



MISSION AND VALUES OF COUNCIL

"A Sustainable Community that is inclusive, attractive, healthy and pleasant to live in, that uses our land so as to preserve our history and environment, respects the rights and equality of our citizens and manages our future growth wisely."

AGENDA

FOR THE

ORDINARY MEETING OF COUNCIL

26 MARCH 2015

OUR VISION

"A thriving and friendly community that recognises our history and embraces cultural diversity and economic opportunity, whilst nurturing our unique natural and built environment."

OUR MISSION

"To deliver affordable and quality Local Government services."

CORE VALUES OF THE SHIRE

The core values that underpin the achievement of the mission will be based on a strong customer service focus and a positive attitude:

Communication

Integrity

Respect

Innovation

Transparency

Courtesy

DISCLAIMER

The purpose of Council Meetings is to discuss, and where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (Section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person. The Shire of Broome expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council meeting.

Councillor		Cr G Campbell	Cr J Bloom	Cr H Tracey	Cr D Male	Cr M Manado	Cr C Mitchell	Cr A Poelina	Cr M Lewis	Cr P Matsumoto
2013	21 November									LOA
	19 December									
2014	27 February							LOA		
	27 March – No quorum	A		LOA		LOA		LOA	NA	NA
	31 March			LOA						
	24 April								A	
	22 May		LOA	LOA				LOA		LOA
	26 June									LOA
	24 July							LOA	A	
	28 August						LOA			
	25 September					A			A	
	23 October		Resigned 16/10/14					LOA	A	
	27 November									
	18 December			A					A	
2015	26 February					LOA				
	26 March									
	30 April									
	28 May									
	25 June									
	30 July									
	27 August									
	24 September									
	15 October									

- LOA (Leave of Absence)
- NA (Non Attendance)
- A (Apologies)

2.25. Disqualification for failure to attend meetings

- (1) A council may, by resolution, grant leave of absence, to a member.
- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the Minister, unless all of the meetings are within a period of 3 months.
- (3A) Leave is not to be granted in respect of —
 - (a) a meeting that has concluded; or
 - (b) the part of a meeting before the granting of leave.
- (3) The granting of the leave, or refusal to grant the leave and reasons for that refusal, is to be recorded in the minutes of the meeting.
- (4) A member who is absent, without obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is

disqualified from continuing his or her membership of the council, unless all of the meetings are within a 2 month period.

- (5A) If a council holds 3 or more ordinary meetings within a 2 month period, and a member is absent without leave throughout each of those meetings, the member is disqualified if he or she is absent without leave throughout the ordinary meeting of the council immediately following the end of that period.
- (5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council —
- (a) if no meeting of the council at which a quorum is present is actually held on that day; or
 - (b) if the non-attendance occurs —
 - (i) while the member has ceased to act as a member after written notice has been given to the member under section 2.27(3) and before written notice has been given to the member under section 2.27(5); or
 - (ii) while proceedings in connection with the disqualification of the member have been commenced and are pending; or
 - (iii a) while the member is suspended under section 5.117(1)(a)(iv); or
 - (iii) while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending.
- (6) A member who before the commencement of the Local Government Amendment Act 2009 section 5¹ was granted leave during an ordinary meeting of the council from which the member was absent is to be taken to have first obtained leave for the remainder of that meeting.

[Section 2.25 amended by No. 49 of 2004 s. 19(1); No. 17 of 2009 s. 5.]

SHIRE OF BROOME
ORDINARY MEETING OF COUNCIL
THURSDAY 26 MARCH 2015
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NOTICE OF MEETING

Dear Council Member,

The next Ordinary Meeting of the Shire of Broome will be held on Thursday, 26 March 2015 in the Council Chambers, Corner Weld and Haas Streets, Broome, commencing at 5.00pm.

Regards

A handwritten signature in black ink, appearing to read 'K Donohoe', with a horizontal line underneath.

K R DONOHOE
Chief Executive Officer

19/03/2015

1. OFFICIAL OPENING**2. ATTENDANCE AND APOLOGIES**

Attendance:

Leave of Absence:

Apologies:

Officers:

Public Gallery:

3. DECLARATIONS OF FINANCIAL INTEREST / IMPARTIALITY

FINANCIAL INTEREST			
Councillor	Item No	Item	Nature of Interest

IMPARTIALITY			
Councillor	Item No	Item	Nature of Interest

4. PUBLIC QUESTION TIME

The following question from Jenny Bloom was taken on notice at the Ordinary Meeting of Council held 26 February 2015:

Question 4:

To the issue of the position of Council: Can the Shire President confirm if Councillors were briefed at any concept forums about this matter, whether any financial projections were provided and whether the correspondence attached to this agenda item was provided in any Councillor confidential monthly information bulletin?

Answer provided by the Shire President:

This question was taken on notice.

Officers are currently reviewing records on this matter on behalf of the Shire President and once completed a summary of the response will be provided in the April 2015 Ordinary Meeting of Council Agenda.

5. CONFIRMATION OF MINUTES**RECOMMENDATION:**

That the Minutes of the Ordinary Meeting of Council held on 26 February 2015 be confirmed as a true and accurate record of that meeting, subject to an amendment on page 191, to insert the words "That Council" at the commencement of the second

Council Resolution relating to Agenda Item 10.1 Minutes of Audit Committee meeting held 10 February 2015 – Mid Year Budget Review/2nd Quarter Finance and Costing Review and 2014 Compliance Audit.

6. ANNOUNCEMENTS BY PRESIDENT WITHOUT DISCUSSION

7. PETITIONS

7.1 PETITION - REQUEST THAT COUNCIL OPPOSE FRACKING

The Shire of Broome received a petition at the Ordinary Meeting of Council on 26 February 2015 stating:

We, the undersigned electors, ratepayers and residents of the Shire of Broome, hereby request that the Shire Council oppose fracking until and/or unless it can be shown NOT to be a risk to human health, water quality and the environment for the following reasons: The EPA ruled in January 2014 that a fracking proposal by Buru Energy was unlikely to have significant effect on the environment and did not need to be subjected to an impact assessment process. We believe that the lack of scrutiny by Western Australia's only independent environmental watchdog (EPA) is appalling, as modern day fracking is completely different to previous technologies, with much higher risks for the ground water contamination and adverse affects on human health.

*Fracking shouldn't happen until we know more about it and we can **PROVE IT IS SCIENTIFICALLY SAFE** and there is a proper regulatory regime in place.*

Dozens of Local Government Authorities across Australia have either called for a moratorium on fracking or expressed serious concerns and developed policies on the industry. Countries like France, Scotland and Wales as well as other jurisdictions like New York State and closer to home, Victoria have put in place moratoriums on shale gas fracking which is similar to the fracking being proposed for the Kimberley.

This petition is in the correct format as stated in the Shire's Standing Orders. A review of the signed petitioners indicates that of the 123 signatures, 48 are electors on the 2013 electoral roll and 75 signatories have provided residential addresses that are within the Shire of Broome but who are not on the 2013 electors roll.

BACKGROUND

Previous Considerations

OMC 26 February 2015 Item 9.4.8

At the Ordinary Meeting of Council on 26 February 2015 Council in considering the following electors motion resolved as per below:

Elector Motion 9

ELECTOR MOTION:

Motion: Jacinta Monck

Seconded: Louise Middleton

That the Broome Shire declares the Shire of Broome frack free, in solidarity with the Yawuru Traditional Owner's standpoint on No Fracking in Yawuru Country as stated in their 2014 Annual General Report.

MOTION CARRIED

FOR: 7
AGAINST: 6

COUNCIL RESOLUTION:**(REPORT RECOMMENDATION 9)****Moved: Cr DM Male****Seconded: Cr H Tracey**

That Council not support the Elector Motion noting that process of approvals for Hydraulic Fracturing rests with the State.

CARRIED 4/3**COMMENT**

Essentially the petitioners are requesting Council to oppose hydraulic fracturing (fracking) until and/or unless it can be shown NOT to be a risk to human health, water quality and the environment as they:

- do not accept the Environmental Protection Authority's determination that the Buru proposal does not require assessment;
- require proof that fracking is scientifically safe and for a proper regulatory regime to be in place.

These points are further discussed below.

The Environmental Protection Act 1986 (EP Act) establishes the Environmental Protection Authority (EPA) who is ultimately responsible to protect the environment; and to prevent, control and abate pollution and environmental harm within Western Australia. The EPA having a range of functions under the EP Act, as is stated in the petition the EPA is set up independent from government under section 8 of the EP Act.

The petition makes reference to a Buru proposal that was not assessed by the EPA in January 2014. This appears to relate to Buru's TGS14 proposal. This proposal was referred to the EPA by Buru. The EPA made the decision not to formally assess the proposal under Part IV of the EP Act and instead provided the following public advice dated 14 Jan 2014:

http://www.epa.wa.gov.au/News/Publicadvice/Documents/s38%20Laurel_13-404315.pdf

The EPA has considered the proposal in accordance with the requirements of the Environmental Protection Act 1986 and the Environmental Impact Assessment Administrative Procedures 2012. In making its decision on whether to assess the proposal, the EPA considered the values of the environment, the extent of likely impacts, policies, guidelines, procedures and standards against which a proposal can be assessed, and presence of other statutory decision making processes which regulate the mitigation of the potential effects on the environment (see Section 7 Significance Test, Administrative Procedures 2012).

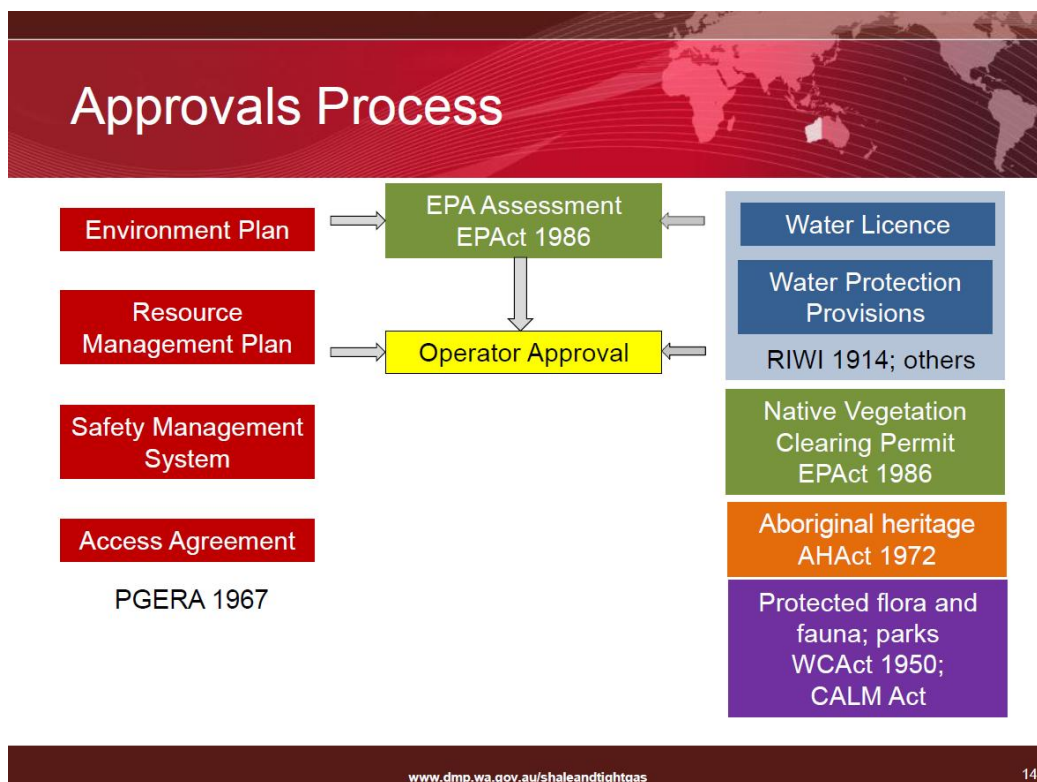
As a result the EPA considers that this small scale, "proof of concept", exploration drilling proposal is unlikely to have a significant effect on the environment. The EPA considers that the potential impacts associated with the proposal can be further evaluated, regulated and mitigated by the Department of Mines and Petroleum (DMP) and the Department of Water (DoW) to meet the EPA's objectives for the environmental factors identified for the proposal.

(See Attachment 1 for full advice)

Therefore, whilst the EPA may decide to assess or not to assess a proposal when such a proposal is referred to the EPA (as provided for under section 38 of the EP Act), the Department of Mines and Petroleum (DMP) is ultimately responsible for the issuance or refusal of applications under the Petroleum and Geothermal Energy Resources Act 1967 (PGER Act). This means that the DMP is not only responsible for the processing of

applications in relation to the PGER Act but also for the subsequent regulation of activities associated with the relevant approvals, in the same way as a local government is responsible for assessing and approving planning applications and ensuring compliance with the relevant planning legislation.

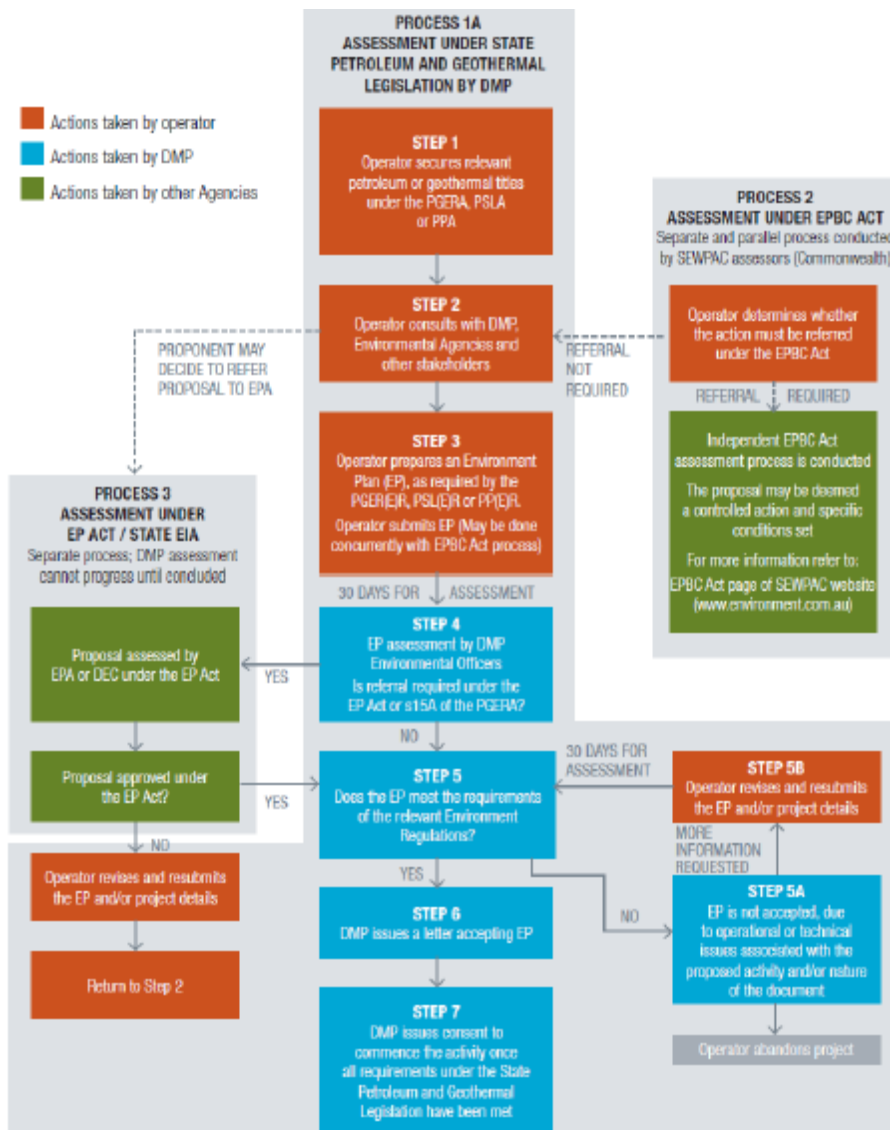
The approvals process for an operator to obtain the relevant approvals is outlined in the figure below. It should be noted that DMP is only responsible for the assessment of relevant plans required under different regulations supporting the PGER Act and that other agencies such as the Department of Water (DoW) is still responsible for consideration of applications under that agency's relevant legislation.



As can be seen from the above the Environmental Plan becomes a vital document to ensure protection of the environment and to prevent, control and abate possible risks that may cause environmental harm or impact on human health. Division 3 of the PGER Environmental Regulations sets out the content of an Environmental Plan and also requires an Implementation Strategy to be included in the plan. DMP is responsible to ensure that all activities associated with an approved application is conducted in accordance with the Environmental Plan and the Implementation strategy and that ongoing monitoring is undertaken. This provides the effective regulatory regime and framework within which all activities will be monitored. It should be noted that DMP may require audits to be undertaken and for other decision making agencies to be involved in regulating these activities.

It is important to note that the PGER Act does not require DMP to refer the proposal to the local government before a permit, reservation, licence or lease is issued or any necessary operations or works are undertaken. Therefore the local government is not involved in the decision making process for these types of applications. However under section 17(1)(b) of the PGER Environmental Regulations an Environmental Plan must include *a report on all consultations between the operator and relevant authorities and other relevant interested persons and organisations in the course of developing the environment plan;*

DMP's Guidelines for the Preparation and Submission of an Environment Plan <http://www.dmp.wa.gov.au/documents/ENV-PEB-177.pdf> provides the following flow-diagram with regards to the development and approval of an Environmental Plan as required under the Petroleum and Geothermal Energy Resources (Environmental) Regulations 2012 (PGER Environmental Regulations) section 6:



DMP's Guidelines further sets out that preliminary consultation should be undertaken with all relevant stakeholders well in advance of commencing the preparation of an Environmental Plan and that consultation is important to adequately identify the regional and local values and sensitivities. The guidelines also expand on Regulation 15(11) of the PGER Environmental Regulations outlining that the Environmental Plan's should provide for ongoing consultation arrangements.

Therefore whilst local government does not have a statutory role to play in the decision making process, local government is likely to be consulted as a relevant stakeholder throughout. In order to guide Council and the Shire with regards to these processes it is recommended that Council request the Chief Executive officer to prepare a policy in line with its previous resolution regarding this matter.

CONSULTATION/STAKEHOLDERS

Shire officers have consulted with the Department of Mines and Petroleum regarding the approvals process associated with hydraulic fracturing and environmental approvals.

FINANCIAL IMPLICATIONS

Should Council support the recommendation, the cost of advertising the policy will be borne within the current operational budget. It should be noted that this will potentially have an impact on officers' workloads and may therefore compromise service delivery in other areas.

STATUTORY ENVIRONMENT

Environmental Protection Act 1986

The Environmental Protection Act 1986 (EP Act), provides as follows:

An Act to provide for an Environmental Protection Authority, for the prevention, control and abatement of pollution and environmental harm, for the conservation, preservation, protection, enhancement and management of the environment and for matters incidental to or connected with the foregoing.

Under the EP Act the objective of the Environmental Protection Authority (EPA) is:

- (a) to protect the environment; and*
- (b) to prevent, control and abate pollution and environmental harm.*

8. Independence of Authority and Chairman

Subject to this Act, neither —

- (a) the Authority; nor
- (b) the Chairman,

shall be subject to the direction of the Minister.

The functions of the Authority are:

16. Functions of Authority —

- (a) to conduct environmental impact assessments; and
- (aa) to facilitate the implementation of bilateral agreements; and
- (b) to consider and initiate the means of protecting the environment and the means of preventing, controlling and abating pollution and environmental harm; and
- (c) to encourage and carry out studies, investigations and research into the problems of environmental protection and the prevention, control and abatement of pollution and environmental harm; and
- (d) to obtain the advice of persons having special knowledge, experience or responsibility in regard to environmental protection and the prevention, control and abatement of pollution and environmental harm; and
- (da) to advise the Minister on the making or amendment of regulations when requested by the Minister to do so or on its own initiative; and
- (e) to advise the Minister on environmental matters generally and on any matter which he may refer to it for advice, including the environmental protection aspects of any proposal or scheme, and on the evaluation of information relating thereto; and
- (f) to prepare, and seek approval for, environmental protection policies; and
- (g) to promote environmental awareness within the community and to encourage understanding by the community of the environment; and
- (h) to receive representations on environmental matters from members of the public; and
- (i) to provide advice on environmental matters to members of the public; and
- (j) to publish reports on environmental matters generally; and
- (k) to publish for the benefit of planners, builders, engineers or other persons guidelines to assist them in undertaking their activities in such a manner as

to minimise the effect on the environment of those activities or the results thereof; and

- (l) to keep under review the progress made in the attainment of the objects and purpose of this Act; and*
- (m) to coordinate all such activities, whether governmental or otherwise, as are necessary to protect, restore or improve the environment in the State; and*
- (n) to establish and develop criteria for the assessment of the extent of environmental change, pollution and environmental harm; and*
- (o) to specify standards and criteria, and the methods of sampling and testing to be used for any purpose; and*
- (p) to promote, encourage, coordinate or carry out planning and projects in environmental management; and*
- (q) generally, to perform such other functions as are prescribed.*

38. Referral of proposals to Authority

- (1) Subject to subsections (2) and (5j), any person may refer a significant proposal to the Authority.
- (2) In the case of a proposal under an assessed scheme, only the proponent can refer the proposal to the Authority under subsection (1).
- (3) Subject to subsection (5j), the proponent of a strategic proposal may refer the proposal to the Authority.
- (4) If it appears to the Minister that there is public concern about the likely effect of a proposal, if implemented, on the environment, the Minister may refer the proposal to the Authority.
- (5) Subject to subsection (5j), as soon as a decision-making authority has notice of a proposal that appears to it to be —
 - (a) a significant proposal; or
 - (b) a proposal of a prescribed class,
 the decision-making authority is to refer the proposal to the Authority.
- (5a) Subsection (5) does not apply if the proposal has been referred to the Authority under subsection (1) or (4).
- (5b) In the case of a proposal under an assessed scheme, the application of subsection (5)(a) is subject to section 48l.
- (5c) If the Authority considers that a proposal that is —
 - (a) a significant proposal; or
 - (b) a proposal of a prescribed class,
 has not been referred to it under subsection (1), (4) or (5), the Authority is to require the proponent or a decision-making authority to refer the proposal to the Authority.
- (5d) A requirement under subsection (5c) is to be in writing and is to specify the period within which it has to be complied with.
- (5e) In the case of a proposal under an assessed scheme, the Authority can only require the referral of the proposal under subsection (5c) if it did not, when it assessed the assessed scheme under Division 3, have sufficient scientific or technical information to enable it to assess the environmental issues raised by the proposal.
- (5f) A requirement under subsection (5c) has effect despite section 48l(2).
- (5g) In subsections (5)(b) and (5c)(b), a reference to a proposal of a prescribed class includes a reference to a proposal of a prescribed class under an assessed scheme.
- (5h) A proponent or decision-making authority that has to refer a proposal to the Authority under a requirement under subsection (5c) is to do so within the period specified in the requirement.
- (5i) A referral under this section is to be in writing.

- (5j) Subject to section 46B(2), a proposal cannot be referred to the Authority under this section more than once unless assessment of it has been terminated under section 40A.
 - (6) Except when the responsibility for a proposal is imposed on a public authority under another written law, the Minister shall, after consulting the Authority, nominate by notice in writing served on —
 - (a) the person concerned; and
 - (b) the Authority; and
 - (c) any relevant decision-making authority,
 a person as being responsible for each proposal which is referred or required to be referred, or which ought to be referred, under this section and which the Authority considers should be assessed by it under this Part.
 - (6a) If the person nominated under subsection (6) ceases to have responsibility for a proposal, that person is to give the Authority written notice advising the name of the person to whom or which responsibility for the proposal will pass or has passed.
 - (7) The Minister may, if he considers that a nomination made under subsection (6) should be revoked and after consulting the Authority, by notice in writing served on —
 - (a) the person to whom or which that nomination relates; and
 - (b) the Authority; and
 - (c) any relevant decision-making authority,
 revoke that nomination and nominate another person under that subsection in respect of that proposal.
 - (7a) Subsections (6a) and (7) apply even if a report on the proposal has been published under section 44(3) but do not apply if the assessment of the proposal has been terminated under section 40A.
 - (8) For the purposes of subsections (6) and (7), a person who is an individual may be nominated as being responsible for a proposal by reference to his name or by reference to his being the person for the time being holding or acting in a particular office or position.
 - (9) For the purposes of subsections (6a) and (7) and section 3(2b), a person that has been notified under section 39A(3)(a) that the Authority is going to assess a proposal is to be regarded as having been nominated under subsection (6) as being responsible for the proposal whether or not such a nomination has been made.
- [Section 38 amended by No. 23 of 1996 s. 18; No. 57 of 1997 s. 54(1); No. 54 of 2003 s. 6.]

Petroleum and Geothermal Energy Resources (Environmental) Regulations 2012

- 6. Approved environment plan required for activity

The operator of an activity commits an offence if —

 - (a) the operator carries out the activity; and
 - (b) there is no environment plan for the activity.

Penalty: a fine of \$10 000.
- 7. Activity must comply with approved environment plan
 - (1) The operator of an activity commits an offence if the operator carries out the activity in a way that is contrary to —
 - (a) the environment plan for the activity; or
 - (b) any limitation or condition applying to the activity under regulation 11(4)(b).

Penalty: a fine of \$10 000.
 - (2) Subregulation (1) does not apply to the operator if the operator has the written consent of the Minister to carry out the activity in that way.

- (3) The Minister must not give a consent under subregulation (2) unless there are reasonable grounds for believing that the way in which the activity is to be carried out will not result in —
 - (a) the occurrence of any significant new environmental impact or environmental risk; or
 - (b) the occurrence of a significant increase in any existing environmental impact or environmental risk.

Division 3 — Contents of environment plan

13. Contents of environment plan

An environment plan for an activity must include the matters set out in regulations 14, 15, 16 and 17.

14. Environmental assessment

- (1) The environment plan must include a comprehensive description of the activity including the following —
 - (a) the location or locations of the activity;
 - (b) details of the construction and layout of any facility;
 - (c) a description of the operational details of the activity and proposed timetables;
 - (d) any additional information relevant to consideration of the environmental impacts and environmental risks of the activity.
- (2) The environment plan must —
 - (a) describe the existing environment that may be affected by the activity; and
 - (b) include details of the particular relevant values and sensitivities (if any) of that environment.
- (3) The environment plan must include —
 - (a) details of all environmental impacts and environmental risks of the activity; and
 - (b) an evaluation of those impacts and risks; and
 - (c) a description of the environmental risk assessment process used to evaluate those impacts and risks, including the terms used in that process to categorise the levels of seriousness of those impacts and risks.
- (4) For the avoidance of doubt, the evaluation mentioned in subregulation (3)(b) must evaluate all the environmental impacts and environmental risks arising directly or indirectly from —
 - (a) all aspects of the activity; and
 - (b) potential emergency conditions, whether resulting from accident or any other cause.
- (5) The environment plan must include —
 - (a) environmental performance objectives that define the goals of the operator in relation to the —
 - (i) processes, policies and practices to be followed; and
 - (ii) equipment to be used; and
 - (iii) actions to be taken,for the purposes of minimising the environmental impacts and environmental risks of the activity; and
 - (b) environmental performance standards —
 - (i) that state the performance required of persons, equipment and procedures for the purposes of managing the environmental impacts and environmental risks of the activity; and
 - (ii) against which the performance of the operator in meeting the environmental performance objectives in the environment plan can be measured;

- and
- (c) measurement criteria for the purposes of determining whether —
 - (i) the environmental performance objectives and environmental performance standards in the environment plan have been met; and
 - (ii) the implementation strategy in the environment plan has been complied with.
- (6) The environment plan must describe the requirements that —
 - (a) apply to the activity under legislation (including conditions imposed under legislation), international conventions or agreements, or applicable codes of practice; and
 - (b) are relevant to the environmental management of the activity.

15. Implementation strategy for environment plan

- (1) The environment plan must include an implementation strategy for the activity in accordance with this regulation.
- (2) The implementation strategy must include measures to ensure that the environmental performance objectives and environmental performance standards in the environment plan are met.
- (3) The implementation strategy must identify the specific systems, practices and procedures to be used to ensure that —
 - (a) the environmental impacts and environmental risks of the activity are continuously reduced to as low as is reasonably practicable; and
 - (b) the environmental performance objectives and environmental performance standards in the environment plan are met.
- (4) The implementation strategy must establish a clear chain of command, setting out the roles and responsibilities of personnel in relation to the implementation, management and review of the environment plan.
- (5) The implementation strategy must include measures to ensure that each employee or contractor working on, or in connection with, the activity is aware of his or her responsibilities in relation to the environment plan and has the appropriate competencies and training.
- (6) The implementation strategy must provide for the monitoring of, audit of, management of non-compliance with, and review of, the operator's environmental performance and the implementation strategy.
- (7) The implementation strategy must provide for —
 - (a) specified emissions and discharges (whether occurring during normal operations or otherwise) to any land, air, marine, seabed, sub-seabed, groundwater, sub-surface or inland waters environment to be monitored and recorded in a way that —
 - (i) is accurate; and
 - (ii) can be audited against the environmental performance standards and measurement criteria in the environment plan;
 - and
 - (b) the monitoring mentioned in paragraph (a) to be done either continuously or at specified intervals; and
 - (c) tests to assess the performance of the monitoring equipment used for the purposes of paragraph (a) to be conducted at specified intervals.
- (8) If the activity is a petroleum activity that may involve the injection or re-injection of produced formation water into wells, the implementation strategy must specify the maximum permissible concentration of petroleum in that produced formation water.
- (9) The implementation strategy must include details of any chemicals or other substances that may be —

- (a) in, or added to, any treatment fluids to be used for the purposes of drilling or hydraulic fracturing undertaken in the course of the activity; or
 - (b) otherwise introduced into a well, reservoir or subsurface formation in the course of the activity.
 - (10) The implementation strategy must include an oil spill contingency plan that —
 - (a) sets out details of the following —
 - (i) preparations to be made for the possibility of an oil spill;
 - (ii) emergency response arrangements to be implemented if an oil spill occurs;
 - (iii) recovery arrangements to be implemented if an oil spill occurs;
 - (iv) current oil spill trajectory modelling that applies to the activity;
 and
 - (b) requires the operator to conduct tests of the emergency response arrangements set out in the oil spill contingency plan at specified intervals; and
 - (c) describes the tests mentioned in paragraph (b).
 - (11) The implementation strategy must provide for appropriate consultation with relevant authorities and other relevant interested persons or organisations.
17. Other information in environment plan
- (1) The environment plan must include the following —
 - (a) a statement of the operator's corporate environmental policy;
 - (b) a report on all consultations between the operator and relevant authorities and other relevant interested persons and organisations in the course of developing the environment plan;
 - (c) a list of all incidents that are classified as reportable incidents in relation to the activity.
 - (2) The environment plan must classify an incident as a reportable incident if —
 - (a) it could arise from the activity; and
 - (b) it has the potential to cause an environmental impact that is classified, under the environmental risk assessment process described in the environment plan, as moderate or more serious than moderate.

POLICY IMPLICATIONS

It is recommended that Council requests the Chief Executive officer to develop a policy in that provides a guideline for Council and the Shire's consultation with relevant parties in relation to mining, petroleum and geothermal energy resources activities. The policy should aim to ensure that local considerations are taken into account when preparing the Environmental Plan and Implementation Strategy so as to ensure the related activities are undertaken in a responsible manner having regard for local and regional values.

In this regard it is recommended that the policy provide support to the extraction of natural resources including mining and petroleum and geothermal energy resources where:

- a.) The applicant has consulted with the relevant people directly affected with regards to land use rights and or compensation.
- b.) The applicant / DMP has undertaken community consultation through community forums outlining what the potential impact on the specific area will be and any of the relevant considerations further outlined in this policy.
- c.) the applicant should outline any potential benefits to the local economy;
- d.) there are no detrimental impacts on the public health and drinking water areas (in this regard Council will accept the position of the Environmental Protection Authority, Department of Health, and/or the Department of Mines and Petroleum);

- e.) Environmental matters have been taken into account and best practice mitigation strategies adopted (in this regard Council will accept the position of the Environmental Protection Authority, Department of Water, and/or the Department of Mines and Petroleum);
- f.) Ensure that the impacts on Council Infrastructure are adequately compensated for in the immediate and future life of that asset and that the full costs are recovered for any additional infrastructure required.

REPORT RECOMMENDATION:

That Council notes the petition and requests the Chief Executive Officer to prepare a policy on mining, petroleum and geothermal energy resource extraction in line with Council's previous resolution on the matter.

Attachments

Nil

8. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

The Chief Executive Officer advises that there are matters for discussion on the agenda for which the meeting may be closed, in accordance with section 5.23(2) of the *Local Government Act 1995*.

Recommendation

That the following Agenda items be considered under 14. Matters Behind Closed Doors, in accordance with section 5.23(2) of the *Local Government Act 1995*, as specified:

9.1.2 HEADS OF TERMS- BROOME INTERNATIONAL AIRPORT DRAINAGE AGREEMENT

Item 9.1.2 and any attachments are confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)(c) as it contains "a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting".

9.

**REPORTS
OF
OFFICERS**

9.1

OUR PEOPLE



PRIORITY STATEMENT

Embracing our cultural diversity and the relationship between our unique heritage and people, we aim to work in partnership with the community to provide relevant, quality services and infrastructure that meet the needs and aspirations of our community and those visiting and doing business in our region.

Supporting and contributing to the well-being and safety of our community is paramount, as is our focus on community engagement and participation.

Council aims to build safe, strong and resilient communities with access to services, infrastructure and opportunities that will result in an increase in active civic participation, a reduction in anti-social behaviour and improved social cohesion.

9.1.1 COMMUNITY SPONSORSHIP PROGRAM ANNUAL FUNDING ROUND

LOCATION/ADDRESS:	Nil
APPLICANT:	Various as outlined in confidential attachment
FILE:	FIS06
AUTHOR:	Youth and Community Development Officer
CONTRIBUTOR/S:	Manager Community Development
RESPONSIBLE OFFICER:	Deputy Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	3 March 2015

SUMMARY: This report presents to Council the Community Sponsorship Assessment Working Group's recommendations for funding for the 2014/15 Community Sponsorship Program annual funding round.

It is proposed that Council allocates funds from the Shire's Community Sponsorship Program account and the Energy Developments Ltd (EDL) West Kimberley Community Donation Reserve Account to the 2014/15 Community Sponsorship Program as recommended by the Community Sponsorship Assessment Working Group in accordance with the confidential attachment which will be distributed under separate cover.

BACKGROUNDPrevious Considerations

OMC 14 February 2008	Item 9.2.3
OMC 5 June 2008	Item 9.2.1
OMC 26 August 2008	Item 9.2.2
OMC 23 October 2008	Item 9.2.2
OMC 2 September 2009	Item 9.2.4
OMC 28 October 2010	Item 9.2.12
OMC 27 October 2011	Item 9.3.6
OMC 15 March 2012	Item 9.1.1
OMC 6 September 2012	Item 9.1.5
OMC 21 March 2013	Item 9.1.2
OMC 15 August 2013	Item 9.1.3
OMC 19 September 2013	Item 9.1.1
OMC 27 March 2014	Item 9.1.1

The Community Sponsorship Assessment Working Group (CSAWG) is a formal working group established by Council to undertake assessment of community sponsorship applications and makes recommendations for funding to Council. The members of this working group are Cr Chris Mitchell, Cr Mark Manado, Cr Desiree Male, Cr Harold Tracey and Cr Philomena Lewis.

The Shire's Community Sponsorship Program (CSP) is available annually for community not-for-profit organisations to apply for funding that supports community projects and events.

The Community Sponsorship Program is consists of five funding categories as outlined in the table below:

	Sponsorship Category	Timeframe	Annual allocation	Funded by	GL code
1	Shire of Broome annual community sponsorship	Annual	\$40,000	Shire of Broome	22172
2	Energy Development Limited West Kimberley community donations	Annual	\$80,000	Energy Developments Limited	22173
3	Shire of Broome ad hoc community sponsorship	Ad hoc	\$5,000	Shire of Broome	22172
4	Shire of Broome venue hire sponsorship	Ad hoc	\$5,000	Shire of Broome	22172
5	Broome North community building grants	Ad hoc	\$5,000	Landcorp	22172

This report seeks Council's consideration of the allocation of funds distributed through the annual funding round, as listed in rows 1 and 2 of the above table. Ad hoc funds are distributed throughout the year with delegated authority to the Chief Executive Officer to approve applications after consultation with the CSAWG.

The annual community sponsorship program is available once per year, with up to \$10,000 available per application to a maximum of 50% of total project costs.

The CSAWG considers recommending projects where the applicant has satisfactorily addressed the community sponsorship guidelines and the applicant has received no more than \$10,000 over the previous three (3) years of funding through the Shire's CSP.

On 13 December 2011, the Shire of Broome signed a Memorandum of Understanding (MOU) with Energy Developments Limited (EDL) approved at the Ordinary Meeting of Council held on 29 September 2011, (Item 9.3.2). The MOU outlines an agreement whereby funding of \$400,000 is allocated to the Shire of Broome. These funds are held in reserve to be distributed over a period of 15 years. Up to \$80,000 is available per year for community driven projects that fit within the EDL guiding principles as determined by the Shire.

A reserve account was established as part of the 2013/14 budget process for any surplus funds from the Shire's budgeted community sponsorship allocation. The current balance of this reserve following the 2014/15 funding round is \$11,687 to be distributed at the discretion of Council upon recommendation from the working group.

COMMENT

Submissions for the 2014/15 annual funding round were received between 20 October 2014 and 30 January 2015. Officers held an information session in November 2014 which was attended by over 30 potential applicants. A total number of 24 applications were received requesting a sum of \$149,322 in funding from an available round of \$120,000.

The Community Sponsorship Assessment Working Group met on 24 March 2015. Applications for the 2014/15 Community Sponsorship Annual Program and EDL West Kimberley Community Donations were assessed by the working group in line with the

guidelines. The Community Sponsorship Program Applications Assessment document (Confidential Attachment) will be distributed under separate cover following the meeting.

In 2012, Council also resolved to enter into three year Memorandum's of Understanding (MOU's) with the following community organisations for annual sponsorship:

- | | |
|--|----------|
| - Broome Aboriginal Media Association – Kimberley Girl | \$4,000 |
| - Broome Aboriginal Media Association – NAIDOC Week | \$10,000 |
| - Kullarri Patrol – annual operations | \$20,000 |
| - St Mary's College – Taiji Cultural Exchange | \$5,000 |

These MOU's are due to expire in 2015 and were presented to the CSAWG for consideration along with three additional requests for longer term MOU's from:

- Broome Relay for Life
- Kyle Andrews Foundation
- Broome Over 50's Senior Citizens Club

Given that several of the above projects meet the objectives of EDL's guiding principles, Officers propose to seek feedback from EDL regarding the possibility of three year agreements. Officers will present a report to Council in April incorporating feedback from the CSAWG and EDL for Council's consideration.

This report seeks Council's endorsement of the recommendations of the CSAWG in the Confidential Attachment which will be distributed under separate cover.

CONSULTATION

Applications and guidelines were available via the Shire of Broome website, in hard copy from the Shire's Administration Office and by contacting the Youth and Community Development Officer.

The CSP was advertised on the Shire of Broome website, in the Shire News, through radio advertisements, and a direct marketing email campaign to the Shire's community database.

A funding workshop was held in November 2014 with over 30 community representatives in attendance.

Input, feedback and recommendations were sought from Shire officers with a particular expertise relating to individual applications. This information was presented to the CSAWG as part of the assessment summary pack.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Policy 5.1.5 Community Sponsorship Program

FINANCIAL IMPLICATIONS

As outlined in the Confidential Attachment.

STRATEGIC IMPLICATIONS

Our People Goal – Foster a community environment that is accessible, affordable, inclusive, healthy and safe:

Effective communication

High level social capital that increases community capacity

Our Organisation Goal – Continually enhance the Shire's organisational capacity to service the needs of a growing community:

Effective community engagement

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

For Council's consideration.

Attachments

1. Confidential Attachment (Under separate cover)

This item and any attachments are confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)(c) as it contains “a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting”.

9.1.2 HEADS OF TERMS- BROOME INTERNATIONAL AIRPORT DRAINAGE AGREEMENT

LOCATION/ADDRESS:	Lot 1648, Lot 9000, Reserves 18149, Reserve 38702, Reserve 50900 and Coghlan St Road Reserve
APPLICANT:	Nil
FILE:	FRE-1/Lt1653, FRE-1/GEN-DRAIN, RES 18149, RES 38702
AUTHOR:	Director of Engineering Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director of Engineering Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	9 March 2015

SUMMARY: Negotiations have been progressed with Pearl Coast Properties regarding the formalisation of the Heads of Terms Agreement which will resolve all outstanding drainage and land tenure issues at Broome International Airport. The Heads of Terms for the Broome International Airport Drainage Agreement is presented to Council for endorsement.

Attachments

1. Original Drainage Licence (*Confidential to Councillors and Directors Only*)
This attachment is confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)(c) as it contains “a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting”.
2. KBR Drainage Design (*Confidential to Councillors and Directors Only*)
This attachment is confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)(c) as it contains “a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting”.
3. Drainage Licence & Encroachment Plans (*Confidential to Councillors and Directors Only*)
This attachment is confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)(c) as it contains “a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting”.
4. Heads of Terms- Broome International Airport Agreement - Confidential (*Confidential to Councillors and Directors Only*)
This attachment is confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)(c) as it contains “a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting”.
5. Heads of Terms- Broome International Airport Agreement Drawings- Confidential (*Confidential to Councillors and Directors Only*)

This attachment is confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)(c) as it contains “a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting”.

6. Broome International Airport Drainage Study (Confidential to Councillors and Directors Only)

This attachment is confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)(c) as it contains “a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting”.

9.2

OUR PLACE



PRIORITY STATEMENT

The Shire of Broome has an abundance of unique natural features, coastal attractions, significant streetscapes, historic precincts and a mix of old and new urban developments.

Our aim is for all communities and settled areas, including the Broom Township, to be a place where the natural environment, on which life depends, is maintained, whilst at the same time the built environment contributes to the economy and a quality lifestyle for all.

Preserving the Shire's natural environment is a critical community outcome. Council will put into place strategies that nurture and improve the Shire's unique environment and biodiversity.

The Shire will work in partnership with the community and other agencies to ensure responsible and accountable management of both the natural and build environments is achieved in the short term and for future generations.

9.2.1 PROPOSED SIGNAGE LOT 61 FREDERICK STREET

LOCATION/ADDRESS:	LOT 61 (NO.36) FREDERICK STREET, BROOME
APPLICANT:	AUSTRALIAN FITNESS MANAGEMENT PTY LTD
FILE:	FRE-1/36
AUTHOR:	Planning Officer
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director of Development Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	16 March 2015

SUMMARY: An application to install 28sqm of 'wall' signage in association with a 'Recreation – Private' (Gym) land-use was submitted by Australian Fitness Management Pty Ltd 6 January 2015. The signage is intended to serve both an advertising and privacy screening purpose for the activity which is to be operated on a 24hr basis within an existing tenancy on-site.

The application is referred to Council as the applicant is seeking a variation to the Shire's Signs Local Planning Policy 8.17 - Signs (LPP 8.17).

This report recommends that the signage as proposed be approved subject to conditions.

BACKGROUND

Previous Considerations

OMC 15 March 2007 Item 9.3.2

Site and Surrounds

The subject site (2000.098sqm) is located within the 'Town Centre' zone and is positioned on the northern side of Frederick Street. Development on the lot consists of a 500sqm commercial building comprising four separate tenancies, hardstand car parking bays and landscaping. The site as a whole enjoys vehicle access via a cross-over onto Frederick Street.

The site has had various approvals issued over time, include applications for signage, and is approved to be used for a mix of office and retail land uses.

Description of the Proposal

The application proposes the installation of 28sqm of 'wall' type signage as defined under the Shire's LPP 8.17. Specifically, of the total 28sqm of signage proposed:

- 12sqm will be installed upon the 'fascia' below the roof-line fronting Frederick Street; and
- 16.5sqm of signage (to serve both an advertising and privacy screening purpose) is to be installed upon the front windows and entry doors of the Frederick Street elevation.
- The signage, when placed on the front wall elevation, will be setback approximately 30 meters from Frederick Street.

The signage has been described by the applicant as a type of print, which when installed on the windows will present a glazing effect to allow for external light to enter the premises during the day, whilst also providing screening of activity within the gym when operating at night.

In total three signs are proposed, the front entry sign, the fascia sign and front window sign and in total will accommodate approximately 24% of the wall area of the tenancy.

Full elevations of the sign can be viewed in **Attachment No 1**.

Local Planning Scheme No.6

The proposed 'Recreation – Private' land-use is defined under Schedule 1 of the Scheme as 'premises used for indoor or outdoor leisure, recreation or sport which are not usually open to the public without charge'. As contained in the zoning table, a 'Recreation – Private' land-use is a 'P' or 'permitted' use within the 'Town Centre' zone, and accordingly, planning approval for the proposed land use is not required.

Local Planning Policy 8.17 - Signs

LPP 8.17 defines a 'wall' sign as a sign attached to or painted on a wall. Under LPP 8.17 a wall sign may occupy a maximum area of 20% of the wall to which it is attached or 4sqm, whichever is the lesser.

A maximum of four signs may be considered for any one property, to be installed within the property boundary.

The application is seeking the following variations to LPP 8.17:

- Installation of a wall signs of 28sqm instead of 4sqm.

COMMENT

The current application proposes to install signage and screening with a surface area of 28sqm. With regards to the wall sign, the proposal in its current form will cover a total of fifteen window and door panels. It could however be argued that only the panels that includes the Plus fitness 24/7 logo are considered signs for the purpose of the policy and that the other panels are only covered to ensure privacy screening is provided for gym users on the inside.

If this argument is accepted it means that the wall signs will be compliant with the policy and that only the fascia sign will exceed the maximum size provided for under LPP 8.17. As set out under Clause 2.3.2 of the Scheme, consideration may be given to an application that seeks to vary the requirements of a Local Planning Policy, on the basis that it can be demonstrated that such a variation will not be contrary to the overarching objectives of the policy.

With reference to the objectives of LPP 8.17 set out in *Policy Implications* below, the signage as proposed:

- will be sited, designed and of a general appearance that is not expected to detract from visual amenity and character. Due to the 30 metre setback of the subject wall and fascia from Frederick Street, and the presence of adjoining development to the east (an existing building is positioned approximately 16m forward of the subject wall); the signage will be both set back and effectively screened so as to limit impacts upon streetscape amenity.
- signage on the site in relation to the proposed land-use will be limited to the wall signage as detailed in the application, and therefore is not deemed to result in the proliferation of signs.
- the scale, colour, and quality of the signage is not considered likely to present visual amenity impacts, particularly given the setback of the signage from the street and the screening to be afforded via existing, adjoining development to the east.

Further LPP 8.17 has a number of performance criteria which the application could be assessed against as set out below:

Performance Criteria

Size - *Is in keeping/scale with the development or site on which it is proposed:*

- Though more than 4sqm of signage is proposed in total, it is believed the window and front entry signage (comprising 16sqm including privacy screening) will be effectively screened from the street by shading and its position beneath the awning of the building.
- The window and front entry signage may also be justified with reference to the privacy screening role it will serve.

- The fascia sign, comprising 12sqm, will effectively be the primary sign visible from the street and this sign, though larger, will be in keeping with existing signs on-site with respect placement on the fascia and the dimensions of the design (1.0m height).

Colour and shape - is complementary to the development and surrounding landscape.

- The shape of the proposed fascia sign is considered consistent with, and complementary to, the existing fascia signs on the commercial building on-site. The proposed window and front entry signage will be integrated into the building design whilst also providing privacy for patrons.
- There are no concerns with respect the proposed colouring of the sign insofar as it is not expected the colours will impact adversely upon amenity. The proposed colours may be considered to offer vibrancy to the existing built-form and prevailing streetscape without being so bold as to be detrimental.

Number - There is not an excess of signage that detrimentally impacts on visual amenity.

- The policy allows for up to four signs per premises in total. This would mean that the wall signs together with the fascia sign might be considered to exceed the maximum number provided for under the policy, however considering the nature of the signs and the size it is recommended that the additional signs be approved.

Location - The location is sympathetic to the existing landscape /streetscape &

Design - The scale and form of the sign complements the building /development and does not obstruct key architectural features.

- The signage will be effectively integrated into the building design with 16sqm of signage to be installed upon the wall and windows beneath the awning of the building, which should ensure shading and screening of the signage from the street.
- The proposed design and placement of the fascia sign will be sympathetic to the placement and shape of existing signs on the fascia of the building.
- The signage as proposed will not obstruct any architectural features of the building, and will utilise the shading afforded by the awning design to effectively screen the signage from the street.

The sign is affixed in a way that causes no damage to the building and can be removed without leaving evidence of having been affixed.

- The proposed window and front entry door signage will be affixed in a way that will not cause damage to the building and can be removed without evidence of having been affixed. The proposed fascia sign will be affixed in a similar style to existing fascia signs on-site and should not cause damage to the building.

Overall it is considered that the performance criteria is satisfied for the following reasons:

- the signage will be of a scale that is proportionate to the street elevation of the commercial building on-site and is not considered likely to present adverse amenity impacts;
- the design and colour of the signage is complementary to the development and surrounding landscape;
- the location of the signage is sympathetic to the existing streetscape and compliments the development without obstructing any architectural features; and
- the building is not listed on the register of heritage places or on the Shire's Municipal Inventory.

It is noted that recent Council approval of signage for Mitre 10 at No.4 Short Street, (26 February Ordinary Meeting of Council), involved consideration for mitigation of impacts upon streetscape as it was demonstrated that the proposed signage would be setback appropriately from the street. Similarly, the current application has demonstrated that the potential impact on streetscape amenity will be mitigated via the setback of the sign some 30m from the street, with additional screening to be afforded via building design.

The application has been shown to be supportable with consideration for relevant matters under the Scheme and LPP 8.17 as set out above.

Accordingly, the application is recommended for approval.

CONSULTATION

N/A

STATUTORY ENVIRONMENT

POLICY IMPLICATIONS

LOCAL PLANNING POLICY 8.17

1. *Coordinate and control signage within the Shire of Broome;*
2. *Ensure that the siting, design and general appearance of advertising does not detract from the visual amenity and character of the Shire;*
3. *To avoid a proliferation of signs on individual sites and buildings;*
4. *To ensure the architectural style of the building is considered in the design and placement of an advertising sign;*
5. *Ensure that the scale and colour of the sign is appropriate to the size of the building;*
6. *To improve the quality of advertising signs and their overall visual impact;*
7. *Define which signs are exempt from the requirements to obtain planning approval.*

INTERPRETATIONS

The following definitions relate directly to the application of this Policy

“Wall” - is the vertical external face of a constructed building comprising solid building material and includes any openings (windows/doors) but does not include a fence. A building may consist of several walls each wall being defined by a clear edge at which the angle of alignment of the adjoining wall changes.

