due ER issues. Corresponding Insurance reimbursement in Account 22117 \$46k; Purchase order (80779) - Industrial Solicitor- closed, -\$5200	34,800
22117		Reimbursements & Donations No GST Op Inc - Other Governance	-	(500)	(46,345)	(46,345)		<b>RO: BC - Media And Promotions Officer:</b> Increased legal expenses due ER issues - Insurance reimbursement. Exp in Account 22230	(46,345)
22129		Kimberley Zone - Zone & RCG Meeting Expenses - Op Exp	-	-	26,000	26,000		<b>RO: KRCG - Kimberley Regional Collaborative Group Secretariat - POSITION GONE:</b> Cost of secretariat responsibilities from 1 January 2018 to 30 June 2018 estimated at \$1,000 per week for 26 weeks.	
23013		Kimberley Zone - Reimbursement Zone & RCG Meetings Expenses - Op Inc	-	-	(26,000)	(26,000)		<b>RO: KRCG - Kimberley Regional Collaborative Group Secretariat - POSITION GONE:</b> Associated reimbursement of secretariat costs from 1 January 2018 to 30 June 2018.	
					<b>(36,545)</b>		<b>-</b>		<b>(36,545)</b>
<b>ADMIN2 - Personal Assistant To CEO - L Berkrey</b>									
22120		Naturalisation Ceremonies - Op Exp - Other Governance	5,000	-	(4,000)	1,000		Savings	(4,000)
					<b>(4,000)</b>		<b>-</b>		<b>(4,000)</b>
<b>BC - Media And Promotions Officer - S Penn</b>									
23016		Promotions Exp - Op Exp - Other Governance	41,178	11,776	(5,000)	36,178		Re-stock of corporate gifts to occur in fourth quarter 2017/18. No Expo this year as Infrastructure cancelled annual native plant giveaway.	(5,000)
23029		Community Communication Plan - Other Gov	50,000	-	(50,000)	-		Council request to postpone plan until full review of strategic community plan (Council Workshop - April 17)	(50,000)
					<b>(55,000)</b>		<b>-</b>		<b>(55,000)</b>
<b>CS3 - Manager People and Culture - R Sharland</b>									
142008		Relieving Staff Exp - HR	13,133	9,559	(4,519)	8,614		Purchase order(81949) - HR Labour Hire closed/completed. \$4519	(4,519)
142043		Organisational Training - General	265,870	165,094	(19,666)	246,204		Savings projected to the end of financial year	(19,666)
142481		HR Operating Grants Rec'd - Op Inc - Gen Admin	-	(1,364)	(1,500)	(1,500)		Trainee Education grant	
					<b>(25,685)</b>		<b>-</b>		<b>(24,185)</b>
<b>ES7 - Special Projects Coordinator - J Macmath</b>									
116125	116131	Broome Trails Signage New - Cap Exp - Other Cult	51,700	-	(51,700)	-		<b>RO: BRAC1 - Manager Sport &amp; Recreation:</b> No external funding options available. \$26,700 Muni, \$25K grant. Reallocate muni component to 1181420.	

Account	Job	Description	2017/18 Current Budget	2017/18 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org. Savings / Expense
1181420	YBRA001	Youth Bike Recreation Area - New Construction - Cap Exp	200,000	-	26,700	226,700		RO: BRAC1 - Manager Sport & Recreation: Transfer of funds from 116131 - Chinatown to Cable Beach Trail - Full stage 1 committed for detailed design. New funding Breakdown - \$85K DSR, \$131,830 Muni, \$9,870 restricted cash	
113403		Grants - Non Op - Cap Inc - Other Rec & Sport	(3,620,000)	-	(3,765,000)	(7,385,000)		\$4.5M Revetment Wall grant (EXP Acct 1181401); \$2.8M Greenspace & waterpark grant (Exp Acct 1181405); Youth Bike Precinct (Exp Acct YBRA001) \$45K Lotterywest not approved, Increased DSR small grant from \$60K to \$85K as per approval.	
1181401		Town Beach Redevelopment -Other Infra New - Cap Exp	6,982,506	74,393	(2,482,506)	4,500,000		Budget removed to only recognise revetment wall. Greenspace & waterpark not expensed from 1181405. Project now fully funded by \$4.5M Redevelopment grant in account 113403	
1181405		Town Beach Redevelopment - Greenspace & Waterpark - Cap Exp	-	-	3,891,453	3,891,453		Town Beach Redevelopment - Greenspace and Waterpark - Funded by \$2.8M Lotterywest Grant (113403) & \$1,091,453 of original Muni budget (originally \$1,129,774) as part of 1181401	
113489		Transfer From POS Reserve - Other Rec & S	(400,000)	-	400,000	-	400,000	RO: BA - Coordinator Financial Services: Reserves funds no longer required for Town Beach Project due to additional grant funding	
113406		Council Loans Received - Other Rec & Sport	(1,956,053)	-	1,956,053	-		RO: BA - Coordinator Financial Services: No loan has been applied for at this stage and is not expected to be required	
116151		Non Operating Grants Other Culture - Non Op Inc	(91,636)	(66,636)	25,000	(66,636)		Lotterywest grant for Broome Trails not approved. Project removed	
1367209		Phone & PC - Op Exp - Economic Services Special Projects	360	872	1,000	1,360		\$97/month to finish yr.	
1367211		CIDC Led Initiatives - Op Exp - Economic Services Special Projects	3,010,315	155,309	(256,000)	2,754,315		For late night trading and other initiatives. Exact 18/19 budget to be resolved through endorsement of activity calendar at May Steering Committee meeting.	
1367220	ELP2018	2018 Community Grants - Op Exp	-	-	95,000	95,000		Expected grant funds to be released \$55k this financial year. The remainder to be carried over	
1367220	ELP2017	2017 Community Grants - OP Exp	-	-	62,000	62,000		2017 grants completed.	
1367220	ELP100	Laneway Enhancement Strategies - Op Exp	-	-	24,000	24,000		For development of place management plan. \$24k in 17/18 , \$9k in 18/19	
1367231		CIDC Activation Grants - Op Exp - Economic Services Special Projects	-	-	75,000	75,000		\$35k to be spent in 17/18. Remainder to be carried over	
1367302		Fees & Charges - Op Inc - Economic Services Special Projects	-	(545)	(1,000)	(1,000)		\$1k expected by end of year. Hive handmade April 2018	
							400,000		-