POLICY STATEMENT

Sign Definitions:

“Wall Sign” - is a sign attached to or painted on wall. The following provisions apply:

- Maximum area of 20% of the wall to which it is attached to or 4 sqm, whichever is the lesser.*

FINANCIAL IMPLICATIONS

N/A

STRATEGIC IMPLICATIONS

Our People Goal – Foster a community environment that is accessible, affordable, inclusive, healthy and safe:

Participation in recreational activity

Our Place Goal – Help to protect the nature and built environment and cultural heritage of Broome whilst recognising the unique sense of the place:

A built environment that reflects arid tropical climate design principles and historical built form

A preserved, unique and significant historical and cultural heritage of Broome

VOTING REQUIREMENTS

Simple Majority

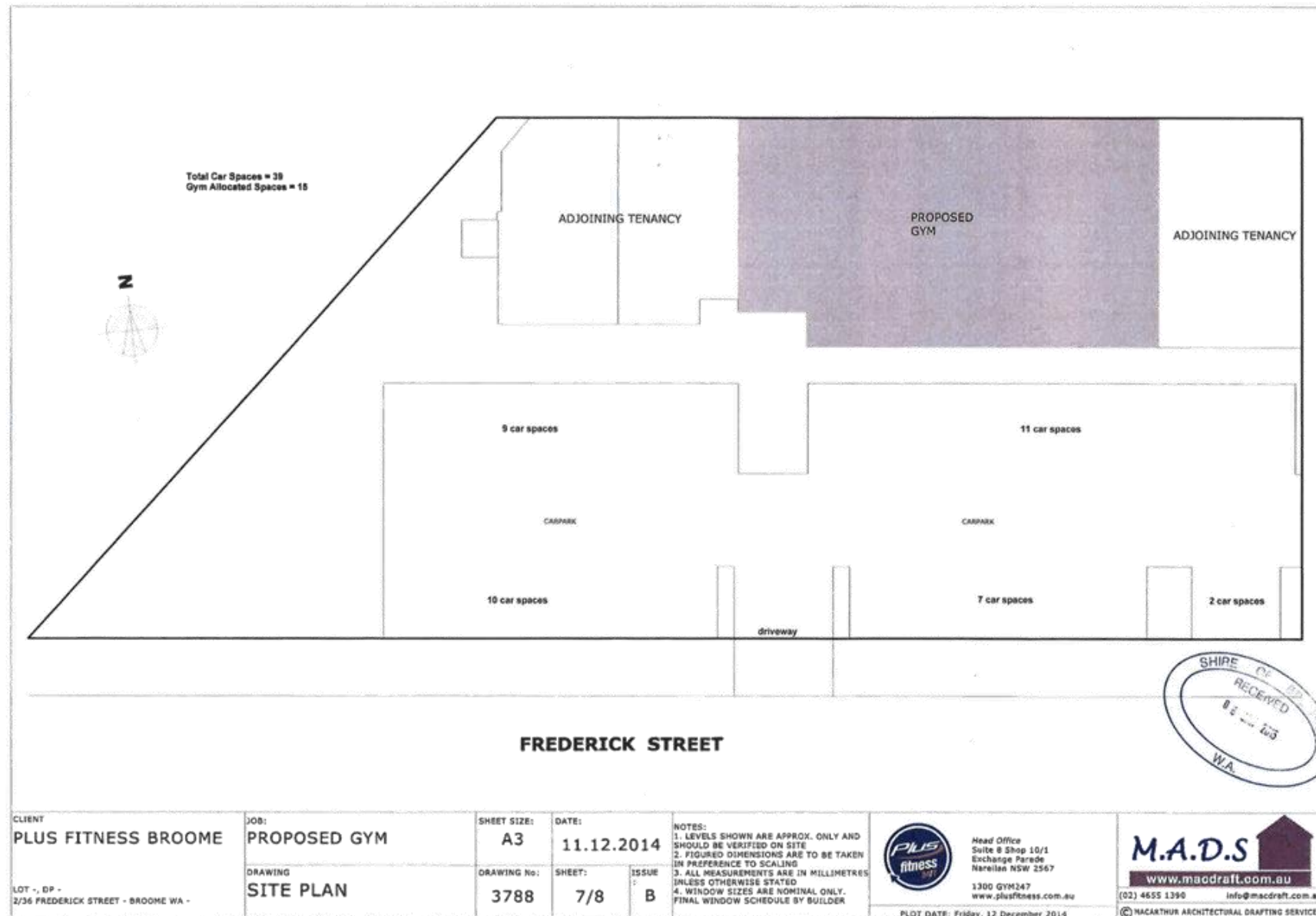
REPORT RECOMMENDATION:

That Council approves application for Planning Approval for Wall Signage at Lot 61 (No.36) Frederick Street, Broome, subject to the following conditions:

- 1) Development must be carried out in accordance with the plans stamped received and dated 6 January 2015 submitted with the application as approved by Council.*

Attachments

1. Plans - Application for Signage Lot 61 Frederick Street



**PLUS FITNESS 24/7 BROOME
SIGNAGE**

Prepared by: Camden Signs
Date: 17 December 2012
Version: 1.0
Page: 4/4

NOTE: REFER 'P3' FOR FASCIA SIGN ELEVATION
THE SUBJECT OF PLANNING APPROVAL 2014/188.



Entry



Front Windows



Fascia





Fascia



74

Entry

**PLUS FITNESS 24/7 BROOME
SIGNAGE**

Prepared by: Camden Signs
Date: 17 December 2012
Version: 1.0
Page: 2/4



Front Windows

PLUS FITNESS 24/7 BROOME
SIGNAGE

Prepared by: Camden Signs

Date: 17 December 2012

Version: 1.0

Page: 3/4



9.2.2 PROPOSED LOCAL PLANNING POLICY - STRUCTURE PLAN AND SUBDIVISION STANDARDS

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	PLA08
AUTHOR:	Senior Planning Officer
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director of Development Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	10 March 2015

SUMMARY: This report recommends that Council adopts a draft Local Planning Policy – Structure Plan and Subdivision Standards, for the purpose of public advertising. The draft Local Planning Policy will establish a framework for the preparation and assessment of structure plans and applications for subdivisions within the Shire of Broome. The Policy outlines variations to state planning documents specific to local Broome conditions.

This report further recommends that an extended stakeholder engagement period be undertaken, in accordance with the proposed Community Engagement Plan.

BACKGROUND

Previous Considerations

Nil

Background

Structure Plans (previously termed Development Plans under Town Planning Scheme No 4) provide a framework for the coordinated provision and arrangement of future land use, subdivision and development in proposed new urban areas, or in existing urban areas where carefully coordinated redevelopment is necessary. Structure Plans are required to be prepared to guide the subdivision and development of land zoned 'Development' and the specific requirements for the preparation, assessment and operation of Structure Plans are contained in Clause 5.24 – 5.30 of Local Planning Scheme No 6 (LPS6).

In 2007 the Western Australian Planning Commission (WAPC) adopted Liveable Neighbourhoods (LN) which is the principal operational policy for the design and assessment of structure plans and subdivisions for new urban areas, on greenfield and large urban infill sites. LN replaces issues-based policies with an integrated planning and assessment policy for the preparation of structure plans and subdivision layouts across Western Australia.

LN provides objectives and requirements that must be addressed on eight planning elements, consisting of the following:

- Element 1 – Community Design;
- Element 2 – Movement Network;
- Element 3 – Lot Layout;
- Element 4 – Public Parkland;
- Element 5 – Urban Water Management;

- Element 6 – Utilities;
- Element 7 – Activity Centres and Employment; and
- Element 8 – Schools.

Further in August 2012 the WAPC released Structure Plan Preparation Guidelines (the WAPC Guidelines) with the objectives of standardising the scope, format and content of structure plans, defining the statutory and non-statutory elements of structure plans, detailing information requirements and encouraging pre-lodgement consultation. The WAPC (who are also a determining body in the Structure Plan process) require that all Structure Plans are prepared in accordance with the Guidelines across Western Australia.

While these documents have improved the Structure Planning process in Western Australia, the assessment of previous Structure Plans submitted to the Shire have highlighted the need to develop a Policy which establishes matters that must be addressed differently to reflect Broome's unique environment, culture and character. The proposed draft Local Planning Policy was therefore prepared to clearly set out specific matters which need to be addressed in the Structure Planning process in Broome, particularly for the following planning elements:

- The critical role stormwater has on urban design;
- Public Open Space distribution and allocation;
- Roads (orientation, reservation and pavement widths);
- Designing for climate (breeze movements and orientation of lots); and
- Incorporating cultural elements into urban design.

The LPP aims to achieve the following strategies and actions identified within the Corporate Business Plan 2013/2017 (applicable at that time):

Encourage building design that is climatically responsive, energy efficient and appropriate for the Broome lifestyle.

Promote water sensitive urban design.

Partner with regional and state agencies to prepare regional variations to the Residential Design Codes [Liveable Neighbourhoods] that recognise Broome's arid tropical climate and development costs.

COMMENT

Structure Plans play a significant role in shaping future communities, it is therefore critical that the Shire has suitable guidance to ensure appropriate development outcomes are achieved. The principal objective of the proposed Local Planning Policy – Structure Plan and Subdivision Standards (the draft LPP) is to outline variations to state planning documents specific to local Broome conditions. As LN is the key operational policy setting out planning elements to be addressed in Structure Plans, the draft LPP has been structured consistent with the design elements contained in LN.

The draft LPP also sets out specific information that must be submitted in Structure Plans above that required in the WAPC Guidelines. This has been included to ensure that appropriate information is submitted to enable assessment of Structure Plans. The adoption of the draft LPP would also provide assistance to consultants engaged to prepare Structure Plans who may not be familiar with Broome's unique characteristics. This is achieved through the inclusion of text boxes within the draft LPP which details background information and context to provide an understanding on the planning approach adopted in the Policy.

The draft Policy has been informed through stakeholder workshops held in 2013, where the key stakeholder contributed views on various planning elements. At this time Urbis were engaged to prepare draft guidelines, which have since been refined by Shire staff into this draft LPP. The section below outlines the key components of the Policy:

- **Section 1 – Application, General Provisions and Format of the Policy**

The section establishes where the draft LPP will apply, sets out that Structure Plans are to be prepared consistent with the WAPC Guidelines and LN (except where varied by the Policy) and details the format of the Policy.

This section outlines the additional information sought to be included in Structure Plans above that required in the WAPC Guidelines. The LPP has been drafted to require these additional planning matters to be shown to ensure they can be appropriately assessed at the Structure Plan stage and also to provide adequate direction to subsequent subdivision applications. In summary these include:

- Position, orientation of all roads due to the stormwater function they perform and to allow assessment of the urban form and whether adequate breeze movements would be delivered;
- Indicative lot orientation to assess ability for future house construction to achieve optimal solar orientation outcomes.
- Size and distribution of all forms of Public Open Space (POS) to ensure appropriate integration with residential areas.

The inclusion of these elements into a Structure Plan will not increase the amount of work to be undertaken at this stage of the planning process. This is because these elements would already have to be known for a proponent to be in a position to prepare the technical appendices (i.e. the location and design of the roads are required to calculate stormwater details in a Local Water Management Strategy, the number of lots are required to calculate traffic volumes to prepare the Traffic and Transport Management Strategy, etc). Further the identification of these elements would assist to provide clearer direction to the subsequent subdivision applications, streamlining this stage of the planning process.

The headings below provide a description of the additional information sought:

Structure Plan Map

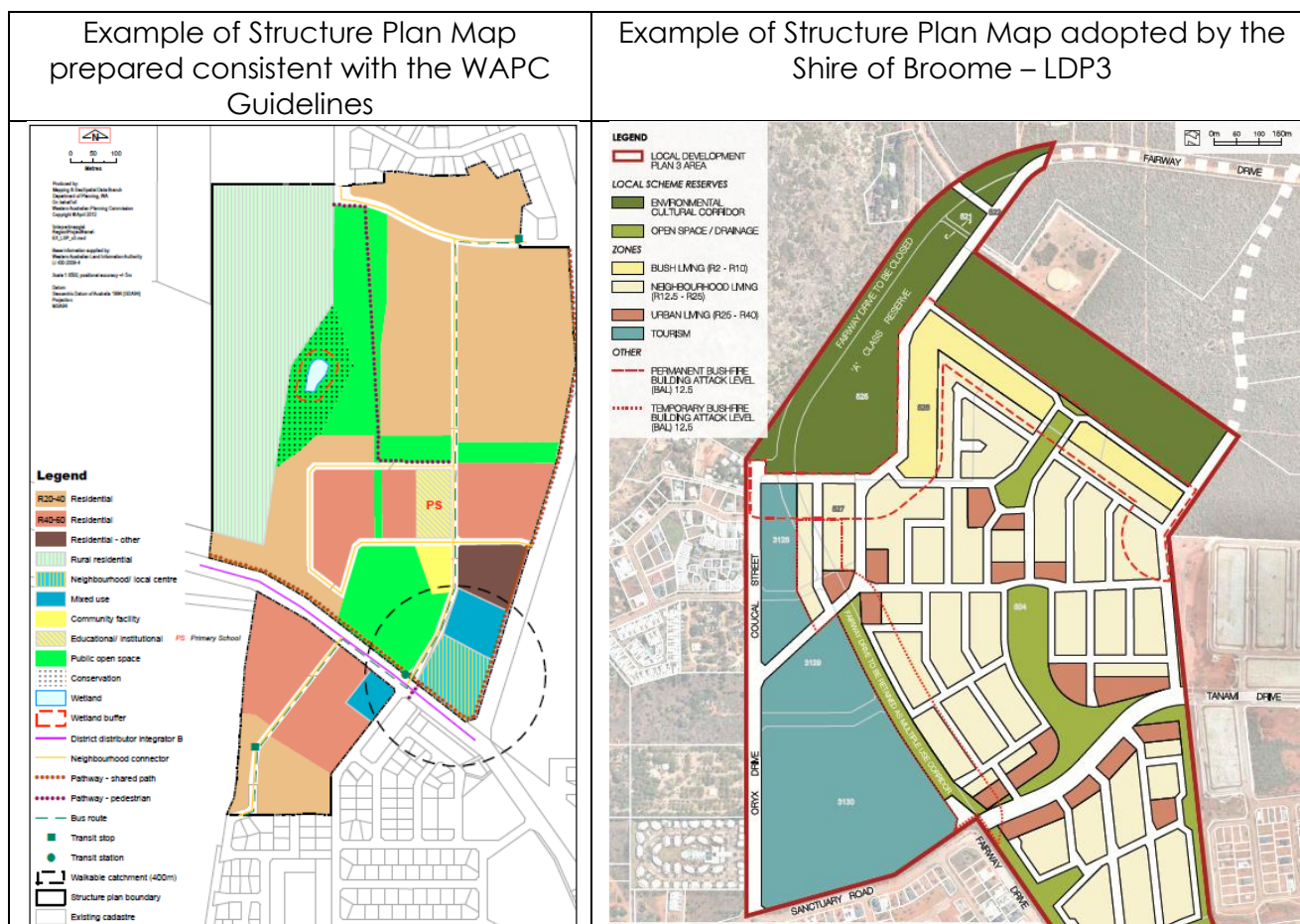
Draft clause 1.4 of the Policy requires that the Structure Plan map includes additional planning matters. The Structure Plan map forms part of the statutory section of the Structure Plan and is one of the critical operational components of a Structure Plan. These additional planning matters are shown below together with the reasoning for why it should be shown:

- (i) The location and orientation of all streets, including local access streets;

The WAPC Guidelines only require the primary distributor, integrator arterials and key neighbourhood connectors be shown on the Structure Plan map. While this may be appropriate in some metropolitan settings, the location and orientation of local access street must be established and assessed at the Structure Plan stage to ensure climate responsive design is delivered.

The table below shows the level of detail that would be included on a Structure Plan Map prepared consistent with the WAPC Guidelines in comparison to the level of detail

included on LDP3. This highlights the lower level of detail of the Structure Plan map if the local access streets are not included.



(ii) The location of all POS areas;

The WAPC Guidelines only require regional and district level POS or POS areas that perform critical secondary functions such as drainage, conservation or ecological linkages be shown on the Structure Plan map. This is considered an inadequate level of detail for a Structure Plan and would result in all local and neighbourhood parks not being shown as such on the principal statutory plan. It is therefore recommended that the Policy requires that the location of all POS areas is shown on the Structure Plan map.

Part Two

Part two is the non-statutory (explanatory) component of the Structure Plan that contains an explanation of the Structure Plan, including the methodology, relevance and compliance with the state and local planning frameworks. It also contains all supporting plans and maps. It is proposed that the Policy requires the following additional information to be included under Part Two:

- (i) An indicative subdivision layout showing the road network, proposed lot orientation, public open space, land use/density and other relevant information consistent with Part 1 Structure Plan Map and associated statutory provisions.

Given the relevance that lot orientation can have on delivering climate responsive development, it is requested that an indicative subdivision layout be incorporated into the Structure Plan. Inclusion of such a plan will give a greater understanding on whether the

specific planning elements within Section 2 of the draft Local Planning Policy can be achieved in the delivery of the Structure Plan.

- (ii) A summary of any of the supplementary technical appendices including their associated recommendations/findings and how those recommendations/findings have been reflected in Part 1 of the Structure Plan, or will otherwise be addressed.

Structure Plans are often supported by a series of technical appendices (including Local Water Management Strategies, environmental assessment and management strategies and so on). To assist with the interpretation of the findings, and also to ensure that the recommendations and findings are incorporated into the Structure Plan, it is recommended this form a requirement of Part 2.

• **Section 2 – Liveable Neighbourhoods - Variations and Additions**

This section of the Policy will set out variations to Liveable Neighbourhoods or will establish additional planning matters to be addressed to ensure that subdivision and development is planned and designed to meet local conditions. Also, as set out above, this section incorporates text boxes with explanatory text to provide background and context to the Policy provisions and to give a greater understanding of local Broome characteristics.

This section is structured consistent with the elements and headings under LN and will either 'amend' or provide 'additional provisions' to the specific requirements in this document. The Policy will seek to provide direction on the following elements:

- Movement network, particularly street widths and road pavement widths;
- Lot layout;
- Public parkland, particularly the size and distribution of POS, the amount of land to be ceded as POS and development standards for POS areas;
- Urban water Management.

The justification for each of these aspects is set out below:

Movement network

Street design and layout in Broome is important as it has an influence on character that is delivered in urban areas. Broome's existing urban areas are characterised by wider road reserve and road pavement widths. Not only do these features impact upon the character of urban areas they also facilitate stormwater management, the movement of breezes and allow for the establishment of landscaping and informal parking.

Element 2 of LN provides the direction on the design of movement networks. LN establishes a series of tables and cross-sections for different road types which provide indicative street reserve and road pavement widths. The draft LPP seeks to amend portions of Table 4 to provide minimum widths (as opposed to indicative) and will also provide updated cross-sections to clarify these changes.

The key difference between the draft Policy provisions and LN are:

- Local access streets are to have a minimum of 18m road reserve width (as opposed to 14.2) and minimum road pavement of 6m (as opposed to 5.5 – 6m).
- Design standards have been included for local access streets adjacent to POS areas. A road type for this is not provided in LN and the policy allows for a

- reduced reservation width (due to it being next to POS) and reduced road pavement (5.5m) with a requirement for embayed parking (2.5m).
- Major Access Street (standard) are to have a minimum of 20m wide road reserve (LN allows for 18m) with minimum 7.4m wide road pavement (LN allows 7.2m).

These changes will be consistent with the road reservation widths and road pavements adopted by Council for Broome North.

As set out above, the slight increase in road reservation widths would ensure that the open character experienced in existing urban areas in Broome is maintained and also would assist in delivering climate responsive design through facilitating breeze movements. The increased road pavement width of 7.4m (a 0.2m increase to that in LN) is recommended to accommodate future bus movements through urban areas and also to facilitate the use of the road pavement for the parking of vehicles. A minimum of 6m pavement width is recommended for local access street (LN allows for as low as 5.5m with the agreement of the local government) because a 5.5m wide pavement is too narrow, would impact upon character and the ability of roads to accommodate stormwater.

Lot layout

LN provides detailed specifications and guidance for lots south of latitude 26, however it only provides the following direction for lots north of latitude 26:

for subdivisions north of latitude 26, lots should be shaped and orientated to enable the dwellings built on them to take advantage of micro-climate benefits, particularly cooling breezes, shading and canopy protection.

The draft LPP seeks to provide additional direction to inform the layout and orientation of lots. Inclusion of the provisions is proposed to ensure that the overall orientation and lot size facilitates movement of breezes throughout urban areas and also achieves shading principles to deliver climate responsive development.

Public Parkland

Element 4 of LN provides controls on POS and has a number of requirements which must be addressed which in summary include the following:

- Amount of public open space (being 10% of gross subdivisible area and the proportion of which can be restrictive or unrestrictive open space);
- The different hierarchy of public parkland which includes:
 - Regional Open Space;
 - Foreshore Reserves;
 - Local Parks;
 - Neighbourhood Parks; and
 - District Parks.
- Requirements for frontage and surveillance of public parkland;
- Integrating stormwater and public parkland;
- Development of POS.

In essence, LN provides direction on the amount of land to be ceded as POS and the distribution of types of POS throughout an urban area. LN establishes that it is the developer's responsibility to develop the open space areas, however does not provide direction on what levels of service/facilities are to be included in the POS.

LN also has a provision which provides a regional variation to POS and sets out that, subject to the support of the local government, the WAPC may accept a POS contribution of minimum of 5% providing:

- The POS is developed to a minimum standard;
- Adequate areas are provided elsewhere for drainage and flooding, particularly overland flow; and
- The POS area ceded does not include any restricted use open space.

The draft Local Planning Policy will seek to apply the regional variation mentioned above and also vary the following requirements in LN:

- Vary the size of different hierarchy of public parkland types and remove the requirement that the different types of POS are to have overlapping catchments; and
- Include provisions which establish what facilities/services are to be included in the different types of POS areas;

These changes would deliver larger more usable portions of POS, will ensure adequate distribution of parkland and would balance ongoing maintenance implications. The application of the regional variation within LN would result in adequate land being ceded and would also ensure that when POS areas are ceded they are off-line from the drainage network.

The rational and intention of each of the changes is set out below.

Size and Distribution of POS

The impact of applying the type and distribution of POS promoted in LN has resulted in a large number of small pocket parks that have limited practical use for passive or informal forms of recreation. Although the model generally improves accessibility to residences, it can be at the expense of larger more flexible spaces. As has been experienced in Broome North LDP1 this model of distribution of POS areas has resulted in an increase in maintenance costs to the Shire of Broome.

The draft LPP seeks to vary the provision of LN as shown the table below:

	Liveable Neighbourhoods		Shire of Broome LPP	
	Size	Distribution	Size	Distribution
Local	Up to 3,000 m ²	150 - 300m	5,000m ² – 1ha	300m
Neighbourhood	3,000 – 5,000 m ²	400m walking distance and serving 600 – 800 dwellings	1ha – 3.0ha	Serving 600 – 800 dwellings
District	2.5ha – 7ha	600m to 1km serving 3 neighbourhoods	3.0ha +	In accordance with DDP, LP Strategy or Recreation Strategy

It is proposed to increase the size of the different types of parks so the POS areas created are capable of accommodating informal active recreational pursuits. This would also

reduce maintenance costs to the Shire of Broome through reduced mobilisation of plant and equipment and would also deliver efficiencies as larger spaces would require less man-hours to maintain than smaller dispersed spaces. Also, through the adoption of the regional variation to the amount of POS to be contributed, each of the abovementioned parks would be off-line from the drainage network. This would deliver spaces capable of being used at all times, spaces that would be relatively flat and would overcome issues where lawn areas are impacted by ponding of water and silt dropout.

LN also promotes that the distribution or 'catchments' for each of the types of POS overlap. The Policy proposes a variation to this and seeks that where Neighbourhood Open Space is provided Local Open Space is not required to be provided within a 400m walkable distance. Also the catchment size proposed for Local Parks is proposed to be 300m as opposed to LN which establishes a range of 150m – 300m.

It must be noted that the above changes will not increase the amount of land required to be ceded for POS, the provisions would adjust how POS distributed throughout an urban area.

Overall the different approach to LN is considered to deliver an appropriate distribution of POS, create spaces which are usable and reduce maintenance implications to the Shire of Broome. The proposed changes to the distribution of POS network would result in distribution of parks in line with the recently adopted LDP3.

Amount of land to be ceded as POS

As set out above, LN requires that 10% of the gross subdivisible area be ceded as POS. Of the 10% POS contribution, up to one-fifth of the portion of land can be restrictive use open space. Restrictive use open space under LN includes land which is used for urban water management measures where the area is subject to inundation more frequently than a one year average recurrence interval and areas required to accommodate up to a five year ARI event.

Requirement R34 allows for a regional variation to the amount of land to be ceded and states the following:

Subject to the support of the local government the WAPC may accept a public open space contribution to a minimum of five per cent of the gross subdivisible area providing:

- *the public open space is designed, developed and located for the widest possible use of the community, including meeting, recreation, leisure, entertainment;*
- *the public open space is developed to a minimum standard including full earthworks, basic reticulation, grassing of key areas, pathways that form part of the overall pedestrian and/or cycle network and maintenance for two summers, in accordance with a landscaping plan approved by the local government;*
- *adequate areas are provided elsewhere for drainage and flooding, particularly overland flow;*
- *public open space is readily available in the community that can be used at all hours of the day or night; and*
- *does not include any restricted use public open space.*

The Policy proposes that the Shire of Broome adopts this regional variation so that developers are required to contribute 5% of the gross subdivisible area, as opposed to 10% (note that this is only applicable where district open space does not form a part of the Structure Plan area). When this regional variation is applied, in-lieu of the additional land

area that ordinarily would have had to be ceded it is proposed that a 2% cash-in-lieu contribution is paid to the Shire. These funds can then be utilised for the improvement or development of lands for parks and recreation to ensure that residential amenity can be maintained and district level facilities are provided for.

While a reduction in the amount of land to be contributed as POS may appear as though the community would be underserved with open space, this is not considered the case when applied, particularly when larger more adaptable public open spaces are being created. The table below provide an example of how the Policy would have been applied to LDP1.

Liveable Neighbourhoods		Shire of Broome LPP	
Site Area	125.3ha	Site Area	125.3ha
Deductions		Deductions	
- Primary School	4.50ha	- Primary School	4.50ha
- Local Centre	1.43ha	- Local Centre	1.43ha
- Light and Service Industry	16.83ha	- Light and Service Industry	16.83ha
- ECC	25.34ha	- ECC	25.34ha
- Drainage Reserve	10.58ha	- Drainage Reserve	11.23ha
	(58.68ha)		(59.33ha)
Gross Subdivisible Area	66.62ha	Gross Subdivisible Area	65.97ha
Public Open Space @ 10%	6.66ha	Public Open Space @ 5%	3.3ha
May comprise:		N/A	
- minimum 80% unrestricted open space	5.33ha		
- maximum 20% restricted use open space	1.33ha		
Unrestricted Open Space:		Unrestricted Open Space:	
- Local park 1	0.06ha	- Local park 1	0.65ha
- Local park 2	0.21ha	- Local park 2	0.51ha
- Local park 3	0.32ha	- Local park 3	0.60ha
- Local Park – civic	0.16ha	- Local park 4	0.54ha
- Neighbourhood park 1	0.97ha	- Neighbourhood park 1	1.00ha
- Neighbourhood park 2	0.50ha		(3.3ha)
- Neighbourhood park 3	0.51ha		
- Neighbourhood park 4	0.45ha		
- Multiple use corridor 1	1.94ha		
- Multiple use corridor 2	1.04ha		
	(6.169ha)		
Restricted Open Space:		N/A	
- Multiple use corridor (drainage)	0.65ha		
Public Open Space Provision	6.81ha	Public Open Space Provision	3.3ha
Total amount of land ceded as POS and drainage	17.39		14.53

The below figure shows the distribution of parks in LDP1, through implementing the proposed Policy provisions the parks shown as Local Park 1, 3 and CP would be removed. While these parks may deliver an improved level of amenity to the immediate adjoining

landowners, these parks are small, are high maintenance and are not effective in size to allow for informal active recreation. The four parks shown in the Figure below as Neighbourhood Parks (these would become Local Parks with the exception of NP1) would remain, albeit they would be slightly larger in size. MUC1 and MUC2 would not be required to be ceded and the park shown as LP2 would remain and be made larger in size.



Figure: Park distribution in LDP1 – Broome North.

Further, the Policy provisions set out that any areas to be used for drainage are to be developed consistent with the 'Multiple Use Corridor' typology, which would see these areas providing linear connections to the wider POS areas thus acting as green links and linear passive recreation lines between parks.

Development standards for POS areas:

While LN sets the size of POS types it is silent on how each form of open space is to be developed. It is proposed that this should be addressed in the Policy and it is currently drafted to require the following:

- Clearly set out that the Shire will require that POS areas are developed by the subdivider as a condition of subdivision approval (the only exception being district open space which is funded through developer contribution schemes).

Under DC Policy 2.3 Public Open Space, subdividers are required to cede 10% POS and it is the Shire's responsibility to develop and install the infrastructure within the POS land. This conventional approach has changed when the WAPC adopted LN which requires that it is the developer's responsibility for earthworks and

landscaping of POS areas. While the WAPC has clearly outlined that through the preparation of LN it was proposed to supersede existing DC policies, this has not occurred yet. The Policy has therefore been drafted to clearly set out that it is the Shire's expectation that POS is developed by the subdivider/developer.

- Require that landscaping plans are submitted at the same time as subdivisional working drawings.
- Table 2 establishes required elements to be incorporated into the different type of parks and optional elements that can be proposed (subject to them being accepted from an asset management perspective).

These measures are proposed to provide guidance on how the Shire wants POS to be landscaped and developed in addition to the infrastructure to be included within the different forms of parkland.

Urban Water Management

The draft LPP seeks to incorporate provisions in addition to the requirements in LN. The Policy emphasises the importance of urban water management on planning for urban areas in Broome and proposes that the Local Water Management Strategy (LWMS) be prepared as the first part of the Structure Plan process and that it is submitted to the Shire and Department of Water as a part of the pre-lodgement consultation.

These provisions are proposed as urban water management is a primary consideration in planning because of the extreme wet season conditions. The draft LPP also emphasises that the urban water management network is generally the form giving element to new urban areas from which the rest of the layout and design elements should be applied.

- **Section 3 – Developer Contributions**

The draft Policy provision sets out that a section must be included in the Structure Plan outlining the current status of developer contribution plans, either operational or in preparation that would impact upon the Structure Plan area. This section is proposed to be included as it currently does not form a part of LN.

- **Section 4 – Shire of Broome Addendum to IPWEA Guidelines to Subdivisional Development**

This section of the Policy will set out variations to the Institute of Public Works Engineering Australia (IPWEA) and provides guidance on the following:

- establish minimum requirements for the design of civil works required to satisfy conditions of subdivision approvals.
- requirements for supervision of subdivision works, document specifications and actions required to be satisfied by the proponent prior to lodgement of subdivision clearance.

This section ordinarily would not be used in the assessment of Structure Plans and is principally administered by Engineering Services section of the Shire through the assessment of subdivisional working drawings and the supervision/clearance process.

It is proposed that the Addendum form part of this Policy so it is given the weight of an LPP and also so the Policy acts as a 'one-stop' for developers on all standards applicable to the subdivision of land process.

- **Section 5 - Guidelines for the Design of Stormwater Drainage Systems**

This section establishes guidelines for the design of stormwater drainage systems to address local conditions experienced in Broome. This is to be referenced in the preparation of LWMS in Broome (which are attached to Structure Plans) and also in the assessment of subdivisional working drawings.

- **Section 6 - Guidelines and Specifications for Reticulation Systems and Associated Works in Public Open Space Areas**

This section will establish guidelines and specifications for reticulation systems and associated works in public open space areas.

Similar to the above comments under Section 4, these Guidelines do not form part of the Structure Plan assessment process however are included so developers are aware of standards applicable to the subdivision of land process.

Other Policy Implications

In the development of this draft Local Planning Policy, a number of the existing Shire of Broome Policies were reviewed and the provisions were either updated or incorporated into the draft LPP, as a result it is recommended that if Council resolves to adopt the draft LPP then following the public consultation period that Council resolve to revoke some of the existing policies. The policy recommended to be revoked and the reasons are outlined below.

- *Local Planning Policy 8.1 – Provision & Development of Open Space Reserves Managed by the Shire of Broome*

This policy generally repeats the provisions of Liveable Neighbourhoods and has been reviewed in detail as a part of the preparation of this draft LPP and incorporated into Element 4 – Public Parkland.

- *Environment Policy 4.4.8 – Stormwater Management*

This Policy generally reflects the existing philosophies for stormwater management that is already contained in LN and through the WAPC Better Water Urban Management Guidelines (which are applied in the preparation of LWMS). Element 4 of the draft LPP proposes provisions in relation to Urban Water Management and further Section 5 – Guidelines for the Design of Stormwater Drainage Systems, provides direction specific to Broome's local conditions.

- *Environment Policy 4.4.6 – Water Conservation and Waste Water Reuse*

Water conservation and waste water reuse are already elements required to be addressed in LWMS through the Better Urban Water Management Guidelines. The draft LPP requires that LWMS are to be prepared consistent with this.

Summary

In summary, the draft LPP has been prepared to provide adequate guidance to proponents on the preparation of Structure Plans and subdivision applications to reflect

local Broome conditions. The Policy has been informed through earlier workshops held with the industry and the experience of Officer's from the various departments at the Shire during the Structure Plan assessment process. It is therefore recommended that Council adopt the draft Policy for the purposes of seeking public comment and endorses the Community Engagement Framework proposed.

CONSULTATION

A series of workshops were facilitated by Urbis with relevant industry bodies in May 2013. These findings and 'what makes Broome different' were incorporated into the draft Policy.

A copy of the draft Policy has been referred to the Department of Planning and preliminary discussions have been held. The Department advises that they will make a formal submission on the Policy during the consultation period.

Consultation Proposed

Under Clause 2.4.1 of LPS6, the minimum required consultation for a Local Planning Policy is the publication of a notice once a week for two consecutive weeks in a newspaper circulating within the Scheme Area. The minimum consultation period is 21 days.

Similarly the Shire of Broome LPP 8.23 Public Consultation – Planning Matters requires the same minimum level of public consultation however sets out that workshops with key stakeholders where deemed appropriate.

Also given the detail proposed in the draft Policy and the input provided in the previous workshops, it is recommended that a workshop is held with relevant industry representatives. This is set out in **Attachment No 2 - Community Engagement Framework**.

STATUTORY ENVIRONMENT

Planning and Development Act 2005
Local Planning Scheme No. 6

2.4 Procedures for making and amending a Local Planning Policy

2.4.1 *If the local government resolves to prepare a Local Planning Policy, the local government:*

- (a) *is to publish a notice of the proposed Policy once a week for two consecutive weeks in a newspaper circulating in the Scheme area giving details of –*
 - i. *where the draft Policy may be inspected;*
 - ii. *the subject and nature of the draft Policy; and*
 - iii. *in what form and during what period (being not less than 21 days from the day the notice is published) submissions may be made;*
- (b) *may publish a notice of the proposed Policy in such other manner and carry out such other consultation as the local government considers appropriate.*

2.4.2 *After the expiry of the period within which submissions may be made, the local government is to:*

- (a) *review the proposed Policy in the light of any submissions made; and*

- (b) *resolve to adopt the Policy with or without modification, or not to proceed with the Policy.*

2.4.3 If the local government resolves to adopt the Policy, the local government is to:

- (a) *publish notice of the Policy once in a newspaper circulating within the Scheme area; and*
- (b) *if, in the opinion of the local government, the Policy affects the interests of the Commission, forward a copy of the Policy to the Commission.*

2.4.4 A Policy has effect upon publication of a notice under clause 2.4.3(a).

2.4.5 A copy of each Local Planning Policy, as amended from time to time, is to be kept and made available for public inspection during business hours at the offices of the local government.

2.4.6 Clauses 2.4.1 to 2.4.5, with any necessary changes, apply to the amendment of a Local Planning Policy.

POLICY IMPLICATIONS

Local Planning Policy 8.23 – Public Consultation – Planning Matters

Liveable Neighbourhoods

Liveable Neighbourhoods has been adopted by the WAPC to guide structure planning and subdivision of green field and large infill sites throughout Western Australia. The WAPC has set out that over time and with subsequent reviews of LN, the WAPC will supersede development control policies that also deal with structure planning and subdivision of green field sites (such as DC Policy 2.3 Public Open Space).

LN sets out that there are circumstances where particular requirements may be varied to accommodate the climate and/or settlement conditions of areas of the remote Western Australia. The comments section above establishes the rational of adopting variations.

FINANCIAL IMPLICATIONS

The subdivision of land process can have ongoing implications for the Shire as ultimately the reserves, roads and public open spaces become the Shire's asset and responsibility for maintenance.

It is considered that the provisions of the Policy in relation to POS will provide adequate distribution of open space and will reduce ongoing maintenance costs. Further, the Policy will deliver efficiencies in the land development process as less land will be required to meet the POS requirements.

STRATEGIC IMPLICATIONS

Our People Goal – Foster a community environment that is accessible, affordable, inclusive, healthy and safe:

Accessible and safe community spaces

Participation in recreational activity

A healthy and safe environment

Our Place Goal – Help to protect the nature and built environment and cultural heritage of Broome whilst recognising the unique sense of the place:

Realistic and sustainable land use strategies for the Shire within state and national frameworks and in consultation with the community

A built environment that reflects arid tropical climate design principles and historical built form

A unique natural environment for the benefit and enjoyment of current and future generations

A preserved, unique and significant historical and cultural heritage of Broome

Retention and expansion of Broome's iconic tourism assets and reputation

Best practice asset management to optimise Shires' infrastructure whilst minimising life cycle costs.

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. *Adopts in accordance with the Shire of Broome Local Planning Scheme No 6 Clause 2.4.1 the draft Local Planning Policy – Structure Plan and Subdivision Controls as included in Attachment 1, for public comment for a period of 42 days.*
2. *Endorses the Community Engagement Plan in Attachment 2 and authorises the Director Development Services to make minor amendments to the plan as may be required to implement the plan during the advertising period taking into account the availability of other stakeholders.*

Attachments

1. Attachment No 1 - Draft LPP - Structure Plan and Subdivision Standards
2. Attachment No 2 - Community Engagement Framework

Local Planning Policy

8.2_

TITLE: Shire of Broome Structure Plan and Subdivision Standards

ADOPTED: OMC – Page

REVIEWED: OMC – Page

ASSOCIATED LEGISLATION: Planning and Development Act 2005
Local Planning Scheme No. 6

ASSOCIATED DOCUMENTS: Liveable Neighbourhoods
WAPC Structure Plan Preparation Guidelines
Relevant State Planning Policies

REVIEW RESPONSIBILITY: Manager Planning Services
Director of Engineering Services

DELEGATION: N/A

APPLICATION: This policies applies to all land within the Shire of Broome.

Previous Policy Number X.X.X

Objective:

- Establish a clear framework for the preparation and assessment of Structure Plans and applications for subdivision within the Shire of Broome and to outline variations to state planning documents specific to local Broome conditions.
- Facilitate subdivision and development that meets the needs and expectations of the Broome community.
- Recognise that a wide range of different design elements/planning considerations need to be considered in the preparation and assessment of Structure Plans and applications for subdivision.
- Assist with the implementation of the Shire's Local Planning Strategy and the achievement of the objectives set out in the Shire's Local Planning Scheme.
- Outlines when the Shire of Broome will support a Structure Plan or subdivision that proposes the application of the regional variation included in R34 of Liveable Neighbourhoods, to allow the public open space contribution being reduced to a minimum of five percent of the gross subdivisible.

Definitions:

Development plan means a Structure Plan progressed and adopted in accordance with clause 4.25 of the Shire of Broome Town Planning Scheme No. 4 *(in accordance*

with Clause 5.30 of Local Planning Scheme No. 6, A Development Plan that has been duly approved by the local government in accordance with the requirements of the revoked Scheme referred to in clause 1.1.2 prior the Gazettal date, is to have the full force and effect as if it were a Structure Plan made under the Scheme.

Structure plan means a plan adopted under Section 5.24 of Local Planning Scheme No. 6, which indicates broad land use options for the subdivision and development of an area and provides a policy framework for such future subdivision and development.

Acronyms

LWMS	Local Water Management Strategy
LPP	Local Planning Policy
TPS4	Town Planning Scheme No. 4
LPS6	Local Planning Scheme No. 6
POS	Public Open Space
BUWM	Better Urban Water Management
UWMP	Urban Water Management Plan
WAPC	Western Australian Planning Commission
Shire	Shire of Broome
CPTED	Crime Prevention Through Environmental Design
LN	Liveable Neighbourhoods

Policy:

Section 1.0 – Application, General Provisions and Format of the Policy

Application

- 1.1 This Policy applies to the following forms of residential/urban structure planning and subdivisions:
 - New Structure Plans that have not yet been endorsed by the Shire of Broome.
 - New subdivision applications for greenfield sites or sites zoned 'Urban Development' that have not yet been determined by the Western Australian Planning Commission.
 - Proposed amendments to existing Structure Plans.
 - Detailed designs for engineering drawings, landscape drawing approval and similar where subdivisions are already the subject of approval but where a deposited plan for the specific lots have not yet been lodged with the Western Australian Planning Commission.
 - Future stages of subdivision within residential estates, even in instances where some initial stages of subdivision have been completed.
- 1.2 Clauses 2.2, 2.3, 2.6, 2.7, 2.8, 2.9 and 2.17 must be addressed in the preparation of Structure Plans and subdivision applications for any Industrial or Rural Living areas.

General

- 1.3 Structure Plans are to be prepared consistent with the format within the WAPC Structure Plan Preparation Guidelines (August 2012) except where varied in the policy.

- 1.4 The following information is required to be depicted on the Structure Plan Map (in addition to, or supplementary to the content listed in Table 1 of the WAPC Structure Plan Preparation Guidelines):
- (i) The location and orientation of all streets, including local access streets; and
 - (ii) The location of all POS areas.
- 1.5 In addition to the matters required to be addressed through the WAPC Structure Plan Preparation Guidelines, Part 2 of the Structure Plan shall include the following:
- (i) An indicative subdivision layout showing the road network, proposed lot orientation, public open space, land use/density and other relevant information consistent with Part 1 Structure Plan Map and associated statutory provisions.
 - (ii) A summary of any of the supplementary technical appendices including their associated recommendations/findings and how those recommendations/findings have been reflected in Part 1 of the Structure Plan, or will otherwise be addressed.
- 1.6 The design/planning elements must be consistent with the State Planning Framework, including Liveable Neighbourhoods, except where varied in this policy.
- 1.7 This policy will establish any variations to the requirements of Liveable Neighbourhoods and will also establish any additional elements not specified that are to be addressed.
- 1.8 Where it is not practical for the minimum standards to be met, these matters should be discussed with the Shire prior to submission and written justification should be provided at the time of application including:
- i. the details of the areas of non-compliance;
 - ii. an explanation of the reasons for non-compliance; and
 - iii. whether any other measures have been established to ensure that the established objectives will continue to be satisfied.

Format of the Policy

The Policy is established in six parts, as follows:

- **Section 1 – Application, General Provisions and Format of the Policy**
- **Section 2 – Liveable Neighbourhoods - Variations and Additions**

Application: Structure Plans and Subdivision Applications

This section of the Policy will set out variations to Liveable Neighbourhoods or will establish additional planning matters to be addressed to ensure that subdivision and development is planned and designed to meet local conditions. The section is structured consistent with the elements and headings under Liveable Neighbourhoods.

In some elements, where required to provide background and context, explanatory text will be provided within a text box as presented here. This does not form provisions of the Policy, however provides an explanation and a context for the policy provisions.

- **Section 3 – Developer Contributions**

Application: Structure Plans and Subdivision Applications

Outlines the policy provisions that are to be addressed.

- **Section 4 – Shire of Broome Addendum to IPWEA Guidelines to Subdivisional Development**

Application: Subdivision Applications

This section of the Policy will set out variations to the IPWEA Local Government Guidelines for Subdivisional Development (IPWEA Guidelines) and provides guidance on the following:

- establish minimum requirements for the design of civil works required to satisfy conditions of subdivision approvals.
- requirements for supervision of subdivision works, document specifications and actions required to be satisfied by the proponent prior to lodgement of subdivision clearance.

- **Section 5 - Guidelines for the Design of Stormwater Drainage Systems**

Application: Subdivision Applications

This section establishes guidelines for the design of stormwater drainage systems to address local conditions experienced in Broome.

- **Section 6 - Guidelines and Specifications for Reticulation Systems and Associated Works in Public Open Space Areas**

Application: Subdivision Applications

This section will establish guidelines and specifications for reticulation systems and associated works in public open space areas.

Section 2.0 – Liveable Neighbourhoods - Variations and Additions

Element 1 – Community Design

For thousands of years, there have been diverse cultural interactions and connections with the Broome area, including Roebuck Bay and surrounding areas. These days, the Broome area is often referred to as a 'cultural melting pot', with people from different cultural backgrounds either living or visiting the area.

At the core of Broome's culture is the community's connection with the outdoors. In particular, the Broome community greatly values its connections with the sea and climate. Further there are strong

associations with the bushland and broader landscape and environment. It is this aspect of Broome which has come to define the local culture and character of the area.

In the preparation of Structure Plans and applications for subdivision, planning for new subdivision and developments, the layout should enhance local identity by responding to the site context, site characteristics, setting, landmarks and views and incorporate key elements of natural and cultural significance. Fundamentally, it is important to first understand the matters of cultural significance and then respond appropriately through suitable design response.

Neighbourhood and town structure

2.1 Requirements R3 and R4 – Amended as follows:

Proposals for activity centre/s or local centre/s will not be supported unless identified under the Shire’s strategic planning framework, including:

- An adopted District Structure Plan;
- Local Planning Strategy; and/or
- Local Commercial Strategy.

Local Identity

2.2 Requirement R6 – Additional provision:

The following must be undertaken:

- (i) Pre-lodgement consultation must occur with the Department of Aboriginal Affairs and Native Title Holders or Registered Claim Groups. Details of the pre-lodgement consultation must be outlined under Table 4 (pre-lodgement consultation as required under 3.5 of Guidelines) of the Structure Plan.
- (ii) A detailed contexts and constraints plan must be provided showing the following elements if applicable (in addition to, or supplementary to the content listed in section 4.2, section 2 of the WAPC Structure Plan Preparation Guidelines):
 - Significant landscape features;
 - Any sites of heritage or cultural significance including aboriginal sites and any places listed on the State Register of Heritage Places or Municipal Inventory, including any matters identified through the pre-lodgement consultation;
 - Key natural features, including natural drainage routes/areas;
 - Any critical sites for the protection of flora or fauna;
 - Significant landmarks;
 - Identification of any extreme, high or medium bushfire prone areas within or adjacent to the site;
 - Any linkages/connections to existing areas, including footpath/open space networks and roads;
 - Existing public open space within proximity to the site;
 - All existing and proposed land uses within the site and within proximity to the site;
 - Any historical land uses;

- Identification of any environmental buffers including those relating to biodiversity, water bodies, flooding and land use conflict;
- Predominant climatic features such as prevailing winds.

2.3 If the proposed site exhibits the following characteristics:

- The site is known to have any priority flora, fauna and habitat;
- The site is positioned within the P1 drinking water source area;
- The site is known to be impacted by flooding, inundation or storm surge from the ocean, ephemeral creeks and floodplains;
- Preliminary site investigations indicates the presence of acid sulphate soils; or
- Desktop analysis of historical land uses to identify any potential contaminated sites;

then an environmental assessment and management strategy is to be prepared and attached as a technical appendices to the Structure Plan.

2.4 Within Part 1 of a Structure Plan, under the section 7 'other requirements' include a table identifying relevant outstanding studies, investigations and information and the stage when it will be approved/implemented, this may include the following:

- Weed and pest management plan;
- Foreshore / environmental / bushland / tree / wetland / wildlife protection management plan.

2.5 The design and layout of the Structure Plan/subdivision should respond to the elements identified the contexts and constraints plan. A description should be provided under Part 2 of the Structure Plan setting out how the design addresses the site context and constraints identified.

Bushfire hazard

2.6 Requirement R25 – Additional provision:

In accordance with draft State Planning Policy 3.7 – Planning for Bushfire Risk Management, any application must be accompanied by a bushfire hazard assessment (low, moderate or extreme), prepared by a fire consultant.

2.7 Any site which has a bushfire hazard assessment above low must be accompanied by a Bushfire Management Plan prepared by a fire consultant. Any areas subject to a BAL level must be shown on the Structure Plan Map and provisions incorporated into Part 1 of the Structure Plan setting conditions that future landowners must meet for the development of lots impacted.

2.8 On all subdivision applications within proximity to bush fire prone areas, the Shire of Broome will be recommending that a condition is imposed requiring the applicant to prepare a Bush Fire Management Plan. All actions identified in the Bush Fire Management Plan must be implemented by the developer prior to the clearance of subdivision conditions (including registration of section 70A notification on those lots impacted by BAL levels).

Element 2 – Movement Network

With respect to the movement network, below are some key characteristics influencing expectations with regard to design of new urban areas:

- Broome does not have a public transport service. This may change in the future therefore all new urban areas should be designed to accommodate public transport.
- Climate is a significant factor impacting upon the ability of people to walk or cycle, particularly in the wet season. Shading of these networks is important.
- Historical subdivisions in Broome are characterised by wide road reserves and road pavements. While this has been modified over time road reserves and pavements generally are greater than that provided in Liveable Neighbourhoods.
- There are significant seasonal variations in the amount of traffic on the road network, with large numbers of visitors/boats and caravans during the tourist seasons.
- Due to the large proportion of shared housing arrangements, there are often more than two cars for each dwelling.
- The Broome Port is planning for further growth and with this there will be an increase in heavy vehicle movements.
- Many local people make reference to the '7 minute commute', being an expectation of generally being able to get from any location in town to any other location in 7 minutes.

Application requirements

2.9 Requirement R 1 – Additional provision:

A traffic and transport management strategy must be prepared and form an appendix to the Structure Plan.

Neighbourhood connector and access streets

Broome existing urban areas are characterised by wide road reserve and road pavements which contribute significantly to the established character. The wide road reserves facilitate breeze movements, allow for establishment of landscaping, informal parking of vehicles on the verge and contribute to the lower density character.

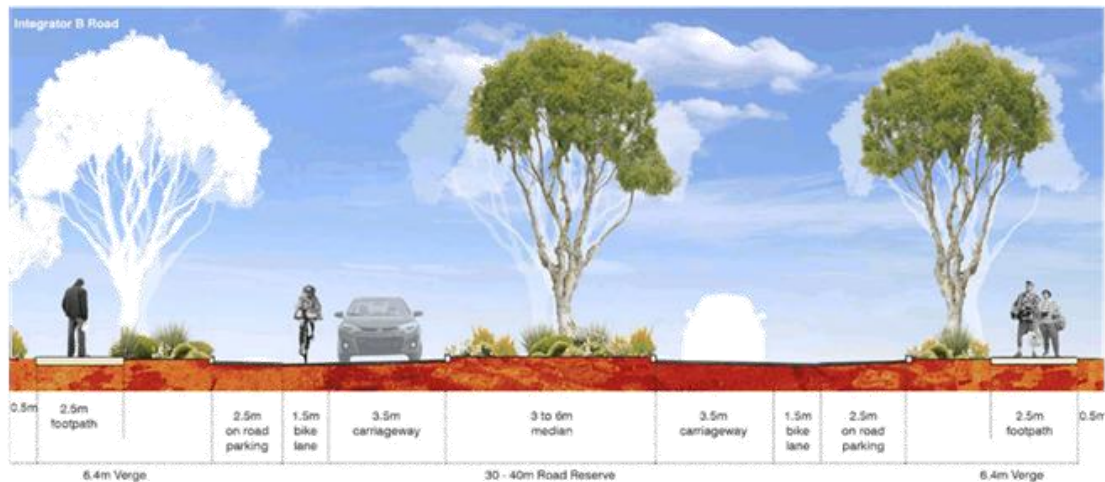
The road pavement width is critical to allow for adequate area for the parking of vehicles on the road pavement without obstructing vehicle movements and to accommodate future bus movements through urban areas.

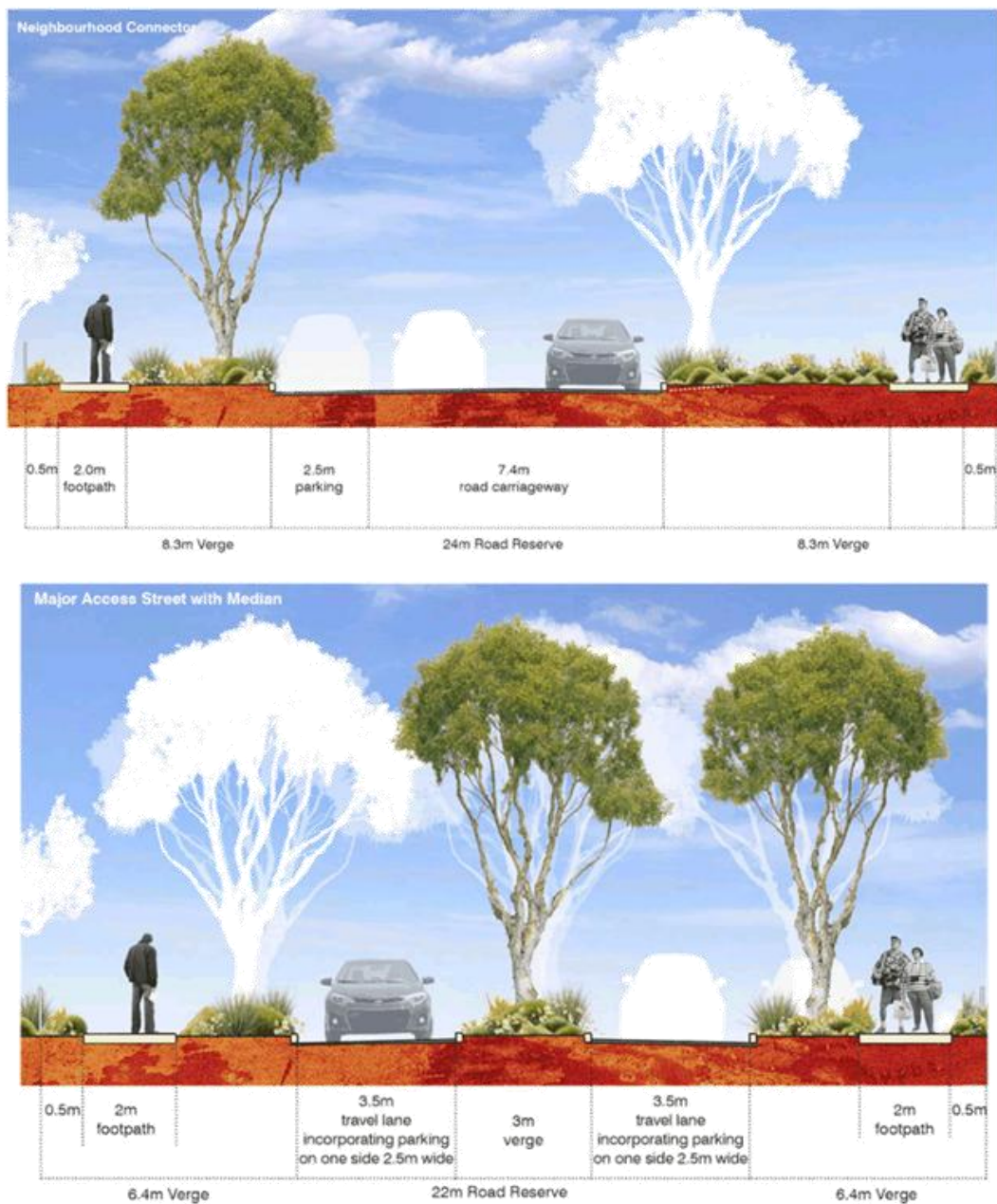
2.10 The street reserve widths and road pavement widths specified in Table 4 – *function and characteristics of local streets* of Liveable Neighbourhoods is varied as set out in the table below:

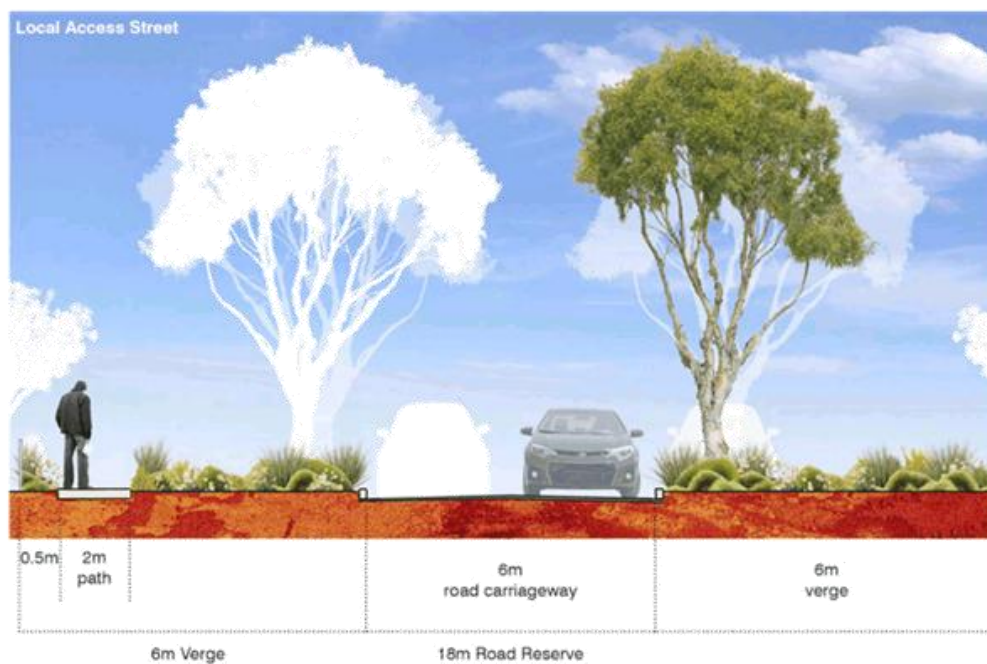
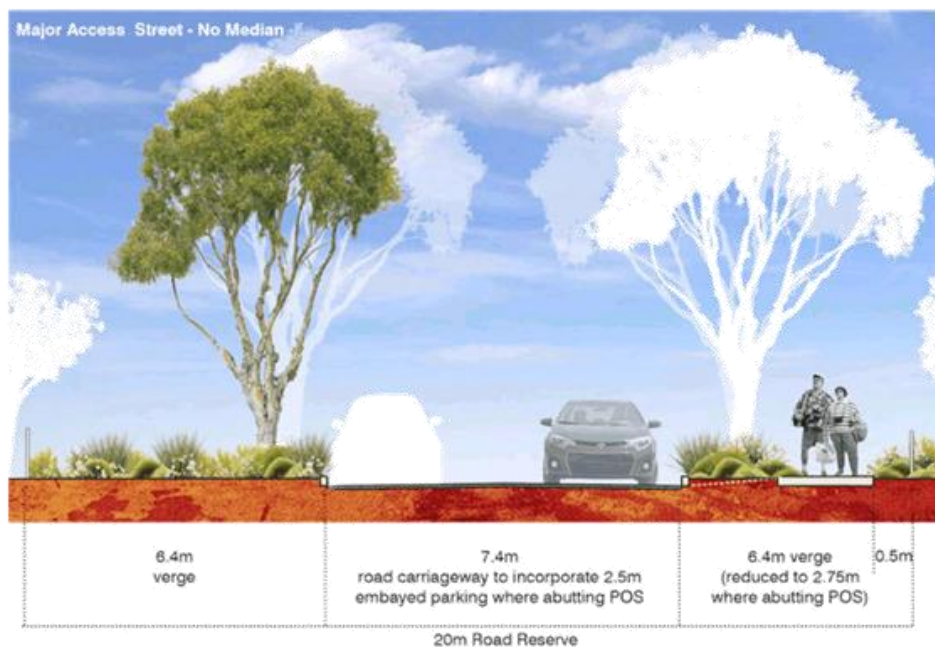
Road Type	Street reserve width (minimum)	Road pavement width (minimum)	Indicative volume range* (vehicle movements per day)
Integrator B	30-40m	Travel lane's divided by median – 3.5m for each travel lane with 1.5m bike lane and 2.5m embayed parking.	15,000
Neighbourhood Connector	24m	Minimum 7.4m with 2.5m embayed parking on one side.	Up to 7,000
Major Access Street <i>Avenue Type Street</i> (Access Street A)	22m	Travel lane's divided by median – 3.5m for each travel lane	Up to 3,000
<i>Standard Street layout</i> (Access Street B or C)	20m	Undivided travel lane – 7.4m	Up to 3,000
Local Access Street (Access Street D)	18m	6m	<1,000
Local Access Street Adjacent to POS	14m	5.5m with 2.5m embayed parking.	<1,000

* All functions of streets need to be considered as well as traffic volumes and through traffic needs.

2.11 Figure 17 to Figure 22 of Liveable Neighbourhoods are amended and should be consistent with the following:







- 2.12 All indicative road cross-sections should be detailed in Part 2 of a Structure Plan and consistent with the above.

Footpaths and Shared Paths in Streets

2.13 Requirement R32 – Amended as follows:

Footpaths are to be a minimum of 2m in width and off set 0.5m off the boundary. Footpaths on Integrator B roads are to be a minimum of 2.5m in width.

Element 3 – Lot Layout

Because of Broome's climate, the priorities when designing urban layouts are to minimise solar radiation (except for some morning sun in the winter months) and capture air movement. Openness and shading should be the dominant characteristics for building design and this should also inform design of new urban areas.

There are significant investigations undertaken in to how to build appropriately for Broome's climate. Important further reading includes:

- Broome North's Housing Guide (prepared by CODA on behalf of LandCorp and Shire of Broome 2009);
- The Kimberley Vernacular Handbook (prepared by CODA on behalf of LandCorp July 2014).

Subdivision Orientation and Response to the Site

2.14 Requirement R17 – Additional provision:

All lot sizes and dimensions should allow for the planting of adequate shade trees to reduce heat effect on buildings and hard stand areas. Consideration into this must be set out in the housing typologies (referenced below under clause 2.17).

2.15 At subdivision application stage, the Shire of Broome will recommend a condition is imposed that all significant trees are identified prior to commencement of site works and protected where possible.

2.16 Requirement R19 – Amended as follows:

The street and lot layout is to be consistent with the following principles:

- (i) All urban areas should be designed with a grid pattern distribution of streets with street blocks orientated so the longest length is north-south orientated;
- (ii) Lots on the north/south orientation should be narrow to reduce the potential for solar gain;
- (iii) Staggered blocks are preferable to enhance airflow.

The below figures show design elements that should be incorporated into subdivisions to achieve energy efficiency.

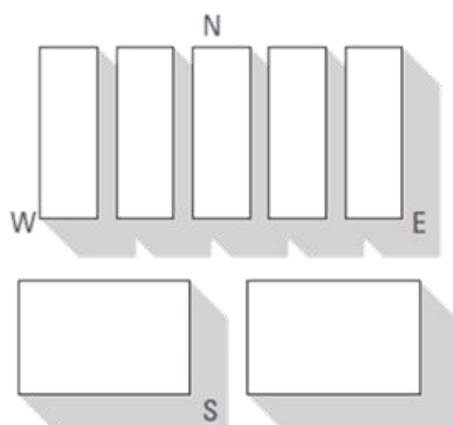


Figure 1. Narrow lots oriented along a north-south axis provide shade on the east and west walls of neighbouring lots. Wider lots should be oriented east-west to minimise the area of exposed wall on the eastern and western facades.

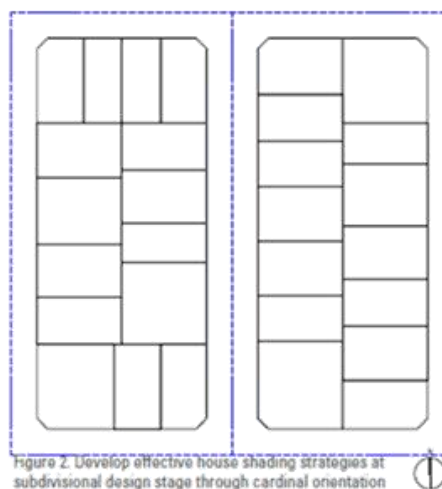


Figure 2. Develop effective house shading strategies at subdivisional design stage through cardinal orientation and a mix of lot sizes.

Source: Kimberley Vernacular Handbook – prepared by CODA on behalf of LandCorp; 2014

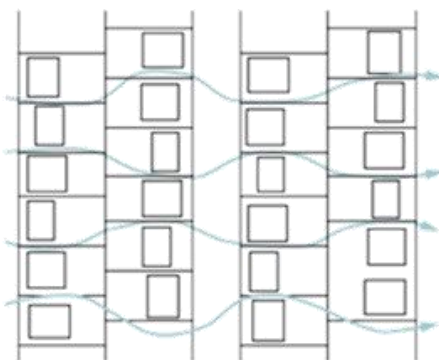


Figure 1. In subdivisions, plan for single house lots to be staggered which then staggers the houses and enables more uniform air flow throughout the subdivision. It reduces dead air zones created by one house blocking air flow to the next house, which occurs in a traditional planning grid layout.

Source: Kimberley Vernacular Handbook – prepared by CODA on behalf of LandCorp; 2014

2.17 Part 1 of the Structure Plan, under section 6 ‘Development requirements’ should detail principal building typologies that are developed to accommodate climate responsive design. These are to outline any variations to the ‘Deemed to Comply’ criteria of the R-Codes and should address the following:

- (i) Development on lots on the east/west orientation should be adequately setback from side boundaries to promote breeze movements throughout the subdivision.

Noise buffering

2.18 Requirement R33 - Additional provision:

Where new development is likely to be impacted by noise from an existing land use, a noise impact assessment report must be prepared by a suitably qualified consultant and form part of the Technical Appendices to the Structure Plan. Any recommendations for future development must be incorporated into Part One of the document.

Element 4 – Public Parkland

Appropriately sized, located and designed open space areas are instrumental in delivering a number of community benefits related to:

- Population health;
- Environment;
- Community development;
- Community education;
- Sense of place; and
- Respecting cultural significance.

POS areas also have a role to play in urban water management.

The provision of POS presents a number of challenges for the Shire and the community due to the on-going management and the associated financial implications. These need to be considered in the context of ensuring usability into the future and not compromising cultural values.

The provisions below set out a different approach to that provided in Liveable Neighbourhoods. Liveable Neighbourhoods promotes higher distribution of smaller 'local parks' which overlap in catchments with larger neighbourhood parks. The Shire of Broome seeks that larger POS sites are provided interconnected by linear multiple use open space corridors.

Further, it is proposed that the regional variation provided for in Liveable Neighbourhoods in regard to the amount of the POS contribution is adopted. This would see the amount of land required for a POS contribution being reduced from 10% to 5% of the total gross subdivisible area. This together with the provisions in relation to distribution and size of POS areas would allow for adequate distribution of POS, maintenance of residential amenity and balance maintenance costs.

The policy seeks that in lieu of the additional 5% of land area that would ordinarily need to be given up as POS, a 2% cash-in-lieu contribution is made. These funds, in accordance with Appendix 4 of Liveable Neighbourhoods, would be utilised for the improvement or development of lands for parks and recreation purposes to ensure that residential amenity and district level facilities are provided for.

Application requirements

2.19 Requirement R1 – Additional provision:

A landscaping concept plan is to be submitted as a technical appendix to a Structure Plan and must address the following:

- A landscaping concept plan for all local, neighbourhood and district parks;
- Proposed landscaping treatments for any multiple use corridors used for urban water management;

- Key design principles and themes;
- Connectivity to existing open spaces areas and reserves;
- Areas of vegetation to be retained;
- Street trees;
- How cultural elements or themes will be implemented throughout the POS and public realm.

Landscaping concept plans and subsequent detailed landscaping designs should be submitted consistent with the requirements below.

Amount of Public Open Space

- 2.20 As provided for under the regional variation R34, the public open space contribution provided for in R4 is varied to require:

Unless district open space is provided within the Structure Plan area a minimum contribution of five percent of the gross subdivisible area must be given up free of cost for public open space by the subdivider for public open space providing the following are met:

- i. A 2% cash-in-lieu contribution is paid to the Shire which is to be used by the Shire for improvements or development of public open space reserves within the Broome townsite;
- ii. No portion of the five percent of public open space can include restrictive use public open space;
- iii. Adequate areas are provided elsewhere for drainage, flooding, particularly overland flow and such areas are to be developed consistent with the Multiple Use Corridor* (MUC) landscaping typology as set out in Clause 2.25;
- iv. The public open space is developed to a minimum standard including full earthworks, basic reticulation, grassing of key areas, pathways that form part of the overall pedestrian and/or cycle network and maintenance for two summers in accordance with a landscaping plan approved by the Shire;
- v. The size of public open spaces and distribution criteria in Table 1 of this Policy must be satisfied.

Local Parks, Neighbourhood parks, District parks and/or open space

- 2.21 Requirements R14 – R19 - amended as follows:

The following design elements are to apply a follows:

Allocation and Distribution of POS

- (i) A variety of POS is to be provided that ensures a balance of sizes, types, functions and locations. The provision of POS shall be in accordance with the requirements of the POS hierarchy shown in Table 1 of this Policy.
- (ii) Unless falling within the exemptions below, POS shall:
 - Be located within the nominated walkable distances from dwellings prescribed in Table 1 of this Policy or where no distances are provided, in accordance with other location criteria as specified;

- Be of a minimum size for the relevant type of POS as per Table 1 of this Policy; and
 - Be fit for its intended purpose in terms of:
 - Location;
 - Size;
 - Shape; and
 - Topographical nature.
- (iii) Where Neighbourhood Open Space is provided this shall negate the need for the walkable catchment of Local Open Space to be duplicated within a 400m distance of the Neighbourhood Open Space location.
- (iv) Where District Open Space is provided this shall not negate the need for the walkable catchment of Local or Neighbourhood Open Space to be duplicated within a 400m distance of the District Open Space location.
- (v) Individual POS areas shall form part of an interconnected network of spaces that encourages pedestrian movement, urban water management, and ecological connectivity and improves public amenity.
- (vi) POS shall be located to maximise accessibility and safety for the community in accordance with Crime Prevention Through Environmental Design (CPTED) principles:
- shared community spaces must be located, designed and managed in ways that encourage its legitimate use and security;
 - buildings that define and adjoin POS designed and managed to promote informal surveillance and use of the POS.
- (vii) Any lots which have boundaries directly abutting POS areas Part 1 of the Structure Plan must detail measures/statutory controls that are to be implemented to ensure adequate surveillance is achieved and principles of CPTED are satisfied.

Table 1 – POS Distribution Criteria

Type of POS	Description and Purpose	Acceptable Size *	Distribution Criteria	Other criteria	Unacceptable Criteria
Breakout areas	Breakout areas are small parcels of POS provided within a neighbourhood that primarily serve an amenity function, although they are generally too small and not developed to provide a space for informal active recreation. They are developed along MUC's and may also be a place for relaxation or rest along linear paths. They often retain significant vegetation or cultural and physical landmarks.	Less than 1,000sqm	Distributed along the MUC's and in areas not falling within the catchment of a local or neighbourhood park.	<ul style="list-style-type: none"> May incorporate significant trees or other vegetation. May be provided to improve accessibility to POS in areas where larger spaces are not feasible. May play a connectivity role as part of a linear POS network. 	<ul style="list-style-type: none"> Breakout areas proposed at the expense of the appropriate provision of other POS types in the hierarchy. POS parcels where the principal purpose is an Entry Statement into a subdivision. Turf spaces
Local	Service the regular smaller-scale recreation needs to the immediate surrounding population (e.g. dog walking, children's play, relaxation). They provide opportunity to reflect local character and sense of place through retention of significant trees/bushland, cultural and physical landmarks.	5,000sqm – 1.0ha	300m to residences	<ul style="list-style-type: none"> Located on pedestrian networks to maximise access. Located throughout neighbourhoods. Located adjacent to residences to maximise passive surveillance. May play a connectivity role as part of a linear POS network. 	<ul style="list-style-type: none"> POS parcels where the principal purpose is an Entry Statement into a subdivision.
Neighbourhood	Are similar to local spaces but are generally larger and able to provide for passive and informal active pursuits simultaneously. They are more of a destination for the local community incorporating children play areas and may include accessible remnant bushland or conservation areas. Neighbourhood spaces may serve passive, active and may incorporate a conservation function.	1.0ha – 3.0ha	Serving 600-800 dwellings	<ul style="list-style-type: none"> Located central to the catchment to maximise accessibility. Located adjacent to residences to maximise passive surveillance. Designed generally in accordance with Table 2. 	<ul style="list-style-type: none"> Sites which are fenced.
District	Principally provide for organised sporting use, yet are large enough to accommodate a variety of concurrent uses including informal recreation, children's play, picnicking, dog walking, social gatherings and individual activities. District open space may also serve conservation and environmental management goals. Often include higher order recreation infrastructure (clubrooms, floodlights, multipurpose courts, etc)	Greater than 3.0ha	In accordance with District Structure Plan, Local Planning Strategy and Recreation Strategy.	<ul style="list-style-type: none"> May be co-located with schools to create district community hubs. Should be located close to major roads and other community facilities. Should be easily accessible by pedestrians, cyclists and motor vehicles. 	<ul style="list-style-type: none"> Spaces should be designed to minimise potential impacts of noise, traffic and light spill on residential areas.

* Note, acceptable size is determined excluding any areas of restrictive use open space/drainage.

Design of POS

2.22 The POS should:

- Include alternatives to irrigated turf where possible;
- Reflect best practice in water conservation, harvesting, re-use and irrigation;
- Include initiatives to minimise energy use (through design, product selection, etc); and
- Infrastructure shall be designed to minimise whole of life costs.

2.23 Retention of natural bushland within POS shall be maximised where appropriate and any significant/intact areas identified in a flora and fauna survey should be protected where possible.

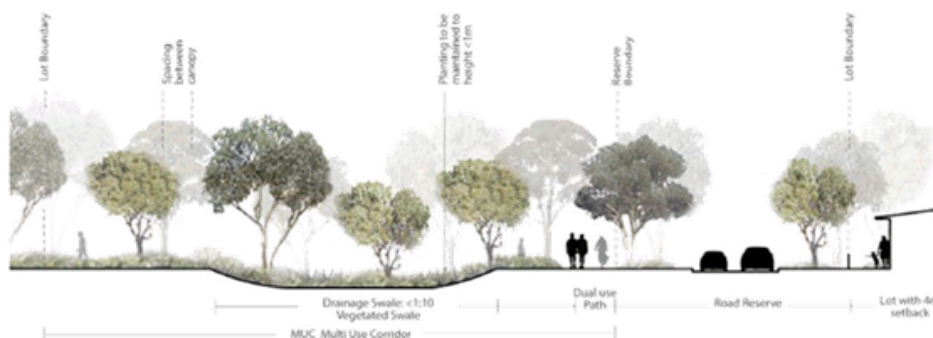
2.24 Natural ground levels shall be retained where possible to suit the intended function of POS.

2.25 Any MUC to be developed shall meet the following:

- Provide linear pedestrian connections to the wider POS areas;
- Be adequate in size to accommodate required area for stormwater management and treatment;
- Must be designed such that they do not form a barrier between urban areas with connection points being provided across corridors;
- Swales must have batters no steeper than 1:6 (exceptions will be considered where swales are narrowed to provide a pedestrian crossing point or protection of significant trees) and must be revegetated to improve stormwater quality;
- Have low maintenance break-out areas (not turfed) for passive recreation purposes and low maintenance nature play (as set out in Table 1 of this Policy).



Indicative concept design for MUC Source: Local Development Plan 3 Broome North



Indicative cross-section for MUC Source: Local Development Plan 3 Broome North

Development of POS

- 2.26 Where subdivision applications proposed the creation of open space, the Shire shall in its response to the WAPC, request that a condition be imposed requiring the applicant to develop the open space to the minimum standard set out in Table 2 of this Policy.

Note: District level POS must be ceded to the Crown free of cost, however it is not the applicant's responsibility to develop this level of POS to the level identified in the Recreation Strategy, with the exception of any earthworks or turf establishment.

- 2.27 Development of POS above minimum standards may be acceptable subject to approval by the Shire. The future of infrastructure considered to 'optional' under Table 2 of this Policy is to be agreed prior to approval of landscaping plans. Whole-of-life cost estimates must be provided at the time of submitting landscaping plans to support provision of all infrastructure items.
- 2.28 Landscaping plans must be submitted for assessment at the same time as subdivisional working drawings.
- 2.29 No clearing of vegetation or other works shall occur within the area of open space until the Shire has granted approval for the subdivisional working drawings and associated landscaping plans.
- 2.30 Any areas of turf, other than for formal organised sports grounds, must have maximum grades of 1:20.
- 2.31 All grass reticulated areas are to be setback a minimum of 2m from the edge of any area of road pavement to prevent deterioration of road pavement and promote water conservation principles.

Table 2 – Development Standards for POS Areas

Type of POS	Minimum Development Requirement	
	Required	Optional
Break out areas	<ul style="list-style-type: none"> Vegetation retention and shade trees Seating areas in the form of rocks or natural elements 	<ul style="list-style-type: none"> Drink fountains Bins Interpretative signage Public art Exercise equipment
Local	<ul style="list-style-type: none"> Earthworks and retaining if required Vegetation retention Large established trees Park Furniture Shared paths Minimum 2,000 sqm consolidated lawn area (hydrozoned irrigation) to allow for informal active recreational pursuits. Bins 	<ul style="list-style-type: none"> Basketball/netball ring & hardstand (up to ½ court size) Sports goals Artificial / Synthetic turf Public Art Skateable objects Children's playspace (note sand pits must be shaded). Shade structures but natural shade preferred. Waterwise landscaping/low maintenance garden beds Drink fountains Lighting
Neighbourhood	<ul style="list-style-type: none"> Earthworks and retaining as required Shaded paths Hydrozoned irrigated turf – minimum 5000sqm Lighting Vegetation retention Park Furniture Drink fountains Bins 	<ul style="list-style-type: none"> Sports goals Children's playspace Exercise equipment Cricket nets Artificial / Synthetic turf Garden beds Basketball/netball ring & hardstand (up to ½ court size) Floodlighting Skateable objects Public Art BBQs and associated furniture Toilets
District	<p>Guided by Recreation Strategy.</p> <p>Developer is responsible for establishment of earthworks and turf areas (if identified).</p>	<p>Guided by Recreation Strategy</p>
Conservation (Environmental Cultural Corridor or similar)	<ul style="list-style-type: none"> No earthworks Access control gates (where appropriate) Development and implementation of an environmental management plan Conservation fencing Road base trails/footpaths (not to fragment conservation areas) 	<ul style="list-style-type: none"> Interpretation signage Alternative trail surfacing Signage

Element 5 – Urban Water Management

In Broome, urban water management is a primary consideration due to the extreme wet season conditions and therefore it is critical that water management is addressed early in the Structure Plan/urban design process for any area. The Urban Water Management network is generally the form giving element to new urban areas from which the rest of the layout and design elements should be applied.

Urban water management responses in Broome differ significantly from measures implemented in the south west of WA. Key factors which require a different approach in Broome are:

- Climate – high volume and intense rainfall events over a concentrated wet season;
- Soils – Pindan soil have low permeability rates, limiting the ability for infiltration of stormwater at source;
- Prevalence of Mosquito's – given the potential human health impacts drainage systems must be designed to avoid breeding sites being created.
- The low grades of land and high risk of scarring and sedimentation from stormwater discharge.

As such the following practices are implemented in Broome:

- Roads are used to convey stormwater to swale systems;
- New lots must be graded to the road and designed so that stormwater is not retained but disposed onto the street.
- Use of onsite infiltration measures and rainwater tanks are ineffective.
- Natural drainage channels/depressions should be utilised in stormwater design.
- Management of erosion through the re-mulching of vegetation is required to stabilise swales and lots.
- Daylighting of stormwater at outlet points is required to minimise scour of downstream environs.

2.32 Local Water Management Strategies (LWMS) shall be prepared at the first stage of the Structure Plan process to ensure that the stormwater system is appropriately sized to accommodate future stormwater movements and should follow natural drainage channels/depressions.

2.33 Prior to the submission of a Structure Plan, the LWMS should be submitted to the Shire and Department of Water for initial comment. Details of pre-submission consultation should be outlined in Table 4 – pre-lodgement consultation of the Structure Plan.

2.34 LWMS are to be prepared in accordance with the requirements set out in WAPC's Better Urban Water Management Guidelines, the Shire of Broome Addendum to the IPEWA Guidelines and the Department of Water's Guidelines on Developing a Local Water Management Strategy. Attached is a checklist from the Better Urban Water Management Guidelines which details information that is to be addressed in a LWMS.

2.35 In addition to the above, all LWMS are to address the following:

- a) Any preliminary designs of downstream stormwater discharge points must be provided and developer must acknowledge that it is their responsibility to secure access and fund any downstream works.
- b) Preliminary geo-tech findings and acid sulphate testing must be detailed;
- c) Models for off-site impacts required to prevent flooding; and
- d) Ongoing management measures to be implemented by the developer during the two year maintenance period, including street sweeping, silt removal and weed management.

Element 6 – Utilities

Public Lighting

- 2.36 All lighting including street lighting used throughout the subdivision shall be LED energy efficient globes.

Element 7 – Activity Centres and Employment

Provision and location of activity centres

- 2.37 The allocation of regional, town and neighbourhood centres referenced in Requirement R4 must be consistent with Clause 2.1 of this policy.

Element 8 - Schools

- 2.38 Unless already established through a District Structure Plan, prior to the submission of a Structure Plan, the Department of Education should be consulted to determine whether allocation of a school site is required. Details of pre-submission consultation should be outlined in Table 4 – pre-lodgement consultation of the Structure Plan.

Section 3 – Developer Contributions

- 3.1 In part 1 of the Structure Plan under section 7 ‘other requirements’, include a section outlining the current status of developer contribution plans, either operational or in preparation that would impact upon the Structure Plan area.

Section 4 – Broome Subdivision Standards

Background

The *Institute of Public Works Engineers Australia* has established guidelines for subdivision development guidelines as a reference guide for developers, planners, engineers, technical consultants and contractors involved in subdivisional design and construction. The guidelines can be interpreted as setting out the minimum requirements that should be accepted by a local government in granting clearance of the engineering conditions imposed on a subdivision by the Western Australian Planning Commission (WAPC). The Commission is ultimately the subdivision approval

authority in Western Australia, acting under the *Planning and Development Act 2005*.

The following section will establish provisions which vary the IPWEA Local Government Guidelines for Subdivisional Development, 2012 (IPWEA Guidelines). These provisions will take precedence over the IPWEA Guidelines in all subdivision approvals.

Application of the standards

- 4.1 The subdivision standards are intended to apply to all subdivisions within the Shire of Broome, regardless of whether or not there is a Structure Plan in place or in preparation.

Module No 1 – Legal Framework and Contract Administration

- 4.2 **Clause 1.17.4.1 Inspection for Roadwork's** is deleted and replaced with the following clause:

An inspection with the contractor, consultant and the Shire will be required as a minimum for each of the following main stages of the construction of roadworks:

- *When the road has been boxed out and the subgrade shaped and compacted to a tightly bound homogeneous surface with no cracking or delamination.*
- *When the base-course has been placed, graded, compacted, water bound and trimmed to the correct shape, level, specifications and finish before sealing takes place. Surface levels to be audited by licensed surveyor with survey and compaction test results provided at the inspection by the Shire prior to seal application.*
- *Prior to placement of sprayed surface or asphalt wearing course;*
- *After sealing and before application of kerbing, especially inspection of all kerb keys on all curve radii.*
- *Prior to construction of any footpaths.*

- 4.3 **Clause 1.18 Practical Completion** the following is added:

If requested, the contractor shall arrange for the full sweeping of all roads to remove silt, debris and surplus sealing aggregate prior to the final inspection.

- 4.4 **Defects Liability – Clause 1.21.1 General** the following is added:

It shall be deemed to be the responsibility of the developer to repair any defects resulting faulty workmanship and/or defective materials on all drainage infrastructure for a period of 24 months from the date of practical completion – referred to as the defects liability period.

Module 2 – Site Preparation Guidelines

- 4.5 **Clause 2.2.1.1 General** paragraphs 3 & 4 are replaced with:

Where it is necessary to fill to the boundary of a subdivision, a suitable retaining wall shall be erected immediately inside the boundary of the subdivision. Alternatively if approved by the Shire of Broome the fill shall be carried beyond the boundary for a minimum distance of 1.0m and battered to a natural ground level at a slope no greater than 1:3. The written consent of the owner of the abutting land shall be obtained before proceeding with earthworks.

All retaining walls proposed for construction in a subdivision shall be designed and certified by a practising structural engineer in accordance with the Building Code of Australia, R Codes and as approved by the Shire of Broome to accept all potential structural loading including construction loads.

- 4.6 **Clause 2.2.1.2 Residential Areas** replace paragraph 1 & 2 with the following:

In all areas when subdivisional development is proposed and the Shire of Broome specifies re-contouring to take place, the gradient from back to front and across the lots boundary to boundary shall generally be from 0.5% to 1%. Any variations or exemptions to these gradients must be specifically agreed to and approved by the Shire of Broome.

- 4.7 **Clause 2.2.1.3 Industrial Areas** replace paragraphs 2 & 3 with:

In all areas when subdivisional development is proposed and the Shire of Broome specifies re-contouring to take place, the gradient from back to front and across the lots boundary to boundary shall generally be from 0.5% to 1%. Any variations or exemptions to these gradients must be specifically agreed to and approved by the Shire of Broome.

- 4.8 **Clause 2.2.1.5.3 Soil stabilisation, dust and smoke control and Clause 2.2.1.5.4 Soil stabilisation strategy** the following is added:

All lots and drainage areas should be stabilised as soon as practicable following disturbance. The following minimum standards are expected:

- The batters of all drainage swales are to be stabilised through approved landscaping and the immediate application of site mulch and topsoil;
- All residential lots cleared are to be stabilised through the application of a 3m wide mulch bund measured from the back of kerb line.

All topsoil and vegetation for clearing must be collected from the development site prior to bulk earthworks. All vegetation is to be mulched and stored with the top soil for reapplication/reuse on site.

Module No 3 – Road Guidelines

- 4.9 **Table 3.2 Road Classification** the provisions of this table are modified consistent with Clause 2.10 above.

- 4.10 **Table 3.4 Summary of Planning Criteria for Residential Roads** add in Note 12 to be read in conjunction with Table 3.4

Note 12 Generally seal carriageway widths in residential areas in the Shire of Broome are 7.4m wide with a minimum of 6m allowed on some low trafficked streets. Variations to these seal widths may be approved in some cases and these will be assessed and approved on a case by case basis with relation to the proposed road layout.

- 4.11 **Clause 3.3.2.1 – General** replace paragraph 3 with:

Generally longitudinal road design grades should be no less than 0.5% minimum. However grades down to 0.35% may be accepted in difficult circumstances.

- 4.12 **Clause 3.3.4 Verge and Property Grades** replace paragraph 1 with:

Verge grading shall be 2% from the top of kerb to the property boundary, any lot level to verge level transitions to this grade must occur within the property itself and be graded up to surface at a maximum of 1:6.

- 4.13 **Clause 3.3.4 Verge and Property Grades -**

- (i) add the following to paragraph 2:

The minimum kerb radius on all industrial intersections shall be 15m.

- (ii) Replace IPWEA Table 3.6 with:

Generally all kerbing for subdivisions in Broome shall be as follows:

Flush Kerbing

- *Adjacent to public open space, trafficable median islands, median swales and non-active areas to achieve Water Sensitive Urban Design outcomes.*
- *The edges of through carriageway abutting eyebrow treatments and to form an edge for brick paved thresholds etc.*
- *May be approved for minor access streets and laneways.*

Mountable Kerbing

- *Outer rings of roundabouts (note: needs to be fully trenched into the pavement 100mm deep).*
- *Other locations specifically approved by the Shire of Broome.*

Semi-Mountable

- *All kerbing associated with roads in both urban, rural and industrial subdivisions shall be semi mountable unless specifically nominated otherwise by the Shire of Broome.*

Barrier Kerbs

- *Integrator Arterial Roads in some circumstances.*
- *Outside kerbs on dual carriageways*
- *Roads abutting public open space.*

Full details of approved kerbing profiles for the Shire of Broome are as shown on the Shire website.

4.14 **Clause 3.3.9 Urban Base Course Profiles** replace with the following:

Notwithstanding the design thickness obtained using the above guidelines, a generally accepted minimum pavement for urban subdivisional urban roads in the Shire of Broome is as follows:

Pavement construction to consist of the preparation of existing sub grade and a base course of approved road base mix a minimum of 150mm depth and shall be constructed to 600mm behind the face of kerb.

Sub Grade

Sub grade preparation shall be carried out in all areas where pavement is to be constructed and compacted to not less than 95% MDD, all allowances shall be made with the mixing and adjustment of moisture content of the naturally occurring Pindan material to achieve the compaction required and level tolerance (-30mm + 5mm) to design levels. The final finish shall be a tightly bound homogeneous surface with no cracking or delamination. If the in situ material is of such a nature, that finish and compaction density cannot be achieved, then new "clean pindan " material shall be installed and the in situ material removed from site. Alternatively the existing material be modified to obtain the required density and quality requirements.

- *Compaction testing (Min 95% MDD)*
- *Surface levels to be strung and inspected prior to basecourse application.*

Base Course

A minimum 150mm layer of approved base course material (Crushed Rock) will need to be constructed and compacted to 98% MDD and meet a tolerance of (+10 -10mm) of design levels. Surface finish shall be sufficiently dried back, tightly bound, smooth and with minimal surface irregularities ready to accept the bitumen seal coats.

- *Compaction testing (Min 98% MDD) and results provided at inspection by the Shire prior to seal application.*
- *Surface levels to be audited by licensed surveyor and results provided at inspection by the Shire prior to seal application.*

Bituminous Seal

(a) The seal for all roads shall consist of 3 layers of hot applied bitumen, with application rates proposed by the engineering consultant and approved by the Shire.

- A 50/50 prime
- A first coat seal poly modified binder with an application of 14mm approved aggregate (10mm for carpark construction).
- A second coat seal poly modified binder with an application of 7mm approved aggregate (10mm for industrial construction).

(b) Or a 7mm primer seal followed by an application of 25mm minimum Hot Mix Asphalt to specification.

Actual Seal and aggregate application rates achieved shall be supplied to the Shire prior to Practical Completion.

4.15 **Clause 3.3.12 Wearing Course** replace paragraph 1 with:

Generally the wearing course on urban roads in the Shire of Broome is a 3 coat bituminous seal. An asphalt wearing course however is preferred if economically available and may be requested in any case on some intersections and roads of high importance such as Integrator arterials, neighbourhood connectors, coloured parking embayment's and through town centres.

4.16 **Clause 3.3.13 Traffic Management Urban Roads** replace paragraph 3 with:

Intersections except those being treated with roundabouts shall be generally designed with turning radii as indicated in Table 3.7. Some specific locations and industrial areas may need to allow for semi-trailer or higher class heavy vehicle (triple road train) access and intersection channelisation as directed by the Shire of Broome.

4.17 **Clause 3.4 Material Specifications** replace clauses 3.4.2 and 3.4.8 with the following:

As noted in the IPWEA clause 3.4 the specified guidelines refer to pavement materials generally unavailable within the Shire of Broome and consultants should use the following basecourse specifications in choosing materials for subdivision construction. IPWEA Bitumen and asphalt specifications should be used as a general guide for selection of these materials in Broome. Any specific changes such as varied sealing aggregates or bitumen classes etc. will be provided to the consultants at design approval stage.

(A) Shire of Broome Gravel/Crushed Rock Blend Basecourse

Blended gravel crush rock mix shall consist of durable stone in a granular soil matrix. The gravel shall be free of lumps of clay, stumps, roots, organic matter or other deleterious material and conform to the following specifications.

Basecourse material to have a minimum CBR value of 80.

Atterberg Limits

The portion passing 0.425mm sieve shall conform to the following requirements.

Property	Requirement	Test Method (MRWA)
Liquid Limit shall not exceed	▪ 25	▪ WA 120.2
▪ Plasticity Index shall not exceed	▪ 6	▪ WA 122.1
▪ Linear Shrinkage shall not exceed	▪ 3%	▪ WA 123.1

Grading (Particle Size Distribution)
Test Method MRWA 115.1

Sieve Size	Percent by weight passing
37.5mm	▪ 100%
▪ 19mm	▪ 71 – 100%
▪ 9.5mm	▪ 50 – 81%
▪ 4.75mm	▪ 36 – 66%
▪ 2.36mm	▪ 25 – 53%
▪ 1.18mm	▪ 18 – 43%
▪ 0.425mm	▪ 11 – 32%
▪ 0.075mm	▪ 4 – 19%

Dust Ratio

The Dust Ratio, defined as the ratio of the percentage passing by weight the 0.075mm sieve to the percentage passing by weight the 0.425mm sieve, shall not exceed 0.67.

1.1.1 Other Limits

Property	Requirement	Test Method (MRWA)
Maximum Dry Density	▪ 2.0t/m ³ min	▪ MRWA 324.1, MRWA 324.1
▪ Dry Compressive Strength	▪ 1.7Mpa min	▪ MRWA 140.1
▪ Total Soluble Salts	▪ 0.2% Max. Limit	▪ W.A. 910.1

Module No 4 – Drainage Management Guidelines

4.18 Clause 4.2.2 Standards and Guidelines add dot-points to the clause:

- Shire of Broome Guidelines for Design and Construction of Stormwater Drainage Systems detailed in Section 5 below.

4.19 Clause 4.3.2.4 Stormwater Drainage – general principles replace paragraphs 11 & 12 with the following:

- The Consulting Engineer shall design the drainage network using recurrence intervals and overland flow requirements as specified in the Shire of Broome

Guidelines for Design and Construction of Stormwater Drainage Systems detailed in Section 5 below.

4.20 **(4.3.3.1) Drainage Systems** Replace IPWEA paragraph 1 with

- *All piped drainage lines shall be designed in accordance with the recommendations of the pipe manufacturers and the appropriate Australian Standards. The minimum pipe Diameter shall be 300mm and pipes shall be a minimum of Class 2 concrete used in the road reserve or other Local Government areas. Pipe Class to be calculated based on expected construction plant loadings.*

Replace IPWEA paragraph 6 with

- *Approved drainage infrastructure located within property allotments as either rear or side drains shall be generally laid centrally in easements in favour of the adjacent upstream landholders. Easement widths shall be approved by the Shire of Broome and will generally be a minimum of 3m.*

4.21 **Clause 4.3.3.2 Grated Gullies and Side Entry Pits** replace paragraph 1 with:

It is the Shire of Broome preference that combination type grated gully side entry pits are used in all subdivisions .

Delete paragraphs 7& 8:

Replace all drainage typical details with those shown on the Shire of Broome website.

Module No 5 – Streetscape Guidelines

4.22 **Clause 5.3.1 Pedestrian and Bicycle Facilities** in addition to this section Developer to note the following:

Where this section refers to footpaths / shared paths, as a minimum the Shire of Broome requires "all" paths to be 2.0m wide in situ concrete. The exception to this would occur on neighbourhood connectors and other major traffic routes where a shared path on one side of the road is 2.5m, the path on the opposite side may be reduced to 1.5m. Final path widths shall generally conform with Liveable Neighbourhoods and Austroads Guide to Traffic Engineering Practice Part 14.

The developer is to only construct paths and pram ramps on curves, roundabouts etc. from TP to TP and sections along POS areas that will not be subject to house construction traffic. The full actual installation cost (current Broome industry standard) by the Shire (plus 20% plus GST) and future reticulation reinstatement cost of the remaining paths will then need to be paid (non refundable) to the Shire of Broome prior to clearance. These paths will then be constructed in the future at completion of the majority of houses in the subdivision by the Shire, using the funds paid by the developer.

The installation of standard side entry pits basically reduces the width of 2m paths at the pit location, please ensure all paths are widened appropriately at these locations to ensure 2m width is maintained (note this is not shown on the design drawings).

In nominated locations paths that cross drainage chutes may be required to be provided with steel bridged sections approved by the Shire of Broome, not pram ramps down into and out of the chutes.

4.23 **Clause 5.3.8 Streetscape Maintenance Bond** replace paragraph 1 with:

Where the developer arranges for landscaping to take place it shall be supported by a maintenance and irrigation period of at least 2 years after practical completion to ensure that the vegetation is properly established. This condition shall be guaranteed by way of a bond in the form of cash or a guarantee from a financial institution acceptable to the local authority. This bond will be returned when the maintenance period has been satisfactorily completed. The amount of the bond is detailed in Module 1, section 1.20: Bonding Outstanding Works.

Module No 6 – Public Open Space Guidelines

4.24 *Throughout this module where it refers to “maintenance for two summers” this shall mean maintenance for a minimum of 2 years from practical completion.*

4.25 **Clause 6.2.2 Standards** add additional dot point to clause:

- *Shire of Broome Guidelines and Specification for Reticulation Systems and Associated Works in Public open Spaces as set out in Section 6 below.*

Section 5 – Guidelines for the Design of Stormwater Drainage Systems

Design:

Land owners/developers subdividing or developing land for residential, commercial or industrial developments are required to provide a stormwater drainage system. The subdivision of rural land may also require the provision of a similar system and in low-lying areas, filling or other drainage may be required.

The designer shall examine the total drainage catchment area, and ensure that any upstream drainage that may pass through the particular subdivision is included in the design, and that the drainage system for the subdivision is capable of carrying the ultimate design flow from the upstream catchment, in addition to the actual subdivision or development land.

Developers are responsible for negotiating their own cost sharing arrangements, if this involves parts of a catchment owned/occupied by others, unless this has been arranged by Council as part of an overall catchment drainage plan.

Developers whose land shares a common drainage catchment have a shared responsibility for ensuring that the whole of the catchment, including the major roads, are drained. Where development is to be staged, an overall drainage plan for the whole of the catchment is required before approval will be given to any individual stage.

In cases where stormwater is proposed to be discharged into private land downstream of a subdivision or development, arrangements shall be made by the developer with the owner of the downstream land to provide an easement over the route of the drain and to construct and/or improve the drainage outlet. As directed at time of subdivision or development, the easement shall be in favour of the Shire of Broome shall be created over the affected lot. If drainage outlets are to discharge into areas forming part of the Conservation Estate, endorsement and approval from the Yawuru Park Council, Shire of Broome and Department of Parks and Wildlife may be required to be obtained, with any downstream works to be funded by the developer.

All drainage systems shall be designed to include water sensitive design and better urban water management principles.

Better urban water management shall be an integral component of all interventions in the natural or built environment. Water sensitive urban design (WSUD) should consider the overall impact of any given project to the water cycle, with intelligent design strategies to deliver downstream water outcomes to meet that of pre development. The Shire of Broome does not currently have a District Water Management Strategy available for use, therefore the developer will be required to undertake water sampling and testing prior to development to establish pre development water quality parameters. Water sampling and testing may also be required post development to demonstrate that pre development water quality parameters have been met.

For catchment areas in existing urban and greenfield developments it is necessary to adopt responsible water management objectives that are required to be sensitive to the nature of local Broome soils, climate, geology, biodiversity and vegetation patterns including reducing reliance on reticulated potable water.

Better urban water management objectives that developers need to include are:

- Limiting negative impacts on existing ecological processes and systems;
- Minimising negative impacts on natural hydrologic processes of catchments;
- Balancing downstream runoff and peak flows from urban development;
- Minimising pollution & improving quality of water discharges to the natural environment;
- Protecting and enhancing surface and ground water quality;
- Limiting demand on reticulated potable water supply systems - e.g. incorporating fit-for-purpose/ multiple options into supply and distribution planning;
- Adding value while minimising development costs and provide strategies that fundamentally integrate factors previously regarded as separate aspects of urban management (e.g. drainage infrastructure & maintenance costs, multi-use open spaces, cultural and environmental corridors);

- Integrating management practices within and between institutions responsible for waterway and open space management.

Developers shall utilise the above principles where possible and the use of innovative methods to reduce flows by way of longitudinal drains with low flow weirs, vegetated compensating basins, slowing of flows, bunds, altered land use practises or the like. Permanent wet storage basins are not considered desirable due to safety and mosquito breeding problems. However, some form of controlled outlet compensating basins should be utilised for infiltration and silt removal purposes.

All open drainage systems shall have maintenance access requirements considered in the design. Vegetation of batters with native vegetation and swale floors with native grasses is essential for creation of a sustainable asset as well as for the removal of urban nutrient loads.

Drainage system design shall take into consideration the requirements of future maintenance activities including the provision for safe plant access for cleaning and silt removal. All systems shall be fully revegetated.

Water Sensitive Design Principles

Subdivision and Development design should ensure that:

- All components of the design form part of the 'treatment train' from onsite measures, road, swales and discharge points.
- Road alignments follow contours wherever possible in order to reduce stormwater flow velocities but do not create mid-block low points.
- Detailed consideration is given to the nature, location, effectiveness and staging of on-site stormwater management system.

Design Parameters Subdivisions

The drainage system and all associated structures including compensating basins are to be designed to collect and convey an Average Recurrence Interval (ARI) storm event of one in 100 year storm event occurrence). Provision shall also be made for flows 100-year ARI storm such that the floor level of all buildings shall be a minimum of 400mm above the ARI 100-year flood level and be retained within the road reserve. Flows from subdivisional areas shall be compensated to predevelopment levels.

For commercial and industrial subdivisions where lots will be primarily developed as hardstand areas, the sizing of individual lot compensation basins must be provided with the detailed civil design, and constructed by the developer of the subdivision at the time of construction of the subdivision.

Proposed development Finished Floor Levels (FFL) are designed at least 500mm above the crown of the adjacent road to which site floodwaters will discharge.

All designs to generally in accordance the "Australian Rainfall & Runoff - 1995."

Coefficient of runoff can be taken as 90% for road reserves, with 70% for residential sites, 30% for vegetation/bush and 90% for mixed/commercial use. A coefficient of runoff of 90% shall be used for commercial and industrial sites.

Surface roughness coefficient (n) to be generally:

- Asphalt roads $n = 0.014$
- Bare earth channels and verges $n = 0.030$
- Natural bush/vegetation/sports grounds $n = 0.0100$
- Concrete culverts $n = 0.014$
- Concrete drop structures $n = 0.014$
- Stone pitch drop structures $n = 0.020$

General subdivisional roads are to be designed as depressed road drains capable of accommodating a 1:10 year storm event between kerbs. If this is not possible, as a last resort underground drainage should be installed to take the excess flow. Absolute minimum longitudinal grade to be 0.35%. Where it can be obtained, a 0.5% minimum grade is preferred.

A maximum water depth of 175mm at the pavement edges is to be designed for, with all flows in excess of this to be transferred to open drains or pipes as applicable. Where rear lot drainage infrastructure is included in the subdivision, these must also be capable of accommodating a 1:10 year storm event.

In areas of high pedestrian activity such as neighbourhood or town centres, a higher level of drainage service will be required, extra underground drainage may be required to lower the level of frequency of flooding in the roads. The rainfall intensity for a calculated time of concentration and recurrence interval shall be determined using Bureau of Meteorology rainfall Intensity, Frequency, Duration (IFD) charts for Broome.

Local dry basins (compensating) should attenuate design flows with base outflow to prevent long-term water retention. Compensating basins to be generally designed to retain a maximum water depth of 1.2 metres, batter slopes to be a maximum of 1:6 to allow for safe egress.

Piped Drainage Systems

Where necessary, piped stormwater drainage shall be installed incorporating grated combination side entry pits. Pipes shall not run directly under the kerb.

Combination side entry pits shall be placed at low points, the upstream side of intersections if the flow warrants it and at intermediate positions to limit flow widths.

Manholes shall be constructed at all pipe junctions and where the pipe changes direction or grade. The maximum distance between manholes shall be 90m and the location shall not unduly restrict the future access to residential lots.

Manhole covers shall be of an approved kind, but generally, to be purpose built heavy duty trafficable reinforced concrete surrounds a minimum of 150mm thick. If located in a carriageway, it shall be fitted with a cast iron frame and lid. They will be equipped with a square or circular access point with tapered inserts and approved lifting points installed.

All piped drainage lines shall be designed in accordance with the recommendations of the pipe manufacturer and the appropriate Australian Standards. The minimum pipe diameter shall be 300mm and Class 2 concrete external rubber band joint are the minimum standard to be used in the road reserves. Pipe Class and cover must take into account all loads from construction traffic.

Drainage lines within road reserves shall generally be laid on an alignment in accordance with the Utility Providers Code of Practise for Western Australia.

The minimum velocity in pipes shall be 1.0m/sec and maximum velocity 6.0m/sec.

Where a piped drain interfaces with an open drain, a suitable headwall structure with rock or concrete scour protection shall be provided to prevent entry of loose material into the pipe and the erosion of surrounding ground.

Headwalls located on outlet pipes shall include suitable erosion protection in the form of aprons and edge beams and rock pitching.

Formal POS / Drainage Areas

Drainage flow paths should not form part of the formal POS areas (local or neighbourhood open space), however if required, drainage flow paths must not impact the active recreation component of these areas

Lawn/turfed areas must be minimally graded to be free-draining to prevent the ponding of stormwater.

Open drains

In general open drains should be:

- Designed to imitate natural systems.
- Be meandering and curvilinear in design and designed to not hold stagnant water for more than 72 hours.
- Be designed as a series of natural landscape features utilising natural materials where possible.
- Be designed as a series of smaller interconnecting compensation basins with low flow outlets installed between each.
- Batter slopes to be ideally no steeper than 1:6, with 3m wide floors and grades of drains generally to be no steeper than 1:700. Grades may be adjusted by drop structures along the length of the drain if required.
- Maintenance of drains to be carried out by slashing and silt removal at weir structures at nominate drop out locations with access for plant provided.
- All batter slopes to be fully mulched and revegetated with natural endemic species to prevent erosion
- Mortared stone pitching shall be provided at all structures, junctions and bends.

- Ensure that drains are graded uniformly to ensure no low points are created that will result in standing pools of water and an increase in mosquito breeding areas.
- Nutrient stripping and sediment drop out
- Batters of open drains should be stabilised immediately following construction through application of mulch.

Stormwater Basins in Subdivisions

Retardation or compensating basins shall be provided at suitable locations to reduce peak flow rates to the downstream facilities to predevelopment flows and to provide silt traps prior to the outlet. All basins shall be designed for the 1:100 storm event.

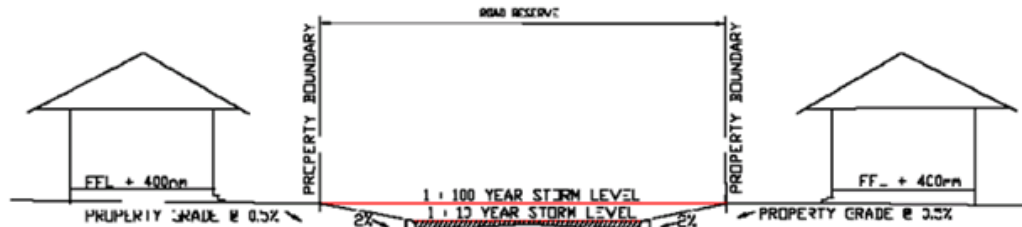
All drainage basins shall be designed to blend in and be a feature in the landscape, be designed to be curvilinear or irregular shaped with silt traps provided to main flow outlets with access for future cleaning. All batter slopes are to be 1:6, with basin sides and floor to be fully vegetated with endemic species and have mechanisms incorporated to help with nutrient stripping and weed seed removal.

Re-vegetation of the swale systems is a critical factor for that must be adhered to. Vegetation of swales achieves the following WSUD outcomes:

- Stabilisation of swale bases and batters;
- Filtering of fine Pindan silts that adversely effect conveyance infrastructure;
- Filtering of fine Pindan silts that can bind nutrient levels in downstream marine ecologies such as Mangal environments;
- Aids in providing a natural drainage 'roughness' reducing velocity of overland flows; and
- Filters and minimises the distribution of potential contaminants including exotic weeds.