<b>OVERALL EXECUTIVE - DEPT. SAVINGS/EXPENSE</b>	<b>(121,230)</b>	<b>EXECUTIVE - ORG. SAVINGS/EXPENSE</b>	<b>(119,730)</b>
<b>RESERVE MOVEMENT - EXECUTIVE</b>		<b>400,000</b>	
<b>EXECUTIVE - NET IMPACT (EXC. ORG.SAVINGS/EXPENSE)</b>		<b>(1,500)</b>	

**CORPORATE SERVICES**

**CS1 - Director Corporate Services - J Watt**

23451		Staff EBA Review Provision - Op Exp - Other Gov	35,000	37,478	6,500	41,500		Expenditure higher than expected due to duration of negotiations. Process finalised so expect no further costs.	6,500
142231		Consultants Corp Serv - Op Exp - Corp Gov Support	38,000	11,350	(9,000)	29,000		Fair Value - complete	(9,000)

Account	Job	Description	2017/18 Current Budget	2017/18 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org. Savings / Expense
					(2,500)			-	(2,500)

**CS2 - Manager Financial Services - A Santiago**

22200		Audit Fees Op Exp - Other Governance	51,000	17,893	(15,000)	36,000		Interim audit visit plus enhanced procedures on Payroll are likely to be billed in Q4.	(15,000)
30145		Debt Collection Recovery	95,700	74,339	5,600	101,300		Actual spend to date is \$75K which remains less than annual budget. POs raised caused the unfavourable variance. \$20K remaining budget likely to be spent collecting March 2018 instalment deadline.	
30149		Legal & Rates Consulting Exp - Op Exp - Rates	65,000	44,795	(20,000)	45,000		As at 15 April, we have not referred any further rates-related matters requiring legal opinion. The remaining budget is no longer likely to be spent.	(20,000)
30251		Rates Reduced/Written Off - Op Exp - Rates	15,000	1,519	(10,000)	5,000		Mining leases that may have been surrendered are not fully confirmed until May, however we are not expecting significant refunds/write-offs from mining tenements for the remainder of the year.	(10,000)
32480		Rates Enquiry Fees - Op Inc - Rates	(32,500)	(20,845)	12,500	(20,000)		With the remaining three months, the income expected from rates inquiries from property settlements is not likely to reach the annual budget.	12,500
51051		FESA Levy Paid on Shire Land - Op Exp - Fire Prevention	8,500	10,506	2,000	10,500		Complete \$2K over. Note that in 16/17 actuals were \$2.7K over which indicates reasonableness of the annual increase.	
142004		Salary - Op Exp - Finance	869,016	694,238	(41,826)	827,190		Savings intended to cover relief staff (Senior Finance Officer)	(41,826)
142005		Superannuation Employee Expense - Finance	105,222	85,613	(3,974)	101,248		Savings intended to cover relief staff (Senior Finance Officer)	(3,974)
142120		Bank Charges with GST Only - Op Exp - General Administration O'Heads	41,000	44,591	5,000	46,000		\$5,000 BUDGET INCREASE REQUESTED. Account balance is \$36K at 24 April with an average of \$3K a month for the past 6 months. Estimated balance by EOFY is \$47K or \$5K higher than originally budgeted.	
142193		Relief Staff - Op Exp - Finance - Corp. Gov. & Support	-	2,048	45,800	45,800		Relief finance staff airfare and car hire - amendment required from salary account 142004	45,800
					(19,900)			-	(32,500)

**CS4 - Manager Governance - R Pigglin**

23453		Review of Strategies Relating to the Community Strategic Plan - Op Exp - Other Gov	3,000	-	(3,000)	-		\$3k savings - resetting of LTFP baseline to be undertaken in-house.	
24040		Election Expenses Op Exp - Members	43,000	28,853	(14,000)	29,000		\$14k savings primarily due to local RO being appointed as opposed to external RO.	(14,000)
107370		Cemetery Fees Inc GST - Op Inc - Other Community Amenities	(17,000)	(11,620)	4,800	(12,200)		Amendment required as Grant of Right of Burial fees (GROB's) are now receipted to GL 107375 - as GROB fee is GST free. Based on estimate only as is dependent on number of burials.	
107375		Cemetery related Licenses - GST Free - Op Inc - Other Community Amenities	(640)	(5,448)	(5,270)	(5,910)		Previously Grant of Right of Burial fees (GROB's) were receipted to GL 107370 - amendment required as GROB fee GST free. Based on estimate only as is dependent on number of burials.	
142070		Printing & Stationery - Op Exp - General Admin O'Heads	22,000	11,114	(5,000)	17,000		\$5k savings - potentially due to reduction in printing across the organisation.	
142090		Postage & Freight - Op Exp - General Administration O'Heads	32,000	20,195	(5,000)	27,000		\$5k savings. No further rates mailouts, Ranger Services have 482 brochures re firebreaks and then follow up warnings and infringements prior to EOFY.	