Vital to water quality, revegetation and protection of the drainage swale system is the immediate application of **site mulch** and **topsoil** collected prior to bulk earthworks. Use of local site mulch and topsoil provides a ready source endemic seed bank. Once drains have been graded mulch to be applied to disturbed sites for erosion control.

Replace IPWEA Figure 4.4 Stormwater Infrastructure Requirements As A Function Of Road Hierarchy with the following Diagram.



TYPICAL BROOM STORMWATER CROSS-SECTION DETAIL
FOR SUBDIVISIONAL CONSTRUCTION
(N.T.S)

Section 6 – Guidelines and Specifications for Reticulation Systems and Associated Works in Public Open Space Areas

The following specification is to be used by all developers and other parties who are installing irrigation and associated works in public open space areas as part of their developments or subdivisions.

1. Water Corporation Connection

Developers shall arrange and install Water Corporation water supply with approved backflow preventer TYCO brand and isolation valves. The minimum requirement is 50mm supply and meter (# 11 18173 160l/min) enclosed in a suitable below-ground valve box. The developer shall provide a water supply that can facilitate a watering schedule for all lawn areas contained in the POS, within a maximum 4 hour duration which is to include a precipitation rate of 10mm minimum per schedule.

2. Main Feed Line

If tanks are required as part of the project main feed line to irrigation tanks shall be PVC / CL 9 all solvent weld jointed to Australian Standards, with the size to be generally 40mm or 80mm depending on hydraulic requirements. An 858 Emflow Master Valve is to be placed on main feed line between water meter and tanks. This master fill valve will be controlled via the float switch in the tank and via MAXICOM central control controller and programming. A hydraulic valve shall be fitted on the infill side of the tank (if tanks are required) for overflow protection on the rising fill line.

3. Tank and Pump & Control Units

Should the watering schedule of approx. 4 hours for lawn areas not be able to be met from the inlet flow, then installation of one Shire approved galvanised steel tank

and associated foundations with the appropriate capacity and connections is to be connected and setup as per existing Shire of Broome POS layouts.

Pump station is to be 1 x Grundfos Hydro Solo E, pump sized to suit installation
Pump and associated filter, with valves and anti syphon loop to be all heavy duty galvanised fittings.

Note – all in ground pipe work associated with the tank pump connections to be PVC Class 18 UV protected , manual Y filter to have a 80 mesh/200 micron screen.

Controller (Maxicom compatible) shall be “Rainbird” ESP SITE 12 Station Controller with 1 x Maxon GSM Modem with cables, antenna and Power Pack for GSM modem. The controller must also be fitted with an RCT radio receiver card and antenna kit. Allowance must be made for setting up and programming the site onto the Shire’s Maxicom central control system located at the Shire depot so that all irrigation/faults can be logged, and the site operates off the weather station E.T.

An Aluminium Power/Irrigation cabinet shall be provided that is large enough to accommodate all controls including irrigation controller, CCunit, GSM Modem and other associated switchboard etc. The cabinet shall be provided with (2) welded Hasp and staple type locks top and bottom suitable to accommodate the standard Shire padlocks and shall be located near to the tank and pumpsite. A new mini pillar will also be required near the site to supply power to the irrigation controller/pump cubicle. The controller is to be fitted with a 240-volt plug and supplied by (2) double GPO with surge arrestor fitted. A two metre earth stake is to be installed outside the cabinet inside a separate concrete box with galvanised lid and “cadbond” connection to the cabinet main earth cable/bus bar. Resistance to earth shall be less than two ohms. The cabinet electrics must have RCD protection, fan and heat resistant special white paint.

The full area of a pump compound is to be supplied with a compacted Shire specification roadbase hardstand and shall be 2m wider than the tank and pumps and incorporate two vehicle parking spaces and turnaround.

The pump and associated electrical equipment cabinet is to be supplied with a structurally certified and cyclone rated pump house (similar to existing installations at POS in Januburu Six Seasons Stage 4). Minimum dimensions are to be 2.5m x 2.5m with a minimum roof height of 2.2m. Please note these dimensions are a minimum and final measurements must allow for maintenance work to be carried out. Pumphouse floor shall be 100mm thick with 200mm deep x 300mm wide thickening along all edges, final design shall be cyclone rated to category C.

4. Ring Main-SWJ

All feed lines from pump shall be PVC / CL 9 and sized to suit the hydraulic design. They shall all be solvent weld jointed to Australian Standards and to be formed into a continuous ring main with flushing points. All joints are to be primed with red pipe primer for inspection purposes.

5. Irrigation Components

The following irrigation components will generally be used:

- 40mm or 25mm “Rainbird Scrubber” solenoid valves with PRS including “Philmac” isolation poly ball valve in 1419 valve boxes. All valve boxes are to be bricked out with no load bearing surfaces on the main line. Bases of valve boxes to be covered with jute matting.

All valve box lids are to be installed at level with final turf grade. All sprinkler stations are to be designed so valve boxes are located in garden beds and not in lawn areas unless prior approval is provided.

All solenoid valve wiring shall be laid in conduit and be continuous from the irrigation controller to the respective solenoid valve, without any joins in between. They shall be a minimum of 1.5mm², common to be 2.5mm². All wiring joins to be done with 3MDBY wire joiners ONLY.

- “Hunter Ultra” 120 full circle sprinkler to suit
- “Hunter Ultra” 120 part circle sprinkler to suit
- “Hunter Ultra” PG’s to suit
- All lateral lines shall be class 9 PVC solvent weld jointed to Australian Standards and primed as required.
- Isolation butterfly valves and/or air release valves shall be provided in 1419 valve boxes and bricked out as required. All lids to be level with finished turf grade.
- Where sprinklers run parallel to the road kerbing all PVC sprinkler feed pipe work and fittings are to be setback off the road kerb a minimum of 400mm. A separate piece of PVC pipe will then connect to the sprinkler articulated riser so that no damage occurs to any feed pipes when run over, etc. All sprinklers are to be installed on articulated risers and set level with the finished grade.

6. Trickle irrigation

- All trickle stations are to be designed so the flow rate of the sum of all drippers on each station does not exceed 90% of the flow rate supplied from the main supply to each station.
- All supply main lines for garden beds are to be 25mm class 9 PVC. All irrigation components in garden beds shall be low-density 25mm poly reducing to 19mm polypipe with “Netafim” 8 l/hr pressure compensating drippers. No smaller or larger supplying drippers are to be used unless prior approval is agreed to. If trees are singular and not in garden beds, then install drippers at three drippers per tree. The three tree drippers shall be installed in a 19mm poly pipe ring offset from the tree base. (No sprinklers to be located in garden beds).
- A 25mm ball valve is to be installed in a valve box at the ends of the mainlines before each valve with a standard 13mm tap connection fitted to allow for a snap on hose connection to be fitted

Please also note that all 25mm Rain Bird Scrubber solenoid valves with PRS to garden beds shall be fed off the main tank 80/9 PVC feed line prior to the tank fill. No trickle stations to fed directly off the pump system.

7. As Constructed Drawing.

An as constructed accurate GPS irrigation CAD drawing is required on hand over to the Shire along with a PDF copy to be recorded on a CD disk for future reference.

Checklist – Local Water Management Strategy

Local water management strategy item	Deliverable	<input checked="" type="checkbox"/>	Comments
Executive summary			
Summary of the development design strategy, outlining how the design objectives are proposed to be met	Table 1: Design elements and requirements for BMPs and critical control points	<input type="checkbox"/>	
Introduction			
Total water cycle management – principles & objectives Planning background Previous studies		<input type="checkbox"/>	
Proposed development			
Structure plan, zoning and land use. Key landscape features Previous land use	Site context plan Structure plan	<input type="checkbox"/> <input type="checkbox"/>	
Landscape - proposed POS areas, POS credits, water source, bore(s), lake details (if applicable), irrigation areas	Landscape Plan	<input type="checkbox"/>	
Design criteria			
Agreed design objectives and source of objective		<input type="checkbox"/>	
Pre-development environment			
Existing information and more detailed assessments (monitoring). How do the site characteristics affect the design?		<input type="checkbox"/>	
Site Conditions - existing topography/ contours, aerial photo underlay, major physical features	Site condition plan	<input type="checkbox"/>	
Geotechnical - topography, soils including acid sulfate soils and infiltration capacity, test pit locations	Geotechnical plan	<input type="checkbox"/>	
Environmental - areas of significant flora and fauna, wetlands and buffers, waterways and buffers, contaminated sites	Environmental Plan plus supporting data where appropriate	<input type="checkbox"/>	
Surface Water – topography, 100 year floodways and flood fringe areas, water quality of flows entering and leaving (if applicable)	Surface Water Plan	<input type="checkbox"/>	
Groundwater – topography, pre development groundwater levels and water quality, test bore locations	Groundwater Plan plus details of groundwater monitoring and testing	<input type="checkbox"/>	
Water use sustainability initiatives			
Water efficiency measures – private and public open spaces including method of enforcement		<input type="checkbox"/>	
Water supply (fit-for-purpose strategy), agreed actions and implementation. If non-potable supply, support with water balance		<input type="checkbox"/>	
Wastewater management		<input type="checkbox"/>	
Stormwater management strategy			
Flood protection - peak flow rates, volumes and top water levels at control points, 100 year flow paths and 100 year detentions storage areas	100yr event Plan Long section of critical points	<input type="checkbox"/> <input type="checkbox"/>	
Manage serviceability - storage and retention required for the critical 5 year ARI storm events Minor roads should be passable in the 5 year ARI event	5yr event Plan	<input type="checkbox"/>	

Local water management strategy item	Deliverable	<input checked="" type="checkbox"/>	Comments
Protect ecology – detention areas for the 1 yr 1 hr ARI event, areas for water quality treatment and types of (including indicative locations for) agreed structural and non-structural best management practices and treatment trains. Protection of waterways, wetlands (and their buffers), remnant vegetation and ecological linkages	1yr event plan Typical cross sections	<input type="checkbox"/> <input type="checkbox"/>	
Groundwater management strategy			
Post development groundwater levels, fill requirements (including existing and likely final surface levels), outlet controls, and subsoils areas/exclusion zones	Groundwater/subsoil Plan	<input type="checkbox"/>	
Actions to address acid sulfate soils or contamination		<input type="checkbox"/>	
The next stage – subdivision and urban water management plans			
Content and coverage of future urban water management plans to be completed at subdivision. Include areas where further investigations are required prior to detailed design.		<input type="checkbox"/>	
Monitoring			
Recommended future monitoring plan including timing, frequency, locations and parameters, together with arrangements for ongoing actions		<input type="checkbox"/>	
Implementation			
Developer commitments		<input type="checkbox"/>	
Roles, responsibilities, funding for implementation		<input type="checkbox"/>	
Review		<input type="checkbox"/>	



Draft Local Planning Policy – Structure Plan and Subdivision Standards

Community Engagement Plan

March 2015

Project name:	Draft LPP – Structure Plan and Subdivision Standards
Project owner:	Statutory Planning Coordinator
Project manager:	Statutory Planning Coordinator

BACKGROUND:

Structure Plans (previously termed Development Plans under Town Planning Scheme No 4) provide a framework for the coordinated provision and arrangement of future land use, subdivision and development in proposed new urban areas, or in existing urban areas where carefully coordinated redevelopment is necessary. Structure Plans are required to be prepared to guide the subdivision and development of land zoned 'Development' and the specific requirements for the preparation, assessment and operation of Structure Plans are contained in Clause 5.24 – 5.30 of Local Planning Scheme No 6 (LPS6).

Liveable Neighbourhoods (WAPC 2007) is the principal operations policy for the design and assessment of Structure Plans for the state of Western Australia. The Structure Plan Preparation Guidelines (WAPC 2012) establish the scope, format and content to be included in Structure Plans.

While these documents are considered an improvement to the Structure Planning process in Western Australia, the assessment of Structure Plans submitted for Broome has highlighted the need to develop a Policy which establishes matters that must be addressed differently to reflect Broome's unique environment, culture and character. The draft Local Planning Policy has been prepared to clearly set out specific matters that must be addressed in the Structure Planning process in Broome, particularly for the following planning elements:

- Critical role stormwater has on urban design;
- POS distribution and allocation;
- Roads (orientation, reservation and pavement widths);
- Designing for climate (breeze movements and orientation of lots)
- Incorporating cultural elements into urban design.

ENGAGEMENT PARAMETERS:

Clause 2.4.1 of LPS6 establishes the process for making or amending Local Planning Policies and sets out that once prepared a draft Policy a notice shall be published once a week for two consecutive weeks in a local newspaper and provide a minimum 21 day public comment period.

There are no other statutory provisions for the adoption of a Local Planning Policy.

PURPOSE AND OBJECTIVES

It has been determined that community engagement will be required as this process should provide "an opportunity for stakeholders to influence the project or its outcomes" and to keep key stakeholders informed and provide feedback on the proposed Policy.

The objective of the consultation is to inform and seek comments and improvements from key stakeholders and the broader community in regards to the proposed Policy.

TARGET STAKEHOLDERS

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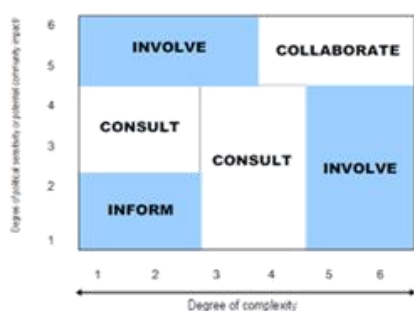
ATTACHMENT 2

Primary Stakeholders	
Department of Planning, Shire Staff, land developers, planning consultants, civil engineers, builders, designers and architects.	
Secondary Stakeholders	Tertiary Stakeholders
Broader community	N/A

LEVEL OF ENGAGEMENT

The Community Engagement Matrix is a tool designed to assist with the selection of a level of engagement. The axes on the Matrix relate to "degree of complexity, and potential community impact /political sensitivity". Measures on a scale of 1 - 6 are set out to provide further definition.

Community Engagement Matrix:



Degree of Complexity: **1-2**

Degree of Community
Impact/Political
Sensitivity: **3-4**

The engagement level for
this project is:
Inform/Consult.

	SCORE 1 - 2	SCORE 3 - 4	SCORE 5 - 6	This Project
Degree of complexity	There is one clear issue and or problem that needs to be addressed.	There are more than one or two issues/problems that can be resolved.	There are multiple issues/problems and it is unclear how to resolve them.	1-2

	SCORE 1 - 2	SCORE 3 - 4	SCORE 5 - 6	This Project
Degree of potential community impact and political sensitivity	<p>The project will have little effect on communities and they will hardly notice any changes.</p> <p>The project has acceptance throughout the community.</p>	<p>The project will fix a problem that will benefit communities and the change will cause minor inconvenience.</p> <p>There are groups in communities who may see potential in raising the profile of a project to gain attention for their cause.</p>	<p>The project will create a change that will have an impact on communities and the living environment and the degree of impact/outrage and acceptance will vary.</p> <p>Community expectations about the project are different to those of the decision makers and there is high potential for individuals and groups to use the uncertainty to gain attention.</p>	3-4

The engagement level for this project is: **Inform/consult**

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ATTACHMENT 2

INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
Public Participation Goal:				
To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
Promise to the Public:				
We will keep you informed	We will keep you informed, listen to and acknowledge concerns and provide feedback on how public input influenced the decision	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for direct advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

ENGAGEMENT TOOLS AND ACTIVITIES

The Tools selected for this project are:

- Selected distribution direct mail out, including invitation to an information session.
- Ad notice in newspaper.
- Website notification.

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ATTACHMENT 2

ENGAGEMENT ACTION PLAN

Date	Tool/Activity	Stakeholders involved	Person Responsible	Budget	Venue	Communication /message
	Ad notice in Broome Advertiser and notice on Shire website and notice boards	All	SPC	\$250	N/A	Draft LPP is available for review and comment.
	Direct Engagement – Department of Planning – Executive Director Regional Planning and Strategy and Chair of Western Australian Planning Commission	Department of Planning	SPC	N/A	N/A	Letter requesting comment of the draft LPP and framework for adoption under the draft <i>Planning Regulations</i> .
	Direct mail out	Land developers, planning consultants, civil engineers, builders, designers and architects.	SPC	N/A	N/A	Draft LPP is available for review and comment and invitation to attend information session.
Tentative	Information sessions with key stakeholders.	Land developers, planning consultants, civil engineers, builders, designers and architects.	SPC	N/A	Shire of Broome Administration Centre	An opportunity for the key stakeholders to meet with the Shire staff to be informed of the changes and reasons and an opportunity to discuss any improvements/refinements.

REPORTING / FEEDBACK

Following Community Engagement, a report including a summary of submissions will be compiled by Development Services.

9.3

OUR PROSPERITY



PRIORITY STATEMENT

Our region has grown significantly over the past years in terms of population, economy and industry – this will continue! Balancing ecological sustainability with economic growth and retaining the ‘look and feel’ of Broome and its environs are an ongoing challenge for the region. Encouraging appropriate investment and business development opportunities to ensure a strong, diverse economic base is essential for community prosperity and the success of our future generations.

Focusing on developing clear pathways linking education with employment for our youth and the community at large is essential as we aim to retain our local people and continue to build a skilled and highly motivated workforce.

Business and Industry partnerships must be fostered to ensure sustainable economic growth is achieved, along with the provision of affordable and equitable services and infrastructure. Ensuring development meets community needs and legislative requirements whilst creating close community relationships and enhancing our understanding of local heritage and cultural issues will continue to be a major focus. The built environment must contribute to the economy, long term viability of the region and provide a quality lifestyle for all.

There are no reports in this section.

OUR ORGANISATION



PRIORITY STATEMENT

Council will strive to create an environment where local governance is delivered in an open and accountable manner; where we provide leadership to the region in such areas as planning and financial management; where the community has the opportunity to contribute to the Council's decision making thereby fostering ownership of strategies and initiatives.

In delivering open, accountable and inclusive governance, we will be ever mindful that we operate within a highly regulated environment that requires a high level of compliance.

Council will strive to be the conduit between the other spheres of government and the community, translating State and Federal law, policy and practice into customer focussed, on ground service delivery that support's Broome's unique lifestyle.

The Region is experiencing significant change with Council dedicated to sound governance, effective leadership and innovation, and high quality services. Building organisational capacity is a priority with a commitment to delivering services to the community in a sustainable, effective and accountable way.

9.4.1 FEBRUARY 2015 FINANCIAL ACTIVITY REPORT

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FRE02
AUTHOR:	Senior Finance Officer
CONTRIBUTOR/S:	Manager Financial Services
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	11 March 2015

SUMMARY: Council is required by legislation to consider and adopt the Monthly Financial Activity Statement Report for the period ended 28 February 2015, as required by Regulation 34(1) of the Local Government (Financial Management) Regulations 1996.

Council is further provided with a General Fund Summary of Financial Activity (Schedules 2 to 14) which provides comprehensive information on Council's Operations by Function and Activity.

BACKGROUNDPrevious Considerations

Council is provided with the Monthly Financial Activity Report which has been developed in line with statutory reporting standards and provides Council with a holistic overview of the operations of the Shire of Broome.

Supplementary information has been provided in the form of a General Fund Summary of Financial Activity, which discloses Council's Revenue and Expenditure in summary form, by Programme (Function and Activity).

COMMENT

The following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	67%
Total Rates Raised Revenue	100% (of which 91% has been paid)
Total Other Operating Revenue	62%
Total Operating Expenditure	57%
Total Capital Revenue	15%
Total Capital Expenditure	21%
Total Sale of Assets Revenue	25%

There were a number of budget amendments processed in both November and February as part of the Quarterly Finance and Costing Review (FACR). The statutory mid-year review was held as part of the 2nd Quarter FACR. The amendments from the 1st and 2nd Quarter FACR are recorded in the minutes of the Audit Committee meeting held 13 November 2014 and 10 February 2015 respectively. Additionally, amendments have been made since budget adoption, which further impact upon the forecast end-of-year position. The

net impact of all budget amendments reported to Council year-to-date is a predicted budget deficit of \$115,656.

More detailed explanations of variances are contained in the notes to the monthly statement of financial activity. The commentary identifies significant variations between the expected year-to-date budget position and the position at the reporting date.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

34. Financial activity statement report — s. 6.4

1A) In this regulation —

“committed assets” means revenue unspent but set aside under the annual budget for a specific purpose.

1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

- a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
- b) budget estimates to the end of the month to which the statement relates;*
- c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
- d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- e) the net current assets at the end of the month to which the statement relates*

2) Each statement of financial activity is to be accompanied by documents containing —

- a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
- b) an explanation of each of the material variances referred to in subregulation (1)(d); and*
- c) such other supporting information as is considered relevant by the local government.*

3) The information in a statement of financial activity may be shown —

- a) according to nature and type classification;*
- b) by program; or*
- c) by business unit.*

4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —

- a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
- b) recorded in the minutes of the meeting at which it is presented.*

- 5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

- 1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- a) is incurred in a financial year before the adoption of the annual budget by the local government;
 - b) is authorised in advance by resolution*; or
 - c) is authorised in advance by the mayor or president in an emergency.
- (1a In subsection (1) —
“additional purpose” means a purpose for which no expenditure estimate is included in the local government’s annual budget.
- 2) Where expenditure has been incurred by a local government —
- c) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
 - d) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

* Absolute majority required.

POLICY IMPLICATIONS

2.1.1 Materiality in Financial Reporting

FINANCIAL IMPLICATIONS

The adoption of the Monthly Financial Report is retrospective, and the utilisation of this information to direct the Chief Executive Officer would be prospective and subject to resolution.

Accordingly, the financial implications associated with adoption are Nil.

STRATEGIC IMPLICATIONS

Our Prosperity Goal – Create the means to enable local jobs creation and lifestyle affordability for the current and future population:

Affordable and equitable services and infrastructure

Affordable land for residential, industrial, commercial and community use

Key economic development strategies for the Shire which are aligned to regional outcomes working through recognised planning and development groups/committees

Our Organisation Goal – Continually enhance the Shire’s organisational capacity to service the needs of a growing community:

An organisational culture that strives for service excellence

Sustainable and integrated strategic and operational plans

Responsible resource allocation

Effective community engagement

Retention and attraction of staff

Improved systems, processes and compliance

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. *Adopts the Monthly Financial Activity Report for the period ended 28 February 2015 and;*
2. *Receives the General Fund Summary of Financial Activity (Schedules 2-14) for the period ended 28 February 2015.*

Attachments

1. February Financial Activity Statements



Monthly Financial Activity Report

For the period ending
28 February 2015

SHIRE OF BROOME**Monthly Financial Activity Report****For the period ending****28 February 2015****TABLE OF CONTENTS**

SUBJECT	PAGE
Statement of Financial Activity - Operating	1
Statement of Financial Activity - Non Operating	2
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Net Current Assets	5
Notes to this Report	6
Forecasts Summary	14
Graphs	15

DISCLAIMER

This is a special purpose report prepared for the use of staff and Councillors, although results are un-audited until 30th June.

STATEMENT OF FINANCIAL ACTIVITY - OPERATING

For the period ending

28 February 2015

	Actual to YTD Budget Variance	Actual YTD	Budget YTD	Actual % of Forecast Budget	Annual Forecast Budget	Annual Budget
	%	\$	\$	%	\$	\$
OPERATING REVENUE & EXPENSES						
Revenue						
Governance	89%	419,554	4,485,208	9%	4,572,861	89,743
General Purpose Funding						
Rates Raised	3%	20,508,163	19,944,743	103%	19,992,045	19,970,045
Other General Purpose Funding	26%	1,555,348	1,030,000	76%	2,060,000	2,060,000
Law, Order And Public Safety	1%	77,373	76,427	74%	104,623	100,123
Health	0%	143,131	142,293	84%	170,054	165,661
Education And Welfare	35%	53,673	34,423	97%	55,173	41,500
Housing	3%	410,083	391,032	70%	586,866	586,866
Community Amenities	1%	5,657,248	5,736,181	80%	7,039,391	7,308,910
Recreation And Culture	3%	902,076	938,282	66%	1,369,505	1,312,505
Transport	33%	1,708,257	1,063,350	88%	1,939,886	1,889,886
Economic Services	5%	663,737	720,729	63%	1,061,049	892,049
Other Property And Services	2%	1,710,467	1,663,590	69%	2,469,412	2,384,412
Total Revenue	6%	33,809,110	36,226,258	82%	41,420,865	36,801,700
Expenses						
Governance	55%	2,258,224	6,630,466	28%	7,962,084	3,372,450
General Purpose Funding	52%	141,902	330,623	39%	361,522	339,522
Law, Order And Public Safety	13%	914,184	1,113,351	59%	1,552,669	1,547,669
Health	8%	455,144	511,945	60%	754,738	742,899
Education And Welfare	10%	477,841	557,308	59%	816,139	801,139
Housing	8%	467,785	420,748	75%	626,680	626,680
Community Amenities	5%	5,234,548	5,693,917	63%	8,372,630	8,546,630
Recreation And Culture	11%	5,965,969	7,129,569	56%	10,566,253	10,462,753
Transport	6%	5,244,946	5,737,660	65%	8,113,701	8,103,701
Economic Services	10%	971,505	1,122,705	65%	1,488,812	1,263,249
Other Property And Services	32%	1,962,448	1,424,955	116%	1,698,114	1,568,114
Total Expenses	16%	24,094,496	30,673,247	57%	42,313,342	37,374,806
NET OPERATING SURPLUS/(DEFICIT)		9,714,614	5,553,011		(892,477)	(573,106)
NB: % of year elapsed				67%		

STATEMENT OF FINANCIAL ACTIVITY - NON OPERATING
For the period ending 28 February 2015

	Actual to YTD Budget Variance	Actual YTD	Budget YTD	Actual % of Forecast Budget	Annual Forecast Budget	Annual Budget
	%	\$	\$	%	\$	\$
ASSET PROCUREMENT						
Grants and Contributions for Assets						
Community Amenities	59%	45,000	159,000	23%	194,000	240,000
Recreation And Culture	71%	48,591	743,530	5%	981,655	927,500
Transport	47%	424,533	1,473,729	19%	2,234,025	3,041,184
Other Property And Services	100%	-	120,000	0%	120,000	-
Total Grants and Contributions for Assets	56%	518,124	2,496,259	15%	3,529,680	4,208,684
Investments in Assets						
Land and Buildings - New	60%	84,937	345,660	20%	433,160	350,000
Land and Buildings - Upgrade	50%	-	2,500	0%	5,000	5,000
Land and Buildings - Renewal	51%	59,457	250,731	16%	377,395	405,500
Works in Progress Land & Buildings	47%	88,815	472,000	11%	822,000	770,000
Infrastructure Assets - New	57%	671,810	2,374,136	22%	2,991,326	2,450,142
Infrastructure Assets - Upgrade	43%	267,016	1,765,592	8%	3,468,062	3,293,853
Infrastructure Assets - Renewal	30%	686,697	1,167,021	43%	1,589,320	2,663,629
Mobile Plant and Equipment - Renewal	41%	395,390	901,250	32%	1,236,500	1,236,500
Fixed Plant and Equipment - New	-	3,900	-	0%	-	10,000
Fixed Plant and Equipment - Renewal	23%	54,632	74,500	63%	87,000	50,000
Furniture and Equipment - New	36%	50,805	157,750	17%	299,500	288,500
Total Investments in Assets	45%	2,363,459	7,508,640	21%	11,309,263	11,523,124
Proceeds From Sale of Assets						
Less Proceeds on the sale of Assets	47%	(69,091)	(198,500)	25%	(278,000)	(278,000)
Proceeds From Sale of Assets	47%	(69,091)	(198,500)	25%	(278,000)	(278,000)
NET ASSET PROCUREMENT REVENUE/(EXPENSE)		(1,776,244)	(4,813,881)		(7,501,583)	(7,036,440)

STATEMENT OF FINANCIAL ACTIVITY - NON OPERATING
For the period ending 28 February 2015

	Actual to YTD Budget Variance	Actual YTD	Budget YTD	Actual % of Forecast Budget	Annual Forecast Budget	Annual Budget
	%	\$	\$	%	\$	\$
FINANCING ACTIVITIES						
Self Supporting Loans						
Payment Received for S/S Loans	50%	9,901	4,950	100%	9,900	9,900
Repayment of Self Supporting Loans	50%	9,901	4,950	100%	9,900	9,900
Net Self Supporting Loan Revenue/(Expenses)	-	-	-		-	-
Council Loans						
Repayment of Council Loans	1%	622,608	631,950	49%	1,263,905	1,263,905
Net Council Loan Revenue/(Expenses)	1%	(622,608)	(631,950)		(1,263,905)	(1,263,905)
Reserve Transfers						
Transfers from Reserves (Restricted Assets)	70%	213,632	4,659,248	3%	6,325,337	5,656,555
Transfers to Reserves (Restricted Assets)	39%	548,925	1,915,924	16%	3,515,645	3,362,009
Net Reserve Transfer Revenue/(Expenses)	110%	(335,293)	2,743,324		2,809,692	2,294,546
NET FINANCE REVENUE/(EXPENSE)		(957,901)	2,111,374		1,545,787	1,030,641
NET NON OPERATING REVENUE/(EXPENSE)		(2,734,145)	(2,702,507)		(5,955,796)	(6,005,799)

STATEMENT OF FINANCIAL ACTIVITY - CASH SUMMARY

For the period ending 28 February 2015

	Actual YTD	Budget YTD	Annual Forecast Budget	Annual Budget
	\$	\$	\$	\$
NET OPERATING SURPLUS/(DEFICIT)	9,714,614	5,553,011	(892,477)	(573,106)
NET NON OPERATING REVENUE/(EXPENSE)	(2,734,145)	(2,702,507)	(5,955,796)	(6,005,799)
NET OVERALL REVENUE/(EXPENSE)	6,980,469	2,850,504	(6,848,273)	(6,578,905)

Adjustments to Determine the Cash Position

- Depreciation	3,773,362	4,032,904	6,052,000	6,052,000
- Net Accrued (Income)/Expenditure	(129)	-	-	-
- (Profit)/Loss on sale of assets	-	67,023	92,676	92,676
- Surplus/(Deficit) brought forward	587,941	587,941	587,941	434,229
CASH SURPLUS/(DEFICIT)	11,341,643	7,538,372	(115,656)	(1)

Reconciliation to the Statement Of Net Current Assets

- Add back Net Accrued (Income)/Expenditure	129
- Leave Reserve transfers offsetting Leave Provisions	45,621
- Timing and Rounding Adjustments	209,531
CURRENT POSITION	11,596,924

Materiality Notes:

1. The Forecast Budget represents 0.31 % Deficit of the budgeted operating revenue excluding grants and contributions for assets and profit on sale of assets.
Should the Forecast Budget predict a Deficit more than 1% (\$368,017) of the budgeted operating revenue excluding grants and contributions for assets and profit on sale of assets, an action plan to remedy the situation will be prepared in accordance with Finance Policy 2.1.1.
2. The "Actual to YTD Budget Variance %" is calculated by dividing the difference between the Actual YTD and Budget YTD by the Forecast budget.
Should the "Actual to YTD Budget Variance %" be more than 10% then commentary on the variance will be prepared in accordance with Finance Policy 2.1.1.

STATEMENT OF NET CURRENT ASSETS

	28 February 2015			
	Actual \$	Change In \$	Actual \$ At	Actual \$ At
	To Date	February	31 Jan 2015	30 Jun 2014
CURRENT ASSETS				
Cash Assets				
Cash on hand	3,860	-	3,860	3,820
Cash at Bank - Unrestricted	10,604,115	(137,907)	10,742,022	3,872,838
Cash Reserves - Restricted	23,798,302	194,590	23,603,712	23,463,008
Total Cash Assets	34,406,277	56,683	34,349,594	27,339,666
Receivables				
Sundry Debtors	776,364	295,773	480,591	1,533,677
Rates and Rubbish Debtors	2,395,946	(562,599)	2,958,545	498,791
Total Receivables	3,172,310	(266,826)	3,439,136	2,032,468
Other Assets				
Sundry Provisions and Accruals	45,958	-	45,958	42,129
Inventories	27,931	5,027	22,904	45,345
Total Other Assets	73,889	5,027	68,862	97,375
Adjustments for Excluded Assets				
Reserves & Other Restricted Cash	(23,798,302)	(194,590)	(23,603,712)	(23,463,008)
Total Excluded Assets	(23,798,302)	(194,590)	(23,603,712)	(23,472,909)
TOTAL CURRENT ASSETS	13,854,174	(399,706)	14,253,880	5,996,600
CURRENT LIABILITIES				
Cash Liabilities				
Loan Principal Payable	641,297	-	641,297	1,273,806
Total Cash Liabilities	641,297	-	641,297	1,273,806
Trade and Other Payables				
Sundry Creditors	1,544,962	1,260,259	284,703	4,508,900
Other Payables	524,270	42,969	481,301	245,684
Total Creditor and Payables	2,069,232	1,303,228	766,004	4,754,584
Employee Provisions and Accruals				
Leave Provisions	2,166,959	-	2,166,959	2,166,959
Accruals	(208,158)	3,400	(211,558)	212,278
Total Provisions	1,958,801	3,400	1,955,401	2,379,237
Excluded Liabilities				
Loan Principal Payable	(641,297)	-	(641,297)	(1,273,806)
Employee Liabilities Cash Backed in Reserves	(1,770,783)	(16,221)	(1,754,562)	(1,725,162)
Total Excluded Liabilities	(2,412,080)	(16,221)	(2,395,859)	(2,998,968)
TOTAL CURRENT LIABILITIES	2,257,250	1,290,407	966,843	5,408,659
NET CURRENT ASSETS/(LIABILITIES)	11,596,924	(1,690,113)	13,287,037	587,941

SHIRE OF BROOME
Monthly Statement of Financial Activity
For The Period Ending 28 February 2015

NOTES TO THIS MONTH'S REPORT**OVERVIEW**

For the period ended 28 February 2015, the following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	67%
Total Rates Raised Revenue	100% (of which 91% has been paid)
Total Other Operating Revenue	62%
Total Operating Expenditure	57%
Total Capital Revenue	15%
Total Capital Expenditure	21%
Total Sale of Assets Revenue	25%

The statutory mid-year review was held as part of the 2nd quarter Finance and Costing review (FACR), during which a number of budget amendment were proposed. These were presented in the Ordinary Meeting of Council (OMC) on 26 February 2015 after review by the Audit Committee on 10 February 2015.

The FACR report proposed amendments to help offset additional expenditure resolved by council for various key initiatives by utilising organisational savings achieved throughout the quarter.

Additionally, there were a number of budget amendments processed in November from the first quarter FACR, as recorded in the minutes of the Audit Committee meeting held 13 November 2014, and item 9.4.6 adopted at the OMC 27 November 2014. The net impact of all budget amendments reported to Council year-to-date is a predicted budget deficit of \$115,656.

The net current position at 28 February 2015 was approximately \$11.6M, a decrease of \$1.69M from last month with key movements in sundry and rates debtors, and creditor payment. This figure will continue to reduce throughout the year as normal operational and program expenditure occurs.

GOVERNANCE

Services in Governance include Councillor Payments, Councillor Support services and general civic and community services.

OPERATING ACTIVITIES

Operating budget amendments were required this month.

The actual revenue to year-to-date budget variance is due to the timing of receipt of the Key Worker Housing grant payment from the Department of Regional Development by the Kimberley Regional Collaborative Group (KRCG). This will not require a budget amendment in the future.

The actual expenditure to year-to-date budget variance is due to the expenditure on Key Worker Housing not commencing until receipt of the grant from the Department of Regional Development. This will not require a budget amendment in the future.

NON-OPERATING ACTIVITIES

Non-Operating budget amendments were not required this month.

GENERAL PURPOSE FUNDING

Services in General Purpose Funding include collection of rates, property related income and expenses and grant income and grant related expenses.

OPERATING ACTIVITIES

Operating budget amendments were required this month.

The actual revenue to year-to-date budget variance is due to the timing of the receipt of the Grants Commission General Grant differing from the budget timeline. This will correct itself in the following month. This will not require a budget amendment in the future.

The actual expenditure to year-to-date budget variance is due to the expense for the rates GRV revaluation not yet occurring as the work has just commenced. This will not require a budget amendment in the future.

NON-OPERATING ACTIVITIES

Non-Operating budget amendments were not required this month.

LAW ORDER AND PUBLIC SAFETY

Services provided in Law Order and Public Safety includes; emergency management, ranger operations, fire prevention, animal control, law enforcement, beach lifeguard, Volunteer Bush Brigade and the Volunteer State Emergency Service support.

OPERATING ACTIVITIES

Operating budget amendments were required this month.

The actual expenditure to year-to-date budget variance is due to number jobs and accounts showing minor variances against budget. This will not require a budget amendment in the future but will be monitored to ensure the trend does not continue.

NON-OPERATING ACTIVITIES

Non-Operating budget amendments were not required this month.

HEALTH

Services provided in Health include health inspections, pool inspections and pest control.

OPERATING ACTIVITIES

Operating budget amendments were required this month.

NON-OPERATING ACTIVITIES

Non-Operating budget amendments were not required this month.

EDUCATION AND WELFARE

Services provided in Education and Welfare includes provision of child and aged care facilities, community services and the HYPE programme.

OPERATING ACTIVITIES

Operating budget amendments were required this month.

The actual revenue to year-to-date budget variance is due to the receipt of a funding agreement contribution from Rio Tinto for a Broome Youth development Officer being received as a lump sum earlier than anticipated. This will not require a budget amendment.

NON-OPERATING ACTIVITIES

Non-Operating budget amendments were not required this month.

The actual expenditure to year-to-date budget variance is due to number jobs and accounts showing minor variances against budget. This will not require a budget amendment in the future but will be monitored to ensure the trend does not continue.

HOUSING

The service provided in Housing is the provision of Staff Housing.

OPERATING ACTIVITIES

Operating budget amendments were not required this month.

NON-OPERATING ACTIVITIES

Non-operating budget amendments were not required this month.

COMMUNITY AMENITIES

Services provided in Community Amenities include rubbish collection and recycling, refuse site operations, litter control, sewerage, storm water drainage, town planning, regional development, protection of the environment, cemeteries and public toilets.

OPERATING ACTIVITIES

Operating budget amendments were required this month.

NON-OPERATING ACTIVITIES

Non-operating budget amendments were required this month.

The actual revenue to year-to-date budget variance is due to the grant for the Refuse Site Transfer Station having not yet been received. This will not require a budget amendment in the future.

Part of the Actual YTD Budget variance for Infrastructure Assets - New expenditure is associated with works on the transfer station and the liquid waste infrastructure at the Tip which are yet to commence in the current financial year. This will not require a budget amendment in the future.

Part of the Actual YTD Budget variance for Infrastructure Assets - Upgrade expenditure is associated with works on the Frederick Street Drainage & the Buckley's Road Closure having not yet commenced. This will not require a budget amendment in the future.

Part of the Actual YTD Budget variance for Infrastructure Assets - Renewal expenditure is associated with works on Waste Facility bin chipping project and the Frederick Street Drainage having not yet commenced. This will not require a budget amendment in the future.

Part of the Actual YTD Budget variance for Mobile Plant & Equipment - Renewal expenditure is due to only half the budgeted plant for this program having been purchased at this time. This will not require a budget amendment in the future.

RECREATION AND CULTURE

Services provided in Recreation and Culture include the provision of public halls, library services, arts and cultural facilities and support services, coordination of recreation facilities, parks and gardens, Broome Recreation and Aquatic Centre and other recreation facilities.

OPERATING ACTIVITIES

Operating budget amendments were required this month.

The actual expenditure to year-to-date budget variance is due to number jobs and accounts showing minor variances against budget. This will not require a budget amendment in the future but will be monitored to ensure the trend does not continue.

NON-OPERATING ACTIVITIES

Non-Operating budget amendments were required this month.

The actual revenue to year-to-date budget variance is due to grants for the Town Beach Boat Ramp and Community Storage Shed having not yet been received. This is unlikely to require a budget forecast change.

The Actual YTD Budget variance for Land and Buildings – New expenditure is due to planned works on the community storage shed having not yet commenced. This is unlikely to require a budget forecast change.

Part of the Actual YTD Budget variance for Land and Buildings – Renewal expenditure is due to some planned work on the tennis courts at BRAC having just recently commenced. This is unlikely to require a budget forecast change.

Part of the Actual YTD Budget variance for Infrastructure Assets - Upgrade expenditure is due to the work on the Haynes Oval Floodlighting having only recently commenced. This is unlikely to require a budget forecast change.

The Actual YTD Budget variance for Fixed Plant & Equipment –Renewal expenditure is due to very little of the budgeted expenditure on plant being made at this time. This is unlikely to require a budget forecast change.

TRANSPORT

Services provided in Transport include the construction and maintenance of storm water drainage, bus shelters, roads, footpaths, car parks and street lighting and the management of parking.

OPERATING ACTIVITIES

Operating budget amendments were required this month.

The actual revenue to year-to-date budget variance is due to the WANNDRA Grant funding for flood damage repairs to Cape Leveque Road for works done in the previous financial year being received in full rather than in instalments and receipt timing of the Untied Road Grant differing from budget. This is unlikely to require a budget forecast change.

NON-OPERATING ACTIVITIES

Non-Operating budget amendments were required this month.

The actual revenue to year-to-date budget variance is due to numerous Roads to Recovery grants having not yet been received. This is unlikely to require a budget forecast change.

Part of the Actual YTD Budget variance for Infrastructure Assets - New expenditure is due to numerous projects having not yet commenced. Some of the larger projects are the Lorikeet Drive Extension and the Broome North subdivision. This is unlikely to require a budget forecast change.

Part of the Actual YTD Budget variance for Infrastructure Assets - Upgrade expenditure is due to numerous road projects having only recently commenced. The most significant projects by expenditure are Crab Creek Road and Denham Road. This is unlikely to require a budget forecast change.

Part of the Actual YTD Budget variance for Infrastructure Assets - Renewal expenditure is due to works on Cape Leveque road having just commenced. This is unlikely to require a budget forecast change.

ECONOMIC SERVICES

Services provided in Economic Services include tourism and building control.

OPERATING ACTIVITIES

Operating budget amendments were required this month.

The actual expenditure to year-to-date budget variance is due to number jobs and accounts showing minor variances against budget. This will not require a budget forecast change in the future but will be monitored to ensure the trend does not continue.

NON-OPERATING ACTIVITIES

Non-Operating budget amendments were not required this month.

OTHER PROPERTY AND SERVICES

Council activities in Other Services include private works, engineering services overheads, plant overheads, corporate governance support, Information Technology management, and leased property management.

OPERATING ACTIVITIES

Operating budget amendments were required this month.

The actual expenditure to year-to-date budget variance is due to the organisational restructure impacting on salary costs in February. This will not require a budget forecast change in the future but will be monitored to ensure the trend does not continue.

NON-OPERATING ACTIVITIES

Non-Operating budget amendments were required this month.

The actual revenue to year-to-date budget variance is due to a grant for Broome Motorsport Complex has not been received at this stage. This will not require a budget amendment in the future.

The Actual YTD Budget variance for Land and Buildings – Upgrade expenditure is due to works on the Old Broome Lockup having not yet commenced. This will not require a budget forecast change.

Part of the Actual YTD Budget variance for Land and Buildings – Renewal expenditure is due to jobs situated at both the shire office and the depot having not yet commenced. This is unlikely to require a budget forecast change.

The Actual YTD Budget variance for Works in Progress - Land and Buildings is due to works on the KRO and the Broome Motorsport Feasibility Project having just commenced. This will not require a budget forecast change.

Part of the Actual YTD Budget variance for Mobile Plant & Equipment - Renewal expenditure is due to the majority of the budgeted plant having not been purchased at this time. This is unlikely to require a budget forecast change.

The Actual YTD Budget variance for Furniture & Equipment – New expenditure is due to some IT hardware replacement costs, and multiple software license expenses having not yet been paid. This will not require a budget forecast change.

ADJUSTMENTS TO DETERMINE THE CASH POSITION

Budget Allocations

No amendments for Wages, Overhead and Plant Costs have been made this year.

CURRENT POSITION

The final end-of-year position has been determined and adopted by Council as part of the Annual Financial Report for 2013/2014 at the Special Meeting of Council on 7 October. The brought forward surplus has been allocated out to carry over works.

Cash

Total Cash Assets are now \$34.41M.

The major revenue items this month include receipt of:

- \$728K as a 3rd quarter payment of the general purpose grant;
- \$157K from Significant Rate payers;
- \$241K from Toxfree.

The major Expenditure items this month include payments of:

- \$241K to Toxfree for the supply of waste disposal goods;
- \$215K to Komatsu for the supply of a large item of mobile plant;
- \$75K to Horizon Power.
- \$43K to Talis Consulting for work done regarding the relocation of the waste site.

Receivables

Sundry debtors including GST refundable stand at \$776K.

The balance of rates and rubbish debtors stands at \$2.4M; having decreased by approximately \$563K against last month, as ratepayers continued to pay their rates.

The 2014-2015 Rates were raised in July and sent out on the 1st August 2014.

Other Assets

These stand at \$74K.

Cash Liabilities

These stand at \$641K, having remained steady since this time last month.

Creditors and Payables

Sundry Creditors are \$1.54M, as invoices were processed and are awaiting payment. This will fluctuate throughout the year dependant on the number of invoices processed and the timing in the payment cycle.

Other Payables comprising Tax Payable, FESA Levy Collected, Accrued Loan Interest, Prepayments Received and accruals stand at \$524K.

Employee Provisions and Accruals

In the normal course of events, these figures are adjusted in June and July each year by end of year accounting adjustments.

Currently leave provisions are \$2,167K. Accruals to reflect the year end position have been completed for the 2013-2014 year.

Investments

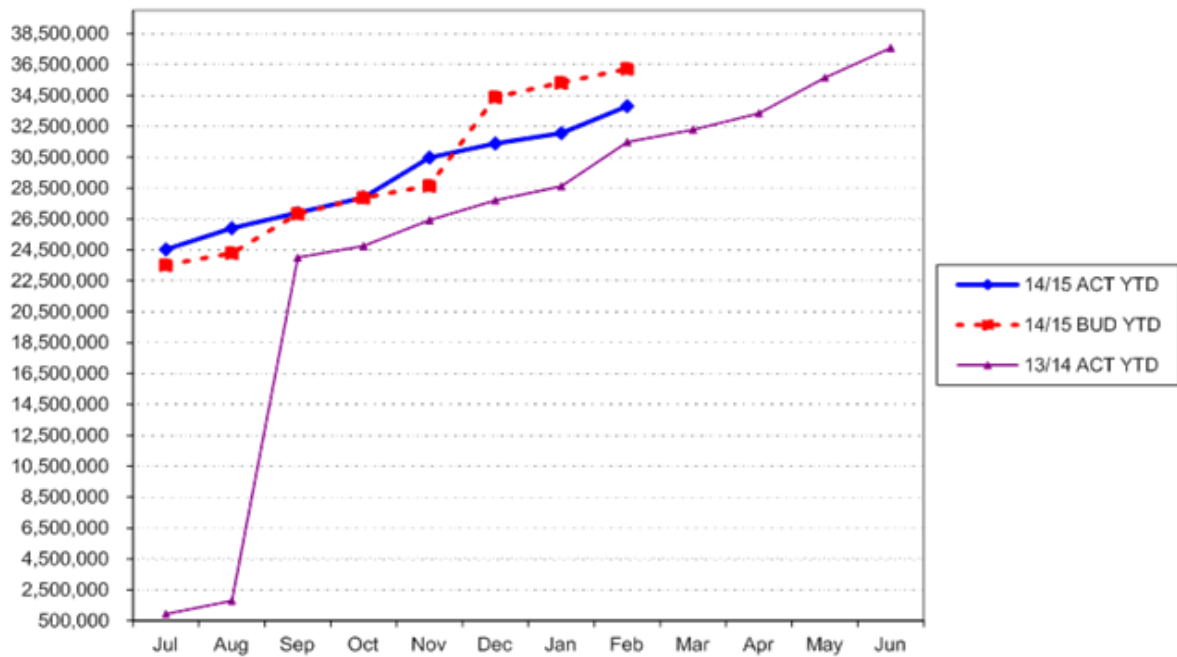
In accordance with investment policy 2.1.2 the nature and location of investments are disclosed as at: 28 February 2015

In accordance with investment policy 2.1.12 the nature and location of investments are disclosed as at: 28 February 2015						RESERVES LEDGER BALANCE	
MUNICIPAL INVESTMENT BALANCE \$	RESERVE INVESTMENT BALANCE \$	INSTITUTION	INVESTMENT TYPE PRODUCT	MATURITY	CURRENT INTEREST RATE	RESERVE NAME	BALANCE @ 28 February 2015
MUNI Cash & Investments						Leave Reserve	1,770,782.71
63,660.60		CBA	Premium Business Account	At Call	0.10%	BRAC Reserve	60,423.41
1,356,786.74		CBA	Business Online Cash Account	At Call	1.85%		
2,000,000.00		Bankwest	Term Deposit 2 Months	10/03/2015	3.35%	Public Open Space Reserve	1,226,756.21
4,000,000.00		Bankwest	Term Deposit 3 Months	09/04/2015	3.50%	Drainage Reserve	1,775,985.21
3,000,000.00		NAB	Term Deposit 3 Months	13/05/2015	3.23%	Plant Reserve	1,083,127.81
Reserves Cash & Investments						Building Reserve	2,907,532.21
	21,043,119.96	Westpac	Term Deposit 3 Months	05/06/2015	3.16%	Carpark Reserve	408,381.81
	2,565,540.84	NAB	Term Deposit 5 Months	30/04/2015	3.35%	Public Art Reserve	0.00
	4,742.15	NAB	Term Deposit 10 Months	30/06/2015	3.69%	Footpath Reserve	2,892,919.71
	184,898.58	CBA	Business Online Cash Account	At Call	2.40%	Road Reserve	1,177,430.91
						Refuse Site Reserve	4,763,963.31
						Equipment & Insurance Reserve	299,777.11
						Restricted Cash Reserve	2,555,427.21
						EDL Community Sponsorship Reserve	366,876.91
						Regional Resource Recovery Pk Resource	2,058,592.71
						Community Sponsorship Budget Allocations	11,795.81
						Kimberley Zone Reserve	438,527.81
7,420,447.34	23,798,301.53						23,798,301.51

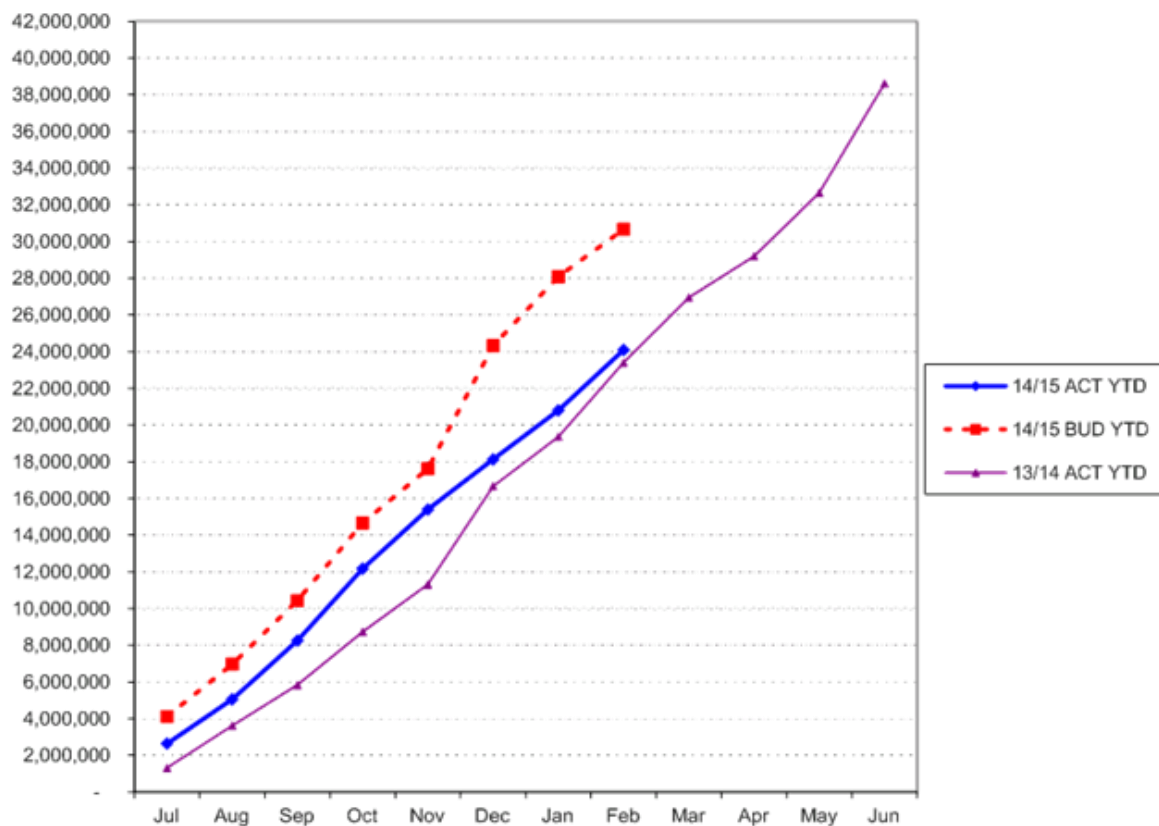
FORECASTS
SUMMARY

<u>SUMMARY OF FORECASTS TO DATE</u>		
DESCRIPTION	REASON	
NET FORECASTS		\$
(Increase)/Decrease in Revenue		(3,927,659)
Increase/(Decrease) in Expenses		4,197,027
NET TOTAL OF FORECASTS		<u>269,368</u>
BALANCE CARRIED FORWARD		
Balance carried forward from 2013/2014 (Budget)		434,229
Balance carried forward from 2013/2014 (Actual)		587,941
NET ADJUSTMENTS TO BALANCE CARRIED FORWARD		<u>153,712</u>
OTHER ADJUSTMENTS		
Current Position Adjustments	Towards the end of the financial year staff estimate change in these liabilities if required.	-
Adjustments to restricted cash as the result of Forecasts	If restricted cash is now going to be spent in the current year it is no longer restricted for that year's funding	-
NET OTHER ADJUSTMENTS		<u>-</u>
PREDICTED BUDGET SURPLUS/(DEFICIT)		<u>(115,656)</u>

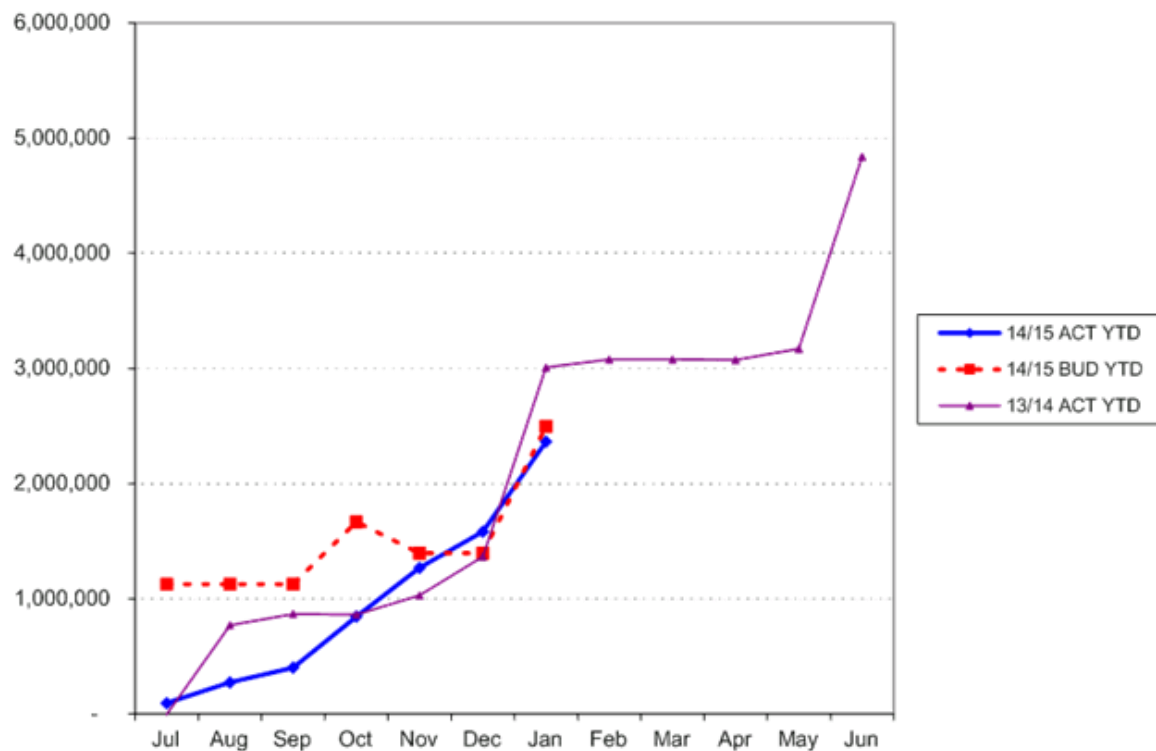
2014/2015 Operating Revenue



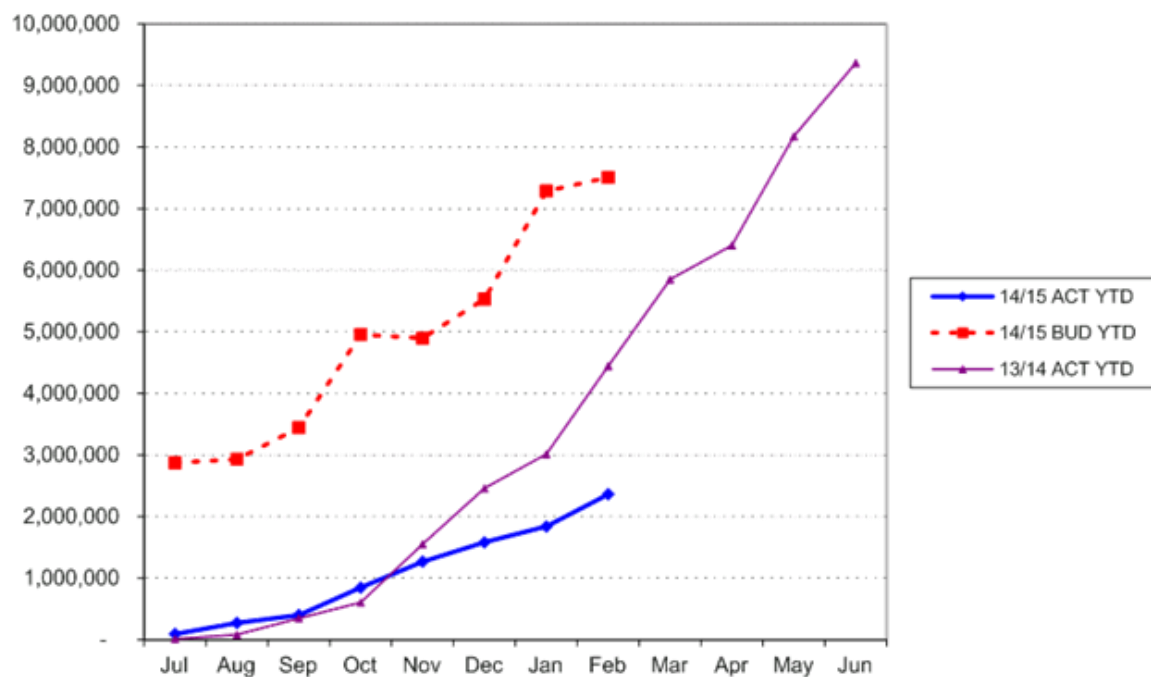
2014/2015 Operating Expense

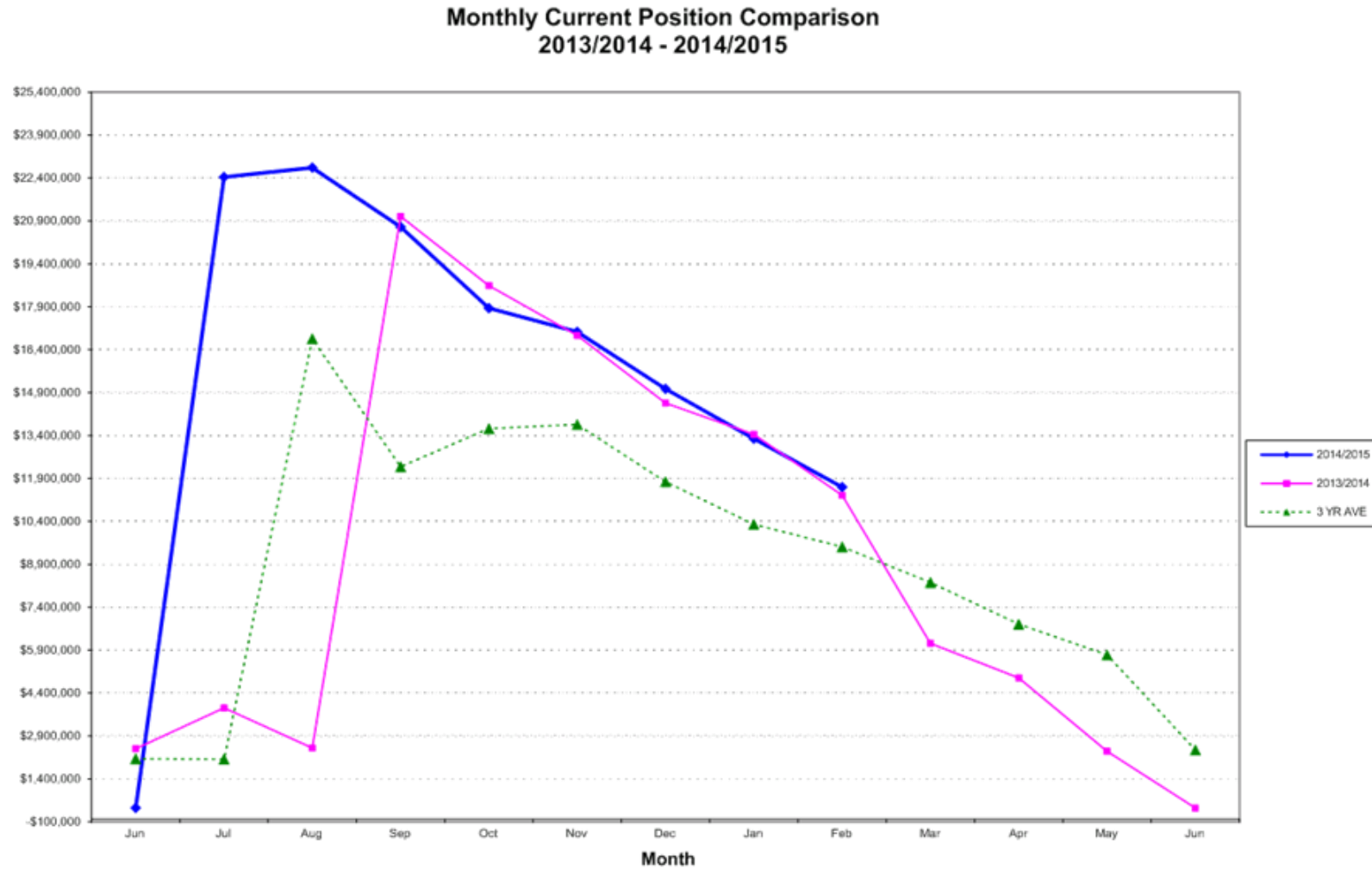


2014/2015 Grants and Contributions for Assets Revenue



2014/2015 Investments in Assets Expense





SCHEDULE 2
GENERAL FUND SUMMARY OF FINANCIAL ACTIVITY
Financial Statement For The Period Ending 28/02/2015

Financial Statement For The Period Ending 20/02/2019			Income		Expenditure	
Particulars			Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Operating Section						
GENERAL PURPOSE FUNDING	03		\$22,052,045.00	\$22,063,510.58	\$361,522.00	\$141,902.00
GOVERNANCE	04		\$4,572,861.00	\$419,553.63	\$7,962,084.00	\$2,258,224.00
LAW ORDER AND PUBLIC SAFETY	05		\$104,623.00	\$77,372.66	\$1,552,669.00	\$914,184.00
HEALTH	07		\$170,054.00	\$143,131.20	\$754,738.00	\$455,143.00
EDUCATION AND WELFARE	08		\$55,173.00	\$53,672.65	\$816,139.00	\$477,841.00
HOUSING	09		\$586,866.00	\$410,083.23	\$626,680.00	\$467,785.00
COMMUNITY AMENITIES	10		\$7,039,391.00	\$5,657,247.87	\$8,372,630.00	\$5,234,548.00
RECREATION AND CULTURE	11		\$1,369,505.00	\$902,076.31	\$10,566,253.00	\$5,965,969.00
TRANSPORT	12		\$1,939,886.00	\$1,708,257.13	\$8,113,701.00	\$5,244,945.00
ECONOMIC SERVICES	13		\$1,061,049.00	\$663,737.12	\$1,488,812.00	\$971,504.00
OTHER PROPERTY AND SERVICES	14		\$2,469,412.00	\$1,710,466.94	\$1,698,114.00	\$1,962,447.00
Total Operating Section			\$41,420,865.00	\$33,809,109.32	\$42,313,342.00	\$24,094,497.00
Capital Section						
GOVERNANCE	04		\$182,516.00	\$0.00	\$28,643.00	\$20,555.00
LAW ORDER AND PUBLIC SAFETY	05		\$36,900.00	\$9,900.63	\$36,900.00	\$9,900.00
HEALTH	07		\$7,446.00	\$0.00	\$0.00	\$0.00
EDUCATION AND WELFARE	08		\$0.00	\$0.00	\$0.00	\$0.00
HOUSING	09		\$0.00	\$0.00	\$0.00	\$0.00
COMMUNITY AMENITIES	10		\$3,817,527.00	\$277,333.47	\$6,697,667.00	\$722,312.00
RECREATION AND CULTURE	11		\$1,707,028.00	\$84,230.02	\$2,724,949.00	\$1,146,116.00
TRANSPORT	12		\$3,140,059.00	\$424,533.00	\$3,839,300.00	\$939,724.00
ECONOMIC SERVICES	13		\$30,659.00	\$5,659.06	\$157,093.00	\$90,495.00
OTHER PROPERTY AND SERVICES	14		\$1,220,782.00	\$9,090.91	\$2,614,161.00	\$615,789.00
Total Capital Section			\$10,142,917.00	\$810,747.09	\$16,098,713.00	\$3,544,893.00
TOTAL INCOME AND EXPENDITURE			\$51,563,782.00	\$34,619,856.41	\$58,412,055.00	\$27,639,390.00
			\$51,563,782.00	\$34,619,856.41	\$58,412,055.00	\$27,639,390.00
Surplus / Deficit C/Fwd			\$6,848,273.00	\$0.00	\$0.00	\$6,980,466.00
			\$58,412,055.00	\$34,619,856.41	\$58,412,055.00	\$34,619,856.41

SURPLUS / DEFICIT REPRESENTED BY:

NET CURRENT ASSETS

Schedule 03
GENERAL PURPOSE FUNDING
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Rates			361,522.00	141,902.
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$361,522.00	\$141,902
Operating Income				
Rates	19,992,045.00	20,508,162.83		
Other General Purpose Funding	2,060,000.00	1,555,347.75		
TOTAL OPERATING INCOME	\$22,052,045.00	\$22,063,510.58	\$0.00	\$0
TOTAL GENERAL PURPOSE FUNDING	\$22,052,045.00	\$22,063,510.58	\$361,522.00	\$141,902

SUB-FUNCTION DETAIL FOLLOWS.....

Schedule 03
GENERAL PURPOSE FUNDING

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Rates				
Operating Expenditure				
0030145 - Debt Collection Recovery			40,000.00	60,705.52
0030149 - Legal & Rates Consulting Exp - Op Exp - Rates			25,000.00	16,418.56
0030150 - Rates Exemption			7,451.00	0.00
0030251 - Rates Reduced/Written Off - Op Exp - Rates			3,500.00	997.08
0030530 - Admin Cost Alloc - Op Exp - Rates			47,571.00	28,349.52
0032220 - Valuation Expenses - Op Exp - Rates			200,000.00	9,193.13
0032230 - Rates Review Land Use Pickup - Op Exp - Rates			30,000.00	16,750.91
0032250 - Advertising Printing & Station - Op Exp - Rates			6,000.00	9,350.11
0032290 - Refunds - Over/ Prepaid Rates - Op Exp - Rates			2,000.00	137.50
Sub Total To Programme Summary	\$0.00	\$0.00	\$361,522.00	\$141,902.33
Operating Income				
0030105 - Rates Broome - Op Inc - Rates	19,650,064.00	20,043,239.54	102%	
0030110 - GRV Residential - Op Inc - Rates				
0030111 - GRV Residential (Vacant) - Op Inc - Rates				
0030112 - GRV Commercial/Industrial - Op Inc - Rates				
0030115 - GRV Tourism - Op Inc - Rates				
0030120 - UV Mining - Op Inc - Rates				
0030121 - UV Rural - Op Inc - Rates				
0030125 - UV Commercial - Op Inc - Rates				
0030130 - GRV Residential (Minimum) - Op Inc - Rates				
0030131 - GRV Residential (Vacant) (Minimum) - Op Inc - Rates				
0030132 - GRV Commercial/Industrial (Minimum) - Op Inc - Rates				
0030133 - GRV Tourism (Minimum) - Op Inc - Rates				
0030140 - UV Mining (Minimum) - Op Inc - Rates				
0030142 - UV Rural (Minimum) - Op Inc - Rates				
0030143 - UV Commercial (Minimum) - Op Inc - Rates				
0030146 - Interest - Rates Instalments - Op Inc - Rates	96,000.00	96,559.52	101%	
0030147 - Rates Admin Instalment Charge - Op Inc - Rates	36,000.00	35,532.00	99%	
0030148 - Ex Gratia Rates Rec'd - Op Inc - Rates (Exp in 121984)	25,975.00	0.00	0%	
0030201 - Rates Non Payment Int - Op Inc - Rates	97,000.00	108,657.49	112%	
0030203 - Interest - Deferred Rates - Op Inc - Rates				

Schedule 03
GENERAL PURPOSE FUNDING
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0032480 - Rates Enquiry Fees - Op Inc - Rates	34,000.00	20,850.00	61%	
0032481 - Rates Other Fees for Service (Incl GST)- Op Inc - Rates				
0032489 - Legal Expense Recovery Inc GST - Op Inc - Rates	0.00	2,820.09	100%	
0032490 - Legal Expense Recovery No GST - Op Inc - Rates	32,000.00	59,698.40	187%	
0032491 - Other Refunds/Reimbursements - Op Inc - Rates	750.00	0.00	0%	
0032492 - Back Rates - Op Inc - Rates	20,256.00	140,805.79	695%	
Sub Total To Programme Summary	\$19,992,045.00	\$20,508,162.83	\$0.00	\$0.00
Total Rates	\$19,992,045.00	\$20,508,162.83	\$361,522.00	\$141,902.33
Other General Purpose Funding				
Operating Income				
0030301 - Grants Commission - Op Inc - Other General Purpose Funding	2,060,000.00	1,555,347.75	76%	
Sub Total To Programme Summary	\$2,060,000.00	\$1,555,347.75	\$0.00	\$0.00
Total Other General Purpose Funding	\$2,060,000.00	\$1,555,347.75	\$0.00	\$0.00
TOTAL GENERAL PURPOSE FUNDING	\$22,052,045.00	\$22,063,510.58	\$361,522.00	\$141,902.33

Schedule 04
GOVERNANCE

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Council Member Activities			814,192.00	552,352.
Other Governance Activities			2,589,258.00	1,408,696.
Kimberley Regional Collaborative Group (Zone)			4,558,634.00	297,175.
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$7,962,084.00	\$2,258,224
Operating Income				
Council Member Activities	6,000.00	13,231.05		
Other Governance Activities	98,743.00	22,468.23		
Kimberley Regional Collaborative Group (Zone)	4,468,118.00	383,854.35		
TOTAL OPERATING INCOME	\$4,572,861.00	\$419,553.63	\$0.00	\$0
Capital Expenditure				
Council Member Activities			5,000.00	
Other Governance Activities			11,643.00	9,749.
Kimberley Regional Collaborative Group (Zone)			12,000.00	10,805.
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$28,643.00	\$20,555
Capital Income				
Other Governance Activities	80,000.00			
Kimberley Regional Collaborative Group (Zone)	102,516.00			
TOTAL CAPITAL INCOME	\$182,516.00	\$0.00	\$0.00	\$0
TOTAL GOVERNANCE	\$4,755,377.00	\$419,553.63	\$7,990,727.00	\$2,278,779

SUB-FUNCTION DETAIL FOLLOWS.....

Schedule 04
GOVERNANCE

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Council Member Activities				
Operating Expenditure				
0024010 - Conferences Travel & Accom Op Exp - Members			45,000.00	19,341.19
0024020 - Shire President & CEO Special Travel - Op Exp - Members			10,000.00	4,155.90
0024040 - Election Expenses Op Exp - Members				
0024060 - Broome Shire Council Allowances Members Op Exp - Members			233,636.00	183,545.05
0024070 - Other Council Sitting Fees & Allowances Op Exp - Members			0.00	1,800.00
0024150 - Insurance Members of Council Op Exp - Members			5,642.00	10,612.32
0024160 - Subscriptions Op Exp - Members			42,000.00	46,223.29
0024280 - Sundry Expenses - Op Exp - Members			2,200.00	746.15
0024530 - Admin Costs Alloc-Op Exp - Members			390,080.00	232,466.14
0403298 - IT Costs Allocated - Council Members			85,634.00	53,462.06
Sub Total To Programme Summary	\$0.00	\$0.00	\$814,192.00	\$552,352.10
Operating Income				
0024390 - Reimbursements & Sundry Income With GST - Op Inc - Members	5,000.00	4,795.17 96%		
0024391 - Reimbursements & Sundry Income No GST - Op Inc - Members	1,000.00	8,435.88 844%		
Sub Total To Programme Summary	\$6,000.00	\$13,231.05	\$0.00	\$0.00
Capital Expenditure				
0024600 - Councillors Furn & Equipment - Cap Exp - Members			5,000.00	0.00
Sub Total To Programme Summary	\$0.00	\$0.00	\$5,000.00	\$0.00
Total Council Member Activities	\$6,000.00	\$13,231.05	\$819,192.00	\$552,352.10
Other Governance Activities				
Operating Expenditure				
0022110 - Refreshments & Receptions - Op Exp - Other Governance			24,000.00	24,364.82
0022114 - Reimbursements (GST Free)- Op Exp - Other Governance				
0022115 - Minor Asset & Equip <\$5K - Op Exp - Other Governance			1,000.00	1,925.07
0022118 - Kullarri Patrol Support - Op Exp - Other Governance			20,000.00	0.00
0022120 - Naturalisation Ceremonies - Op Exp - Other Governance			5,000.00	459.49
0022121 - Kimberley Zone - SOB's Members Costs - Op Exp - Kimberley Zone			45,000.00	3,691.58
0022124 - Contribution to Kimberley Zone Secretariat			65,000.00	65,000.00

Schedule 04
GOVERNANCE

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0022125 - WARCA (WA Regional Capitals Alliance) - Op Exp - Other Governance			50,000.00	35,852.68
0022130 - Sundry Op Exp - Other Governance			1,000.00	360.86
0022171 - Council Newsletter & Community Info Op Exp - Other Governance			50,000.00	30,314.13
0022172 - Community Sponsorship Program - Op Exp - Other Governance			74,000.00	21,013.64
0022173 - EDL sponsorship programme Reserve Funded - Op Exp - Other Governance			80,000.00	5,000.00
0022174 - Sundry In Kind Donations Op Exp - Other Governance			24,000.00	19,831.13
0022175 - CEO Ad hoc Sponsorship Programme - Op Exp - Other Governance			13,000.00	3,268.64
0022200 - Audit Fees Op Exp - Other Governance			61,000.00	45,665.98
0022230 - Legal Exps Op Exp - Other Governance			35,000.00	8,602.53
0022290 - Sister City Relations/Japanese Youth Ambassador - Op Exp - Other Governance			20,000.00	2,093.19
0022530 - Gen Agenda Items & Councillor Support - IT Eng & Admin Costs Alloc - Op Exp			328,238.00	265,461.76
0023010 - Salary - Op Exp - Other Governance			826,316.00	521,281.09
0023014 - Superannuation Employee Expense- Other Governance			137,841.00	73,694.99
0023015 - Executive Travel & Accom - Op Exp - Other Governance			25,000.00	17,527.75
0023016 - Promotions Exp - Op Exp - Other Governance			22,000.00	8,765.23
0023029 - Community Communication Plan - Other Gov			55,000.00	0.00
0023030 - Staff Housing/Utilities - Op Exp - Other Governance			109,245.00	54,029.41
0023031 - Other Employment Costs - Other Gov			97,710.00	65,877.49
0023035 - Plant & Vehicle Op Exp - Other Governance			22,645.00	17,525.17
0023040 - Youth Development Programme & Working Group - Op Exp - Other Governance			35,000.00	0.00
0023051 - Cmty Rel-Youth Coord Committee (YCN) Op Exp - Other Governance				
0023052 - Volunteers Day Program Op Exp - Other Governance			2,000.00	503.64
0023099 - Fixed Asset Dep'n Expense - Op Exp - Other Governance			1,400.00	0.00
0023450 - Consultants - Op Exp - Other Governance			90,000.00	21,509.09
0023451 - Staff EBA Review Provision - Op Exp - Other Gov			15,000.00	6,870.62
0023452 - China Town Business Revitalisation Consultancy - Op Exp - Other Governance			75,000.00	0.00

Schedule 04
GOVERNANCE

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0023453 - Review of Strategies Relating to the Community Strategic Plan - Op Exp - Other Gov			40,000.00	31,946.85
0404289 - Engineering Costs Allocated - Other Governance			75,000.00	16,390.00
0404298 - IT/Records Costs Allocated - Other Governance			63,863.00	39,869.99
Sub Total To Programme Summary	\$0.00	\$0.00	\$2,589,258.00	\$1,408,696.82
Operating Income				
0022116 - Reimbursements Including GST Op Inc. - Other Governance	1,000.00	9,090.91 909%		
0022117 - Reimbursements & Donations No GST Op Inc. - Other Governance	0.00	3,628.00 100%		
0022218 - Grants - Op Inc. - Other Governance	65,000.00	0.00 0%		
0022450 - User Charges - Sale of Minutes & Rolls Op Inc. - Other Governance	100.00	0.00 0%		
0023050 - Grant Op - Youth Coordinating Committee Op Inc. - Other Governance	21,000.00	0.00 0%		
0023054 - Youth Coordinating Committee Other Income Op Inc. - Other Governance				
0023530 - Interest Rec EDL Sponsorship Reserve - Op Inc. - Other Governance	11,104.00	9,451.82 85%		
0023535 - Interest Rec Community Sponsorship Reserve - Op Inc. - Other Governance	539.00	297.50 55%		
Sub Total To Programme Summary	\$98,743.00	\$22,468.23	\$0.00	\$0.00
Capital Expenditure				
0023571 - Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Other Gov				
0023572 - Vehicle & Mobile Plant New - Cap Exp - Other Gov				
0023592 - Transfer to EDL Sponsorship Reserve - Cap Exp - Other Governance			11,104.00	9,451.82
0023595 - Transfer to Community Sponsorship Reserve - Cap Exp - Other Governance			539.00	297.50
0023696 - Transfer to Restricted Cash Reserve - Cap Exp - Other Governance				
Sub Total To Programme Summary	\$0.00	\$0.00	\$11,643.00	\$9,749.32
Capital Income				
0023094 - Proceeds On Sale Of Assets - Cap Inc. - Other Governance				
0023593 - Transfer From - EDL Sponsorship Reserve - Cap Inc. - Other Gov	80,000.00	0.00 0%		
0023596 - Transfer From - Community Sponsorship Reserve Cap Inc. - Other Gov				
Sub Total To Programme Summary	\$80,000.00	\$0.00	\$0.00	\$0.00
Total Other Governance Activities	\$178,743.00	\$22,468.23	\$2,600,901.00	\$1,418,446.14

Timberley Regional Collaborative Group (Zone)

Schedule 04
GOVERNANCE

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Operating Expenditure				
0022122 - Kimberley Zone - Salary -Regional Project Officer - Op Exp			104,000.00	75,818.51
0022126 - Kimberley Zone - Kimberley Waste Management Plan - Op Exp			9,710.00	0.00
0022127 - Kimberley Zone - Vehicle Expenses - Op Exp			18,500.00	5,443.51
0022128 - Kimberley Zone - Forums & Conferences - Op Exp			5,000.00	4,369.55
0022129 - Kimberley Zone - Zone & RCG Meeting Expenses - Op Exp			45,000.00	18,233.84
0022131 - Kimberley Zone - Meetings - Op Exp			7,500.00	0.00
0022132 - Kimberley Zone - Darwin Forum - Op Exp			25,000.00	0.00
0022133 - Kimberley Zone - Legal Advice - Op Exp			15,000.00	0.00
0022134 - Kimberley Zone - Annual Financial Audit - Op Exp			10,000.00	1,500.00
0022135 - Kimberley Zone - Office Expenses - Op Exp			1,000.00	7.95
0022136 - Kimberley Zone - IT Support - Op Exp			2,000.00	30.00
0022137 - Kimberley Zone - Sundry Expenses - Op Exp			2,000.00	55.55
0022138 - Kimberley Zone - Superannuation Employee Expense - Op Exp			16,120.00	13,423.05
0022139 - Kimberley Zone - Key Worker Housing - Op Exp			3,827,368.00	2,620.00
0022140 - Kimberley Zone - Staff Housing/Utilities - Op Exp			14,676.00	0.00
0022141 - Kimberley Zone - Business Intelligence Systems Stage 1 - Op Exp				
0022142 - Kimberley Zone - Business Intelligence System - Op Exp			325,636.00	121,166.57
0022143 - Kimberley Zone - Tourism Corridor - Op Exp			40,000.00	0.00
0022144 - Kimberley Zone - CAMMS Operational Plan Pre Workshop Review - Op Exp				
0022145 - Kimberley Zone - Improved Waste Water Management - Op Exp				
0022146 - Kimberley Zone - Strategic Community Plan 2012-2021 - Op Exp				
0022147 - Kimberley Zone - Assessment of NFP Organisations - Op Exp				
0022148 - Kimberley Zone - Other Employment Costs - Op Exp			21,691.00	7,557.35
0404226 - Kimberley Zone - Personal Development Training - Op Exp			5,000.00	3,423.05
0405231 - Kimberley Zone - TAMS Project - Op Exp			6,933.00	6,933.00
0405232 - Kimberley Zone - Youth Strategy - Op Exp			56,500.00	36,593.36
Sub Total To Programme Summary	\$0.00	\$0.00	\$4,558,634.00	\$297,175.29
Operating Income				

Schedule 04 GOVERNANCE				
Financial Statement For The Period Ending 28/02/2015				
Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0023013 - Kimberley Zone - Reimbursement Zone & RCG Meetings Expenses - Op Inc	40,000.00	6,048.51	15%	
0023018 - Kimberley Zone - Reimbursement Meetings - Op Inc	3,750.00	0.00	0%	
0023019 - Kimberley Zone - Reimbursement Darwin Forum - Op Inc	20,000.00	0.00	0%	
0023020 - Kimberley Zone - Refund of Member Contribution Prior Year - Op Inc				
0023021 - Kimberley Zone - Members Contribution Secretariat Costs - Op Inc	220,000.00	220,000.00	100%	
0023022 - Kimberley Zone - Member Contribution Governance Records Management Systems - Op Inc				
0023023 - Kimberley Zone - Member Contribution Tourism Corridor - Op Inc				
0023024 - Kimberley Zone - Member Contribution CAMMS Operational Plan - Op Inc				
0023025 - Kimberley Zone - Member Contribution Improved Waste Water Management - Op Inc				
0023026 - Kimberley Zone - Member Contribution Strategic Community Plant - Op Inc				
0023027 - Kimberley Zone - Member Contribution Assessment of NFP Organisations - Op Inc				
0023028 - Kimberley Zone - Waste Authority Grant Waste Management Plan - Op Inc				
0023039 - Kimberley Zone - Key Worker Housing CLGF Grant - Op Inc	3,827,368.00	0.00	0%	
0023046 - Kimberley Zone - Grants - DLGC Business Intelligence System - Op Inc	265,000.00	107,000.00	40%	
0023061 - Kimberley Zone - Members Contribution - Kimberley Waste Management Plan Op Inc				
0023536 - Kimberley Zone - Interest on Reserve - Op Inc.	12,000.00	10,805.84	90%	
0405382 - Kimberley Zone - RCG Project Seed Fund - Op Inc	40,000.00	40,000.00	100%	
0405383 - Kimberley Zone - Youth Strategy DLGC Grant	40,000.00	0.00	0%	
Sub Total To Programme Summary	\$4,468,118.00	\$383,854.35	\$0.00	\$0.00
Capital Expenditure				
0023597 - Kimberley Zone - Transfer to Kimberley Zone Reserve - Cap Exp -			12,000.00	10,805.84
Sub Total To Programme Summary	\$0.00	\$0.00	\$12,000.00	\$10,805.84
Capital Income				
0023048 - Kimberley Zone - Transfer From Restricted Cash Project Accounts - Op Inc				
0023598 - Transfer From Kimberley Zone Reserve - Cap Inc - Kimberley Zone	102,516.00	0.00	0%	
Sub Total To Programme Summary	\$102,516.00	\$0.00	\$0.00	\$0.00

Schedule 04 GOVERNANCE				
Financial Statement For The Period Ending 28/02/2015				
Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Total Kimberley Regional Collaborative Group (Zon	\$4,570,634.00	\$383,854.35	\$4,570,634.00	\$307,981.13
TOTAL GOVERNANCE	\$4,755,377.00	\$419,553.63	\$7,990,727.00	\$2,278,779.37

Schedule 05
LAW ORDER AND PUBLIC SAFETY
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Emergency & Ranger Administration			155,346.00	88,353.
Ranger & Beach Operations			776,382.00	435,563.
Fire Prevention			84,282.00	55,219.
Animal Control			240,662.00	104,478.
Other Law Order & Public Safety			252,239.00	186,978.
Volunteer Bush Fire Brigade			33,100.00	26,770.
SES/Fire & Emergency Services			10,658.00	16,820.
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$1,552,669.00	\$914,184
Operating Income				
Ranger & Beach Operations	17,400.00	14,228.00		
Fire Prevention	5,500.00	4,500.00		
Animal Control	60,000.00	49,024.43		
Other Law Order & Public Safety	21,365.00	9,323.36		
Volunteer Bush Fire Brigade				
SES/Fire & Emergency Services	358.00	296.87		
TOTAL OPERATING INCOME	\$104,623.00	\$77,372.66	\$0.00	\$0
Capital Expenditure				
Emergency & Ranger Administration				
Ranger & Beach Operations			27,000.00	
Animal Control				
Other Law Order & Public Safety				
SES/Fire & Emergency Services			9,900.00	9,900.
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$36,900.00	\$9,900
Capital Income				
Emergency & Ranger Administration				
Ranger & Beach Operations	27,000.00			
SES/Fire & Emergency Services	9,900.00	9,900.63		
TOTAL CAPITAL INCOME	\$36,900.00	\$9,900.63	\$0.00	\$0
TOTAL LAW ORDER AND PUBLIC SAFETY	\$141,523.00	\$87,273.29	\$1,589,569.00	\$924,084

SUB-FUNCTION DETAIL FOLLOWS.....

Schedule 05
LAW ORDER AND PUBLIC SAFETY
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Emergency & Ranger Administration				
Operating Expenditure				
0052110 - Salary - Op Exp - Emerg & Rang Serv			105,137.00	61,620.08
0052111 - Superannuation Employee Expense - Ranger Services			15,886.00	6,042.29
0052112 - Long Service Leave - Op Exp Ranger Admin				
0052113 - Staff Housing/Utilities - Op Exp - Emerg & Rang Serv			12,197.00	7,781.53
0052114 - Other Employment Costs - Emerg & Ranger Services			5,126.00	3,734.78
0052116 - Phone Expenses Op Exp - Emerg & Rang Serv			2,000.00	1,373.42
0052119 - Emergency Management Expenses - Op Exp - Emerg & Rang Serv			15,000.00	7,800.90
0052184 - Sundry Equip - Op Exp - Emerg & Rang Serv				
Sub Total To Programme Summary	\$0.00	\$0.00	\$155,346.00	\$88,353.00
Capital Expenditure				
0052450 - Vehicle & Mobile Plant Renewal (Replace) Cap Exp- Emerg & Rang Serv				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Capital Income				
0052342 - Transfer From Long Service Leave Reserve - Ranger Admin				
0052850 - Proceeds on Asset Sale Cap Inc - Emerg & Rang Serv				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Emergency & Ranger Administration	\$0.00	\$0.00	\$155,346.00	\$88,353.00
Ranger & Beach Operations				
Operating Expenditure				
0052020 - Other Employment Costs - Op Exp - Ranger & Beach Operations			7,024.00	5,339.98
0052281 - Ranger Uniforms - Op Exp - Ranger & Beach Operations			3,000.00	0.00
0052282 - Other Minor Exp - Op Exp - Ranger & Beach Operations			2,000.00	1,077.64
0052284 - Advertising & Promotion - Op Exp - Ranger & Beach Operations			10,000.00	2,149.82
0052285 - Phone Exp - Op Exp - Ranger & Beach Operations			3,500.00	2,129.03
0052296 - Loss on Asset Sale - Op Exp - Ranger & Beach Operations			5,552.00	0.00
0052530 - Admin Costs Alloc - Op Exp - Ranger & Beach Operations			176,012.00	104,893.26
0052800 - Vehicle & Plant Exps - Rangers (Post Expenses to the Plant Number Only) - Op Exp - Ranger & Beach Op			34,745.00	27,881.06
0053010 - 10731800			151,797.00	84,298.65

Schedule 05
LAW ORDER AND PUBLIC SAFETY
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0053011 - Superannuation Employee Expense - Ranger Beach Ops			39,676.00	20,918.40
0053013 - Staff Housing/Utilities - Op Exp - Ranger & Beach Operations			26,021.00	12,482.00
0053017 - Fines Enforcement Registry Exp - Op Exp - Ranger & Beach Operations			10,000.00	2,740.79
0053018 - Rangers Equipment - Op Exp - Ranger & Beach Operations			10,000.00	5,481.34
0053030 - Salary - Op Exp - Cable Beach Life Guard			151,736.00	89,267.01
0053031 - Cable Beach Life Guard Expense - Op Exp - Ranger & Beach Operations			7,300.00	3,109.22
0053032 - Superannuation Employee Expense - Life Guard Ops			21,840.00	11,258.47
0053033 - Security Beach Patrols - Op Exp - Ranger & Beach Operations			13,400.00	7,942.82
0053037 - Cable Beach Life Guard Office Operating Exps - R & B Ops			0.00	575.24
0053038 - Cable Beach Life Guard Office Maint Exps - R & B Ops			1,500.00	290.90
0053413 - Fixed Asset Dep'n - Op Exp - Ranger & Beach Operations			1,500.00	993.31
0507207 - Other Employment Costs - Cable Beach Life Guard Ops			6,339.00	4,819.20
0507209 - Staff Housing/Utilities - Op Exp - Cable Beach Lifeguard			8,757.00	2,794.89
0507298 - IT/Records Allocated - Ranger & Beach Operations			63,863.00	39,869.99
0538001 - Vehicle & Plant Exps - Beach Lifeguard - Op Exp - Ranger & Beach Operations			20,820.00	5,250.65
Sub Total To Programme Summary	\$0.00	\$0.00	\$776,382.00	\$435,563.67
Operating Income				
0052440 - Reimb & Op Contrib Exc GST - Op Inc - Ranger & Beach Operations	2,500.00	218.00	9%	
0053341 - Commercial Trading Licence Fee Rec'd - Op Inc - Ranger & Beach Operations	14,900.00	14,010.00	94%	
Sub Total To Programme Summary	\$17,400.00	\$14,228.00	\$0.00	\$0.00
Capital Expenditure				
0052550 - Vehicle & Mob Plant Renewal(Replacement) Exp -Cap Exp -Rang &Bch Ops			27,000.00	0.00
0053955 - Furn & Equip New - Cap Exp - Ranger & Beach Operations				
Sub Total To Programme Summary	\$0.00	\$0.00	\$27,000.00	\$0.00
Capital Income				
0052950 - Proceeds From Sale of Assets - Cap Inc- Ranger & Beach Operations	7,000.00	0.00	0%	
0052951 - Transfer from Plant Replacement reserve - Cap Inc - Ranger & Beach Operations	20,000.00	0.00	0%	
Sub Total To Programme Summary	\$27,000.00	\$0.00	\$0.00	\$0.00

Schedule 05
LAW ORDER AND PUBLIC SAFETY
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Total Ranger & Beach Operations	\$44,400.00	\$14,228.00	\$803,382.00	\$435,563.67
Fire Prevention				
Operating Expenditure				
0051010 - Salaries - Op Exp - Fire Prevention			37,948.00	19,057.01
0051015 - Fighting Support by Works - Op Exp - Fire Prevention			4,293.00	6,420.92
0051051 - FESA Levy Paid on Shire Land - Op Exp - Fire Prevention			7,000.00	6,306.84
0051100 - Firebreak Slashing Exp Recoupable - Op Exp - Fire Prevention			5,000.00	5,285.43
0051280 - Fire Fighting Equip & Expenses - Op Exp - Fire Prevention				
0051530 - Admin cost Alloc - Op Exp - Fire Prevention			28,542.00	17,009.72
0508206 - Other Employment Costs - Op Exp - Fire Prevention			1,499.00	1,139.60
Sub Total To Programme Summary	\$0.00	\$0.00	\$84,282.00	\$55,219.52
Operating Income				
0051400 - Fines - Op Inc - Fire Prevention	5,000.00	4,500.00 90%		
0051405 - Sundry Income - Op Inc - Fire Prevention	500.00	0.00 0%		
0051410 - User Charges - Fire - Slashing Etc - Op Inc - Fire Prevention				
Sub Total To Programme Summary	\$5,500.00	\$4,500.00	\$0.00	\$0.00
Total Fire Prevention	\$5,500.00	\$4,500.00	\$84,282.00	\$55,219.52
Animal Control				
Operating Expenditure				
0052010 - Salaries - Op Exp - Animal Control			94,873.00	34,815.30
0052011 - Reimbursement Exp - Op Exp - Animal Control			200.00	169.50
0052040 - Pound Fees Animal Destruction & Disposal - Op Exp - Animal Control			60,000.00	28,739.29
0052286 - Cat Sterilisation Program - Op Exps - Animal Control			5,000.00	336.73
0052287 - Dog Sterilisation Program - Op Exps - Animal Control			5,000.00	714.55
0057530 - Admin Costs Alloc to Animal Control - Op Exp - Animal Control			61,842.00	36,854.39
0509206 - Other Employment Costs - Op Exp - Animal Control			3,747.00	2,848.64
0509215 - Feasibility Study for Purpose Built Animal Management Facility - Op Exp - Animal Control			10,000.00	0.00
Sub Total To Programme Summary	\$0.00	\$0.00	\$240,662.00	\$104,478.40
Operating Income				
0052400 - Animal Fines & Penalties - Op Inc - Animal Control	2,000.00	2,801.15 140%		

Schedule 05
LAW ORDER AND PUBLIC SAFETY
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0052410 - Dog Impounding Fees & Sundries - Op Inc - Animal Control	20,000.00	11,230.00 56%		
0052416 - Cat Registration - Op Inc - Animal Control	2,000.00	1,257.50 63%		
0052420 - Dog Registration - Op Inc - Animal Control	30,000.00	32,381.25 108%		
0052486 - Cat Sterilisation Program Income - Op Inc - Animal Control	3,000.00	354.53 12%		
0052487 - Dog Sterilisation Program Income - Op Inc - Animal Control	3,000.00	1,000.00 33%		
Sub Total To Programme Summary	\$60,000.00	\$49,024.43	\$0.00	\$0.00
Capital Expenditure				
0054010 - Animal Management Facility Constr New - Cap Exp - Animal Control				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Animal Control	\$60,000.00	\$49,024.43	\$240,662.00	\$104,478.40
Other Law Order & Public Safety				
Operating Expenditure				
0053034 - Surf Club Operating Exps - Op Exp - Other Law Order & Public Safety			8,500.00	9,551.40 1
0053036 - Surf Club Building Maint - Op Exp - Other Law Order & Public Safety			5,900.00	387.50
0053060 - Impounding of Vehicles Expense - Op Exp - Other Law Order & Public Safety			5,000.00	6,953.58 1
0053283 - Pre Cyclone Clean Up - Op Exp - Other Law Order & Public Safety			186,439.00	154,652.64
0053286 - Warning Signs Maintenance - Op Exp - Other Law Order & Public Safety			5,000.00	5,349.68 1
0053288 - Local Laws Review - Op Exp - Other Law Order & Public Safety			3,000.00	0.00
0053410 - Fixed Asset Dep'n - Op Exp - Other Law Order & Public Safety			38,400.00	10,084.08
Sub Total To Programme Summary	\$0.00	\$0.00	\$252,239.00	\$186,978.88
Operating Income				
0053340 - Surf Club Reimbursement Income (Outgoings etc) - Op Inc - Other Law	12,365.00	6,613.36 53%		
0053400 - Sundry (ORV Etc) Fines & Penalties - Op Inc - Other Law Order & Public Safety	5,000.00	1,660.00 33%		
0053405 - Vehicle Impounding Fees - Op Inc - Other Law Order & Public Safety	2,000.00	1,050.00 53%		
0053450 - Sale of Impounded Vehicles & Goods - Op Inc - Other Law Order & Public Safety	2,000.00	0.00 0%		
Sub Total To Programme Summary	\$21,365.00	\$9,323.36	\$0.00	\$0.00
Capital Expenditure				
0053238 - Surf Club Building Renewal (Inc Plant & Furniture) Cap Exp-Law Ord & PS				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00

Schedule 05
LAW ORDER AND PUBLIC SAFETY
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Total Other Law Order & Public Safety	\$21,365.00	\$9,323.36	\$252,239.00	\$186,978.88
Volunteer Bush Fire Brigade				
Operating Expenditure				
0051050 - Insurance Exp - VBFB/FESA - Op Exp - Volunteer Bush Fire Brigade			0.00	657.80
0051060 - Other Goods & Services - VBFB/FESA - Op Exp - Volunteer Bush Fire Brigade				
0051090 - Plant & Equipment<\$1200 - VBFB/FESA - Op Exp - Volunteer Bush Fire Brigade				
0053120 - Plant & Equip Maint - VBFB/FESA - Op Exp - Volunteer Bush Fire Brigade				
0053130 - Land & Building Maint - VBFB/FESA - Op Exp - Volunteer Bush Fire Brigade				
0053140 - Clothing & Accessories - VBFB/FESA - Op Exp - Volunteer Bush Fire Brigade				
0053146 - Utilities Rates & Taxes - VBFB/FESA - Op Exp - Volunteer Bush Fire Brigade			0.00	1,767.90
0053170 - Plant & Equip>\$1200 <\$5000 Per Item - VBFB/FESA - Op Exp - Volunteer Bush Fire Brigade				
0053198 - Dep'n Exp - VBFB/FESA - Op Exp - Volunteer Bush Fire Brigade			33,100.00	21,263.90
0053200 - Unspent Grants - VBFB/FESA - Op Exp - Volunteer Bush Fire Brigade				
0053291 - Vehicles & Boat Maint - VBFB/FESA - Op Exp - Volunteer Bush Fire Brigade			0.00	3,080.40
Sub Total To Programme Summary	\$0.00	\$0.00	\$33,100.00	\$26,770.00
Operating Income				
0051401 - Bush Fire Brigade FESA Operating Grant - Op Inc - Volunteer Bush Fire Brigade				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Volunteer Bush Fire Brigade	\$0.00	\$0.00	\$33,100.00	\$26,770.00
SES/Fire & Emergency Services				
Operating Expenditure				
0053039 - Unspent Grants Returned to FESA Op Exp - SES/FESA				
0055110 - Plant & Equip<\$1200 - - Op Exp - SES/ Fire & Emergency Services				
0055120 - Plant & Equip Maint - Op Exp - SES/ Fire & Emergency Services				
0055125 - Vehicles & Boats Maint - - Op Exp - SES/ Fire & Emergency Services			0.00	1,196.85

Schedule 05
LAW ORDER AND PUBLIC SAFETY
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0055130 - Land & Building Maint - Op Exp - SES/ Fire & Emergency Services				
0055146 - Utilities Rates & Taxes - - Op Exp - SES/ Fire & Emergency Services			0.00	4,829.28 ¹
0055150 - Other Good & Services - Op Exp - SES/ Fire & Emergency Services				
0055155 - Insurance Exp - - Op Exp - SES/ Fire & Emergency Services			0.00	3,651.68 ¹
0055170 - Plant & Equip >\$1200<\$5000 Per Item - Op Exp - SES/ Fire & Emergency Services				
0055181 - Loan 176 Interest & Fees - Op Exp - SES/ Fire & Emergency Services			358.00	296.87
0055198 - Dep'n Exp - Op Exp - SES/ Fire & Emergency Services			10,300.00	6,845.86
Sub Total To Programme Summary	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$10,658.00</u>	<u>\$16,820.54</u>
Operating Income				
0055300 - State Grants/Reimbursements - Op Inc - SES/ Fire & Emergency Services				
0055381 - SS Loan 176 SES Shed Interest & Fees Inc Rec'd - Op Inc - SES/ FESA	358.00	296.87 ^{83%}		
Sub Total To Programme Summary	<u>\$358.00</u>	<u>\$296.87</u>	<u>\$0.00</u>	<u>\$0.00</u>
Capital Expenditure				
0055182 - Loan 176 Princ Rep SES Shed - Cap Exp - SES/ Fire & Emergency Services			9,900.00	9,900.63 ¹
Sub Total To Programme Summary	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$9,900.00</u>	<u>\$9,900.63</u>
Capital Income				
0055482 - Loan 176 Principal Repayments Rec'd - Cap Inc - SES/ Fire & Emergency Services	9,900.00	9,900.63 ^{100%}		
Sub Total To Programme Summary	<u>\$9,900.00</u>	<u>\$9,900.63</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total Ses/Fire & Emergency Services	<u>\$10,258.00</u>	<u>\$10,197.50</u>	<u>\$20,558.00</u>	<u>\$26,721.17</u>
TOTAL LAW ORDER AND PUBLIC SAFETY	<u>\$141,523.00</u>	<u>\$87,273.29</u>	<u>\$1,589,569.00</u>	<u>\$924,084.64</u>

Schedule 07 HEALTH				
Financial Statement For The Period Ending 28/02/2015				
Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Health Service - Inspection			719,707.00	437,191.
Health Service - Pest Control			12,431.00	7,688.
Health Service - Other			22,600.00	10,263.
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$754,738.00	\$455,143
Operating Income				
Health Service - Inspection	151,894.00	125,348.20		
Health Service - Pest Control	17,660.00	17,660.00		
Health Service - Other	500.00	123.00		
TOTAL OPERATING INCOME	\$170,054.00	\$143,131.20	\$0.00	\$0
Capital Expenditure				
Health Service - Pest Control				
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$0.00	\$0
Capital Income				
Health Service - Pest Control	7,446.00			
TOTAL CAPITAL INCOME	\$7,446.00	\$0.00	\$0.00	\$0
TOTAL HEALTH	\$177,500.00	\$143,131.20	\$754,738.00	\$455,143

SUB-FUNCTION DETAIL FOLLOWS.....