Account	Job	Description	2017/18 Current Budget	2017/18 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org. Savings / Expense
142160		Other Office Expenses - Op Exp - General Administration O'Heads	5,000	4,365	2,000	7,000		\$2k requested - additional water, milk etc consumption due to relocation of Infrastructure Department to Admin Building. Water cooler now relocated from Old Shire Office to Admin building. In addition this budget is being used to supply milk etc for training potentially due to new staff not being aware of their own budgets.  Wrong ie Code	
142233		Consultants Administration Dept - Op Exp - Corp Gov Support	4,500	1,300	2,000	6,500		\$3k savings as Tenderlink software purchased 28/6/17 therefore not required. Savings to be allocated to the purchase of Attain Software (estimate \$5.2k) along with additional savings identified under GL 23453.	
					<b>(23,470)</b>		<b>-</b>		<b>(14,000)</b>

**CS6 - Manager Information Technology - P Smith**

142552		Shire Office Haas St Fixed Plant New -Cap Exp- Corp Gov	-	-	3,950	3,950		Final late payment for the installation and commissioning of a GenSet for the administration building - dispute on expenses incurred. Funded from Plant Reserve (Inc Acct 142794) as per OMC Oct 2016	
142794		Transfer From Plant Reserve - Corp Gov & Support	-	-	(3,950)	(3,950)	(3,950)	<b>RO: BA - Coordinator Financial Services:</b> Admin Building Generator - Late invoice due to dispute on expenses incurred. exp in 142552	
146102		License Maint and Support - IT Exp	419,400	403,550	10,813	430,213		EventPro project was completed, however licensing costs were unanticipated (\$10,813) in this financial year.	10,813
146109		Software<\$5000 - IT Exp	22,200	-	(13,200)	9,000		Office Licences paid for through acct 146102 due to change in Microsoft licensing model, which was able to be paid for with the existing budget due to savings. Propose savings from this account be reallocated to 146109 to offset EventPro license costs	(13,200)
146110		Minor Assets<\$5000 - IT Exp	103,000	54,083	(10,000)	93,000		Request \$10K moved to 146111 for Digital strategy project.	
146111		IT Contract Consultants - Exp	80,000	52,423	31,000	111,000		Propose \$31K from 146110 & 146122 to combine project to a Digital strategy consultation. Original Social Media Strategy \$21K and Digital Strategy \$10K = \$31K.	
146120		Equip & H'Ware > \$5000 Cap Exp - IT	463,170	267,959	(11,000)	452,170		Savings due to lower costs on various projects	
146122		Software >\$5000 Cap Exp - IT	296,244	111,160	(31,909)	264,335		Propose \$21K for Social Media Strategy be moved to 146111 consultant expense account to combine to a single digital media strategy	
					<b>(24,296)</b>		<b>(3,950)</b>		<b>(2,387)</b>

Account	Job	Description	2017/18 Current Budget	2017/18 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org. Savings / Expense
<b>BA - Coordinator Financial Services - L Dodds</b>									
52342		Transfer From Long Service Leave Reserve - Ranger Admin	-	-	(30,906)	(30,906)	(30,906)	Transfer from Leave Reserve for departing ranger	(30,906)
142006		Salary - Op Exp - Human Resources	282,234	288,219	19,180	301,414		<b>RO: CS6 - Manager Human Resources:</b> Over spend due to termination payout	19,180
142320		Transfer From Leave Reserve Corp Gov & Support	(84,441)	-	(40,462)	(124,903)	(40,462)	Transfer of cash held in reserve for departing MHR & Senior Project Engineer	(40,462)
					<b>(52,188)</b>		<b>(71,368)</b>		<b>(52,188)</b>

<b>OVERALL CORPORATE SERVICES - DEPT. SAVINGS/EXPENSE</b>					<b>(122,354)</b>	<b>CORPORATE SERVICES - ORG. SAVINGS/EXPENSE</b>			<b>(103,575)</b>
<b>RESERVE MOVEMENT - CORPORATE SERVICES</b>									<b>(75,318)</b>
<b>CORPORATE SERVICES - NET IMPACT (EXC. ORG.SAVINGS/EXPENSE)</b>									<b>(18,779)</b>

**DEVELOPMENT & COMMUNITY**

<b>DS1 - Director Development &amp; Community - A Nugent</b>									
106106	106126	Consultancy - Development Contributions Plan & Scheme Amendment	15,000	600	26,000	41,000		\$26K required to engage GHD to assist in assessing the implications and developing options in relation to the proposed closure of the Broome South WWTP	26,000
116084		Community Signage - Op Exp - Other Culture	13,570	-	27,000	40,570		Project has grown based on output of working group. To replace all signage and install correct signage at all beach access locations, the budget for the project will need to be substantially increased.	
					<b>53,000</b>		<b>-</b>		<b>26,000</b>

**BRAC1 - Manager Sport & Recreation - C Zepnick**

113391		Haynes Oval & Pavilion Income - Op Inc	(101,078)	(69,568)	(24,000)	(125,078)		Property department raising invoice for BSHS this quarter	
147100		Building Captial > \$5k - Cap Exp - Unclassified General	90,000	37,928	(15,000)	75,000		<b>RO: PM2 - Asset &amp; Building Coordinator:</b> Savings - Only one additional replacement aircon required for library. Reallocated \$10K to 117316 to cover shortfall in BRAC Roof project.	
117315	117316	BRAC Building Renewal - Cap Exp - BRAC Dry	25,000	-	10,000	35,000		PROJECT DIS180102*** Various Building Renewal - BRAC Roof & Lighting. Additional \$10K required for BRAC roof project. Reallocated from 147100 - 100% Muni Funded.	
117003		Relieving Staff Exp - Op Ex - BRAC Aquatic	21,200	29,543	15,000	36,200		Transfer from 117057 to cover staff seconded to the Shire administration.	15,000
117004	117057	Salary & Related Customer Service Officer Expense	106,673	78,251	(15,000)	91,673		Transferred to 117003 - Relieving staff	(15,000)
117275		Stadium Venue Hire Inc. Rec'd - Op Inc - Dry BRAC	(20,000)	(22,311)	(10,000)	(30,000)		Tracking above budget with dry season competitions soon to commence	
					<b>(39,000)</b>		<b>-</b>		<b>-</b>

**BS1 - Manager Planning & Building Services - K Wood**

106410		Planning Fees (GST Free) - Op Inc - Town Planning/Regional Devel	(75,000)	(35,128)	30,000	(45,000)		The estimated value of development applications received this financial year has declined in comparison to previous financial year (YTD \$11 mil, previous year was \$32 mil at same time). Recommend that income be reduced by \$30K.	30,000
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Account	Job	Description	2017/18 Current Budget	2017/18 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org. Savings / Expense
133410		Stat Fees & Lic - Building Permits	(70,000)	(53,801)	10,000	(60,000)		The number of building permit application received has declined by 25% compared to this time last financial year. Given how it is tracking to date, it is recommend this is reduced by \$10K.	10,000
					<b>40,000</b>				<b>40,000</b>

**CMS2 - Manager Community & Economic Development - M Davis**

23040		Youth Development Programme & Working Group - Op Exp - Other Governance	27,543	3,313	(9,000)	18,543		Youth Week (\$6000), YAC Visioning and Team Building in June (\$5000)	
23050		Grant Op - Youth Coordinating Committee Op Inc. - Other Governance	(7,300)	(3,045)	4,000	(3,300)		No further grant income expected in this financial year. Expenditure account decreased accordingly.	
23052		Volunteers Day Program Op Exp - Other Governance	2,000	-	(2,000)	-		Unable to deliver due to staffing capacity. Priority on Youth Initiatives and YAC Progress.	
1367210		Economic Development Program Expense - Op Exp - Other Economic Services	9,091	10,000	100,356	109,447		Increased to reflect expenditure from GL 1367310 for the purposes of Growth Plan Funding.	
1367310		Grants & Contributions Received - Op Inc - Other Economic Services	-	(100,356)	(100,356)	(100,356)		Landcorp Growth Plan Funding.	
					<b>(7,000)</b>				<b>-</b>

**CMS3 - Events and Economic Development Coordinator - R Chappell**

113411		Venue Hire Inc - Cable Beach & Amphitheatre - Op Inc - Other Rec & Sport	(8,500)	(11,127)	(10,000)	(18,500)		Based on current bookings it is anticipated for this location we will have an additional income of approximately \$10K	
113416		Event Application Fees No GST - Cable Beach & Amphitheatre - Op Inc - Other Rec & Sport	(1,700)	(4,317)	(3,300)	(5,000)		Potentially more application fees for this location up to approximately \$1000	
116184	116201	Reconciliation Week Event - Op Exp	35,000	50	7,000	42,000		To be expended in May. Need an additional \$7,000 to deliver event due to increased logistical costs.	
116184	116200	Event Cluster - Broome Pride	11,500	16,385	5,000	16,500		Mardi Gras complete. \$5K extra to normalise budget. Remainder of event costs remain in Civic centre accounts. Additional costs offset by increase in ticket sales account	
116184	116197	Australia Day Concert & Fireworks Events Op Exp - Other Cult	38,000	16,611	(17,500)	20,500		Final cost have now been allocated to this event. Would like the option to utilise some of this funding for reconciliation week event to ensure success.	
1138332		Grant Income - Op Inc- Other Culture	(50,000)	(15,000)	15,000	(35,000)		Reconciliation Week Grant of \$20K approved awaiting payment. \$5K reduction to Dept Culture & Arts for events development, Lotterywest Australia Day grant not approved \$10K	
					<b>(3,800)</b>				<b>-</b>

**CMS4 - Civic Centre Venue Supervisor - S Dobson**

116470	116471	Broome Civic Centre Building General Maint Exps - Op Exp Bme Civic Centre	20,000	17,723	7,000	27,000		Increased due to depreciation of the building and increased failures especially with aircon. \$4284 associated with storm damage \$2713 associated with flooring issues	
116489		Operational Expenses - Broome Civic Centre - Production/Events	33,000	25,819	6,000	39,000		Expenditure increased due to additional hires and shows. Account #116540 reimbursement and #116541.026 and .027 increased to the same level APRA licence to be journalled to 58 \$5162 to be journalled to 116200 (pride event)	
116491		Minor Assets - Op Exp - Bme Civic Centre	13,000	4,719	(7,000)	6,000		Projector was included in IT budget. \$7K to be moved into the Equipment reserve.	(7,000)
116493		Advertising Promotion & Printing Expenses - Broome Civic Centre - Op Exp	30,000	7,525	(3,500)	26,500		Circuitwest conference has grant funding Current order value is \$10,522.41 Additional marketing and community engagement activities with the upcoming 5 shows	

Account	Job	Description	2017/18 Current Budget	2017/18 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org. Savings / Expense
116495		Performance Production Expenses - Broome Civic - Op Exp	54,000	39,321	9,278	63,278		Loose Ends, Marrugeku & Broome Pride Increase in income account ticket sales #116541.026, \$15k; Purchase order - Melbourne Intl Comedy- closed, -\$5722	
116540		Broome Civic Centre Reimbursements Received - Op Inc - Bme Civic Centre	(45,000)	(38,175)	(7,000)	(52,000)		Higher level of Reimbursement for external hires to date and booking in the future	
116541		Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	(159,500)	(116,462)	(45,541)	(205,041)		increased bar sale income by \$2K  Increased Commission income by \$541  Reduced venue hire income. reduce by \$2K  Timing of shows anticipated ticket sales budget will be exceeded by \$45K. 4 shows to come	
					<b>(40,763)</b>		<b>-</b>		<b>(7,000)</b>