Schedule 07 HEALTH				
Financial Statement For The Period Ending 28/02/2015				
Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Health Service - Inspection				
Operating Expenditure				
0074010 - Salary - Op Exp - Preventive - Inspection/Admin			390,631.00	242,662.36
0074012 - Superannuation Employee Expense - Health			62,209.00	36,904.43
0074015 - Contributions & Reimb Paid - Op Exp - Health Inspection/Admin				
0074028 - FBT & Staff Utilities Expense - Op Exp - Preventive - Inspection/Admin				
0074032 - Staff Housing/Utilities - Op Exp - Preventive - Inspection/Admin			46,241.00	21,992.11
0074230 - Legal Exps - Op Exp - Preventive - Inspection/Admin			0.00	70.91
0074280 - Other Minor Expenditure - Op Exp - Preventive - Inspection/Admin			5,550.00	2,324.88
0074298 - Fixed Asset Dep'n - Op Exp - Preventive - Inspection/Admin			2,600.00	1,707.76
0074530 - Admin Costs Alloc - Op Exp - Preventive - Inspection/Admin			133,198.00	79,378.67
0078800 - Vehicle & Plant Exps - Op Exp - Preventive - Inspection/Admin			17,470.00	11,871.95
0716206 - Other Employment Costs - Op Exp - Health Services Inspection			19,717.00	14,000.45
0716298 - IT/Records Costs Allocated -Health Services Inspection			42,091.00	26,277.96
Sub Total To Programme Summary	\$0.00	\$0.00	\$719,707.00	\$437,191.48
Operating Income				
0074400 - Health Fines & Penalties - Op Inc - Preventive - Inspection/Admin	1,000.00	0.00 0%		
0074413 - Commercial Pool Inspection Fees - Op Inc - Preventive - Inspection/Admin	68,094.00	40,325.50 59%		
0074414 - Water Sampling (Not Swimming) Pools - Op Inc - Health Service Inspect	300.00	3,480.00 1160%		
0074420 - Health Licences - Op Inc - Preventive - Inspection/Admin	70,000.00	64,596.00 92%		
0074421 - Inspections and Minor Charges includes GST - Op Inc - Preventive - Inspection/Admin	500.00	320.00 64%		
0074425 - Service on Demand Fees - Op Inc - Health Service Inspection	0.00	368.00 100%		
0074440 - Reimbursements Received - Op Inc - Preventive - Inspection/Admin				
0074490 - Trading Licences - All Except Beach - Op Inc - Prevent - Inspection/Admin	12,000.00	16,258.70 135%		
Sub Total To Programme Summary	\$151,894.00	\$125,348.20	\$0.00	\$0.00
Total Health Service - Inspection	\$151,894.00	\$125,348.20	\$719,707.00	\$437,191.48
Health Service - Pest Control				
Operating Expenditure				
0075020 - Mosquito Control & Pest Control - Op Exp - Preventive Service-Pest Control			9,606.00	7,189.84

Schedule 07 HEALTH				
Financial Statement For The Period Ending 28/02/2015				
Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0075030 - Eradication Flies/Rodents - Op Exp - Preventive Service-Pest Control			2,000.00	0.00
0075530 - Admin Costs Alloc - Op Exp - Preventive Service-Pest Control				
0075800 - Vehicle & Plant Exps - Op Exp - Preventive Service-Pest Control			825.00	499.05
Sub Total To Programme Summary	\$0.00	\$0.00	\$12,431.00	\$7,688.89
Operating Income				
0075391 - Grants and Contributions Rec'd Op Inc - Prev Svcs - Pest Control	17,660.00	17,660.00 100%		
Sub Total To Programme Summary	\$17,660.00	\$17,660.00	\$0.00	\$0.00
Capital Expenditure				
0074596 - Transfer to Restricted Cash Reserve - Cap Exp - Health				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Capital Income				
0717599 - Transfer From Restricted Cash Reserve - Cap Inc - Health Service - Pest Control	7,446.00	0.00 0%		
Sub Total To Programme Summary	\$7,446.00	\$0.00	\$0.00	\$0.00
Total Health Service - Pest Control	\$25,106.00	\$17,660.00	\$12,431.00	\$7,688.89
Health Service - Other				
Operating Expenditure				
0076020 - Analytical Expenses - Op Exp - Preventive Services Other			22,600.00	10,263.37
Sub Total To Programme Summary	\$0.00	\$0.00	\$22,600.00	\$10,263.37
Operating Income				
0076030 - Grants Contributions Rec'd - Op Inc - Preventive Services Other	500.00	123.00 25%		
Sub Total To Programme Summary	\$500.00	\$123.00	\$0.00	\$0.00
Total Health Service - Other	\$500.00	\$123.00	\$22,600.00	\$10,263.37
TOTAL HEALTH	\$177,500.00	\$143,131.20	\$754,738.00	\$455,143.74

Schedule 08
EDUCATION AND WELFARE

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Aged & Disabled Services			400.00	259.
Community Services			815,739.00	477,581.
Helping Young People Engage (HYPE) - Community D				
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$816,139.00	\$477,841
Operating Income				
Community Services	55,173.00	53,672.65		
Helping Young People Engage (HYPE) - Community D				
TOTAL OPERATING INCOME	\$55,173.00	\$53,672.65	\$0.00	\$0
Capital Expenditure				
Helping Young People Engage (HYPE) - Community D				
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$0.00	\$0
TOTAL EDUCATION AND WELFARE	\$55,173.00	\$53,672.65	\$816,139.00	\$477,841

SUB-FUNCTION DETAIL FOLLOWS.....

Schedule 08
EDUCATION AND WELFARE

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Aged & Disabled Services				
Operating Expenditure				
0082034 - Disability Access and Inclusion Maint & Operating Exp - Op Exp - Aged & Disabled Services				
0082299 - Fixed Asset Dep'n - Op Exp - Aged & Disabled Services			400.00	259.61
Sub Total To Programme Summary	\$0.00	\$0.00	\$400.00	\$259.61
Total Aged & Disabled Services	\$0.00	\$0.00	\$400.00	\$259.61
Community Services				
Operating Expenditure				
0082600 - Salary - Op Exp - Community Services			425,051.00	246,174.49
0082601 - Staff Housing/Utilities - Op Exp - Community Services			47,275.00	25,908.76
0082602 - Other Employment Costs - Community Services			25,164.00	16,993.46
0082603 - Legal Exp - Op Exp - Community Services			35,000.00	30,516.74
0082604 - Vehicle & Plant Exps - Op Exp - Community Services			7,150.00	5,989.37
0082611 - Consultants - Op Exp - Community Services			20,000.00	0.00
0082612 - Function Expenses - Op Exp - Community Services			3,000.00	607.00
0082613 - Advertising Promotion & Printing - Op Exp - Community Services			3,000.00	745.08
0082616 - Superannuation Employee Expense - Community Services			62,344.00	37,350.65
0082621 - Sundry Exp - Op Exp - Community Services			1,500.00	1,063.59
0082630 - Admin Costs Alloc - Comm Serv			142,712.00	85,048.59
0082635 - Funded Community Programs - Op Exp - (Income in 82675) - Comm Ser				
0821298 - IT/Records Costs Alloc - Comm Serv			43,543.00	27,184.09
Sub Total To Programme Summary	\$0.00	\$0.00	\$815,739.00	\$477,581.82
Operating Income				
0082672 - Reimb & Other Income - Op Inc - Com Services	23,673.00	23,672.65 100%		
0082675 - Grants For Community Programs - Op Inc - Community Services	31,500.00	30,000.00 95%		
Sub Total To Programme Summary	\$55,173.00	\$53,672.65	\$0.00	\$0.00
Total Community Services	\$55,173.00	\$53,672.65	\$815,739.00	\$477,581.82
Helping Young People Engage (HYPE) - Community Development				
Operating Expenditure				
0083046 - Other Costs - Op Exp - HYPE				

Schedule 08
EDUCATION AND WELFARE
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0083530 - Admin Costs Alloc to HYPE - Op Exp - Com Dev & HYPE				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Operating Income				
0083390 - Operating Grant - HYPE (CPCGP) - Op Inc - Com Dev & HYPE				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Capital Expenditure				
0083393 - Transfer to Restricted Cash Reserve - HYPE - Educ & Welfare - Cap Exp				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Helping Young People Engage (Hype) - Comm	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EDUCATION AND WELFARE	\$55,173.00	\$53,672.65	\$816,139.00	\$477,841.43

Schedule 09
HOUSING

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Staff Housing			626,680.00	467,785.
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$626,680.00	\$467,785
Operating Income				
Staff Housing	586,866.00	410,083.23		
TOTAL OPERATING INCOME	\$586,866.00	\$410,083.23	\$0.00	\$0
Capital Expenditure				
Staff Housing				
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$0.00	\$0
Capital Income				
Staff Housing				
TOTAL CAPITAL INCOME	\$0.00	\$0.00	\$0.00	\$0
TOTAL HOUSING	\$586,866.00	\$410,083.23	\$626,680.00	\$467,785

SUB-FUNCTION DETAIL FOLLOWS.....

Schedule 09
HOUSING

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Staff Housing				
Operating Expenditure				
0092299 - Fixed Asset Dep'n - Op Exp - Staff Housing			47,800.00	26,130.61
0095200 - Staff Housing Rental Costs (External Arrangement)			500,980.00	388,031.62
0096100 - Shire Staff Housing Planned Maintenance & Minor Works - Staff Housing			11,600.00	3,428.06
0096101 - Shire Staff Housing General Building Maintenance - Staff Housing			14,000.00	5,658.52
0096102 - Shire Staff Housing Operational Expenses - Staff Housing			51,300.00	44,536.44
0096796 - Loss On Sale Of Assets - Housing				
0145645 - End of Occupancy Exps & Refund of Overpayments				
0145690 - Non Recoverable Op Expenses Staff Housing			1,000.00	0.00
Sub Total To Programme Summary	\$0.00	\$0.00	\$626,680.00	\$467,785.25
Operating Income				
0095400 - Rented Staff Housing Annual Operating Income - Staff housing	502,016.00	380,597.16	76%	
0096200 - 1/17 Honeyeater Loop - Shire House - Staff Housing	7,350.00	5,471.44	74%	
0096201 - 8/83 Walcott Street - Shire House - Staff Housing	14,500.00	2,640.34	18%	
0096202 - 8/6 Ibis Way - Shire House - Staff Housing	14,500.00	0.00	0%	
0096203 - 11/6 Ibis Way - Shire House - Staff Housing	14,500.00	6,310.79	44%	
0096204 - 2 Tanami Sands Tanami Drive - Shire House - Staff Housing	16,000.00	3,466.34	22%	
0096205 - 4 Tanami Sands Tanami Drive - Shire House - Staff Housing	16,000.00	11,398.61	71%	
0145695 - Reimb Rec'd for End Of Occupancy Exps - Op Inc - Staff Housing	2,000.00	198.55	10%	
Sub Total To Programme Summary	\$586,866.00	\$410,083.23	\$0.00	\$0.00
Capital Expenditure				
0095800 - Planning & Design McMahon Estate - WIP Cap Exp - Staff Housing				
0095810 - Building Staff Housing - Cap Exp - New				
0095815 - Land Staff Housing - Cap Exp - New				
0095816 - Shire Staff Housing Building Renewal - Staff Housing				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Capital Income				
0095490 - Non Operating Grant Staff Housing - Op Inc				
0095910 - Transfer From Building Reserve - Staff Housing - Cap Inc				

Schedule 09 HOUSING				
Financial Statement For The Period Ending 28/02/2015				
Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Staff Housing	\$586,866.00	\$410,083.23	\$626,680.00	\$467,785.25
TOTAL HOUSING	\$586,866.00	\$410,083.23	\$626,680.00	\$467,785.25

Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Regional Resource Recovery Park			200,000.00	92,421.
Sanitation - General Refuse			3,574,392.00	2,203,746.
Sanitation - Other			1,011,353.00	635,226.
Sewerage			16,200.00	10,179.
Storm Water Drainage			306,918.00	244,554.
Town Planning/Regional Development			1,095,374.00	892,843.
Development Services Support			1,124,555.00	625,481.
Protection of Environment			541,145.00	278,559.
Other Community Amenities			502,693.00	251,535.
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$8,372,630.00	\$5,234,548
Operating Income				
Regional Resource Recovery Park	70,439.00	53,030.43		
Sanitation - General Refuse	6,433,875.00	5,464,647.60		
Sanitation - Other	5,000.00	970.90		
Sewerage	3,000.00	4,756.00		
Storm Water Drainage	58,677.00	45,988.69		
Town Planning/Regional Development	163,000.00	77,248.81		
Development Services Support	20,000.00			
Protection of Environment	270,000.00			
Other Community Amenities	15,400.00	10,605.44		
TOTAL OPERATING INCOME	\$7,039,391.00	\$5,657,247.87	\$0.00	\$0
Capital Expenditure				
Regional Resource Recovery Park			70,439.00	53,030.
Sanitation - General Refuse			5,167,325.00	463,473.
Sewerage				
Storm Water Drainage			1,376,743.00	120,871.
Development Services Support				
Protection of Environment				
Other Community Amenities			83,160.00	84,936.
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$6,697,667.00	\$722,312
Capital Income				

Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Regional Resource Recovery Park	200,000.00			
Sanitation - General Refuse	2,307,691.00	60,000.00		
Storm Water Drainage	1,102,500.00	45,000.00		
Development Services Support	124,176.00	89,176.00		
Other Community Amenities	83,160.00	83,157.47		
TOTAL CAPITAL INCOME	\$3,817,527.00	\$277,333.47	\$0.00	\$0
TOTAL COMMUNITY AMENITIES	\$10,856,918.00	\$5,934,581.34	\$15,070,297.00	\$5,956,860

SUB-FUNCTION DETAIL FOLLOWS.....

Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Regional Resource Recovery Park				
Operating Expenditure				
0108001 - New Refuse Site Exp - Op Exp - Regional Resource Recovery Park			200,000.00	92,421.20
Sub Total To Programme Summary	\$0.00	\$0.00	\$200,000.00	\$92,421.20
Operating Income				
0101426 - Interest - Reg Res Rec Pk Reserve - Op Inc - Reg Res Recov Pk	70,439.00	53,030.43 75%		
Sub Total To Programme Summary	\$70,439.00	\$53,030.43	\$0.00	\$0.00
Capital Expenditure				
0101895 - Transfer to Regional Resource Recovery Park Reserve - Cap Exp - Reg Res Rec Pk			70,439.00	53,030.43
Sub Total To Programme Summary	\$0.00	\$0.00	\$70,439.00	\$53,030.43
Capital Income				
0101995 - Transfer from Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	200,000.00	0.00 0%		
Sub Total To Programme Summary	\$200,000.00	\$0.00	\$0.00	\$0.00
Total Regional Resource Recovery Park	\$270,439.00	\$53,030.43	\$270,439.00	\$145,451.63
Sanitation - General Refuse				
Operating Expenditure				
0101010 - Salary & Wages Default - Op Exp - Sanitation General Refuse			90,759.00	42,147.59
0101020 - Kerbside Refuse Collection - Op Exp - Sanitation Gen Refuse			397,000.00	212,802.64
0101022 - Kerbside Recycling Collection -Op Exp - San Gen Refuse			812,807.00	362,222.35
0101024 - Less On Cost Allocated - Op Exp - Sanitation General Refuse			-353,185.00	0.00
0101027 - Recycling Advertising - Op Exp - San Gen Refuse			1,000.00	0.00
0101028 - Mulching at Tip - Op Exp - Sanitation Gen Refuse			369,384.00	214,629.02
0101029 - Salary - Waste Co-ordinator - Op Exp -Sanitation Gen Refuse			99,761.00	64,604.81
0101030 - 23245900			1,795,237.00	1,074,525.84
0101031 - Liquid Waste - Op Exp - Sanitation Gen Refuse			30,000.00	11,546.36
0101032 - Other Employment Costs - Op Exp - Sanitation General Refuse			25,827.00	18,105.31
0101033 - Superannuation Employee Expense - Op Exp - Sanitation General			53,291.00	45,346.36
0101036 - Mobile Phone & Sundries - Op Exp - Sanitation Gen Refuse			1,200.00	527.36
0101038 - Training & Staff Meeting Expenses - Op Exp - Sanitation Gen Refuse			5,000.00	3,154.01

Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0101040 - Consultants - Op Exp - Sanitation Gen Refuse			12,000.00	11,821.26
0101080 - Refuse Site Building Maint & Operating - Op Exp - Sanitation Gen Refuse			36,500.00	21,427.04
0101285 - Minor Assets & Equipment - Op Exps - Sanitation Gen Refuse			5,000.00	4,728.77
0101295 - Dep'n Expense Infrastructure - Op Exps - Sanitation Gen Refuse				
0101296 - Loss on Sale of Assets - Sanitation Gen Refuse			34,216.00	0.00
0101297 - Dep'n Expense - Land & Building - Op Exps - Sanitation Gen Refuse				
0101530 - Admin Costs Alloc - Op Exps - Sanitation Gen Refuse			95,142.00	56,699.05
0101531 - Staff Housing/Utilities - Op Exp - Sanitation Gen Refuse			13,553.00	18,166.60
0101532 - FBT & Staff Utilities Exp Sanitation Gen Refuse				
0101800 - Vehicle & Plant Exps - Op Exps - Sanitation Gen Refuse			24,900.00	20,443.72
0108020 - Green Waste Site Exp - Op Exp - Sanitation General Refuse				
1026296 - Fixed Asset Dep'n - Op Exp - Sanitation General Refuse			25,000.00	20,848.32
Sub Total To Programme Summary	\$0.00	\$0.00	\$3,574,392.00	\$2,203,746.41
Operating Income				
0101410 - Refuse & Recycling Chgs - Op Inc - Sanitation Gen Refuse	2,646,500.00	2,742,467.18	104%	
0101411 - Refuse & Recycling Removal Chgs - Additional & C'van Pk Services - Op Inc - Sanitation Gen Refuse	267,808.00	226,893.32	85%	
0101413 - Refuse & Recycling Chgs (GST Inclusive) - Op Inc - Sanitation Gen Refuse	0.00	2,282.03	100%	
0101414 - Waste Management Levy - Op Inc - Sanitation Gen Ref	589,600.00	582,270.96	99%	
0101420 - Charges Refuse Site - Op Inc - Sanitation Gen Refuse	2,690,000.00	1,728,582.70	64%	
0101423 - Sundry Income (Inc. GST) - Op Inc - Sanitation Gen Refuse	25,000.00	11,650.84	47%	
0101424 - EDL Lease - Op Inc - Sanitation Gen Refuse	35,800.00	35,809.64	100%	
0101425 - Interest - Refuse Site Reserve - Op Inc - Sanitation Gen Refuse	151,686.00	123,428.93	81%	
0101450 - Animal Disposal Charges - Op Inc - Sanitation Gen Refuse	8,000.00	0.00	0%	
0101480 - Refuse & Recycling Bin Sales - Op Inc - Sanitation Gen Refuse	9,000.00	781.00	9%	
0101481 - Sundry Income (No GST) - Op Inc Sanitation Gen Refuse	10,481.00	10,481.00	100%	
0101499 - Profit On Sale Of Assets - Op Inc - Sanitation Gen Refuse				
Sub Total To Programme Summary	\$6,433,875.00	\$5,464,647.60	\$0.00	\$0.00
Capital Expenditure				
0101508 - Vehicles & Mobile Plant New - Cap Exp- Sanit Gen Refuse				

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COMMUNITY AMENITIES

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0101510 - Vehicle & Mob Plant Renewal(Replacement)-Cap Exp- Sanit Gen Refuse			500,000.00	255,865.00
0101512 - Transfer to Resource Recovery Park Reserve - Cap Exp - San Gen Refuse			2,118,348.00	0.00
0101515 - Transfer to Refuse Reserve - Cap Exp - Sanitation Gen Refuse			741,286.00	123,428.93
0101517 - Green Waste Site Development New Const - Cap Exp - Sanitation Gen Refuse				
0101520 - Tip New Other Infra Const (Has jobs)- Cap Exp - San Gen Refuse			339,000.00	2,861.00
0101535 - Fixed Plant & Equip New Cap Exp - San Gen Refuse			0.00	3,900.00
0101545 - Other Infra Upgrade Const - Cap Exp - Sanitation Gen Refuse			1,112,000.00	0.00
0101550 - Other Infra Renewal Const - Cap Exp - Sanitation Gen Refuse			356,691.00	77,418.59
0101999 - Other Infrastructure Sanitation - WIP Cap Exp				
Sub Total To Programme Summary	\$0.00	\$0.00	\$5,167,325.00	\$463,473.52
Capital Income				
0101500 - Proceeds From Sale of Assets - Cap Inc - Sanitation Gen Refuse	100,000.00	60,000.00 60%		
0101525 - Transfer From Refuse Site Reserve - Sanitation Gen Refuse	2,068,691.00	0.00 0%		
0101642 - Non-Operating Grant - Sanitation - General Refuse	139,000.00	0.00 0%		
Sub Total To Programme Summary	\$2,307,691.00	\$60,000.00	\$0.00	\$0.00
Total Sanitation - General Refuse	\$8,741,566.00	\$5,524,647.60	\$8,741,717.00	\$2,667,219.93
Sanitation - Other				
Operating Expenditure				
0102010 - 3577300			859,786.00	545,225.87
0102060 - Litter Control - Street bins & Casual Collectors - Op Exp - Sanitation Other			50,113.00	29,284.27
0102070 - Purchase of Bins- Op Exp - Sanitation Other				
0102530 - Admin Costs Alloc - Op Exp - Sanitation Other			99,899.00	59,534.03
1027206 - Other Employment Costs - Sanitation Other			1,555.00	1,182.18
Sub Total To Programme Summary	\$0.00	\$0.00	\$1,011,353.00	\$635,226.35
Operating Income				
0102390 - Litter Control Bin Hire Etc User Charges - Op Inc - Sanitation Other	3,000.00	970.90 32%		
0102400 - Litter - fines & Penalties & Reimb (No GST)- Op Inc - Sanitation Other	2,000.00	0.00 0%		
Sub Total To Programme Summary	\$5,000.00	\$970.90	\$0.00	\$0.00

Schedule 10
COMMUNITY AMENITIES

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Total Sanitation - Other	\$5,000.00	\$970.90	\$1,011,353.00	\$635,226.35
Sewerage				
Operating Expenditure				
0103101 - Sewerage Facility Maintenance Exps - Op Exp - Sewerage			6,000.00	3,373.84
0103295 - Fixed Asset Dep'n - Op Exp - Sewerage			10,200.00	6,806.15
Sub Total To Programme Summary	\$0.00	\$0.00	\$16,200.00	\$10,179.99
Operating Income				
0103480 - Septic Tank Fees - Op Inc - Sewerage	3,000.00	4,756.00 159%		
Sub Total To Programme Summary	\$3,000.00	\$4,756.00	\$0.00	\$0.00
Capital Expenditure				
0103950 - Sewerage Facility Upgrade Construction - Cap Exp - Sewerage				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Sewerage	\$3,000.00	\$4,756.00	\$16,200.00	\$10,179.99
Storm Water Drainage				
Operating Expenditure				
0102202 - Drainage Maint. - Outfalls - Op Exp - Urban Stormwater Drainage			142,022.00	86,475.89
0102209 - Loan 181 Interest & Fees Millington Drainage -Op Exp -Urb S'water Drain			5,096.00	2,848.14
0102210 - Drainage Consultant/Strategy - op Exp - Urban Stormwater Drainage				
0102230 - Future Drainage Projects Engineering Design Costs - Op Exp - Urb Drain				
0102295 - Fixed Asset Dep'n - Op Exp - Urban Stormwater Drainage			149,800.00	98,635.54
0102730 - Strategic & Gen Drainage (Not Project Related) Eng Staff Costs Alloc			10,000.00	56,595.00 5
Sub Total To Programme Summary	\$0.00	\$0.00	\$306,918.00	\$244,554.57
Operating Income				
0102983 - Interest Rec Drainage Reserve -Op IncUrban S'water Drainage	58,677.00	45,988.69 78%		
Sub Total To Programme Summary	\$58,677.00	\$45,988.69	\$0.00	\$0.00
Capital Expenditure				
0104204 - Loan 181 Princ Repayment - Cap Exp - Urban Stormwater Drainage			42,566.00	20,952.25
0104281 - Transfer to Drainage Reserve - Cap Exp - Urban Stormwater Drainage			58,677.00	45,988.69
0104600 - Drainage Upgrade Infra Const - Urban Stormwater Drainage			857,000.00	21,000.00

Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0104800 - Drainage Renewal Infra Wks - Urban Stormwater Drainage			407,500.00	32,930.30
1029406 - Transfer to Building Reserve - Cap Exp			11,000.00	0.00
Sub Total To Programme Summary	\$0.00	\$0.00	\$1,376,743.00	\$120,871.24
Capital Income				
0104480 - Transfer From Drainage Reserve - Urban Stormwater Drainage - Cap Inc	247,500.00	0.00 0%		
0104481 - Transfer From Restricted Cash Reserve - Cap Inc - S'water Drainage	800,000.00	0.00 0%		
0104482 - Headworks Contribution - Non Op Inc - Urban Stormwater Drainage	10,000.00	0.00 0%		
0104484 - Gen Non Op Grants - Cap Inc - Urban Stormwater Drainage	45,000.00	45,000.00 100%		
Sub Total To Programme Summary	\$1,102,500.00	\$45,000.00	\$0.00	\$0.00
Total Storm Water Drainage	\$1,161,177.00	\$90,988.69	\$1,683,661.00	\$365,425.81
Town Planning/Regional Development				
Operating Expenditure				
0106010 - Salary - Op Exp - Planning			557,824.00	498,242.19
0106011 - Superannuation Employee Expense - Planning			80,132.00	64,021.36
0106024 - Other Employment Costs - Op Exp - Planning			31,773.00	22,600.60
0106026 - Staff Housing/Utilities - Op Exp - Town Planning			68,928.00	57,435.56
0106030 - Consultants & Project Employees - Op Exp - Town Planning/Reg Dev			15,000.00	247.26
0106039 - Planning Appeals - Op Exp - Town Planning/ Regional Devel			15,000.00	9,422.50
0106040 - Advertising - Op Exp - Town Planning/Regional Devel			5,000.00	2,026.28
0106279 - Copying & Printing Expenses - Op Exp - Town Planning/Regional Devel			500.00	0.00
0106280 - Sundry Expenses - Op Exp - Town Planning/Regional Devel			1,000.00	263.99
0106290 - Reimbursement Expense Legal & Other - Town Planning			1,000.00	5,465.40
0106291 - Reimbursement Expenses Town Planning Amendments - Town Planning				
0106299 - Fixed Asset Dep'n - Op Exp - Town Planning/Regional Devel			100.00	80.17
0106530 - Admin Cost Alloc - Town Planning & Reg Dev - Op Exp			199,797.00	119,068.02
0106531 - Engineering Office Staff Time - Op Exp - Town Planning & Reg Develop			40,000.00	64,350.00
0106800 - Vehicle & Plant Exps - Planning			8,200.00	5,219.36
1030298 - IT/Records Costs Allocated -Town Planning & Reg Development			71,120.00	44,400.68
Sub Total To Programme Summary	\$0.00	\$0.00	\$1,095,374.00	\$892,843.37
Operating Income				

Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 28/02/2015

Particulars	Income			Expenditure	
	Current Year Estimated	Current Year Actual		Current Year Estimated	Current Year Actual
0106410 - Planning Fees (GST Free) - Op Inc - Town Planning/Regional Devel	150,000.00	72,217.54	48%		
0106420 - Rezoning Fees (Incl GST) - Op Inc - Town Planning/Regional Devel	7,000.00	0.00	0%		
0106430 - Subdivision/ Strata Title Fees - Op Inc - Town Planning/Regional Devel	5,000.00	4,720.00	94%		
0106479 - Reimbursements Consultants etc. - Op Inc - Town Planning/Regional Devel					
0106480 - Other Minor Charges No GST - Op Inc - Town Planning/Regional Devel	500.00	154.00	31%		
0106481 - Other Minor Charges Includes GST - Op Inc - Town Planning/Regional Devel	500.00	157.27	31%		
Sub Total To Programme Summary	\$163,000.00	\$77,248.81		\$0.00	\$0.00
Total Town Planning/Regional Development	\$163,000.00	\$77,248.81		\$1,095,374.00	\$892,843.37
Development Services Support					
Operating Expenditure					
0106038 - Legal Expenses - Development Services				50,000.00	38,368.19
0106100 - Salary - Op Exp - Development Services				461,163.00	233,976.77
0106101 - Staff Housing/Utilities - Op Exp - Development Services				44,252.00	24,076.60
0106102 - Other Employment Costs - Development Services				22,895.00	16,437.33
0106104 - Vehicle & Plant Exps - Development Services					
0106106 - Consultants & Project Employees - Op Exp - Development Services				135,000.00	23,355.19
0106107 - Superannuation Employee Expense - Development Services				66,300.00	40,087.52
0106125 - Sundry Expenses - Development Services				1,000.00	1,074.19
0106630 - Admin Costs Alloc - Dev Serv				237,854.00	141,747.64
0106631 - Engineering Office Staff Time - Op Exp Dev Serv Sup				64,000.00	80,080.00
1031298 - IT/Records Costs Alloc - Development Services				42,091.00	26,277.96
Sub Total To Programme Summary	\$0.00	\$0.00		\$1,124,555.00	\$625,481.39
Operating Income					
0106151 - Project Grant Income - Op Inc - Development Services	20,000.00	0.00	0%		
0106390 - Reimbursements Received - Development Services					
Sub Total To Programme Summary	\$20,000.00	\$0.00		\$0.00	\$0.00
Capital Expenditure					
0106987 - Transfer to Restricted Cash Reserve - Cap Exp - Development Services					
Sub Total To Programme Summary	\$0.00	\$0.00		\$0.00	\$0.00
Capital Income					

Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0106986 - Transfer From Restricted Cash - Development Services	124,176.00	89,176.00 72%		
Sub Total To Programme Summary	\$124,176.00	\$89,176.00	\$0.00	\$0.00
Total Development Services Support	\$144,176.00	\$89,176.00	\$1,124,555.00	\$625,481.39
Protection of Environment				
Operating Expenditure				
0105054 - Coastal Management Maint & Operating - Op Exp - Protection of Environment			9,517.00	569.38
0105057 - Coastal Park Mgmt Plan-Op Exp (KLC Minyirr Pk) - Prot of Envir			22,000.00	0.00
0105058 - Coastal Park Management Plan - Council allocated funds - Op Exp - Protection of Environment				
0105295 - Motor Vehicle & Plant Running Costs - Op Exp - Minyirr Park			0.00	96.89
0105297 - Fixed Asset Dep'n - Op Exp - Protection of Environment			9,900.00	6,352.13
0105299 - Dep'n Exp - Plant - Op Exp - Protection of Environment				
0105530 - Admin Costs Alloc - Op Exp - Protection of Environment			28,542.00	17,009.72
0105537 - Environmental Services Operations - Op Exp - Prot of Env			6,000.00	4,140.00
0105546 - Consultants - Environmental - Op Exp - Prot of Envir			306,000.00	82,890.08
0105547 - Salaries - Op Exp - Protection of Environment			104,973.00	131,495.26
0105548 - Staff Housing/Utilities - Op Exp - Protection of Environment			14,908.00	17,845.18
0105550 - Superannuation Employee Expense - Protection of Environment			11,284.00	8,171.08
0105565 - Water Quality Monitoring Expenses - Op Exp (Inc in 105545) - Prot of Env				
0113300 - Gantheaume Point Reserve - Op Exp - Protection of Environment			23,286.00	6,389.91
1032206 - Other Employment Costs - Protection of Environment			4,735.00	3,599.76
Sub Total To Programme Summary	\$0.00	\$0.00	\$541,145.00	\$278,559.39
Operating Income				
0105400 - Development Grants Rec'd - Op Inc - Protection of Environment	270,000.00	0.00 0%		
0105545 - Environmental Prot Op Grants Rec'd - Op Inc - Protection of Environment				
Sub Total To Programme Summary	\$270,000.00	\$0.00	\$0.00	\$0.00
Capital Expenditure				
0105987 - Transfer to Restricted Cash Reserve - Coastal Park - Cap Exp - Protection of Environment				

Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Protection Of Environment	\$270,000.00	\$0.00	\$541,145.00	\$278,559.39
Other Community Amenities				
Operating Expenditure				
0107010 - Public Toilets - Building Maintenance Exps			27,910.00	9,632.29
0107028 - Cemetery Operating Expenses - Other Comm Amen			67,750.00	49,435.50
0107029 - Japanese Cemetery Maint Exp - Other Community Amenities			57,920.00	21,177.05
0107030 - Cemeteries - Maintenance- Op Exp - Other Community Amenities			84,221.00	27,979.93
0107034 - Broome Cemetery Survey & Other - Op Exp - Other Comm Amen			10,000.00	536.00
0107035 - Cemeteries CCTV & Wireless Network Maint - Op Exp - Other Comm Amen			5,000.00	0.00
0107045 - Public Toilet Amenity Cleaning - Op Exp - Oth Comm Amen			121,500.00	72,196.91
0107071 - 450000			60,350.00	37,716.19
0107100 - Cleaning Materials Util & Sundries - Op Exp - Other Community Amenities			0.00	174.37
0107297 - Dep'n - Land & Building- Op Exp - Other Community Amenities				
0107298 - Dep'n - Plant & Equip - Op Exp - Other Community Amenities				
0107299 - Depn Exp Other Infrastructure - Cemeteries - Other Com Amenities				
0107530 - Admin Costs Alloc - Op Exp - Other Community Amenities			28,542.00	17,009.72
1033296 - Fixed Asset Depn - Op Exp - Other Community Amenities			39,500.00	15,677.60
Sub Total To Programme Summary	\$0.00	\$0.00	\$502,693.00	\$251,535.56
Operating Income				
0107370 - Cemetery Fees Inc GST - Op Inc - Other Community Amenities	15,000.00	10,545.44	70%	
0107375 - Cemetery related Licenses - GST Free - Op Inc - Other Community Amenities	400.00	60.00	15%	
0107390 - Operating Grants & Contrib'ns Rec'd - Op Inc - Other Comm Amenities				
Sub Total To Programme Summary	\$15,400.00	\$10,605.44	\$0.00	\$0.00
Capital Expenditure				
0107580 - Cemeteries Fixed Plant & Equip (CCTV) New-Cap Exp-Other Comm Amenities				
0107668 - Cable Beach Toilets Renewal (Inc Furn & Serv's) Cap Exp - OthComAm				
0107670 - Public Shade New Building Const - Cap Exp - Other Community Amenities			83,160.00	84,936.96
0107999 - Public Shade Chinatown - WIP Cap Exp				

Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Sub Total To Programme Summary	\$0.00	\$0.00	\$83,160.00	\$84,936.96
Capital Income				
0107567 - Transfer From Building Reserve - Other Comm Amenities				
0107570 - Transfer From Restricted Cash Reserve - Oth Comm Amen	83,160.00	83,157.47 100%		
Sub Total To Programme Summary	\$83,160.00	\$83,157.47	\$0.00	\$0.00
Total Other Community Amenities	\$98,560.00	\$93,762.91	\$585,853.00	\$336,472.52
TOTAL COMMUNITY AMENITIES	\$10,856,918.00	\$5,934,581.34	\$15,070,297.00	\$5,956,860.38

Schedule 11
RECREATION AND CULTURE
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Public Halls & Civic Centres			133,213.00	89,916.
Libraries			1,403,898.00	871,605.
Broome Civic Centre (Was Arts Centre)			815,812.00	473,408.
Other Culture			527,428.00	255,757.
Recreation Services			310,147.00	152,960.
Swimming Areas & Beaches			8,800.00	2,135.
Other Recreation & Sport			689,802.00	384,618.
Parks & Ovals			3,245,459.00	1,621,971.
BRAC - General			1,919,614.00	1,161,095.
BRAC - Aquatic			467,364.00	258,399.
BRAC - Dry			507,758.00	395,151.
BRAC - Ovals			536,958.00	298,948.
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$10,566,253.00	\$5,965,969
Operating Income				
Public Halls & Civic Centres	6,900.00	4,295.99		
Libraries	34,800.00	18,122.55		
Broome Civic Centre (Was Arts Centre)	207,000.00	131,053.53		
Other Culture	40,800.00	13,445.60		
Recreation Services	114,000.00	119,000.00		
Other Recreation & Sport	137,900.00	106,035.33		
Parks & Ovals	51,588.00	34,793.55		
BRAC - General	159,517.00	94,773.20		
BRAC - Aquatic	368,000.00	235,228.66		
BRAC - Dry	202,000.00	114,612.88		
BRAC - Ovals	47,000.00	30,715.02		
TOTAL OPERATING INCOME	\$1,369,505.00	\$902,076.31	\$0.00	\$0
Capital Expenditure				
Libraries			1,895.00	1,895.
Broome Civic Centre (Was Arts Centre)			385,509.00	190,869.
Other Culture			384,934.00	13,327.
Swimming Areas & Beaches			525,590.00	351,325.

Schedule 11
RECREATION AND CULTURE
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Parks & Ovals			740,971.00	293,379.
BRAC - General			2,017.00	1,556.
BRAC - Aquatic			40,000.00	5,454.
BRAC - Dry			311,642.00	94,559.
BRAC - Ovals			332,391.00	193,747.
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$2,724,949.00	\$1,146,116
Capital Income				
Libraries	1,895.00			
Broome Civic Centre (Was Arts Centre)				
Other Culture	371,934.00			
Recreation Services	35,640.00	35,639.02		
Swimming Areas & Beaches	510,590.00			
Parks & Ovals	579,155.00	30,155.00		
BRAC - Aquatic				
BRAC - Dry	147,000.00	18,436.00		
BRAC - Ovals	60,814.00			
TOTAL CAPITAL INCOME	\$1,707,028.00	\$84,230.02	\$0.00	\$0
TOTAL RECREATION AND CULTURE	\$3,076,533.00	\$986,306.33	\$13,291,202.00	\$7,112,085

SUB-FUNCTION DETAIL FOLLOWS.....

Schedule 11
RECREATION AND CULTURE

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Public Halls & Civic Centres				
Operating Expenditure				
0111021 - 1970000			53,899.00	36,787.01
0111297 - Dep'n - Land & Buildings - Op Exp - Public Halls Civic Centres				
0111298 - Dep'n - Plant & Equip - Op Exp - Public Halls Civic Centres				
0111299 - Dep'n - Furn & Fittings - Op Exp - Public Halls Civic Centres				
0111300 - Dep'n - P&G Infrastructure - Op Exp - Public Halls Civic Centres				
0111530 - Admin Costs Alloc - Op Exp - Public Halls Civic Centres			9,514.00	5,669.91
1135296 - Fixed Asset Dep'n - Op Exp - Public Halls			69,800.00	47,459.88
Sub Total To Programme Summary	\$0.00	\$0.00	\$133,213.00	\$89,916.80
Operating Income				
0111411 - Reimbursement Lotteries House - Op Inc - Public Halls Civic Centres (No GST)	6,900.00	4,295.99 62%		
Sub Total To Programme Summary	\$6,900.00	\$4,295.99	\$0.00	\$0.00
Total Public Halls & Civic Centres	\$6,900.00	\$4,295.99	\$133,213.00	\$89,916.80

Libraries

Operating Expenditure

0115010 - Salary - Op Exp - Libraries	550,374.00	384,472.65
0115011 - Superannuation Employee Expense - Libraries	75,482.00	48,212.87
0115023 - Staff Housing/Utilities - Op Exp - Libraries	55,918.00	33,143.51
0115024 - FBT & staff utilities expense - Library	0.00	13.91
0115070 - IT Costs Alloc Lib - Op Exp - Libraries	255,451.00	159,480.00
0115270 - Local History Resources - Op Exp - Library	4,000.00	334.68
0115279 - Minor Assets Expensed - Op Exp Library	1,500.00	1,097.78
0115280 - Grant Program Expenses - Op Exp - Library (Income in 115480)	6,000.00	6,061.82
0115281 - 2500000	104,500.00	57,553.71
0115282 - Library Office - Op Exp - Libraries	4,200.00	1,314.05
0115284 - Subscriptions - Op Exp - Libraries	9,000.00	9,992.25
0115285 - Freight - Op Exp - Libraries	4,200.00	330.50
0115286 - SLWA Travel & Accommodation Op Exp - Library	24,000.00	10,625.97
0115287 - Loan Reservation Service - Op Exp - Libraries	2,000.00	518.73
0115289 - Programmes & Materials - Op Exp - Libraries	5,000.00	4,128.96
0115290 - Lost/Damaged Items Exp - Library	3,000.00	2,923.72
0115292 - Books & Binding	3,000.00	638.36

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0115293 - Office Equipment - Op Exp - Libraries			2,000.00	448.60
0115294 - Advertising & Promotions Exp - Op Exp - Libraries			2,500.00	1,350.00
0115295 - Sundry Exp - Op Exp - Libraries			500.00	175.91
0115297 - Dep'n - Land & Building - Op Exp - Libraries				
0115298 - Dep'n Exp Plant & Equip - Libraries				
0115299 - Dep'n - Furniture & Fittings - Op Exp - Libraries				
0115530 - Admin Costs Alloc - Op Exp - Libraries			176,012.00	104,893.26
0115796 - Loss On Sale Of Assets - Libraries				
1136206 - Other Employment Costs - Op Exp - Libraries			42,661.00	26,324.44
1136296 - Fixed Asset Dep'n - Op Exp - Libraries			72,600.00	17,570.23
Sub Total To Programme Summary	\$0.00	\$0.00	\$1,403,898.00	\$871,605.91
Operating Income				
0115380 - Grant Op - State SLWA Library Grant	24,000.00	8,943.32 37%		
0115410 - Lost/Damaged Items - Op Inc - Libraries	1,200.00	1,478.05 123%		
0115420 - Sundry Income & Special Op Grants - Op Inc - Libraries	800.00	3,314.44 414%		
0115431 - Photocopier Income - Op Inc - Libraries	4,800.00	4,386.74 91%		
0115480 - Grant Program Income - Op Inc - Library (Expense in 115280)	4,000.00	0.00 0%		
0116380 - Reimbursements Rec'd - Op Inc - Library				
Sub Total To Programme Summary	\$34,800.00	\$18,122.55	\$0.00	\$0.00
Capital Expenditure				
0115461 - Library Building Renewal (Inc Plant & Furn) - Cap Exp - Libraries			1,895.00	1,895.45
0115511 - Transfer to Restricted Cash Reserve - Libraries - Cap Exp				
Sub Total To Programme Summary	\$0.00	\$0.00	\$1,895.00	\$1,895.45
Capital Income				
0115325 - Transfer from Building Reserve - Cap Inc - Libraries	1,895.00	0.00 0%		
Sub Total To Programme Summary	\$1,895.00	\$0.00	\$0.00	\$0.00
Total Libraries	\$36,695.00	\$18,122.55	\$1,405,793.00	\$873,501.36
Broome Civic Centre (Was Arts Centre)				
Operating Expenditure				
0116106 - Interest Expense Broome Civic Centre Loan 193 - Op Exp - Broome Civic Centre			138,871.00	69,783.17

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0116107 - Fixed Asset Dep'n - Op Exp - Bme Civic Centre			277,200.00	207,379.97
0116470 - Broome Civic Centre Build Maint & Services Op Exp - Bme Civic Centre			35,600.00	19,225.31
0116486 - Salary - Op Exp - Broome Civic Centre - Op Exp			24,482.00	15,311.25
0116489 - Operational Expenses - Broome Civic Centre - Production/Events			37,596.00	8,571.15
0116491 - Minor Assets - Op Exp - Bme Civic Centre			8,850.00	2,044.59
0116493 - Advertising Promotion & Printing Expenses - Broome Civic Centre - Op Exp			20,450.00	6,652.32
0116494 - Operational / Utilities Expenses - Broome Civic Centre - Op Exp			173,600.00	96,105.44
0116495 - Performance Production Expenses - Broome Civic - Op Exp			46,800.00	17,461.49
0116496 - Refunds Donations & Sundry Exps - Broome Civic Centre - Op Exp			1,500.00	0.00
0116497 - Superannuation Employee Expense - Broome Civic Centre			2,325.00	1,789.28
0116730 - Admin Costs Alloc - Op Exp - Bme Civic Centre			47,571.00	28,349.52
1137206 - Other Employment Costs - Op Exp - Broome Civic Centre			967.00	735.16
Sub Total To Programme Summary	\$0.00	\$0.00	\$815,812.00	\$473,408.65
Operating Income				
0116483 - Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre	25,000.00	25,103.56 100%		
0116540 - Broome Civic Centre Reimbursements Received - Op Inc - Bme Civic Centre	30,000.00	29,755.09 99%		
0116541 - Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	152,000.00	76,194.88 50%		
Sub Total To Programme Summary	\$207,000.00	\$131,053.53	\$0.00	\$0.00
Capital Expenditure				
0116115 - Bme Civic Centre Building Design & Const Upgrade - Cap Exp - Bme Civic Centre				
0116116 - Princ Repay Broome Civic Centre Loan 193 - Cap Exp - Bme Civic Centre			385,509.00	190,869.80
Sub Total To Programme Summary	\$0.00	\$0.00	\$385,509.00	\$190,869.80
Capital Income				
0116474 - Transfer From Building Reserve - Broome Civic Centre - Cap Inc - Bme Civic Centre				
0116484 - Broome Civic Centre Construction Grant - Cap Inc - Bme Civic Centre				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Broome Civic Centre (Was Arts Centre)	\$207,000.00	\$131,053.53	\$1,201,321.00	\$664,278.45

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Other Culture				
Operating Expenditure				
0116079 - Jetty To Jetty Project Feasibility & Planning - Op Exp - Other Culture				
0116085 - Project - Heritage Style Guide - Op Exp - Other Culture			89,020.00	13,158.95
0116090 - 890000			46,675.00	24,378.86
0116120 - Public Art Masterplan- Op Exp - Other Culture			0.00	2,500.00
0116150 - Streeters Jetty Op & Maint - Op Exp - Other Culture			1,000.00	0.00
0116175 - Community Storage Shed Expenditure			45,700.00	31,961.25
0116180 - Event Sponsorship - Op Exps - Other Culture			101,090.00	38,000.00
0116184 - Festivals & Events Contributions/Support Op Exp - Other Culture			156,958.00	129,833.62
0116282 - Triple J Maintenance & Operating Exp - Other Culture			2,000.00	0.00
0116283 - Public Statue & Artwork Maintenance & Operating Exp - Other Culture			12,785.00	4,054.20
0116295 - Dep'cn - Other Infrastructure - Op Exp - Other Culture				
0116297 - Dep'cn - Land & Building - Op Exp - Other Culture				
1138296 - Fixed Asset Dep'n - Op Exp - Other Culture			72,200.00	11,870.23
Sub Total To Programme Summary	\$0.00	\$0.00	\$527,428.00	\$255,757.11
Operating Income				
0116070 - Community Storage Facility Inc - Op Inc - Other Culture	5,800.00	3,000.00	52%	
0116071 - Festival & Events Sundry Inc - Op Inc - Other Culture				
0116098 - Reimb & Other Income - Op Inc - Other Culture	5,000.00	1,062.15	21%	
1138332 - Grant Income - Op Inc- Other Culture	30,000.00	9,383.45	31%	
Sub Total To Programme Summary	\$40,800.00	\$13,445.60	\$0.00	\$0.00
Capital Expenditure				
0116111 - Community Storage Shed New Const - Cap Ex)			350,000.00	0.00
0116125 - Other Infrastructure New Const - Cap Exp - Other Cult			21,934.00	6,632.35
0116201 - Museum Building Renewal- Cap Exp - Other Cult			13,000.00	6,695.00
0116999 - Other Infrastructure - WIP Cap Exp - Broome Entry Signage and Jetty To Jetty				
Sub Total To Programme Summary	\$0.00	\$0.00	\$384,934.00	\$13,327.35
Capital Income				

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0116151 - Non Operating Grants Other Culture - Non Op Inc	250,000.00	0.00 0%		
0116520 - Transfer From Building Reserve - Cap Inc - Other Culture	100,000.00	0.00 0%		
0116959 - Transfer From Road Reserve Cap Inc - Other Cult				
0116970 - Transfer From Restricted Cash Reserve Cap Inc - Other Cult	21,934.00	0.00 0%		
Sub Total To Programme Summary	\$371,934.00	\$0.00	\$0.00	\$0.00
Total Other Culture	\$412,734.00	\$13,445.60	\$912,362.00	\$269,084.46
Recreation Services				
Operating Expenditure				
0113530 - Admin Costs Alloc to Recreation Services - Op Exp - Rec Services				
0113697 - Superannuation Employee Expense - Recreation Services			9,204.00	5,719.76
0113699 - Salary - Op Exp - Rec Services			85,798.00	54,812.18
0113700 - Staff Housing/Utilities - Op Exp - Rec Services			12,197.00	6,090.00
0113702 - Club Development Officer Programs Exp - Rec Services			11,950.00	428.85
0113703 - Sundry Expenses - Rec Serv - Op Exp				
0113704 - Consultants - Op Exp - Rec Services			40,000.00	0.00
0113708 - Grant Funded Operational Expense - Rec Serv			56,500.00	28,546.00
1139206 - Other Employment Costs - Recreation Services			3,871.00	2,942.92
1139297 - Admin Costs Allocated - Op Exp - Recreation Services			76,113.00	45,359.25
1139298 - IT/Records Costs Allocated -Recreation Services			14,514.00	9,061.36
Sub Total To Programme Summary	\$0.00	\$0.00	\$310,147.00	\$152,960.32
Operating Income				
0113750 - Reimb & Sundry Income Rec'd - Recreation Services				
0113751 - Operating Grants & Contributions Rec'd - Recreation Services - Op Inc	114,000.00	119,000.00 104%		
Sub Total To Programme Summary	\$114,000.00	\$119,000.00	\$0.00	\$0.00
Capital Income				
0113752 - Transfer From Restricted Cash Reserve - Recreation Service - Cap Inc	35,640.00	35,639.02 100%		
Sub Total To Programme Summary	\$35,640.00	\$35,639.02	\$0.00	\$0.00
Total Recreation Services	\$149,640.00	\$154,639.02	\$310,147.00	\$152,960.32

Swimming Areas & Beaches

Operating Expenditure

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RECREATION AND CULTURE

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0112053 - 20000			300.00	576.82
0112495 - Dep'n - Land & Building - Op Exp				
- Swimming Areas & Beaches				
1140296 - Fixed Asset Dep'n - Op Exp -			8,500.00	1,558.35
Swimming Areas & Beaches				
Sub Total To Programme Summary	\$0.00	\$0.00	\$8,800.00	\$2,135.17
Capital Expenditure				
0112560 - Boating Facilities Prog Upgrade				
Infra - Cap Exp - Swim Areas & Bchs				
0113567 - Boating Facilities Prog New Infra			525,590.00	351,325.51
- Cap Exp - Swim Areas & Bchs				
Sub Total To Programme Summary	\$0.00	\$0.00	\$525,590.00	\$351,325.51
Capital Income				
0112485 - Grant Non Op - State Swim Areas	337,500.00	0.00	0%	
& Beaches				
0113993 - Transfer From POS Reserve -	173,090.00	0.00	0%	
Swimming Area & Beaches				
Sub Total To Programme Summary	\$510,590.00	\$0.00	\$0.00	\$0.00
Total Swimming Areas & Beaches	\$510,590.00	\$0.00	\$534,390.00	\$353,460.68
Other Recreation & Sport				
Operating Expenditure				
0113001 - Haynes Oval Pavilion Maint &			49,000.00	20,495.93
Operating Exp - Other Rec & Sport				
0113005 - Weed Control - Op Exp - Other			183,912.00	82,076.74
Rec & Sport				
0113026 - Skatepark Maint & Operational			26,279.00	9,250.52
Exp - Op Exp - Other Recreation & Sport				
0113060 - Boat Ramps Op & Maint Exp - Op			8,411.00	5,627.63
Exp - Other Recreation & Sport				
0113295 - Dep'n - Infrastructure - Op Exp -				
Other Recreation & Sport				
0113297 - Dep'n - Land & Buildings - Op				
Exp - Other Recreation & Sport				
0113298 - Dep'n - Plant & Equip - Op Exp -				
Other Recreation & Sport				
0113394 - Other Recreation Projects &				
Events - Op Exp - Other Rec				
0113466 - Minor Assets Expensed - Op Exp			500.00	0.00
- Other Rec & Sport				
0116100 - Library Gazebo (Old Wackett			1,700.00	235.80
Roof) Expenses - Op Exp				
1141296 - Fixed Asset Dep'n - Op Exp -			420,000.00	266,931.93
Other Recreation & Sport				
Sub Total To Programme Summary	\$0.00	\$0.00	\$689,802.00	\$384,618.55
Operating Income				
0113390 - State CSRFF Other Rec & Sport				
Non Op Grant - Op Inc - Other Rec & Sport				
0113391 - Haynes Oval & Pavilion- Op Inc -	89,500.00	78,782.34	88%	
Other Rec & Sport				

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0113392 - Haynes Oval Sporting Precinct - Netball & Basketball Courts- Op Inc - Other Rec & Sport	3,300.00	0.00 0%		
0113411 - Venue Hire Inc - Amphitheatre & Oth Rec Areas (not Ovals) - Op Inc - Other Rec & Sport	25,000.00	7,206.52 29%		
0113412 - Reserve Lease to Cable Beach Club - Op Inc - Other Rec & Sport	20,100.00	20,046.47 100%		
Sub Total To Programme Summary	\$137,900.00	\$106,035.33	\$0.00	\$0.00
Total Other Recreation & Sport	\$137,900.00	\$106,035.33	\$689,802.00	\$384,618.55
Parks & Ovals				
Operating Expenditure				
0113000 - Parks & Reserves Maint - Op Exp - Parks & Ovals			3,211,946.00	1,615,941.26
0113283 - Effluent Treatment Works - Op Exp - Parks & Ovals			11,392.00	128.54
0113380 - Consultants & Concept Plan Exps - Op Exp - Parks & Ovals			2,500.00	0.00
0113396 - Reticulation Control System Maint Op Exp - Parks & Ovals			8,381.00	1,609.68
0115222 - Haynes Oval Utility Exp - OP Exp - Parks & Ovals			11,240.00	4,292.46
Sub Total To Programme Summary	\$0.00	\$0.00	\$3,245,459.00	\$1,621,971.94
Operating Income				
0112989 - Interest Rec-REC-POS Reserve - Op Inc - Parks & Ovals	27,088.00	31,658.15 117%		
0113360 - Payments Rec'd For Parks Maint & Other Operating Costs Op Inc - Parks & Ovals				
0113410 - Male Oval & Concourse - Op Inc - Other Rec & Sport	17,000.00	1,480.90 9%		
0113413 - Town Beach Hire - Op Inc - Other Rec & Sport	7,500.00	1,654.50 22%		
Sub Total To Programme Summary	\$51,588.00	\$34,793.55	\$0.00	\$0.00
Capital Expenditure				
0111989 - Transfer to POS Reserve - Cap Exp - Parks & Ovals			27,088.00	31,658.15
0111999 - Haynes Oval Floodlighting - WIP Cap Exp -				
0113550 - Parks - Infrastructure - New Construction - Cap Exp - Parks & Ovals			94,028.00	81,491.76
0113551 - Parks - Infrastructure - Renewal - Cap Exp - Parks & Ovals			40,700.00	20,683.82
0113552 - Parks Infrastructure - Upgrade - Cap Exp - Parks & Ovals			550,000.00	159,545.87
1142499 - Transfer to Public Art Reserve - Cap Exp - Parks & Ovals			29,155.00	0.00
Sub Total To Programme Summary	\$0.00	\$0.00	\$740,971.00	\$293,379.60
Capital Income				