**HS1 - Acting Manager Health & Ranger Services - S Bambrick**

52119	52100	Cyclone Hilda Emergency Management Response Expense - Op Exp - Emerg & Ranger Serv	-	171,813	173,000	173,000		Emergency Management response costs for 17-18 major wet events recouped through WANDRRRA. Inc in 52341	173,000
52119	52101	Emergency Management Response Expenses - Op Exp - Emerg & Rang Serv	-	58,699	78,000	78,000		Emergency Management response costs for 17-18 major wet events recouped through WANDRRRA. Inc in 52341	78,000
52341		Reimb & Other Op Income - Emerg & Rang Serv	-	-	(251,000)	(251,000)		Emergency Management response costs for 17-18 major wet events recouped through WANDRRRA. Exp in jobs 52100 + 52101	(251,000)
52410		Dog Impounding Fees & Sundries - Op Inc - Animal Control	(27,500)	(32,188)	(5,000)	(32,500)		Higher than usual rates of dogs seized resulting in higher income	
53015		Relief Staff Exp - Op Exp - Ranger Operations	-	50,405	52,894	52,894		Cost of contractor staff required to fill vacancies within team.	
53017		Fines Enforcement Registry Exp - Op Exp - Ranger Operations	9,000	13,695	9,000	18,000		Significant process changes have occurred that have delayed referring infringements. Infringements issued during the wet season often are paid whilst the dry has a higher level of non payment. This is likely to see FER referrals increase during Q4.	
74420		Health Licences - Op Inc - Preventive - Inspection/Admin	(70,000)	(75,643)	(5,000)	(75,000)		Not expected to collect any additional fees in this financial year.	
					<b>51,894</b>		<b>-</b>		<b>-</b>

**LS1 - Library Coordinator - S Eaton**

115280		Grant Program Expenses - Op Exp - Library (Income in 115480)	5,820	7,273	5,500	11,320		CFS:- CBW Grant to be received prior to EOFY. It is anticipated to be carried over into 18-19 FY	
115286		SLWA Travel & Accommodation Op Exp - Library	10,580	5,812	(5,000)	5,580		Additional expenditure against the grant has been made through salary hours rather than material expenditure.	
115480		Grant Program Income - Op Inc - Library (Expense in 115280)	-	(7,000)	(6,500)	(6,500)		CFS: - Confirmation of amount due mid May for expenditure in 18/19 budget. Has been submitted as CARRY-OVER	
					<b>(6,000)</b>		<b>-</b>		<b>-</b>

**OVERALL DEVELOPMENT & COMMUNITY - DEPT. SAVINGS/EXPENSE 48,331**

**DEVELOPMENT & COMMUNITY - ORG. SAVINGS/EXPENSE 59,000**

**RESERVE MOVEMENT - 106410 0**



Account	Job	Description	2017/18 Current Budget	2017/18 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org. Savings / Expense
<b>DEVELOPMENT &amp; COMMUNITY - NET IMPACT (EXC. ORG.SAVINGS/EXPENSE)</b>							<b>(10,669)</b>		

**INFRASTRUCTURE SERVICES**

**ES1 - Director Infrastructure - S Harding**

143027		Relieving Staff - Op Exp - Engineering	15,610	24,267	13,000	28,610		Salary savings to cover the consultancy spending. Increased consultancy due to staff vacancies.	13,000
143055		Relieving Staff Exp - Works - Gen Admin	60,000	46,313	(13,687)	46,313		No further relief staff expected before EOY	(13,687)
148406		Reimbursements Rec'd No GST - Works Ops - Op Inc	-	(5,028)	(5,000)	(5,000)		LGIS claim	
1365495	136549	New Caravan Dumping Point - Other Infrastructure - Tourism & Area Promotion - Cap Exp	23,880	16,602	(12,360)	11,520		Work being carried out by Shire staff. Only materials to purchase	
					<b>(18,047)</b>		<b>-</b>		<b>(687)</b>

**ES3 - Acting Manager Works - D Greaves**

800		Oils & Lubricants - Op Exp - Depot Operations	23,000	11,887	(5,000)	18,000		Savings	(5,000)
113026	113024	Skate Park Security - Op Exp	5,200	-	(5,200)	-		Security at skate park. Savings	(5,200)
116119	116120	Bme Civic Centre Other Infrastructure Renewal - Cap Exp	18,050	8,917	(12,200)	5,850		Less funds required for tank renewal. Savings to be transferred to reserve	
116512		Transfer to Building Reserve - Cap Exp - Bme Civic Centre	-	-	12,200	12,200	12,200	Savings from less funds required for tank renewal. Exp in acct 116120	
148291		Consumables - Op Exp - Depot Operations	19,200	8,696	(5,000)	14,200		Savings	(5,000)
148292		Tool Replacement - Op Exp - Depot Operations	12,450	2,965	(5,000)	7,450		Reallocated to Safety equipment 148293	
148293		Safety Equip - Op Exp - Depot Operations	26,400	27,904	5,000	31,400		Reallocated from tool replacement 148292	
125200	STLN001	Sandpiper Ave New Light Construction	95,000	76,796	(18,204)	76,796		reallocate savings to street light renewal 125232	
125225	125232	Street Lighting at Various Locations - Renewal	30,000	900	18,204	48,204		reallocate savings from Sandpiper new light construction STLN001 to cover the cost of new lights on Short Street.	
					<b>(15,200)</b>		<b>12,200</b>		<b>(15,200)</b>

**ES5 - Works Coordinator - D Greaves**

122430		Natural Disaster Grant - Flood Damage Repairs	-	-	(520,000)	(520,000)		<b>RO: ES3 - Acting Manager Works:</b> Anticipated income for Natural disaster claim. Exp in 122415	(520,000)
122415	122415	Flood Damage Repairs	-	526,916	520,000	520,000		extreme weather events this account was set up without a budget. Offset by anticipated WANDDRA Claim in 122430	520,000
121101	RRU	RRU - Urban Reseals Renewal Program - Various (Sealing Contractor) - Cap Ex - Renewal	235,198	219,220	(16,000)	219,198		Savings on program due to improved traffic management process and refined reseal meterage	
121209	121209	Bus Shelters - Works Maint	28,338	2,807	(5,000)	23,338		Materials savings due to impact of weather events on ability to undertake programmed works	
121990	121990	Carpark - Works Maint	43,753	39,096	(15,000)	28,753		Materials savings due to works being undertaken internally rather than through contractor	
122000	121011	Sector 1 Chinatown - Works Maint	200,126	125,523	(15,000)	185,126		Materials savings due to impact of weather events on ability to undertake programmed works	
122000	121025	Sector 2 Cable Beach - Works Maint	219,080	149,664	(15,000)	204,080		Materials savings due to impact of weather events on ability to undertake programmed works	
122000	121026	Sector 3 Old Broome - Works Maint	319,641	246,078	(20,000)	299,641		Materials savings due to impact of weather events on ability to undertake programmed works	
122000	121027	Sector 4 Sunset Park - Works Maint	200,126	125,523	(5,000)	195,126		Materials savings due to impact of weather events on ability to undertake programmed works	
122000	121028	Sector 5 Roebuck Est - Works Maint	200,126	125,523	(10,000)	190,126		Materials savings due to impact of weather events on ability to undertake programmed works	
122000	121029	Sector 6 Broome North / Blue Haze - Works Maint	200,126	125,523	(10,000)	190,126		Materials savings due to impact of weather events on ability to undertake programmed works	

Account	Job	Description	2017/18 Current Budget	2017/18 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org. Savings / Expense
122000	121030	Sector 7 LIA, HIA and Port - Works Maint	200,126	125,523	(25,000)	175,126		Materials savings due to impact of weather events on ability to undertake programmed works	
					<b>(332,502)</b>				<b>-</b>

**ES6 - Senior Project Engineer - R Sivapalan**

123000	123000	Mtce Streets, Rds - Rural Summary Budget Only -No Post-Op Exp	1,006,448	-	(196,502)	809,946		<b>RO: ES5 - Works Coordinator:</b> \$50K Materials savings due to impact of weather events on ability to undertake programmed works. Reallocated \$49,661 salary & \$96,841 O/heads to RU12 to assist in project completion.	
121501	RU12	Crab Creek Road - SLK 1.53 to 2.13 - New alignment from BR Ind. - Cap Ex - Upgrade	815,125	700,998	300,052	1,115,177		\$84,700 Additional contractor requirements to assist in completing works. Muni Funded. Reallocated \$49,661 salary & \$96,841 O/heads to RU12 to assist in project completion. Additional allocation of \$68,850 plant operating and depreciation costs taken from plant operations via accts 145290 &145291 under PK3.	
					<b>300,052</b>				<b>-</b>

**ES8 - Waste Coordinator - T Parkinson**

101028	101028	Mulching at Tip - Op Exp - Sanitation Gen Refuse	311,313	237,198	80,000	391,313		Cyclone clean up	
101030	101030	Outsourced Materials & Services - Op Exp - San Gen Refuse	307,000	21,347	(50,000)	257,000		Slowed by floods. Starting this quarter	
101420		Charges Refuse Site - Op Inc - Sanitation Gen Refuse	(2,200,000)	(1,348,658)	400,000	(1,800,000)		Reduced entrance income generated through waste fees	
101512		Transfer to Resource Recovery Park Reserve - Cap Exp - San Gen Refuse	2,334,202	-	(430,000)	1,904,202	(430,000)	<b>RO: BA - Coordinator Financial Services:</b> reduced income from gate entry resulting reduced transfer to RRRP reserve & increased costs relating to Cyclone requiring increase in transfer from reserve	
					<b>-</b>		<b>(430,000)</b>		<b>-</b>

**ES9 - Manager Engineering - L Harris**

102210		Drainage Consultant/Strategy - op Exp - Urban Stormwater Drainage	28,000	-	(28,000)	-		***PROJECT DIS181205*** Detailed Drainage Investigations. 100% Muni Funded - Purchase of the tuflow software has meant the drainage study no longer required	(28,000)
107034		Broome Cemetery Survey & Other - Op Exp - Other Comm Amen	8,000	1,897	(3,000)	5,000		Savings	(3,000)
121550		Statutory Contrib for Crossovers - Op Exp - Crossovers & General	20,000	6,695	(10,000)	10,000		Less applications for crossover subsidies	(10,000)
143033		Title Searches/Survey Info - Op Exp - Engineering Office	10,000	5,086	(5,000)	5,000		Savings	(5,000)
143485		Subdivision Engineering Supervision Charges - Op Inc - Eng Off	(2,000)	(5,527)	(3,500)	(5,500)		Increased supervision income	
1181201		Jetty to Jetty Town Beach - Design/Plans/Feasibility - Op Exp - Other Recreation & Sport	254,737	219,462	12,000	266,737		Increased expenditure due to discovery of previous underground infrastructure	
					<b>(37,500)</b>				<b>(46,000)</b>