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0113306 - POS Developer Contributions Rec'd Op Inc - Parks & Ovals	29,155.00	29,155.00	100%	
0113317 - CSRFF & RDAF Grants & Non Operating Other Income for Parks & Oval Const - Op Inc - Parks & Ovals	275,000.00	1,000.00	0%	
0113989 - Transfer From POS Reserve - Parks & Ovals	275,000.00	0.00	0%	
Sub Total To Programme Summary	\$579,155.00	\$30,155.00	\$0.00	\$0.00
Total Parks & Ovals	\$630,743.00	\$64,948.55	\$3,986,430.00	\$1,915,351.54

IRAC - General

Operating Expenditure

0117000 - BRAC General Building Maint & Op Exp - BRAC Gen			491,557.00	295,209.77
0117004 - Salary - Op Exp - Admin Staff - BRAC General			638,162.00	407,623.68
0117005 - Superannuation Employee Expense - BRAC General Admin			84,084.00	48,762.63
0117006 - Salary - Op Exp - Cleaning & Maint Exp - BRAC General			62,973.00	40,187.29
0117013 - First Aid - Op Exp - BRAC - General			2,300.00	1,802.74
0117017 - Consultants - Op Exp - BRAC - General			20,000.00	0.00
0117022 - Uniforms BRAC			3,000.00	1,975.36
0117023 - Staff Housing/Utilities - Op Exp - BRAC General			60,830.00	33,471.09
0117025 - FBT Utilities & Other Staff Expense - OP Exp - BRAC Gen				
0117044 - Licence Exps - BRAC			6,000.00	4,518.78
0117049 - Rubbish & Recycling - Op Exp - BRAC - General			18,000.00	2,880.00
0117058 - Sundry Equipment - Op Exp - BRAC - General			3,000.00	2,358.83
0117080 - Marketing - BRAC			5,000.00	737.66
0117231 - Cost of Goods Bar - Op Exp - BRAC - General				
0117235 - Cost of Goods Sold Goods Kiosk - Op Exp - BRAC - General MUN			57,000.00	33,762.81
0117268 - Cost of Goods Equip - Op Exp - BRAC - General			8,000.00	5,023.88
0117336 - Cost Of Goods Sold Direct (Consumables) Op Exp - BRAC General			20,000.00	15,916.12
0117530 - Admin Costs Alloc - Op Exp - BRAC - General			409,109.00	243,805.95
0117555 - Plant and Equipment Maintenance - Op Exp - BRAC General			500.00	176.17
1143206 - Other Employment Costs - BRAC General			30,099.00	22,882.66
Sub Total To Programme Summary	\$0.00	\$0.00	\$1,919,614.00	\$1,161,095.42

Operating Income

0117200 - Hire of BRAC Staff Inc Recd - Op Inc - BRAC General	2,500.00	963.64	39%
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RECREATION AND CULTURE

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0117233 - Kiosk Sales - No GST	14,000.00	8,996.40	64%	
0117234 - Kiosk Sales - Op Inc - BRAC - General	80,000.00	41,041.01	51%	
0117236 - Consumables Sales	45,000.00	33,616.37	75%	
0117269 - Sales Income Equipment - Op Inc - BRAC General	16,000.00	8,599.09	54%	
0117982 - Interest Rec'd; All BRAC Reserves - BRAC General	2,017.00	1,556.69	77%	
Sub Total To Programme Summary	\$159,517.00	\$94,773.20	\$0.00	\$0.00
Capital Expenditure				
0117983 - Transfer to BRAC Reserve - Cap Exp - BRAC - General			2,017.00	1,556.69
Sub Total To Programme Summary	\$0.00	\$0.00	\$2,017.00	\$1,556.69
Total Brac - General	\$159,517.00	\$94,773.20	\$1,921,631.00	\$1,162,652.11
BRAC - Aquatic				
Operating Expenditure				
0112005 - FBT Utilities & Other Staff Expense - OP Exp - BRAC Aquatic				
0112014 - Aquatic Utilities Exp - BRAC			100,000.00	60,640.91
0112298 - Dep'n Exp -Plant & Equip Aquatic Centre				
0117001 - Superannuation Employee Expense - BRAC Aquatic			23,174.00	19,033.94
0117002 - Salary -Op Exp - Lifeguard - BRAC Aquatic			212,252.00	126,082.27
0117009 - Plant & Equip Maint - Aquatic			5,000.00	1,622.05
0117010 - Aquatic Building & Pool Maint Exp			60,900.00	13,058.07
0117015 - Chemicals - Aquatic			30,000.00	26,870.89
0117016 - Reimbursements/Refunds - Aquatic			500.00	777.50
0117019 - Grounds Fencing & Infra Maint Exp - Op Exp BRAC Aquatic				
0117148 - Group Fitness Program - Op Exp - BRAC - Aquatic			13,554.00	1,697.91
0117150 - Swimming Lessons Program- Op Exp - BRAC Aquatic			2,500.00	1,403.31
0117180 - Salary & Related Group Fitness Exp - Aquatic BRAC				
0117182 - Salary & Related Swimming Lesson Exp - BRAC - Aquatic				
0117184 - BRAC Equipment - Wet Programs - Op Exp - BRAC Aquatic			2,000.00	0.00
0117186 - Inflatable Operating Exp - BRAC Aquatic			1,000.00	451.18
1144206 - Other Employment Costs - BRAC Aquatic			8,384.00	6,373.90
1144296 - Fixed Asset Dep'n - Op Exp - BRAC Aquatic			8,100.00	387.93
Sub Total To Programme Summary	\$0.00	\$0.00	\$467,364.00	\$258,399.86
Operating Income				

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0117262 - Education Inc - Aquatic	5,000.00	5,076.82	102%	
0117280 - Group Fitness by BRAC Inc - Aquatic	40,000.00	21,023.64	53%	
0117282 - Swimming Lessons by BRAC Inc	90,000.00	71,371.84	79%	
0117285 - School Program Income - Op Inc - BRAC Aquatic	30,000.00	11,020.90	37%	
0117286 - Inflatable Hire Fees - Op Inc - BRAC Aquatic	8,000.00	6,738.65	84%	
0117287 - BBQ & Party Hire Fees - Op Inc - BRAC Aquatic	5,000.00	1,711.81	34%	
0117410 - Entry Fees and Spectator Fees - Op Inc - BRAC Aquatic	190,000.00	118,285.00	62%	
0117412 - State Swimming Pool Grant - Op Inc - BRAC - Aquatic				
Sub Total To Programme Summary	\$368,000.00	\$235,228.66	\$0.00	\$0.00
Capital Expenditure				
0117026 - Plant & Equip New - Cap Exp - BRAC - Aquatic				
0117126 - Building Renewal - Cap Exp - BRAC Aquatic				
0117132 - Plant & Equip Renewal/Replacement - Cap Exp - BRAC - Aquatic				
0117135 - Aquatic Fixed Plant & Equip Renewal/Replacement - Cap Exp - BRAC Aquatic			40,000.00	5,454.55
Sub Total To Programme Summary	\$0.00	\$0.00	\$40,000.00	\$5,454.55
Capital Income				
0117719 - Transfer From Building Reserve - Cap Inc - BRAC Aquatic				
0117722 - Transfer From Restricted Cash Reserve - BRAC Aquatic				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Brac - Aquatic	\$368,000.00	\$235,228.66	\$507,364.00	\$263,854.41

BRAC - Dry

Operating Expenditure

0117059 - Plant & Equip Maint Exp - BRAC Dry				
0117081 - Building & Facility Maint Exp - BRAC Dry			78,900.00	30,712.61
0117101 - Loan 171 Interest & Fee Exp BRAC Stage1 - Op Exp - BRAC Dry			18,789.00	9,616.70
0117140 - BRAC Equipment - Dry Programs - Op Exp - BRAC - Dry			1,000.00	1,165.88
0117142 - Holiday Program Op Exp - BRAC - Dry			8,000.00	3,431.74
0117144 - Term Program Op Exp - BRAC - Dry				
0117146 - Netball Expenses - Op Exp - BRAC - Dry			4,900.00	788.00

Schedule 11
RECREATION AND CULTURE

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0117152 - Volleyball Expenses - Op Exp - BRAC - Dry			1,300.00	141.00
0117156 - Program Annual Events - Op Exp - BRAC Dry			12,400.00	7,302.91
0117160 - Salary - Op Exp - BRAC Dry			38,514.00	6,099.74
0117161 - Superannuation Employee Expense - BRAC Dry			5,059.00	789.28
0117170 - Creche Program Expenses - Op Exp - BRAC			0.00	248.59
0117171 - Salary - Op Exp - Holiday Prog Exps - BRAC Dry			17,581.00	8,624.57
0117172 - Salary & Related Term Prog Exps - BRAC - Dry			0.00	2,711.91
0117173 - Grant Submission Costs - Op Exp - BRAC			1,000.00	0.00
0117297 - Dep'n Expense - Land & Buildings - BRAC Dry				
0117298 - Dep'n Expense - Plant & Equip - BRAC Dry				
0117299 - Dep'n Expense - Furniture & Fitt- BRAC Dry				
0117800 - Vehicle & Plant Exps - BRAC Dry - (Inc Gen Set) - Op Exp			12,700.00	11,692.17
1145206 - Other Employment Costs - BRAC Dry			2,215.00	1,683.94
1145296 - Fixed Asset Dep'n - Op Exp - BRAC Dry			305,400.00	310,141.97
Sub Total To Programme Summary	\$0.00	\$0.00	\$507,758.00	\$395,151.01
Operating Income				
0117203 - Photocopying & Public Phone Inc Rec'd - Dry BRAC	0.00	32.72 100%		
0117246 - Netball BRAC Program - Op Inc - BRAC Dry	20,000.00	10,590.91 53%		
0117248 - Squash BRAC Program Inc	25,000.00	15,640.46 63%		
0117250 - Tennis BRAC Program Inc	24,000.00	15,862.35 66%		
0117251 - Outdoor Court Hire - Op Inc - BRAC Dry	9,000.00	9,041.93 100%		
0117252 - Introductory Programs - Op Inc - BRAC Dry	2,000.00	3,074.55 154%		
0117256 - Program Annual Events - Op Inc - BRAC Dry	11,000.00	10,759.09 98%		
0117260 - Creche User Fees Inc. Rec'd	6,000.00	1,868.18 31%		
0117261 - Term Program Enrolment Fees Rec'd				
0117266 - Multipurpose Room Hire Inc - BRAC	19,000.00	10,486.10 55%		
0117272 - Holiday Program Enrolment Fees Rec'd	36,000.00	17,191.36 48%		
0117275 - Stadium Venue Hire Inc. Rec'd - Op Inc - Dry BRAC	50,000.00	19,665.23 39%		
0117277 - Back Bar & Grassed Area Venue Hire BRAC Inc. Rec'd - Dry BRAC	0.00	400.00 100%		
Sub Total To Programme Summary	\$202,000.00	\$114,612.88	\$0.00	\$0.00
Capital Expenditure				

Schedule 11
RECREATION AND CULTURE

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0117301 - Princ Repay BRAC Stage 1 - Loan 171			94,642.00	46,541.46
0117315 - BRAC Building Renewal - Cap Exp - BRAC Dry			180,000.00	11,191.64
0117317 - BRAC Dry Recreation Infrastructure Renewal - Cap Exp - BRAC Dry			0.00	69.67
0117380 - Fixed Plant & Equip Renewal - BRAC Dry - Cap Exp			37,000.00	36,756.97
Sub Total To Programme Summary	\$0.00	\$0.00	\$311,642.00	\$94,559.74
Capital Income				
0117294 - Grant Income - Non-Op Inc - BRAC Dry	90,000.00	18,436.00 20%		
0117324 - Transfer From BRAC Reserve - Cap Inc - BRAC Dry	57,000.00	0.00 0%		
0117326 - Transfer From Building Reserve - Cap Inc - BRAC Dry				
Sub Total To Programme Summary	\$147,000.00	\$18,436.00	\$0.00	\$0.00
Total Brac - Dry	\$349,000.00	\$133,048.88	\$819,400.00	\$489,710.75
IRAC - Ovals				
Operating Expenditure				
0117102 - Interest & Fees Repayment Loan 186 BRAC Ovals Stg 2A - Op Exp			26,160.00	7,188.42
0117105 - Interest & Fees Exp on Loan 191 BRAC Ovals Stg 2B - Op Exp			16,758.00	8,609.88
0117106 - Int Repaym't Loan 194 BRAC Oval Pavilion - Op Exp			41,500.00	16,861.73
0117210 - BRAC Ovals Maint - Op Exp			240,207.00	191,573.04
0117212 - BRAC Ovals Utility Exp - Op Exp			119,233.00	42,368.27
0117214 - Reimb & Other Exp BRAC Fields - Op Exp			500.00	0.00
0117218 - Pavilion Building Maint & Operating Expenses - Op Exp - BRAC Ovals			42,900.00	20,287.66
0117487 - Fixed Asset Dep'n - Op Exp - BRAC Ovals			49,700.00	12,059.51
Sub Total To Programme Summary	\$0.00	\$0.00	\$536,958.00	\$298,948.51
Operating Income				
0117289 - BRAC Field - Glenn & Pat Medlend Pavilion Fees - Op Inc - BRAC Ovals	5,000.00	4,390.91 88%		
0117291 - BRAC Fields - Electricity Reimb and Other Income - Op Inc	15,000.00	10,612.19 71%		
0117292 - BRAC Fields - Joseph Nipper Roe Playing Field Fees and Other Income - Op Inc	3,000.00	2,266.82 76%		
0117293 - BRAC Fields - Father McMahon Playing Field Fees and Other Income - Op Inc	24,000.00	13,445.10 56%		
Sub Total To Programme Summary	\$47,000.00	\$30,715.02	\$0.00	\$0.00

Schedule 11
RECREATION AND CULTURE
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Capital Expenditure				
0117303 - Princ Repay BRAC Ovals Stg 2A - Loan 186			138,437.00	68,155.46
0117305 - Princ Repay BRAC Ovals Stg 2B - Loan 191			47,211.00	23,233.33
0117306 - Princ Repay BRAC Ovals Pavilion - Loan 194			85,929.00	42,344.00
0117400 - Building New Const BRAC Ovals - Cap Exp				
0117455 - BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals			60,814.00	60,015.16
Sub Total To Programme Summary	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$332,391.00</u>	<u>\$193,747.95</u>
Capital Income				
0117319 - Transfer From POS Reserve - Cap Inc - BRAC Ovals	60,814.00	0.00 0%		
Sub Total To Programme Summary	<u>\$60,814.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total Brac - Ovals	<u>\$107,814.00</u>	<u>\$30,715.02</u>	<u>\$869,349.00</u>	<u>\$492,696.46</u>
TOTAL RECREATION AND CULTURE	<u>\$3,076,533.00</u>	<u>\$986,306.33</u>	<u>\$13,291,202.00</u>	<u>\$7,112,085.89</u>

Schedule 12
TRANSPORT

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Footpath Construction			50,000.00	
Crossovers & General Expenses			2,670,834.00	1,749,364.
Road Maintenance			3,277,711.00	2,535,248.
Road Operating Expenses			2,045,595.00	924,654.
Parking Control & Management			69,561.00	35,677.
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$8,113,701.00	\$5,244,945
Operating Income				
Special Transport Project Management				
Car Park Construction	13,793.00	10,549.90		
Footpath Construction	93,932.00	74,609.32		
Road Construction	38,124.00	30,595.49		
Road Maintenance	1,769,037.00	1,581,405.37		
Parking Control & Management	25,000.00	11,097.05		
TOTAL OPERATING INCOME	\$1,939,886.00	\$1,708,257.13	\$0.00	\$0
Capital Expenditure				
Bus Shelter Construction			50,556.00	
Car Park Construction			80,408.00	39,405.
Footpath Construction			821,582.00	286,464.
Road Construction			2,876,754.00	601,433.
Street Lighting Construction			10,000.00	12,420.
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$3,839,300.00	\$939,724
Capital Income				
Bus Shelter Construction	35,556.00			
Car Park Construction	30,000.00	60,200.00		
Footpath Construction	777,650.00			
Road Construction	2,296,853.00	364,333.00		
Street Lighting Construction				
TOTAL CAPITAL INCOME	\$3,140,059.00	\$424,533.00	\$0.00	\$0
TOTAL TRANSPORT	\$5,079,945.00	\$2,132,790.13	\$11,953,001.00	\$6,184,669

SUB-FUNCTION DETAIL FOLLOWS.....

Schedule 12
TRANSPORT

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Special Transport Project Management				
Operating Income				
0120120 - Road Maintenance Project - Op Inc - Trans Proj Man				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Special Transport Project Management	\$0.00	\$0.00	\$0.00	\$0.00
Bus Shelter Construction				
Capital Expenditure				
0125100 - Bus Facilities Program New Const - Cap Exp - Rd Infra			35,556.00	0.00
0125145 - Bus Facilities Program Renewal - Cap Exp			15,000.00	0.00
Sub Total To Programme Summary	\$0.00	\$0.00	\$50,556.00	\$0.00
Capital Income				
0125965 - Transfer From Road Reserve Bus Shelter Const - Cap Inc	35,556.00	0.00 0%		
Sub Total To Programme Summary	\$35,556.00	\$0.00	\$0.00	\$0.00
Total Bus Shelter Construction	\$35,556.00	\$0.00	\$50,556.00	\$0.00
Car Park Construction				
Operating Income				
0124988 - Interest Recd - Car Park Reserve -Op IncCons Sts Rds Bridges Dep	13,793.00	10,549.90 76%		
Sub Total To Programme Summary	\$13,793.00	\$10,549.90	\$0.00	\$0.00
Capital Expenditure				
0121390 - Transfer to Carpark Reserve - Cap Exp - Carpark Const			13,793.00	10,549.90
0124600 - Car Park Renewal Wks - Cap Exp - Car Park Const			66,615.00	28,855.64
Sub Total To Programme Summary	\$0.00	\$0.00	\$80,408.00	\$39,405.54
Capital Income				
0125250 - Dev Contributions - Carparks Cash In Lieu	0.00	60,200.00 100%		
0125490 - Transfer From Carpark Reserve - Car Park Construction	30,000.00	0.00 0%		
Sub Total To Programme Summary	\$30,000.00	\$60,200.00	\$0.00	\$0.00
Total Car Park Construction	\$43,793.00	\$70,749.90	\$80,408.00	\$39,405.54
Footpath Construction				
Operating Expenditure				
0125139 - Footpath/Streetscape Implementation Plan Study			50,000.00	0.00
Sub Total To Programme Summary	\$0.00	\$0.00	\$50,000.00	\$0.00

Schedule 12
TRANSPORT

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Operating Income				
0125988 - Interest Recd Footpath Reserve - Op IncCons Sts Rds Bridges Dep	93,932.00	74,609.32 79%		
Sub Total To Programme Summary	\$93,932.00	\$74,609.32	\$0.00	\$0.00
Capital Expenditure				
0125140 - Footpath Construction New - Cap Exp - Cons Streets Roads Bridges			637,650.00	119,304.25
0125300 - Footpath Const Renewal - Cap Exp - Cons Streets Roads Bridges			90,000.00	92,550.80
0125950 - Transfer to Footpath Reserve			93,932.00	74,609.32
0125999 - Broome North F/Path - WIP Cap Exp				
Sub Total To Programme Summary	\$0.00	\$0.00	\$821,582.00	\$286,464.37
Capital Income				
0121782 - Dev Contrib - Footpaths	15,000.00	0.00 0%		
0121785 - Regional Bikeways Grant- Non Op Inc - Footpaths	37,025.00	0.00 0%		
0125960 - Transfer From Footpath Reserve - Footpath Construction	725,625.00	0.00 0%		
0125961 - Transfer From Restricted Cash Reserve - Footpaths - Cap Inc				
Sub Total To Programme Summary	\$777,650.00	\$0.00	\$0.00	\$0.00
Total Footpath Construction	\$871,582.00	\$74,609.32	\$871,582.00	\$286,464.37
Road Construction				
Operating Income				
0121985 - Interest Recd on Road Reserve - Op IncCons Sts Rds Bridges Dep	38,124.00	30,595.49 80%		
Sub Total To Programme Summary	\$38,124.00	\$30,595.49	\$0.00	\$0.00
Capital Expenditure				
0121000 - Urban Road New Construction - Cap Exp - Cons Streets Roads Bridges			1,337,568.00	110,194.99
0121100 - Urban Road Upgrade Const - Cap Exp			260,359.00	78,790.52
0121101 - Urban Road Renewal Const - Cap Exp			230,000.00	156,466.21
0121501 - Rural Road Upgrade Const - Cap Exp			688,703.00	7,680.00
0121505 - Rural Road Renewal Const - Cap Exp			322,000.00	217,706.57
0121510 - Chinatown Street Scape Upgrade of Infra by P & G - Cap				
0121950 - Transfer to Road Reserve - Cap Exp - Cons Streets Roads Bridges Dep			38,124.00	30,595.49
0122999 - Roebuck Est Lorikeet Ext Bme Rd to Roebuck Est - WIP Cap Exp				
Sub Total To Programme Summary	\$0.00	\$0.00	\$2,876,754.00	\$601,433.78
Capital Income				

Schedule 12
TRANSPORT

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0121757 - Reimb & Contrib'ns Rec'd for Road Construction	200,000.00	0.00	0%	
0121761 - Aboriginal Roads Non Op Grant from MRWA - Op Inc - Rd Const	132,000.00	83,600.00	63%	
0121763 - Black Spot Non Op Grant (Commonwealth/Federal)	160,000.00	63,400.00	40%	
0121770 - Rds to Recovery Grant for Rural Rds - Non Op Inc - Rd Const	400,000.00	0.00	0%	
0121771 - Black Spot State Non Op Grant	40,000.00	17,333.00	43%	
0121776 - Rds To Recovery Non Op Grant for Urban Rds - Non Op Inc	750,000.00	0.00	0%	
0121778 - Regional Rd Group (RRG) Rural Rd Const Funding - Non Op Inc - Rd Const				
0121779 - Regional Rd Group (RRG) Urban Rd Const Funding - Non Op Inc - Rd Const	500,000.00	200,000.00	40%	
0121906 - Transfer From Restricted Cash Reserve - Road Construction				
0121960 - Transfer From Road Reserve Road Construction - Cap Inc	114,853.00	0.00	0%	
Sub Total To Programme Summary	\$2,296,853.00	\$364,333.00	\$0.00	\$0.00
Total Road Construction	\$2,334,977.00	\$394,928.49	\$2,876,754.00	\$601,433.78
Street Lighting Construction				
Capital Expenditure				
0125215 - Street Lighting Upgrade - Cap Exp - Cons Streets Roads Bridges				
0125225 - Street Lighting Renewal Const - Cap Exp - St Lighting			10,000.00	12,420.34
Sub Total To Programme Summary	\$0.00	\$0.00	\$10,000.00	\$12,420.34
Capital Income				
0125107 - St Lighting Const Grant Rec'd - Op Inc - St Lighting Const				
0125906 - Transfer From Restricted Cash Reserve - St Lighting Construction - Cap Inc				
0125964 - Transfer From Road Reserve Street Lighting Const - Cap Inc				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Street Lighting Construction	\$0.00	\$0.00	\$10,000.00	\$12,420.34
Crossovers & General Expenses				
Operating Expenditure				
0121209 - Bus Shelters - Op Exp - Mtce Streets Roads Bridges			30,471.00	10,653.20
0121217 - Street House Numbering - Op Exp - Mtce Streets Roads Bridges			27,561.00	0.00
0121541 - Storm Damage Cleanup - Op Exp - Mtce Streets Roads Bridges			9,666.00	0.00
0121550 - Statutory Contrib for Crossovers - Op Exp - Crossovers & General			40,000.00	21,500.00
0121989 - Engineering Office Operational Staff Costs - Op Exp - Cross & Gen			127,000.00	123,090.00

Schedule 12
TRANSPORT

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0121990 - Carpark Road Reserves- Linemarking Maint & Signs - Op Exp - Mtce Streets Roads Bridges			55,333.00	17,568.44
0122207 - Resource Reclamation - Op Exp - Mtce Streets Roads Bridges			19,292.00	7,230.88
0122285 - Works - Alloc Staff Wet Weather - Op Exp - Crossovers & Gen			19,711.00	0.00
0122295 - Dep'cn Infrastructure - Op Exp - Mtce Streets Roads Bridges Dep			2,341,800.00	1,569,321.91
0122298 - Dep'cn Plant & Equip - Op Exp - Mtce Streets Roads Bridges Dep				
0122535 - Engineering Advice and Support Costs Alloc - Crossover & Gen- Op Exp				
Sub Total To Programme Summary	\$0.00	\$0.00	\$2,670,834.00	\$1,749,364.43
Total Crossovers & General Expenses	\$0.00	\$0.00	\$2,670,834.00	\$1,749,364.43
Road Maintenance				
Operating Expenditure				
0122000 - Urban Road Maintenance - Op Exp - Mtce Streets Roads Bridges			1,548,130.00	979,287.13
0123000 - 82817600			1,729,581.00	1,555,961.85
Sub Total To Programme Summary	\$0.00	\$0.00	\$3,277,711.00	\$2,535,248.98
Operating Income				
0120305 - WALGGC Road Grants Untied Op Grant Rec'd	837,800.00	632,645.25 76%		
0120306 - Dep't Premier & Cabint Natural Disaster Grant - Cape Leveque Rd	771,237.00	768,860.12 100%		
0121762 - State Direct MRWA/RRG Rd Maint Op Grant Rec'd	160,000.00	163,900.00 102%		
0121764 - Fees Reimb & Contribs Rec'd For Rd Maintenance	0.00	16,000.00 100%		
Sub Total To Programme Summary	\$1,769,037.00	\$1,581,405.37	\$0.00	\$0.00
Total Road Maintenance	\$1,769,037.00	\$1,581,405.37	\$3,277,711.00	\$2,535,248.98
Road Operating Expenses				
Operating Expenditure				
0122204 - Street Lighting - Mnthly Elect Accts & Insurance - Op Exp - Road Operating Exp			609,500.00	243,671.64
0126000 - Road Operating Expenses - Op Exp - Rd Op Exps			1,095,835.00	510,145.14
0126050 - Drain Slashing & Maint P&G - Op Exp - Mtce Streets Roads Bridges			57,670.00	38,196.77
0126051 - Specific Location & Access Way Operating Exps by P&G - Op Exp - Rd Op			282,590.00	132,641.15
Sub Total To Programme Summary	\$0.00	\$0.00	\$2,045,595.00	\$924,654.70
Total Road Operating Expenses	\$0.00	\$0.00	\$2,045,595.00	\$924,654.70
Marking Control & Management				

Schedule 12
TRANSPORT

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Operating Expenditure				
0124010 - 9413900			56,924.00	28,298.83
0124529 - Allocated Vehicle & Plant Op Exps - Parking Control & Management			875.00	0.00
0124530 - Admin Cost Alloc - Op Exp - Parking Facilities			9,514.00	5,669.91
1260206 - Other Employment Costs - Parking Control			2,248.00	1,709.04
Sub Total To Programme Summary	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$69,561.00</u>	<u>\$35,677.78</u>
Operating Income				
0124910 - Parking Fines - Op Inc - Parking Facilities	25,000.00	11,097.05 44%		
Sub Total To Programme Summary	<u>\$25,000.00</u>	<u>\$11,097.05</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total Parking Control & Management	<u>\$25,000.00</u>	<u>\$11,097.05</u>	<u>\$69,561.00</u>	<u>\$35,677.78</u>
TOTAL TRANSPORT	<u>\$5,079,945.00</u>	<u>\$2,132,790.13</u>	<u>\$11,953,001.00</u>	<u>\$6,184,669.92</u>

Schedule 13
ECONOMIC SERVICES

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Tourism & Area Promotion			965,781.00	666,083.
Building Control			493,031.00	302,485.
Other Economic Services			30,000.00	2,935.
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$1,488,812.00	\$971,504
Operating Income				
Tourism & Area Promotion	786,761.00	480,554.43		
Building Control	274,288.00	183,182.69		
TOTAL OPERATING INCOME	\$1,061,049.00	\$663,737.12	\$0.00	\$0
Capital Expenditure				
Tourism & Area Promotion			157,093.00	90,495.
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$157,093.00	\$90,495
Capital Income				
Tourism & Area Promotion	30,659.00	5,659.06		
TOTAL CAPITAL INCOME	\$30,659.00	\$5,659.06	\$0.00	\$0
TOTAL ECONOMIC SERVICES	\$1,091,708.00	\$669,396.18	\$1,645,905.00	\$1,062,000

SUB-FUNCTION DETAIL FOLLOWS.....

Schedule 13
ECONOMIC SERVICES

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Tourism & Area Promotion				
Operating Expenditure				
0132020 - Australia's North West Tourism Contribution - Op Exp - Tourism			175,000.00	175,000.00
0132041 - Tourist Road Repair - Golf Club				
0132043 - Visitors Centre Const Loan 182 Interest & Fee Exp - Op Exp - Tour & Area			13,149.00	7,350.65
0132044 - Visitors Centre Const Loans 185 Interest & Fee Exp - Op Exp-Tour & Area			6,235.00	1,713.24
0132050 - Broome Visitor Centre Complex- Op Exp - Tourism & Area Promotion			173,712.00	92,831.25
0132060 - Tourism Development - Op Exp - Tourism & Area Promotion			63,142.00	25,206.10
0132070 - Broome Visitor Centre - Annual Subsidy - Op Exp - Tourism & Area Promot			110,000.00	55,000.00
0132075 - Sundry Exp - Tourism & Area Promotion				
0132078 - Promotional Signage Structures Maint Exp - Tourism & Area Promotion			11,051.00	0.00
0132081 - Shire Directory Production Exp - Tourism			5,000.00	0.00
0132082 - Shire Directory Debt W/offs- Op Exp - Tourism & Area Promotion				
0132295 - Dep'cn Infrastructure - Op Exp - Tourism & Area Promotion				
0132297 - Dep'cn Land & Buildings - Op Exp - Tourism & Area Promotion				
0132299 - Dep'n Exp Other Infrastructure - Tourism & Area Promo				
0132310 - 1021000			41,500.00	40,432.12
0132311 - Commercial & Tourism Consultants - Op Exp			15,000.00	0.00
0132314 - Sanctuary Caravan Park Op Exp - Tourism & Area Promotion			10,000.00	2,000.00
0132530 - Admin Costs Alloc - Op Exp - Tourism & Area Promotion			14,271.00	8,504.88
1365223 - Perth Royal Show Guest Town Promotion - Op Exp			152,421.00	150,548.51
1365296 - Fixed Asset Dep'n - Op Exp - Tourism & Area Promotion			175,300.00	107,496.46
Sub Total To Programme Summary	\$0.00	\$0.00	\$965,781.00	\$666,083.21
Operating Income				
0132380 - Promotional Banners & Sundry Income Inc GST Tourism	500.00	556.37 111%		
0132381 - Shire Directory Sales Income - Tourism	80,000.00	0.00 0%		
0132410 - Roebuck Bay C.P. Lease & Outgoings Reimb- Op Inc - Tour & Area Prom	389,000.00	241,536.72 62%		
0132411 - Stat Fees & Lic - Caravan Parks	13,561.00	13,657.00 101%		
0132414 - Visitor Centre - BVC Rent & Outgoings Reimb - Op Inc - Tourism	157,200.00	94,105.69 60%		

Schedule 13
ECONOMIC SERVICES

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0132415 - Visitor Centre - Commercial Space Rent & Outgoings Reimb - Op Inc -Tourism	56,500.00	40,698.65	72%	
1365308 - Perth Royal Show Guest Town Promotion - Contribs - Op Inc	90,000.00	90,000.00	100%	
1365354 - Contribution to Legal & Other Costs				
Sub Total To Programme Summary	\$786,761.00	\$480,554.43	\$0.00	\$0.00
Capital Expenditure				
0132029 - Visitors Centre New Infra Const - Tourism- Cap Exp				
0132038 - Transfer to Restricted Cash Reserve - Cap Exp - Tourism & Area Promo				
0132110 - Roebuck Bay Caravan Pk Building Renewal Const - Cap Exp			14,000.00	20,057.31
0132128 - Visitor Centre Building Upgrade (Inc Fixed Furn) - Cap Bldg Exp -Tour				
0132141 - Pearl Luggie Const Upgrade - Cap Exp - Tourism				
0132543 - Visitors Centre Const Loans 182 Principal Exp			110,099.00	54,194.48
0132544 - Visitors Centre Const Loans 185 Principal Exp			32,994.00	16,243.72
0132950 - Transfer to Building Reserve - Tourism & Area Promotion				
Sub Total To Programme Summary	\$0.00	\$0.00	\$157,093.00	\$90,495.51
Capital Income				
0132938 - Transfer From Restricted Cash Reserve - Tourism & Area Promotion	5,659.00	5,659.06	100%	
1345401 - Transfer From - EDL Sponsorship Reserve - Cap Inc - Tourism & Area Promotion	25,000.00	0.00	0%	
Sub Total To Programme Summary	\$30,659.00	\$5,659.06	\$0.00	\$0.00
Total Tourism & Area Promotion	\$817,420.00	\$486,213.49	\$1,122,874.00	\$756,578.72

Building Control

Operating Expenditure

0133010 - Salary - Op Exp - Building Control	188,372.00	120,551.49
0133011 - Salary - Op Exp - Swimming Pool Inspections	37,321.00	23,211.66
0133013 - Superannuation Employee Expense- Building Control	30,966.00	22,561.58
0133020 - Relief Staff - Op Exp - Building Control	15,000.00	1,625.00
0133022 - Staff Housing/Utilities - Op Exp - Building Control	22,226.00	12,853.76
0133027 - Other Employment Costs - Op Exp - Building Control	14,777.00	9,587.27
0133030 - Subscriptions - Op Exp - Building Control	6,000.00	1,899.00

Schedule 13
ECONOMIC SERVICES

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0133283 - Sundry Expenses - Op Exp - Building Control			2,000.00	737.84
0133284 - Reimbursements Exps - Build Control			1,000.00	1,771.90 ¹
0133530 - IT Eng & Admin Cost Alloc - Op Exp - Building Control				
0133531 - Building & Built Strata Control Eng Office Staff Time - Op Exp - Build Contr			1,000.00	2,530.00 ²
0133800 - Vehicle & Plant Exps - Building			8,350.00	4,613.15
1366297 - Admin Cost Allocated - Building Control			109,413.00	65,203.92
1366298 - IT/Records Costs Allocated - Building Control			56,606.00	35,339.32
Sub Total To Programme Summary	\$0.00	\$0.00	\$493,031.00	\$302,485.89
Operating Income				
0133380 - Reimbursements Rec'd Op Income - Building Control				
0133410 - Stat Fees & Lic - Building Permits	200,000.00	118,221.03	59%	
0133411 - Building Strata Application Fees - Op Inc - Building Control	1,000.00	0.00	0%	
0133420 - Stat Fees & Lic - Demolition Permits	12,000.00	13,080.50	109%	
0133440 - Stat Fees & Lic - Pool Inspections	18,288.00	17,345.27	95%	
0133480 - Other Minor Charges Inc GST - Op Inc - Building Control	17,000.00	7,857.89	46%	
0133485 - Other Minor Building Charges & Penalties No GST - Op Inc - Building Control	26,000.00	26,678.00	103%	
Sub Total To Programme Summary	\$274,288.00	\$183,182.69	\$0.00	\$0.00
Total Building Control	\$274,288.00	\$183,182.69	\$493,031.00	\$302,485.89
Other Economic Services				
Operating Expenditure				
1367210 - Economic Development Program Expense - Op Exp - Other Economic Services			30,000.00	2,935.88
Sub Total To Programme Summary	\$0.00	\$0.00	\$30,000.00	\$2,935.88
Total Other Economic Services	\$0.00	\$0.00	\$30,000.00	\$2,935.88
TOTAL ECONOMIC SERVICES	\$1,091,708.00	\$669,396.18	\$1,645,905.00	\$1,062,000.49

Schedule 14
OTHER PROPERTY AND SERVICES
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Private Works			61,572.00	29,685.
Engineering Office			510,831.00	439,990.
Parks & Gardens Operations			-929,142.00	64,612.
Works Operations			-248,068.00	-439,281.
Depot Operations			571,140.00	543,450.
Plant Operation			-275,011.00	-134,827.
Salaries & Wages				0.
Corporate Governance & Support			549,960.00	741,844.
IT and Records Operations			10,001.00	5,369.
Unclassified General			103,500.00	70,455.
Other Buildings Leased - Unclassified			133,488.00	58,222.
Community Facilities Leased - Unclassified			287,400.00	158,568.
Office Properties Leased - Unclassified			922,443.00	424,357.
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$1,698,114.00	\$1,962,447.
Operating Income				
Private Works	16,152.00	22,358.74		
Engineering Office	169,904.00	64,852.30		
Parks & Gardens Operations				
Works Operations		6.20		
Depot Operations		6,764.00		
Corporate Governance & Support	581,178.00	478,789.31		
IT and Records Operations	10,001.00	8,115.21		
Unclassified General	36,800.00	23,869.77		
Other Buildings Leased - Unclassified	207,217.00	139,767.46		
Community Facilities Leased - Unclassified	133,900.00	96,519.87		
Office Properties Leased - Unclassified	1,314,260.00	869,424.08		
TOTAL OPERATING INCOME	\$2,469,412.00	\$1,710,466.94	\$0.00	\$0
Capital Expenditure				
Engineering Office			73,904.00	64,749.
Parks & Gardens Operations			196,000.00	102,644.
Works Operations			474,500.00	

Schedule 14
OTHER PROPERTY AND SERVICES
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Depot Operations			45,500.00	
Corporate Governance & Support			601,756.00	281,041.
IT and Records Operations			304,501.00	58,920.
Unclassified General			13,000.00	9,617.
Other Buildings Leased - Unclassified			5,000.00	
Community Facilities Leased - Unclassified			200,000.00	50,807.
Office Properties Leased - Unclassified			700,000.00	48,007.
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$2,614,161.00	\$615,789
Capital Income				
Private Works	30,000.00			
Engineering Office	39,000.00			
Parks & Gardens Operations	33,000.00			
Works Operations	126,000.00	9,090.91		
Corporate Governance & Support	110,782.00			
IT and Records Operations	12,000.00			
Unclassified General	50,000.00			
Other Buildings Leased - Unclassified				
Community Facilities Leased - Unclassified	120,000.00			
Office Properties Leased - Unclassified	700,000.00			
TOTAL CAPITAL INCOME	\$1,220,782.00	\$9,090.91	\$0.00	\$0
TOTAL OTHER PROPERTY AND SERVICES	\$3,690,194.00	\$1,719,557.85	\$4,312,275.00	\$2,578,236

SUB-FUNCTION DETAIL FOLLOWS.....

Schedule 14
OTHER PROPERTY AND SERVICES
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Private Works				
Operating Expenditure				
0141271 - 1796200			42,682.00	14,411.45
0141610 - 570800			18,890.00	10,433.92
1450214 - Engineering Office - Private Works - Op Exp			0.00	4,840.00
Sub Total To Programme Summary	\$0.00	\$0.00	\$61,572.00	\$29,685.37
Operating Income				
0141450 - Works Private Works Income - Not Prepaid	11,652.00	5,840.48	50%	
0141451 - Works - Blue & White Directional Signs & Prepaid Private Works Income	4,500.00	8,037.20	179%	
0141600 - P & G Private Works - Fees Charged	0.00	8,481.06	100%	
Sub Total To Programme Summary	\$16,152.00	\$22,358.74	\$0.00	\$0.00
Capital Income				
0141960 - Transfer From Restricted Cash Reserve Private Wks Rd Const - Cap Inc	30,000.00	0.00	0%	
Sub Total To Programme Summary	\$30,000.00	\$0.00	\$0.00	\$0.00
Total Private Works	\$46,152.00	\$22,358.74	\$61,572.00	\$29,685.37
Engineering Office				
Operating Expenditure				
0143010 - Salary - Op Exp - Engineering Office			652,513.00	472,977.85
0143013 - Superannuation Employee Expense - Engineering			116,376.00	74,236.61
0143019 - Staff Training - Engineering Office				
0143020 - Reimb & Other Exp - Op Exp - Eng Office			2,500.00	981.25
0143021 - Survey Consumables - Op Exp - Eng Office			5,500.00	0.00
0143022 - Minor Assets Expensed - Op Exp - Eng Office			1,500.00	2,967.31
0143023 - Staff Housing/Utilities - Op Exp - Engineering Office			81,077.00	57,512.42
0143025 - Safety Audit Op Exp - Eng Office			10,500.00	5,165.00
0143029 - Other Employment Costs - Engineering			36,928.00	26,470.55
0143031 - Survey Equipment & Maintenance - Op Exp - Engineering Office			3,200.00	0.00
0143032 - Minor Non IT Items Exp Engineering			1,500.00	2,020.81
0143033 - Title Searches/Survey Info - Op Exp - Engineering Office			100.00	0.00
0143035 - Map Printing & Photos - Op Exp - Engineering Office			300.00	0.00
0143036 - Advertising - Op Exp - Engineering Office			1,500.00	557.42
0143038 - Consultants Engineering Office			60,000.00	14,200.00

Schedule 14
OTHER PROPERTY AND SERVICES

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0143090 - Travel & Conference Expenses - Op Exp - Engineering Office				
0143100 - Removal & Relocation Exps - Eng Office				
0143102 - Less Design & Project Management Costs Alloc - Eng Office - Op Exp			-1,095,900.00	-598,400.00
0143295 - Stationery Exp - Op Exp - Engineering Office			500.00	443.66
0143296 - Loss on Sale of Assets - Op Exp - Engineering Office			1,603.00	0.00
0143299 - Fixed Asset Dep'n - Op Exp - Engineering Office				
0143530 - IT & Admin Costs Alloc - Op Exp - Engineering Office				
0143800 - Vehicle & Plant Exps - Eng Office			38,100.00	22,166.47
1471296 - Fixed Asset Dep'n - Op Exp - Engineering Office			17,900.00	11,909.08
1471297 - Admin Costs Allocated - Op Exp - Engineering			432,894.00	257,980.72
1471298 - IT/Records Costs Allocated - Op Exp - Engineering			142,240.00	88,801.38
Sub Total To Programme Summary	\$0.00	\$0.00	\$510,831.00	\$439,990.53
Operating Income				
0143390 - Reimb Received No GST Incl Diesel Fuel Rebate & Insurance - Op Inc	45,000.00	36,983.57 82%		
0143482 - Plan Printing/Sales - Op Inc - Engineering Office				
0143485 - Subdivision Engineering Supervision Charges - Op Inc - Eng Off	90,000.00	0.00 0%		
0143499 - Profit on Sale of Assets - Op Inc - Engineering Office				
0143988 - Interest Rec Plant Reserve - Op Inc - Engineering Office	34,904.00	27,868.73 80%		
Sub Total To Programme Summary	\$169,904.00	\$64,852.30	\$0.00	\$0.00
Capital Expenditure				
0142988 - Transfer to Plant Reserve - Cap Exp - Engineering Office			34,904.00	27,868.73
0148004 - Vehicle & Mobile Plant Renewal(Replacement)- Cap Exp - Eng Office			39,000.00	36,881.11
Sub Total To Programme Summary	\$0.00	\$0.00	\$73,904.00	\$64,749.84
Capital Income				
0143600 - Proceeds from Sale of Assets - Cap Inc - Engineering Office	12,000.00	0.00 0%		
0143792 - Transfer From Plant Reserve - Engineering Office	27,000.00	0.00 0%		
Sub Total To Programme Summary	\$39,000.00	\$0.00	\$0.00	\$0.00
Total Engineering Office	\$208,904.00	\$64,852.30	\$584,735.00	\$504,740.37

Parks & Gardens Operations

Schedule 14
OTHER PROPERTY AND SERVICES

Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Operating Expenditure				
0113048 - Inclement Weather P&G - Op Exp - P & G Operations			20,034.00	2,036.88
0143028 - Staff Housing/Utilities - Op Exp - Parks & Gardens Operations			20,107.00	21,282.10
0143048 - Other Employment Costs - Op Exp - Parks			85,626.00	72,872.06
0143500 - Salary - Op Exp - P & G (Management)			152,618.00	149,610.68
0143501 - Minor Tools & Equipment - Op Exp - Parks and Gardens Ops			13,400.00	11,859.66
0143502 - Staff Meetings - P & G Workers			71,498.00	11,343.88
0143503 - Workers Compensation - Op Exp - Parks & Gardens Operations			0.00	3,251.89
0143504 - 3940900			80,765.00	24,622.34
0143507 - P & G Equipment Replacement Exp - P & G Ops			24,000.00	1,133.02
0143508 - Wages & Related Sick & Holiday - P & G Ops			404,590.00	447,425.57
0143510 - Protective Clothing & Equip Uniforms & Boots - Op Exp - P & G Ops			19,000.00	14,870.98
0143511 - General Expenses - Op Exp - Parks & Gardens Operations			4,600.00	2,744.61
0143512 - Medicals - Op Exp - Parks & Gardens Operations			5,187.00	1,020.00
0143513 - Dep'n Plant & Equip - Op Exp - Parks & Gardens Operations				
0143514 - Dep'n Furn & Fittings - Op Exp - Parks & Gardens Operations				
0143520 - Loss on Sale of Assets - Op Exp - Parks & Gardens Operations			22,432.00	0.00
0143521 - PWOH Parks Allocated - Op Exp - Parks & Gardens Operations			-2,942,349.00	-1,498,051.72
0143523 - Superannuation Employee Expense - P & G Management			20,774.00	14,307.47
0143526 - Superannuation Employee Expense - P&G Ops			209,994.00	131,205.19
0143585 - Phone Exps - P & G			11,300.00	3,998.49
0143630 - IT & Admin Costs Alloc - Op Exp - P & G Ops				
0143733 - Operations/Maint Support for Parks & Gardens by Eng Office Staff-Op Exp				
0143734 - Depot Cost Alloc - Op Exp - Parks & Gardens Operations				
0143801 - Vehicle & Plant Exps - P & G Ops			151,085.00	232,037.38
1472296 - Fixed Asset Dep'n - Op Exp - Parks & Gardens			1,900.00	1,262.26
1472297 - Admin Cost Allocated - P & G			623,177.00	371,378.86
1472298 - IT/Records Costs Allocated -P & G			71,120.00	44,400.68
Sub Total To Programme Summary	\$0.00	\$0.00	-\$929,142.00	\$64,612.28
Operating Income				
0143383 - Reimbursements - Sundry P & G Ops				

Schedule 14
OTHER PROPERTY AND SERVICES
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0143518 - Profit on Sale of Assets - Op Inc - Parks & Gardens Operations				
Sub Total To Programme Summary	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Capital Expenditure				
0143610 - Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations			196,000.00	102,644.35
0143621 - Vehicle & Plant New - Cap Exp - P&G Operations				
Sub Total To Programme Summary	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$196,000.00</u>	<u>\$102,644.35</u>
Capital Income				
0143601 - Proceeds from Sale of Assets - Cap Inc - Parks & Gardens Operations	33,000.00	0.00 0%		
Sub Total To Programme Summary	<u>\$33,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total Parks & Gardens Operations	<u>\$33,000.00</u>	<u>\$0.00</u>	<u>-\$733,142.00</u>	<u>\$167,256.63</u>
Works Operations				
Operating Expenditure				
0142045 - Staff Meetings Exp - Works Workers			37,124.00	22,154.14
0143050 - Wages & related Sick & Annual Leave Workers Exp - Works Ops			321,962.00	384,456.55
0143054 - Superannuation Employee Expense - Works Operations			176,876.00	133,650.24
0143080 - Works Protective Clothing - Op Exp - Works Operations			17,300.00	13,037.39
0143290 - Less On Costs Alloc - Op Exp - Works Operations			-2,121,775.00	-1,806,715.17
0143730 - Operations/Maint Support for Works Ops by Eng Office Staff - Op Exp				
0143731 - Depot Cost Alloc - Op Exp - Works Operations				
0148010 - Salary - Op Exp - Works (Management)			233,418.00	185,310.13
0148015 - Superannuation Employee Expense - Works Management			31,018.00	10,354.00
0148028 - Staff Housing/Utilities - Op Exp - Works			31,112.00	27,300.27
0148035 - Other Employment Costs - Works Ops			68,781.00	52,290.54
0148281 - Works Training - Op Exp - Works Operations			55,896.00	26,019.81
0148282 - Works Medicals - Op Exp - Works Operations			6,300.00	793.43
0148283 - Minor Equipment Replacement - Op Exp - Works Operations			7,500.00	4,914.62
0148284 - Sundry Mobile & Sat Phone Exp - Works Ops			8,520.00	4,233.99
0148396 - Loss On Sale Of Assets - Op Exp - Works Operations			28,873.00	0.00
0148530 - IT & Admin Costs Alloc - Op Exp - Works Operations				

Schedule 14
OTHER PROPERTY AND SERVICES
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0148800 - Vehicle & Plant Exps - Works Ops			130,465.00	74,284.38
0149104 - Int Repayment Loan 192 - Small Street Sweeper - Op Exp				
1473297 - Admin Cost Allocated - Woks Ops			704,048.00	419,572.99
1473298 - IT/Records Costs Allocated -Works Ops			14,514.00	9,061.36
Sub Total To Programme Summary	\$0.00	\$0.00	-\$248,068.00	-\$439,281.33
Operating Income				
0148406 - Reimbursements Rec'd No GST - Works Ops - Op Inc	0.00	6.20 100%		
0148415 - Surplus Minor Equip Sales Works Ops - OP Inc				
0148499 - Profit On Sale of Assets - Op Inc - Works Operations				
Sub Total To Programme Summary	\$0.00	\$6.20	\$0.00	\$0.00
Capital Expenditure				
0148611 - Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops			474,500.00	0.00
0149226 - Principal Repayment Loan 192 - Small Street Sweeper - Cap Exp -Wks Ops				
Sub Total To Programme Summary	\$0.00	\$0.00	\$474,500.00	\$0.00
Capital Income				
0148600 - Proceeds from Sale of Assets - Cap Inc - Works Operations	126,000.00	9,090.91 7%		
Sub Total To Programme Summary	\$126,000.00	\$9,090.91	\$0.00	\$0.00
Total Works Operations	\$126,000.00	\$9,097.11	\$226,432.00	-\$439,281.33
Depot Operations				
Operating Expenditure				
0000800 - Oils & Lubricants - Op Exp - Depot Operations			24,000.00	20,745.87
0148020 - Staff Housing/Utilities - Op Exp - Depot			1,560.00	0.00
0148025 - Staff Meetings & Office Duties Exp - Depot Operations			99,191.00	58,163.21
0148050 - Default Wages Sick & Annual Leave Mechanics Exp - Depot			52,941.00	103,684.86
0148051 - Superannuation Employee Expense - Depot Staff			29,172.00	21,015.35
0148060 - Contract Staff Op Exp - Depot Ops			2,500.00	0.00
0148070 - Salary - Op Exp - Depot (Management)			81,209.00	85,131.65
0148071 - Superannuation Employee Expense - Depot			7,644.00	4,841.33
0148078 - Minor Assets - Op Exp - Depot Operations			8,000.00	2,988.44
0148100 - Depot Building & Grounds Op Exps - Depot Operations			180,832.00	119,779.34

Schedule 14
OTHER PROPERTY AND SERVICES
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0148271 - Workshop Consumables Exp - Depot			12,000.00	7,570.70
0148279 - Apprentice Training - Op Exp - Depot Operations			7,000.00	0.00
0148291 - Consumables - Op Exp - Depot Operations			20,000.00	10,456.14
0148292 - Tool Replacement - Op Exp - Depot Operations			11,000.00	4,259.51
0148293 - Safety Equip - Op Exp - Depot Operations			26,900.00	15,031.96
0148297 - Roadwork Signs - Op Exp - Depot Operations			15,000.00	12,498.82
0148298 - 535700			7,702.00	5,891.61
0148299 - Insurances - Op Exp - Depot Operations			6,650.00	8,770.47
0148301 - Depot Overheads Alloc - Op Exp - Depot Operations			-263,435.00	-83,846.39
0148302 - Less Costs Alloc - Op Exp - Depot Operations				
0148305 - IT Costs Alloc - Depot Ops			29,029.00	18,122.72
0148597 - Dep'cn Land & Building - Op Exp - Depot Operations				
0148598 - Dep'cn Plant & Equipment - Op Exp - Depot Operations				
0148599 - Dep'cn Furn & Fittings - Op Exp - Depot Operations				
0148630 - Admin Costs Alloc - Op Exp - Depot Operations			114,170.00	68,038.87
0148801 - Vehicle & Plant Exps - Depot Ops			27,050.00	16,538.13
0149028 - Workshop Cleaning & Other Operational Exps - Op Exp			20,859.00	15,456.34
0149225 - Depot Sundry Exp - Depot Ops			5,000.00	5,032.00
0149804 - Depn Exp Other Infra - Op Exp - Depot Ops				
1474206 - Other Employment Costs - Depot Staff			12,766.00	9,705.30
1474296 - Fixed Asset Depn - Op Exp - Depot			32,400.00	13,574.71
Sub Total To Programme Summary	\$0.00	\$0.00	\$571,140.00	\$543,450.94
Operating Income				
0148605 - Reimb & Sundry Income Rec'd - Op Inc - Depot Operations				
0148606 - Reimbursements Rec'd W. Comp & Sundry No GST - Depot Ops - Op Inc	0.00	6,764.00 100%		
Sub Total To Programme Summary	\$0.00	\$6,764.00	\$0.00	\$0.00
Capital Expenditure				
0148003 - Depot Building Const Renewal - Cap Exp - Depot Operations			45,500.00	0.00
0148016 - Other Infrastructure New Const - Depot Ops - Cap Exp				
Sub Total To Programme Summary	\$0.00	\$0.00	\$45,500.00	\$0.00
Total Depot Operations	\$0.00	\$6,764.00	\$616,640.00	\$543,450.94