**PK3 - Parks Coordinator - C Hankinson**

102060	102060	Orange Bag Litter Programme - CCC Maint	9,910	-	(7,000)	2,910		Program has declined	(7,000)
107030	107030	Broome Cemetery - P&G Maint	114,717	46,362	(40,000)	74,717		Materials savings due to impact of weather events on ability to undertake programmed works	(10,500)
145290		Plant Operation Costs Allocated - Op Exp - Plant Operation	(1,764,723)	(1,404,729)	(82,100)	(1,846,823)		<b>RO: ES3 - Acting Manager Works:</b> Extra Allocation of plant - due to extra mowing costs and retic breakdowns at BRAC Ovals & Additional costs to complete RU12 Crab Creek Road	

Account	Job	Description	2017/18 Current Budget	2017/18 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org. Savings / Expense
145291		Plant Dep'n Op Alloc (Credits) - Op Exp - Plant Operation	(576,466)	(473,898)	(32,250)	(608,716)		<b>RO: ES3 - Acting Manager Works:</b> Extra Allocation of plant - due to extra mowing costs and retic breakdowns at BRAC Ovals & Additional costs to complete RU12 Crab Creek Road	
117210	117211	BRAC Ovals - P&G Maint	246,009	259,714	60,250	306,259		Shortfall due to extra mowing costs and retic breakdowns. Transferred Salary & overhead costs from 117030. \$5K Salaries, \$9,750 overheads. Additional Plant allocations	
126000	126121	Sector 4 Sunset Park - P&G Maint	38,991	54,455	14,750	53,741		Cost of frangipani transfer; Increased staff allocation for weather event recovery and cleanup. Shortfall transferred from 107030. \$5K Salaries, \$9,750 overheads	
126000	126123	Sector 6 Bme North / Blue Haze - P&G Maint	40,029	91,782	47,398	87,427		Increased staff allocation for weather event recovery and cleanup. Reallocation of Staff from 142054 Shire Office & 126050 Drain Slashing \$16,070 Salary costs, \$31,328 overheads	
126050	126050	Drain Slashing & Maintenance - P & G	61,996	34,032	(23,600)	38,396		Increased staff allocation for weather event recovery and cleanup. Reallocation of Staff to 126123 Sector 6 due additional maintenance required. \$8K Salary, \$15.6K overheads	
126051	126059	Roundabouts - P&G Maint	168,452	133,755	(5,000)	163,452		Roundabout renovating underway	(5,000)
142000	142054	Shire Office Haas St - P & G Maint	85,424	48,445	(23,798)	61,626		Reduced staff to offset increased activity in other areas due to weather event recovery and cleanup. \$8,070 salary, \$15,728 Overheads	
117000	117070	Grounds Maint Exp by P & G - BRAC	84,841	37,293	(19,027)	65,814		Reallocate staff time to training 143504. \$6,450 Salary, \$12,577 overheads	
143504	143504	P&G Staff Training - Op Exp	78,695	85,770	19,027	97,722		Additional Staff time due to chemical handling training 17-18 April from 117070 BRAC Grounds Maintenance. \$6,450 Salary, \$12,577 overheads	
					<b>(91,350)</b>			-	<b>(22,500)</b>

**PM2 - Asset and Building Coordinator - S Clark**

112053	112053	Gantheaume Pt. Rotunda - Operating Expense - Op Exp	1,619	319	(1,300)	319		Savings. No works to occur this year	
113001	113004	Haynes Oval Pavilion - Operating Expense - Op Exp	15,735	8,790	(5,000)	10,735		Savings.	(5,000)
114301	114302	Broome Turf Club Building Maintenance Expenses - Op Exp - Unclassified General	-	-	12,000	12,000		Insurance-reimbursable expenses - Tree removal at Broome Turf Club. Income in Acct 147586	
147586		Reimbursements & Other Income - Op Inc - Unclassified General	(500)	(1,264)	(12,000)	(12,500)		<b>RO: PM3 - Property &amp; Leasing Senior Officer:</b> Insurance-reimbursable expenses - Tree removal at Broome Turf Club. Expense in Acct 114302	
116090	116093	Broome Museum Planned Maint & Minor Works - Op Exp	14,000	1,754	(5,000)	9,000		Aircon deep cleans, replacement kitchen benches still to occur. \$5k savings	(5,000)
116470	116472	Broome Civic Centre Planned Maint & Minor Works - Op Exp	22,000	4,387	(5,000)	17,000		Savings of \$5k due to painting not occurring	(5,000)
117310	117311	BRAC Building Upgrade - Cap Exp - BRAC Dry	121,766	86,839	(15,000)	106,766		Changing places automatic door projects came under budget. savings	(15,000)
132141	132142	Pearl Lugger Const Upgrade - Cap Exp - Tourism	35,165	10,820	(10,000)	25,165		PO issued for sails, reallocated remaining budget to Roebuck Bay CP to cover tree removal consultancy cost. Exp in acct 132313	(10,000)
132310	132313	Roebuck Bay CP - Reactive Maint - Op Exp	2,500	1,775	10,000	12,500		Reallocated savings from Pearl Lugger Project to cover tree removal consultancy	10,000
142000	142058	Haas St Office - Planned Maint & Minor Works - Op Exp	26,000	5,361	(10,000)	16,000		Savings	(10,000)
142050	142057	Barker St Offices - Planned Maint & Minor Works - Op Exp	10,000	1,058	(5,000)	5,000		Reallocate savings to KRO operating acct 147272	
147270	147272	KRO1 - Reactive Maint - Op Exp	12,000	13,206	10,000	22,000		Increased usage of the tenancies resulting higher repair costs	10,000

Account	Job	Description	2017/18 Current Budget	2017/18 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org. Savings / Expense
147270	147273	KRO1 - Planned Maint & Minor Works - Op Exp	10,000	2,948	(4,000)	6,000		Savings	(4,000)
147270	147275	KRO2 - Planned Maint & Minor Works - Op Exp	5,000	773	(3,000)	2,000		Savings	(3,000)
147371		Shire Office Barker St - Building Upgrade Wks - Cap Exp - Corp Gov Support	80,000	-	(80,000)	-		Budget required for Admin Building works - Kitchen upgrade. Budget reallocated from Barker st from 147371	
142557		Shire Office Build Haas St Upgrade (Inc Fixed Furn)-Cap Exp- Corp Gov	-	-	80,000	80,000		Budget required for Admin Building works - Kitchen upgrade. Budget reallocated from Barker st from 147371	
148100	148110	Depot - Planned Maint & Minor Works - Op Exp	10,000	3,604	(4,000)	6,000		Savings	(4,000)
148100	148296	Depot - Operating Expense - Op Exp	123,527	82,754	(10,000)	113,527		Insurance Savings to date	(10,000)
					<b>(57,300)</b>				<b>(51,000)</b>

<b>PM3 - Property and Leasing Senior Officer - P McBride</b>									
Account	Job	Description	2017/18 Current Budget	2017/18 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org. Savings / Expense
95442		69 Robinson St Rent & Recoup Income - Op Inc	(10,300)	(1,803)	10,000	(300)		Unlikely to occur before EOY. Offset by increased income in Acc 147463	
96101		Staff Housing - Reactive Maint - Op Exp	16,500	20,629	7,500	24,000		Minor works, painting, gardening and cleaning costs associated with 69 Robinson Street.	
107071	107077	Gantheaume Point Ablutions - Operating Expense - Op Exp	10,563	5,098	(2,000)	8,563		Savings	(2,000)
114401		Turf Club - Rent & Recoup Income - Op Inc	(19,500)	(21,233)	(1,700)	(21,200)		More income than budgeted	(1,700)
116175		Community Storage Shed Expenditure	14,264	18,591	5,400	19,664		Pearl Coast Storage Costs for vacating Archer St storage to return to former state.	
116494		Broome Civic Centre - Operating Expense - Op Exp	123,311	121,234	5,000	128,311		Increased operating expenses due to increased hires and events. Recouped through income.	
132050	132051	Broome Visitor Centre - Operating Expense - Op Exp	108,000	88,774	(10,000)	98,000		Savings Utilities to be reviewed globally	(10,000)
132050	132052	Broome Visitor Centre - Reactive Maint - Op Exp	4,900	9,862	5,000	9,900		Re-Couped from tenants. Increased income budget in acct 132414	
132414		Broome Visitor Centre - Rent & Recoup Income - Op Inc	(102,266)	(97,966)	(5,000)	(107,266)		Increased income to offset recoupable reactive maintenance costs in acct 132052	
134212		Cable Beach Camel Tours (Res 52985) - Rent & Recoup Income - Op Inc	-	(4,000)	(8,000)	(8,000)		Shire has taken over reserve where the camels are kept from dept of lands. Now receiving rental income, \$2K per month	(8,000)
142050	142051	Barker St Offices - Operating Expense - Op Exp	85,723	58,294	(4,500)	81,223		Savings	(4,500)
146020	141022	Mulberry Tree Child Care - Planned Maint & Minor Works - Op Exp	4,990	109	(4,000)	990		Less expense resulting in less recouped income in 147496	
147496		Mulberry Tree Child Care - Rent & Recoup Income - Op Inc	(88,129)	(68,705)	4,000	(84,129)		Less recouped income resulting from less recoupable expense in acct 141022	
147463		Far North Community Services Tenancy 5,6,7 - KRO2 - Rent & Recoup Income - Op Inc	(50,000)	(57,562)	(10,000)	(60,000)		Lease renewal resulting in more rent than originally budgeted.	
147467		Main Roads WA Tenancy 9 - KRO1 - Rent & Recoup Income - Op Inc	(15,000)	(3,483)	5,000	(10,000)		Vacant for first 8 months. Income unlikely	5,000
147484		Tenancy 1 - KRO2 - Rent & Recoup Income - Op Inc	(20,000)	-	20,000	-		Vacant since beginning of year. Unlikely to be occupied.	20,000
147487		WA Police Tenancy 10 - KRO1 - Rent & Recoup Income - Op Inc	(65,000)	(108,625)	(60,000)	(125,000)		More income than budgeted as tenants stayed long after lease expired.	(60,000)
147489		User Charges KRO Outgoings - Op Inc - Office Properties Leased	(354,000)	(361,821)	(10,000)	(364,000)		Higher rate of occupancies resulting in higher rate of recouped variable outgoings	
					<b>(53,300)</b>				<b>(61,200)</b>

**OVERALL INFRASTRUCTURE SERVICES - DEPT. SAVINGS/EXPENSE (305,147)**

**INFRASTRUCTURE SERVICES - ORG. SAVINGS/EXPENSE (196,587)**

Account	Job	Description	2017/18 Current Budget	2017/18 YTD Actuals	Proposed Budget Amendment	Proposed Budget	Reserve Movement	Amendment Description	Org. Savings / Expense
RESERVE MOVEMENT - INFRASTRUCTURE SERVICES							(417,800)		
INFRASTRUCTURE SERVICES - NET IMPACT (EXC. ORG.SAVINGS/EXPENSE)							(108,560)		