Schedule 14
OTHER PROPERTY AND SERVICES
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Plant Operation				
Operating Expenditure				
0145101 - Plant Repair Wages - Op Exp - Plant Operation			795,435.00	514,843.00
0145102 - Plant Tyres & Tubes - Op Exp - Plant Operation			85,000.00	50,915.83
0145103 - Plant Parts & Repairs - Op Exp - Plant Operation			373,520.00	223,462.43
0145104 - Plant Insurance & Licences - Op Exp - Plant Operation			99,806.00	65,998.05
0145105 - Plant Fuel & Oil - Op Exp - Plant Operation			464,146.00	236,343.37
0145106 - Plant Depreciation - Op Exp - Plant Operation			534,200.00	398,102.48
0145290 - Plant Operation Costs Allocated - Op Exp - Plant Operation			-1,992,781.00	-1,277,176.14
0145291 - Plant Dep'n Op Alloc (Credits) - Op Exp - Plant Operation			-634,337.00	-347,316.35
Sub Total To Programme Summary	<u>\$0.00</u>	<u>\$0.00</u>	<u>-\$275,011.00</u>	<u>-\$134,827.33</u>
Total Plant Operation	<u>\$0.00</u>	<u>\$0.00</u>	<u>-\$275,011.00</u>	<u>-\$134,827.33</u>
Salaries & Wages				
Operating Expenditure				
0146010 - Salaries & Wages For Year - Op Exp - Salaries & Wages			14,353,769.00	9,655,142.28
0146200 - Salaries & Wages Allocated - Op Exp - Salaries & Wages			-14,353,769.00	-9,655,142.28
Sub Total To Programme Summary	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total Salaries & Wages	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Corporate Governance & Support				
Operating Expenditure				
0140101 - Interest Exp Loan 168 - Op Exp - General Admin O'Heads			19,620.00	6,373.10
0141800 - Vehicle & Plant Exps - Gen Admin			12,250.00	7,979.55
0141801 - Vehicle Running Exps - Property Management			7,150.00	4,259.29
0142000 - 16630000			509,712.00	291,539.83
0142002 - Salary - Op Exp - Corp Serv Directorate			132,268.00	86,837.96
0142003 - Superannuation Employee Expense - Corp Service Directorate			22,854.00	14,901.60
0142004 - Salary - Op Exp - Finance			870,625.00	760,563.23
0142005 - Superannuation Employee Expense - Finance			126,308.00	92,795.06
0142006 - Salary - Op Exp - Human Resources			276,383.00	172,908.33
0142007 - Superannuation Employee Expense - HR			45,864.00	25,821.92
0142010 - Salary - Op Exp - Gen Admin			495,734.00	320,922.77

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OTHER PROPERTY AND SERVICES
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0142011 - Superannuation Employee Expense - General Admin			65,477.00	41,421.47
0142012 - Relieving Staff Exp - DCS - Gen Admin			75,000.00	49,361.04
0142013 - Salary - Op Exp - Property Management			452,609.00	359,651.61
0142015 - All Employee Centrelink Paid Parental Leave - Op Exp - Gen Admin O'Heads			30,000.00	33,334.60
0142016 - Superannuation Employee Expense - Property Management			71,812.00	46,031.52
0142020 - Other Employment Costs - Corp Serv Directorate			9,987.00	16,009.69
0142021 - Staff Housing/Utilities - Op Exp - Corp Services Directorate			15,187.00	9,300.98
0142023 - Staff Housing/Utilities - Op Exp - Gen Admin			41,524.00	22,421.27
0142024 - Staff Housing/Utilities - Op Exp - Finance			85,517.00	69,921.00
0142025 - Other Employment Costs - General Admin			21,222.00	16,133.96
0142026 - Staff Housing/Utilities - Op Exp - Property Management			56,026.00	31,080.04
0142027 - Other Employment Costs - Property Management			23,380.00	18,954.85
0142034 - Other Employment Costs - Finance			59,651.00	38,118.53
0142036 - Staff Housing/Utilities - Op Exp - Human Resources			27,172.00	1,684.84
0142037 - Other Employment Costs - Human Resources			11,990.00	10,702.15
0142039 - Cost of Books Sold - Op Exp - Gen Admin				
0142040 - All Ex Employee LSL & Other Exps (From any work area) - Gen Admin			35,782.00	300.00
0142042 - Performance Based Rewards - Gen Admin			4,600.00	4,619.12
0142043 - Organisational Training - General			147,000.00	69,967.79
0142044 - Uniform - Op Exp - General Admin O'Heads			25,000.00	15,153.52
0142046 - Recruitment Expenses - Op Exp - General Admin O'Heads			66,000.00	63,547.15
0142048 - HRM Consultancy - Op Exp			20,000.00	3,978.64
0142049 - Employee Assistance Programme - Op Exp			1,200.00	48.76
0142050 - Shire Office Barker St - Op Exps - Corp Gov Support			117,351.00	62,790.84
0142060 - IT Costs Allocated - Op Exp - General Administration O'Heads			355,600.00	222,003.47
0142070 - Printing & Stationery - Op Exp - General Admin O'Heads			30,000.00	15,537.85
0142090 - Postage & Freight - Op Exp - General Administration O'Heads			27,000.00	13,219.21
0142100 - Advertising - Op Exp - General Administration O'Heads			3,000.00	2,145.21
0142110 - Office Equipment Maintenance - Op Exp - General Administration O'Heads				

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Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0142111 - Minor Asset Purchases - Op Exp - General Administration O'Heads			1,000.00	6,344.60
0142112 - Sundry Exp Corp Serv - Op Exp - General Administration O'Heads			1,000.00	571.81
0142120 - Bank Charges with GST Only - Op Exp - General Administration O'Heads			45,000.00	40,178.11
0142121 - Bank Charges - No GST - Op Exp - General Administration O'Heads			0.00	0.34
0142160 - Other Office Expenses - Op Exp - General Administration O'Heads			8,000.00	3,703.55
0142184 - Gifts & Miscellaneous Employee Op Exp - Corp Gov			500.00	226.81
0142191 - Relocation & Removal Costs - All Staff - Op Exp - Corp Gov			40,000.00	17,315.02
0142230 - Legal Corp Serv - Op Exp - Corp Gov & Support			5,000.00	0.00
0142231 - Consultants Corp Serv - Op Exp - Corp Gov Support			105,000.00	80,467.02
0142232 - LGIS Insurance Funded Expenses (Inc in 142393) - Op Exp - Corp Gov				
0142233 - Consultants Administration Dept - Op Exp - Corp Gov Support				
0142260 - Insurance - Op Exp - General Administration O'Heads			211,283.00	201,928.50
0142261 - Occupation Health & Safety - Op Exp - General Admin O'Heads			10,000.00	6,029.20
0142273 - HR Staff Printing & Stationery and Other Exp - Op Exp - General Admin O'Heads				
0142281 - Refund Overpayments - Op Exp - General Administration O'Heads				
0142296 - Loss on Asset Disposal - Gen Admin				
0142299 - Dep'n Furniture & Fittings - Op Exp-Corp Gov & Support				
0142300 - Accrued Leave Expense				
0142305 - Doubtful Debt Expenses - Op Exp - General Administration O'Heads				
0142548 - Local Number Plate Purchases - Op Exp - General Administration O'Heads			2,400.00	2,000.00
0142999 - Less Cost Alloc - Op Exp - General Administration O'Heads			-4,757,078.00	-2,834,952.94
0144023 - Asset Management Program & Sundry Exp - Op Exp - Corp Gov & Support			79,000.00	1,936.80
0144025 - Property Dept Tools & Sundry Exp - Op Exp - Property Dep't				
0144027 - Property Dept Legal Expenses - Op Exp - Property Dep't			75,000.00	30,575.66
1477296 - Fixed Asset Depn - Op Exp - Corporate Governance			326,000.00	163,178.09
Sub Total To Programme Summary	\$0.00	\$0.00	\$549,960.00	\$741,844.32
Operating Income				
0142212 - Interest Rec on Muni Investment - Op Inc - General Administration O'Heads	186,000.00	142,355.42	77%	

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OTHER PROPERTY AND SERVICES
Financial Statement For The Period Ending 28/02/2015

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0142213 - Unalloc Interest Rec'd on Trust Invest - Op Inc - General Admin O'Heads	7,000.00	1,225.72	18%	
0142389 - Reimbursement No GST - Op Inc - General Administration	0.00	4,764.00	100%	
0142390 - Reimb Bonuses Rebates & Sundry Income Inc GST - Op Inc - General Admin O'Heads	10,000.00	16,151.97	162%	
0142392 - Reimbursement Insurance No GST - Op Inc - Corp Gov & Supp				
0142393 - LGIS Insurance Bonus & Funding (Exp in 142232) - Op Inc - Corp Gov	112,000.00	135,659.05	121%	
0142394 - Legal Employee Leave & Other No GST Reimb from Others Op Inc - Corp Gov				
0142395 - All Employee Paid Parental Leave Reimb - Op Inc - Gen Admin O'Heads	30,000.00	34,615.71	115%	
0142439 - Book Sales - Op Inc - Gen Admin				
0142440 - Sales Information Of Records (i.e. FOI) - Op Inc - General Administration O'Heads	500.00	1,039.75	208%	
0142441 - Photocopying & Sundries + GST - Op Inc - General Administration O'Heads	100.00	8.86	9%	
0142471 - Commission - DFES / FESA ESL Levy collection	9,500.00	9,030.00	95%	
0142500 - Local Number Plate Sales Op Inc - Gen Admin	3,840.00	2,909.10	76%	
0142791 - Interest Rec Building Reserve - Op Inc - General Administration O'Heads	93,282.00	75,347.53	81%	
0142995 - Reimbursement Property Dept Legal Fee - Op Inc - Corp Gov & Supp (refer also to 142391)	70,000.00	10,061.66	14%	
0142997 - Interest Rec Leave Reserve - Op Inc - General Administration O'Heads	58,956.00	45,620.54	77%	
Sub Total To Programme Summary	\$581,178.00	\$478,789.31	\$0.00	\$0.00
Capital Expenditure				
0141790 - Transfer to Building Reserve - Cap Exp - General Administration O'Heads			116,282.00	75,347.53
0141997 - Transfer to Leave Reserve - Cap Exp - Corp Gov & Support			58,956.00	45,620.54
0142301 - Princ Repay Loan 168 - Cap Exp - General Administration			326,518.00	160,073.82
0142546 - Shire Office Barker St Mobile Furn & Equip New - Cap Exp - Corp Govt Support				
0142557 - Shire Office Build Haas St Upgrade (Inc Fixed Furn)-Cap Exp- Corp Gov				
0142558 - Shire Office Build Haas St Renewal - Cap Exp - Corp Gov			100,000.00	0.00
0147372 - Shire Office Barker St - Building Renewal - Cap Exp - Corp Gov Support				
0147470 - Barker St Shire Office - Garden Infra Upgrade Const- Corp Gov -Cap Exp				
Sub Total To Programme Summary	\$0.00	\$0.00	\$601,756.00	\$281,041.89
Capital Income				

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0142320 - Transfer From - Leave Reserve Corp Gov & Support	35,782.00	0.00 0%		
0142790 - Transfer From Building Reserve Gen Admin	75,000.00	0.00 0%		
Sub Total To Programme Summary	\$110,782.00	\$0.00	\$0.00	\$0.00
Total Corporate Governance & Support	\$691,960.00	\$478,789.31	\$1,151,716.00	\$1,022,886.21

IT and Records Operations**Operating Expenditure**

0142075 - Records Management Exps - IT			6,000.00	4,054.72
0146102 - License Maint and Support - IT Exp			275,496.00	231,597.95
0146104 - Equip Maint & Supplies - IT Exp - OP Exp			107,750.00	58,849.79
0146105 - Salary - Op Exp - IT			267,280.00	130,556.06
0146106 - Salary - Op Exp - Records			232,054.00	152,869.51
0146108 - Superannuation Employee Expense - IT			31,097.00	18,053.17
0146109 - Software<\$5000 - IT Exp			21,000.00	17,706.34
0146110 - Minor Assets<\$5000 - IT Exp			74,000.00	21,362.77
0146111 - IT Contract Consultants - Exp				
0146113 - Superannuation Employee Expense - Records			34,658.00	21,664.23
0146117 - Other Employment Costs - IT			11,669.00	9,634.95
0146118 - Staff Housing/Utilities - Op Exp - IT Ops			28,144.00	14,548.70
0146119 - Staff Housing/Utilities - Op Exp - Records Ops			25,507.00	17,578.92
0146121 - Other Employment Costs - Records			10,174.00	7,734.76
0146159 - Less Op Costs Alloc - IT			-1,451,428.00	-906,136.44
0146199 - Fixed Asset Dep'n - Op Exp - IT			336,600.00	205,293.75

Sub Total To Programme Summary	\$0.00	\$0.00	\$10,001.00	\$5,369.18
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Operating Income

0142996 - Interest Rec Equip & Ins Reserve - Op Inc - General Administration O'Heads	10,001.00	8,115.21 81%		
0146160 - User Charges & Sales (Inc GST) - Op Inc - IT & Records Operations				
0146165 - Grants Received - Op Inc - IT & Records Operations				

Sub Total To Programme Summary	\$10,001.00	\$8,115.21	\$0.00	\$0.00
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Capital Expenditure

0141995 - Transfer to Equip & Insurance Reserve IT Operations Cap Exp			10,001.00	8,115.21
0146120 - Equip & H'Ware > \$5000 Cap Exp - IT			63,000.00	27,735.38
0146122 - Software >\$5000 Cap Exp - IT			231,500.00	23,070.10

Sub Total To Programme Summary	\$0.00	\$0.00	\$304,501.00	\$58,920.69
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Capital Income

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0146166 - Transfer From Equip & Ins Reserve - IT Ops - Cap Inc	12,000.00	0.00 0%		
Sub Total To Programme Summary	\$12,000.00	\$0.00	\$0.00	\$0.00
Total It And Records Operations	\$22,001.00	\$8,115.21	\$314,502.00	\$64,289.87
Inclassified General				
Operating Expenditure				
0114301 - Broome Turf Club Building Operating & Maintenance Expenses - Op Exp - Unclassified General			12,200.00	15,369.78 1
0114310 - Broome Turf Club Recoupable Expenses (Income in 114401) - Op Exp - Unclassified General			43,000.00	13,210.18
0147103 - Survey & Misc Expenses Leased Properties - Op Exp - Unclassified Gen			15,000.00	22,030.96 1
0147104 - Consultant Expenses - Op Exp - Unclassified General			33,300.00	19,844.67
0147287 - Recoupable Expenses (Inc in 147587 & 147588)- Op Exp - Un Clas Gen				
0147530 - Admin Costs Alloc - Op Exp - Unclassified General				
Sub Total To Programme Summary	\$0.00	\$0.00	\$103,500.00	\$70,455.59
Operating Income				
0114401 - Broome Turf Club Recouped Income (Exp in 114311) - Op Inc - Unclassified General	12,000.00	15,369.77 128%		
0147493 - Turf Club - Reserve Point - Op Inc - Unclassified General	2,000.00	2,000.00 100%		
0147586 - Reimbursements & Other Income - Op Inc - Unclassified General	22,800.00	6,500.00 29%		
0147587 - Recouped Income (Exp In 147287) -Op Inc-Unclass Gen				
0147588 - Recoupable Income Non-GST - Op Inc - Unclassified General				
Sub Total To Programme Summary	\$36,800.00	\$23,869.77	\$0.00	\$0.00
Capital Expenditure				
0147100 - Recurrent Building Mtce General - Cap Exp - Unclassified General			13,000.00	9,617.19
Sub Total To Programme Summary	\$0.00	\$0.00	\$13,000.00	\$9,617.19
Capital Income				
0147510 - Transfer From Building Reserve - Unclassified)	50,000.00	0.00 0%		
Sub Total To Programme Summary	\$50,000.00	\$0.00	\$0.00	\$0.00
Total Unclassified General	\$86,800.00	\$23,869.77	\$116,500.00	\$80,072.78
Other Buildings Leased - Unclassified				
Operating Expenditure				
0112051 - 630800			9,538.00	10,636.31 1

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0132000 - Office Bagot St - Op Exp - Tourism & Area Promotion			8,850.00	6,158.81
0147409 - Cable Beach Restaurant Facilities (Zanders) Build Maint & Operating - Op Exp-Other Build Leased			19,200.00	835.62
0147482 - 510000			3,900.00	6,118.22
1480296 - Fixed Asset Depn - Op Exp - Other Buildings Leased			92,000.00	34,473.16
Sub Total To Programme Summary	\$0.00	\$0.00	\$133,488.00	\$58,222.12
Operating Income				
0112483 - Rent & Reimb Rec'd For Town Beach Kiosk Op Inc - Other Buildings Leased	73,407.00	46,337.93	63%	
0146407 - Reimb & Other Non Tenancy Op Inc Town Bch Kiosk - Other Build Leased				
0146408 - Cable Beach Restaurant Facilities Lease Income-Op Inc-Oth Build Lease	36,100.00	24,200.58	67%	
0146409 - Cable Beach Restaurant Facilities Reimb - Op Inc - Other Build Leased	19,200.00	674.32	4%	
0147181 - Old Visitors Centre Rental: Magabala Books - Op Inc - Other Buildings Leased	100.00	705.95	706%	
0147182 - Old Visitors Centre Recoup Outgoings Reimb Rec'd- Magabala Books - Op Inc - Oth Build Leased	8,850.00	6,109.50	69%	
0147490 - User Charges - Old Broome Lockup Outgoings - Op Inc - Other Buildings Leased	3,900.00	4,125.42	106%	
0147491 - Rental Broome Lock Up - Op Inc - Other Buildings Leased	10,700.00	7,068.57	66%	
0147492 - Rental - Portion of Reserve 34305 - Op Inc - Other Properties Leased	17,300.00	18,077.07	104%	
0147502 - Rental - Portion of Reserve 39420 - Op Inc - Other Properties Leased	27,200.00	20,710.62	76%	
0147503 - Rental - Telstra Bme West Site Depot - Op Inc - Other Bldgs Leased	10,460.00	11,757.50	112%	
Sub Total To Programme Summary	\$207,217.00	\$139,767.46	\$0.00	\$0.00
Capital Expenditure				
0147521 - Cable Beach Restaurant Facilities Building Renewal (Inc Plant & Furn)-Cap Exp				
0147553 - Old Broome Lockup Upgrade Building Wks- Other Build Leased - Cap Exp			5,000.00	0.00
Sub Total To Programme Summary	\$0.00	\$0.00	\$5,000.00	\$0.00
Capital Income				
0147589 - Transfer From Building Reserve - Cap Inc - Other Buildings Leased				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Buildings Leased - Unclassified	\$207,217.00	\$139,767.46	\$138,488.00	\$58,222.12

Community Facilities Leased - Unclassified**Operating Expenditure**

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0114201 - Broome Speedway Club Maint & Operating Expenses - Op Exp - Community Facilities Leased			400.00	0.00
0114501 - Broome Youth Support Group Maint & Operating Expenses - Op Exp - Community Facilities Leased				
0114601 - Naval Cadets Building Maint & Operating Expenses - Op Exp - Community Facilities Leased			0.00	408.20 1
0146020 - Child Care Centre Cnr Guy & Herb Sts - Op Exp - Comm Fac Leased			15,400.00	10,286.48
0146030 - Broome Golf Club Maint & Operating Expenses - Op Exp - Community Facilities Leased			9,000.00	7,831.82
0146040 - Broome Pistol Club Maint & Operating Expenses - Op Exp - Community Facilities Leased			600.00	0.00
0146050 - St John Ambulance Maint & Operating Expenses - Op Exp - Comm Fac Leased			6,600.00	3,053.05
0146091 - Scout & Guide Shed Maint & Operating Exps - Op Exp - Com Fac Leased			400.00	650.95 1
0146297 - Dep'n - Land & Buildings - Community Facilities Leased			0.00	29,241.07 1
0146298 - Dep'cn Plant & Equip - Op Exp - Community Facilities Leased				
0146670 - Bowling Club Maint & Operating Expenses - Op Exp - Community Facilities Leased			5,000.00	9,241.46 1
0149420 - 930000			9,200.00	8,549.72
1481296 - Fixed Asset Depn - Op Exp - Commercial Facilities Leased			240,800.00	89,305.36
Sub Total To Programme Summary	\$0.00	\$0.00	\$287,400.00	\$158,568.11
Operating Income				
0147495 - User Chgs Child Care Centre Cnr Guy & Herb Sts Outgoings Reimb (GST) Op Inc - Comm Fac Leased	15,500.00	7,560.23 49%		
0147496 - Child Care Centre Cnr Guy & Herb Sts Rent Rec'd - Op Inc - Comm Fac Leased	68,200.00	45,247.37 66%		
0149408 - Reimb & Other Income - Op Inc - Community Facilities Leased	15,400.00	20,673.88 134%		
0149410 - BOSCCA Lease & Other Income - Op Inc - Community Facilities Leased	28,200.00	21,588.39 77%		
0149450 - St John Ambulance Reimbursements Received - Op Inc - Comm Fac Leased	6,600.00	1,450.00 22%		
Sub Total To Programme Summary	\$133,900.00	\$96,519.87	\$0.00	\$0.00
Capital Expenditure				
0146638 - Transfer to Building Reserve - Cap Exp - Community Facilities Leased			68,000.00	0.00
0146661 - BOSCCA Building Upgrade (Inc Plant & Furn) - Cap Exp - Com Fac Leased				

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0146697 - Broome Pistol Club Renewal Building Wks- Community Facilities Leased - Cap Exp			10,000.00	10,000.00
0147468 - St John Ambulance Building Infrastructure (Lot 2827 Cable Beach Rd East)				
0147469 - Naval Cadets Training Facility (Lot 501 Clemenston St)				
0147702 - Bme Motor Sports Complex Phase 1 - WIP Cap Exp - Comm Facility Leased			122,000.00	40,807.78
Sub Total To Programme Summary	\$0.00	\$0.00	\$200,000.00	\$50,807.78
Capital Income				
0147408 - Buildings on Land Under Control of Council (Crown Land) Recognised				
0149409 - Grants & Contris Non Op - Op Inc - Community Facilities Leased	120,000.00	0.00	0%	
Sub Total To Programme Summary	\$120,000.00	\$0.00	\$0.00	\$0.00
Total Community Facilities Leased - Unclassified	\$253,900.00	\$96,519.87	\$487,400.00	\$209,375.89
Office Properties Leased - Unclassified				
Operating Expenditure				
0147270 - 21700000			617,382.00	362,126.95
0147280 - Shire Office Cable Beach Rd - Op Exp - Office Properties Leased			5,461.00	3,072.83
1482296 - Fixed Asset Dep'n - Op Exp - Office Properties Leased			299,600.00	59,158.14
Sub Total To Programme Summary	\$0.00	\$0.00	\$922,443.00	\$424,357.92
Operating Income				
0147460 - Kullarri Employment Services KRO Rent Rec - Office Properties Leased	65,000.00	44,395.12	68%	
0147464 - Anglicare WA KRO Rent Rec'd- OP INC - Office Props Leased	159,930.00	117,096.34	73%	
0147465 - Dept Corrective Services KRO1 Rent Rec'd - Op Inc - Office Prop Leased	148,130.00	102,244.09	69%	
0147466 - Save the Children Australia KRO2 Rent Rec'd - Op Inc - Office Prop Leased	15,500.00	2,582.83	17%	
0147467 - K.I.F.S.A. KRO2 Rent Rec'd - Op Inc - Office Prop Leased	50,000.00	34,272.16	69%	
0147472 - Shire Office Cable Beach Rd Rental Income- Op Inc-Office Props Leased	22,000.00	15,816.64	72%	
0147473 - Shire Office Cable Beach Rd Outgoings Reimbursed-Op Inc-Off Props	2,500.00	5,742.59	230%	
0147483 - Dep't of Housing KRO Rent Received - Op Inc - Office Properties Leased	189,800.00	129,320.40	68%	
0147484 - KRO Lingiari Foundation Tenancy 134 Sqm Rent Inc Rec'd - Office Prop Leased	43,000.00	30,125.60	70%	
0147485 - Dept Corrective Services KRO2 Rent Rec'd - Op Inc - Office Properties Leased	96,000.00	109,104.48	114%	

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Particulars	Income			Expenditure	
	Current Year Estimated	Current Year Actual		Current Year Estimated	Current Year Actual
0147489 - User Charges KRO Outgoings - Op Inc - Office Properties Leased	517,400.00	272,430.23	53%		
0147494 - Reimbursements KRO - No GST - Op Inc - Office Properties Leased	5,000.00	6,293.60	126%		
Sub Total To Programme Summary	\$1,314,260.00	\$869,424.08		\$0.00	\$0.00
Capital Expenditure					
0147373 - KRO1 Building Upgrade (Inc Furn) - Cap Exp - Office Prop Leased				700,000.00	48,007.48
Sub Total To Programme Summary	\$0.00	\$0.00		\$700,000.00	\$48,007.48
Capital Income					
0147355 - Transfer From Building Reserve Leased Offices Un Clas					
0147390 - Transfer From Restricted Cash Reserve Cap Inc - Office Prop Leased	700,000.00	0.00	0%		
Sub Total To Programme Summary	\$700,000.00	\$0.00		\$0.00	\$0.00
Total Office Properties Leased - Unclassified	\$2,014,260.00	\$869,424.08		\$1,622,443.00	\$472,365.40
TOTAL OTHER PROPERTY AND SERVICES	\$3,690,194.00	\$1,719,557.85		\$4,312,275.00	\$2,578,236.92

9.4.2 PAYMENTS - FEBRUARY 2015

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FRE02
AUTHOR:	Finance Officer
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	5 March 2015

SUMMARY: This report recommends that Council adopts the list of payments made under delegated authority, as per the attachment to this report, February 2015.

BACKGROUNDPrevious Considerations

Nil

COMMENT

The Chief Executive Officer (CEO) has delegated authority to make payments from the Municipal and Trust funds in accordance with budget allocations.

The Shire provides payments to suppliers by Electronic Funds Transfer (EFT), cheque, credit card or direct debit.

Attached is a list of all payments processed under delegated authority during February, 2015.

CONSULTATION

Nil

STATUTORY ENVIRONMENT***Local Government (Financial Management) Regulations 1996*****13.** Lists of accounts

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
 - (a) *the payee's name;*
 - (b) *the amount of the payment;*
 - (c) *the date of the payment; and*
 - (d) *sufficient information to identify the transaction.*
- (3) *A list prepared under sub regulation (1) is to be —*

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

List of payments made in accordance with budget and delegated authority.

STRATEGIC IMPLICATIONS

Our Organisation Goal – Continually enhance the Shire's organisational capacity to service the needs of a growing community:

An organisational culture that strives for service excellence

Sustainable and integrated strategic and operational plans

Responsible resource allocation

Effective community engagement

Retention and attraction of staff

Improved systems, processes and compliance

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council records the accounts as paid under delegated authority for February 2015, totalling \$2,058,170.11, as attached, covering:

- *EFT Vouchers 29696-29894 totalling \$1,790,359.31;*
- *Municipal Cheque Vouchers 57254-57266 totalling \$65,323.16;*
- *Trust Cheque Voucher 3392 totalling \$8,843.91 and*
- *Municipal Direct Debits 18222.1-18293.1 totalling \$193,643.73*

Moved:

Seconded:

FOR:

AGAINST:

Attachments

1. February 2015 Payment Listing

rt 5. Division 4. Section 5.42 Delegation of some powers to CEO. Sub Section Finance Management Regulation 12.

ch payment must show on a list the payees name, the amount of the payment, the date of the payment and sufficient information to identify

is report incorporates the Delegation of Authority (Administration Regulation 19)

PAYMENTS BY EFT & CHEQUE AND FROM TRUST - FEBRUARY 2015					
Chq / EFT	Date	Name	Description	Amount	Del Auth
EFT29696	03/02/2015	TNT AUSTRALIA PTY LTD	Freight Charges - Health Services	\$ 506.24	MFS
EFT29697	03/02/2015	LO-GO APPOINTMENTS	Relief Finance Officer for coverage of finance team member absence - week ending 11/10/14	\$ 2,730.92	MFS
EFT29698	03/02/2015	GRAEME THOMAS CAMPBELL	Reimbursement of travel costs while in Perth for various meetings	\$ 196.00	MFS
EFT29699	03/02/2015	JUDITH LORRAINE CHIVERS	Rates refund for over-payment of assessment A111066	\$ 1,347.19	MFS
EFT29700	03/02/2015	CHRISSY CARTER	Face painting & balloon sculpture for Australia Day	\$ 510.00	MFS
EFT29701	03/02/2015	ST JOHN AMBULANCE AUSTRALIA - BROOME	Apply First Aid Training - Sarah Dobson	\$ 220.00	MFS
EFT29702	03/02/2015	CARDILE INTERNATIONAL FIREWORKS	Final payment for 2015 Australia Day fireworks	\$ 11,000.00	MFS
EFT29703	03/02/2015	GREGORY JAMES BOWEN	Town rubbish bag collection. Week ending 01/02/15	\$ 352.50	MFS
EFT29704	03/02/2015	JULIE THOMAS	Town rubbish bag collection. Week ending 01/02/15	\$ 102.50	MFS
EFT29705	03/02/2015	FLOWERS ON SAVILLE STREET	Flowers for WAFM Thanks for Support	\$ 80.00	MFS
EFT29706	03/02/2015	INLAND STUDIO	Soundtrack for Australia Day fireworks	\$ 396.00	MFS
EFT29707	03/02/2015	BOUNCIN' IN BROOME	Jumbo Castle and Candy Castle for Australia Day	\$ 1,080.00	MFS
EFT29708	03/02/2015	DEBRA FAY SUMMERS	Reimbursement for Sanctuary Road Caravan Park business plan	\$ 2,000.00	MFS
EFT29709	03/02/2015	MODUS COMPLIANCE PTY LTD	Final Design Compliance Assessment & Certification - Haynes Oval lighting project	\$ 330.00	MFS
EFT29710	03/02/2015	URBAN WALKABOUT PTY LTD	Advertising Broome in inaugural Urban Walkabout: Perth Style Seekers magazine	\$ 1,980.00	MFS
EFT29711	05/02/2015	AUSTRALIAN TAXATION OFFICE	PAYG Pay period ending 03/02/15	\$ 120,917.31	MFS
EFT29712	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 1,945.44	MFS
EFT29713	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 223.15	MFS
EFT29714	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 628.00	MFS
EFT29715	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 624.00	MFS
EFT29716	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 215.00	MFS
EFT29717	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 1,964.02	MFS
EFT29718	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 500.00	MFS
EFT29719	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 900.00	MFS
EFT29720	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 896.29	MFS
EFT29721	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 376.79	MFS
EFT29722	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 611.72	MFS
EFT29723	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 410.00	MFS
EFT29724	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 400.00	MFS
EFT29725	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 236.36	MFS
EFT29726	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 523.92	MFS
EFT29727	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 585.00	MFS
EFT29728	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 600.00	MFS
EFT29729	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 1,513.98	MFS
EFT29730	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 330.00	MFS
EFT29731	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 325.00	MFS
EFT29732	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 217.14	MFS
EFT29733	05/02/2015	SALARY PACKAGING	Salary Packaging	\$ 1,309.67	MFS
EFT29734	05/02/2015	PAYROLL DEDUCTIONS	Payroll deductions	\$ 1,320.26	MFS
EFT29735	05/02/2015	COMMONWEALTH TRADING BANK	Payroll S & W pay period ending 03/02/15	\$ 349,420.75	MFS
EFT29736	06/02/2015	BROOME SHIRE COUNCIL	Absorption of unclaimed library deposits over 10 yrs old pursuant to LGA section 6.9 part (4)	\$ 2,293.37	MFS

EFT29737	06/02/2015	DEPARTMENT OF COMMERCE - BUILDING COMMISSION - INC BCITF	BRB Levy – January 2015	\$ 4,278.79	MFS
EFT29738	09/02/2015	BROOME FIRST NATIONAL REAL ESTATE	Rates refund for over-payment of assessment A303137	\$ 1,108.76	MFS
EFT29739	09/02/2015	CABLE BEACH ELECTRICAL SERVICE	Electrical repairs and installations at various Shire facilities	\$ 1,991.00	MFS
EFT29740	09/02/2015	BOC LIMITED	Medical cylinders & rental - January 2015 (First aid)	\$ 338.92	MFS
EFT29741	09/02/2015	VIVA ENERGY AUSTRALIA LTD	Fuel card purchases	\$ 235.02	MFS
EFT29742	09/02/2015	TROPPO SOUND	Supply sound equipment for Australia Day Ceremony & fireworks display	\$ 4,400.00	MFS
EFT29743	09/02/2015	WEST AUSTRALIAN NEWSPAPERS	Fortnightly Shire News page in Broome Advertiser - Jan/Feb 2015	\$ 3,828.80	MFS
EFT29744	09/02/2015	JR & A HERSEY PTY LTD	Hardware & consumables for Parks & Gardens	\$ 1,929.12	MFS
EFT29745	09/02/2015	GOOLARRI MEDIA ENTERPRISES PTY LTD	Kimberley girls Fees - Perth Royal Show Guest Town Parade	\$ 2,024.00	MFS
EFT29746	09/02/2015	PINDAN PRINTING	150 x Plant Inspection Pre Start Books	\$ 3,960.00	MFS
EFT29747	09/02/2015	T - QUIP	Supply & Delivery of (1) One TORO Groundskeeper 360 Mid Deck Mower as per RFQ 003/15	\$ 32,994.75	MFS
EFT29748	09/02/2015	PEARL SEA LAUNDRY SERVICES	Laundrying of 3 x tablecloths for Shire functions	\$ 30.00	MFS
EFT29749	09/02/2015	KIMBERLEY CLEANING & MAINTENANCE SERVICES P/L	Detailing of Shire vehicles	\$ 1,100.00	MFS
EFT29750	09/02/2015	HORIZON POWER	Electricity Charges at various Shire facilities including Street lighting - 01/01/15 - 31/01/15	\$ 75,229.27	MFS
EFT29751	09/02/2015	UDLA	Landscaping and irrigation design for Anne Street Drain Stage 3	\$ 4,820.75	MFS
EFT29752	09/02/2015	JEREMY HALL	Reimburse purchase of iPad cover for WMF	\$ 111.95	MFS
EFT29753	09/02/2015	SARAH DOBSON	Reimbursement of costs associated with Approved Managers Card for Civic Centre	\$ 168.00	MFS
EFT29754	09/02/2015	EASIFLEET MANAGEMENT	Monthly vehicle lease payment for Kimberley Zone Project Manager (to be reimbursed by Kimberley Zone members)	\$ 854.41	MFS
EFT29755	09/02/2015	MELBOURNE INTERNATIONAL COMEDY FESTIVAL	Melbourne International Comedy Festival to be presented at the Broome Civic Centre on Thursday 21st May 2015	\$ 3,575.00	MFS
EFT29756	09/02/2015	JILA CAFE & GALLERY	Kimberley Zone meeting in Derby (to be reimbursed by Kimberley Zone members)	\$ 894.00	MFS
EFT29757	09/02/2015	CENTURION TRANSPORT	Freight Charges - Library	\$ 58.58	MFS
EFT29758	09/02/2015	MASTER BUILDERS ASSOCIATION OF WA	Sponsorship for MBA Annual Round Table Industry Luncheon 8 May 2015	\$ 660.00	MFS
EFT29759	09/02/2015	PRITCHARD BOOKBINDERS	Binding of OMC Minutes	\$ 440.00	MFS
EFT29760	09/02/2015	WORMALD FIRE SYSTEMS	Conduct AS DBA fire panel testing at various Shire facilities - November 2014	\$ 1,789.68	MFS
EFT29761	09/02/2015	PEARL COAST PALMS	59 x palms for Parks & Gardens	\$ 1,590.00	MFS
EFT29762	09/02/2015	OFFICE STAR PTY LTD	Service Agreement - Toshiba E-4540c Copier. Black and Colour Copies	\$ 693.00	MFS
EFT29763	09/02/2015	OPTEON (NORTH WEST WA)	Valuation on Shire Lot 31 within KRO if it were relocated on the corner of Weld and Frederick Streets	\$ 1,870.00	MFS
EFT29764	09/02/2015	SECUREX SECURITY PTY LTD	Activate security access card	\$ 60.00	MFS
EFT29765	09/02/2015	BP AUSTRALIA PTY LTD - FUEL	14,000lts of diesel fuel for Shire fleet	\$ 23,972.01	MFS
EFT29766	09/02/2015	H & M TRACEY CONSTRUCTION PTY LTD	Crossover Subsidy x 2	\$ 1,000.00	MFS
EFT29767	09/02/2015	UHY HAINES NORTON (WA) PTY LTD	Conduct audit and acquittal of the 2013/2014 outgoing for the Broome Visitor Centre/Courthouse Collection tenancy	\$ 2,750.00	MFS
EFT29768	09/02/2015	AARLI BAR	Catering for Councillor SCP Workshop 06/02/15	\$ 672.50	MFS

EFT29769	09/02/2015	PACIFIC BIOLOGICS PTY LTD	1 box 8 kg (220 briquettes) Prolink XR for mosquito control	\$ 1,491.16	MFS
EFT29770	09/02/2015	G & V ROBERTS PTY LTD	Freight - Depot	\$ 38.50	MFS
EFT29771	09/02/2015	BROOM TIME CLEANING	Cleaning services at various Shire facilities - December 2014	\$ 2,769.00	MFS
EFT29772	09/02/2015	BACKROOM PRESS INC	Books for the Broome Public Library local studies collection	\$ 60.60	MFS
EFT29773	09/02/2015	YEEDA (AUSTRALIAN RANGELAND MEAT PTY LTD)	Depot CEO 15 - Outdoor staff catering 9th Feb 2015	\$ 101.53	MFS
EFT29774	09/02/2015	IGA - SEAVIEW	Daily newspapers for the Broome Public Library	\$ 90.15	MFS
EFT29775	10/02/2015	BROOME SHIRE COUNCIL	CTF Commission - January 2015	\$ 107.25	MFS
EFT29776	17/02/2015	WA HEAD OFFICE CARDNO (WA) PTY LTD	Broome Coastal Vulnerability Study - October 2014	\$ 7,458.00	MFS
EFT29777	17/02/2015	IT VISION	2014/2015 Synergy Rates service contract as per service agreement - December 2014	\$ 5,341.05	MFS
EFT29778	17/02/2015	KIMBERLEY GLASS SERVICE	At KRO 1, DOH, provide temporary glazing for portable air conditioners	\$ 1,395.90	MFS
EFT29779	17/02/2015	BROOME PRD NATIONWIDE	Archer Street 6/14 - Community storage - Pest inspection & spot treat	\$ 82.31	MFS
EFT29780	17/02/2015	WORMALD FIRE SYSTEMS	At BRAC, conduct fire booster pump renewal as per detailed scope 14-28	\$ 41,015.67	MFS
EFT29781	17/02/2015	TLIFE Telstra Broome	Mobile phones for outside supervisors	\$ 1,745.80	MFS
EFT29782	17/02/2015	GREGORY JAMES BOWEN	Town rubbish bag collection. Week ending 15/02/15	\$ 315.00	MFS
EFT29783	17/02/2015	JULIE THOMAS	Town rubbish bag collection. Week ending 08/02/15	\$ 90.00	MFS
EFT29784	17/02/2015	ROADLINE CIVIL CONTRACTORS	Provide a bobcat at Town Beach Boat Ramp	\$ 2,150.50	MFS
EFT29785	17/02/2015	BEST CONSULTANTS PTY LTD	Construction phase design work for Haynes Oval Sports Field Lighting Project as per RFQ13-22	\$ 2,227.50	MFS
EFT29786	17/02/2015	DEB WATKISS	Refund swimming lessons for one child	\$ 87.50	MFS
EFT29787	18/02/2015	PAYROLL DEDUCTIONS	Payroll deductions	\$ 19.40	MFS
EFT29788	18/02/2015	PAYROLL DEDUCTIONS	Payroll deductions	\$ 1,051.00	MFS
EFT29789	18/02/2015	PAYROLL DEDUCTIONS	Payroll deductions	\$ 820.00	MFS
EFT29790	18/02/2015	PAYROLL DEDUCTIONS	Payroll deductions	\$ 900.00	MFS
EFT29791	19/02/2015	PAYROLL DEDUCTIONS	Payroll deductions	\$ 1,309.67	MFS
EFT29792	19/02/2015	PAYROLL DEDUCTIONS	Payroll deductions	\$ 1,320.26	MFS
EFT29793	19/02/2015	AUSTRALIAN TAXATION OFFICE	PAYG tax pay period ending 17/02/15	\$ 114,426.28	MFS
EFT29794	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 1,945.44	MFS
EFT29795	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 223.15	MFS
EFT29796	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 628.00	MFS
EFT29797	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 624.00	MFS
EFT29798	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 215.00	MFS
EFT29799	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 500.00	MFS
EFT29800	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 900.00	MFS
EFT29801	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 896.29	MFS
EFT29802	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 376.79	MFS
EFT29803	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 246.87	MFS
EFT29804	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 611.72	MFS
EFT29805	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 998.53	MFS
EFT29806	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 410.00	MFS
EFT29807	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 400.00	MFS
EFT29808	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 236.36	MFS
EFT29809	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 523.92	MFS
EFT29810	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 585.00	MFS
EFT29811	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 1,120.51	MFS
EFT29812	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 600.00	MFS
EFT29813	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 1,513.98	MFS
EFT29814	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 330.00	MFS
EFT29815	19/02/2015	SALARY PACKAGING	Salary Packaging	\$ 325.00	MFS
EFT29816	19/02/2015	COMMONWEALTH TRADING BANK	Payroll S & W pay period ending 17/02/15	\$ 342,592.00	MFS
EFT29817	24/02/2015	AUSTRALIAN TAXATION OFFICE	PAYG pay period ending 17/02/15	\$ 115,683.35	MFS

EFT29818	24/02/2015	SALARY PACKAGING	Salary Packaging	\$ 1,258.00	MFS
EFT29819	24/02/2015	SALARY PACKAGING	Salary Packaging	\$ 900.00	MFS
EFT29820	24/02/2015	SALARY PACKAGING	Salary Packaging	\$ 1,120.51	MFS
EFT29821	24/02/2015	SALARY PACKAGING	Salary Packaging	\$ 128.57	MFS
EFT29822	25/02/2015	SALARY PACKAGING	Salary Packaging	\$ 680.00	MFS
EFT29823	25/02/2015	SALARY PACKAGING	Salary Packaging	\$ 330.00	MFS
EFT29824	25/02/2015	SALARY PACKAGING	Salary Packaging	\$ 120.00	MFS
EFT29825	25/02/2015	SALARY PACKAGING	Salary Packaging	\$ 140.00	MFS
EFT29826	25/02/2015	SALARY PACKAGING	Salary Packaging	\$ 120.00	MFS
EFT29827	25/02/2015	SALARY PACKAGING	Salary Packaging	\$ 100.00	MFS
EFT29828	25/02/2015	AUSTRALIAN HUMAN RESOURCE INSTITUTE LTD	Professional Development study training - Human Resources Officer - Unit 3 Diploma Human Resources	\$ 1,350.00	MFS
EFT29829	26/02/2015	WA HEAD OFFICE CARDNO (WA) PTY LTD	Airport Drainage Study	\$ 9,748.66	MFS
EFT29830	26/02/2015	VIVA ENERGY AUSTRALIA LTD	Fuel card purchases	\$ 149.04	MFS
EFT29831	26/02/2015	PRIVIT PTY LTD	Rates refund for over-payment of assessment A109118	\$ 2,759.10	MFS
EFT29832	26/02/2015	COLES SUPERMARKETS	Milk and refreshments for various meetings / functions	\$ 562.09	MFS
EFT29833	26/02/2015	JINGO WATER SUPPLY	Air lift Bore and flow test SLK29.5 - Cape Leveque Road	\$ 1,012.00	MFS
EFT29834	26/02/2015	SUZANNE LORRAINE HASLEHURST	Reimbursement of ticket costs to view potential shows for Civic Centre	\$ 124.00	MFS
EFT29835	26/02/2015	RAY WHITE BROOME	Rates refund for over-payment of assessment A305671	\$ 70.22	MFS
EFT29836	26/02/2015	REBECCA HERBERT	Reimbursement of travel expenses while in Perth for training (to be reimbursed by Kimberley Zone members)	\$ 70.28	MFS
EFT29837	26/02/2015	HORIZON POWER	Electricity charges at various Shire facilities - 06/01/15 - 04/02/15	\$ 19,143.86	MFS
EFT29838	26/02/2015	HORIZON POWER (SERVICE WORKS)	Addition of highway bracket and 150 watt high pressure sodium lamp to existing pole on Anne Street between D'Antoine Street and Matsumoto Street. As per Horizon Quotation.	\$ 20,790.75	MFS
EFT29839	26/02/2015	KENNETH RAYMOND DONOHUE	Reimbursement of travel expenses while attending various meetings in Perth with Shire President	\$ 290.68	MFS
EFT29840	26/02/2015	BROOME SMALL MAINTENANCE SERVICES	Minor maintenance and installations at various Shire facilities	\$ 1,761.50	MFS
EFT29841	26/02/2015	ROEBUCK WELDING SERVICES	Reinforce guard on drinking fountain	\$ 770.00	MFS
EFT29842	26/02/2015	GREGORY JAMES BOWEN	Town rubbish bag collection. Week ending 22/02/15	\$ 175.00	MFS
EFT29843	26/02/2015	JULIE THOMAS	Town rubbish bag collection. Week ending 22/02/15	\$ 62.50	MFS
EFT29844	26/02/2015	MARDI TICK	Rates refund for over-payment of assessment A119410	\$ 2,539.03	MFS
EFT29845	26/02/2015	SLATER & GARTRELL SPORTS	Squash and badminton racquets for BRAC	\$ 291.50	MFS
EFT29846	26/02/2015	CCH AUSTRALIA LTD	Australian Master Tax Guide 2015- 56th Edition	\$ 158.63	MFS
EFT29847	26/02/2015	CENTURION TRANSPORT	Freight Charges - Library	\$ 15.63	MFS
EFT29848	26/02/2015	KIMBERLEY SIGNS & DESIGNS	Matsumoto Courts, provide signage	\$ 431.20	MFS
EFT29849	26/02/2015	SHADY LANE CAFE - FINANCE	Catering event for the Broome Public Library 04/02/15	\$ 114.40	MFS
EFT29850	26/02/2015	TNT AUSTRALIA PTY LTD	Freight Charges - Depot	\$ 90.93	MFS
EFT29851	26/02/2015	MAYNE PUBLISHING PTY LTD	Two year magazine subscription - Earthmoving Equipment, Landscape Contractor & Arbor Age	\$ 231.00	MFS
EFT29852	26/02/2015	OPTEON (NORTH WEST WA)	Market Rental Valuation on lease at the following site; Kimberley Regional Offices, Tenancy 6 - KRO2 - Portion Reserve 8656.	\$ 1,980.00	MFS

EFT29853	26/02/2015	SECUREX SECURITY PTY LTD	At Shire of Broome Administration Offices - add/remove security access code	\$ 60.00	MFS
EFT29854	26/02/2015	TOLL IPEC PTY LTD	Freight Charges - BRAC	\$ 42.15	MFS
EFT29855	26/02/2015	PACIFIC BIOLOGICS PTY LTD	Maruyama backpack for mosquito control	\$ 3,615.59	MFS
EFT29856	26/02/2015	SUBWAY BROOME	Catering for OSH Committee meeting 22/01/15	\$ 77.00	MFS
EFT29857	26/02/2015	NORTH WEST COAST SECURITY	Conduct security patrols at various Shire facilities as per contract scope 13/01	\$ 8,266.50	MFS
EFT29858	26/02/2015	ST JOHN AMBULANCE AUSTRALIA - BROOME	First aid supplies for BRAC	\$ 88.00	MFS
EFT29859	26/02/2015	INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA LTD (IPWEA)	PN8: Levels of Service & Community Engagement Book - for Asset Coordinator	\$ 264.00	MFS
EFT29860	26/02/2015	WA COUNTRY HEALTH SERVICE - KIMBERLEY	Rates refund for over-payment assessment A106490	\$ 5,481.84	MFS
EFT29861	26/02/2015	ENVIRONMENTAL HEALTH AUSTRALIA (SA) INC	Food inspection pads - Health Services	\$ 400.65	MFS
EFT29862	26/02/2015	UNISITE PTY LTD	1 x citystyle table setting-surface mount for Town Beach	\$ 2,718.10	MFS
EFT29863	26/02/2015	AD ENGINEERING INTERNATIONAL PTY LTD	3 Months ADEI WAN service for Mobile: 0417 759 235	\$ 132.00	MFS
EFT29864	26/02/2015	IGA - SEAVIEW	Daily newspapers for the Broome Public Library	\$ 76.85	MFS
EFT29865	27/02/2015	BROOME FIRST NATIONAL REAL ESTATE	Staff Rent - 01/03/15 - 31/03/15	\$ 9,375.01	MFS
EFT29866	27/02/2015	REALMARK BROOME	Staff Rent - 01/03/15 - 31/03/15	\$ 5,243.33	MFS
EFT29867	27/02/2015	BROOME PRD NATIONWIDE	L14 Archer - Community Storage - Rent - 01/03/15 - 31/03/15	\$ 4,192.12	MFS
EFT29868	27/02/2015	RICHARD DOWDING	Staff Rent - 01/03/15 - 31/03/15	\$ 2,600.00	MFS
EFT29869	27/02/2015	IJ HOOKER	Staff Rent - 01/03/15 - 31/03/15	\$ 7,106.67	MFS
EFT29870	27/02/2015	RAY WHITE BROOME	Staff Rent - 01/03/15 - 31/03/15	\$ 6,478.33	MFS
EFT29871	27/02/2015	MAX BERNARD GRAFFEN	Staff Rent - 01/03/15 - 31/03/15	\$ 2,166.67	MFS
EFT29872	27/02/2015	MOAMA ON MURRAY RESORT	Staff Rent - 01/03/15 - 31/03/15	\$ 4,420.00	MFS
EFT29873	27/02/2015	JARROD WITHERS & JULIA SCOTT	Staff Rent - 01/03/15 - 31/03/15	\$ 2,600.00	MFS
EFT29874	27/02/2015	KOMATSU AUSTRALIA PTY LTD	Supply & delivery of Komatsu Wheel Loader to WMF	\$ 215,451.50	MFS
EFT29875	27/02/2015	BROOME SHIRE COUNCIL	2013/14 Community Sponsorship Program - Broome Motocross Club new canteen	\$ 5,000.00	MFS
EFT29876	27/02/2015	BROOME VISITOR CENTRE	Reimbursement for 2013/14 outgoings	\$ 5,141.03	MFS
EFT29877	27/02/2015	HEAD OFFICE LANDGATE	Gross rental valuations chargeable & land enquiries	\$ 338.98	MFS
EFT29878	27/02/2015	BLUE HAZE SCAFFOLD HIRE	Erect scaffolding on freshwater tank at BRAC	\$ 550.00	MFS
EFT29879	27/02/2015	DEANO'S CANVAS WORKS	Repairs to shade sail at Town Beach	\$ 5,109.50	MFS
EFT29880	27/02/2015	JAPAN AUSTRALIA WORD SERVICES PTY LTD	Translation fee for Shire President's letter to Mayor Taiji, Japan 2 February 2015	\$ 308.00	MFS
EFT29881	27/02/2015	BLUE TONGUE GARAGE DOORS	At BRAC, perform planned maintenance on 16 motorised roller doors in main stadium	\$ 1,820.50	MFS
EFT29882	27/02/2015	SALLY EATON	Reimbursement of travel expenses while in Perth for library exchange	\$ 195.45	MFS
EFT29883	27/02/2015	BROOME BUILDERS PTY LTD	Crossover Subsidy x 1	\$ 500.00	MFS
EFT29884	27/02/2015	BROOME DOCTORS PRACTICE PTY LTD	Rubbish collector - Hep A&B shots	\$ 155.00	MFS
EFT29885	27/02/2015	KOORI KIDS PTY LTD	Support for 2015 NAIDOC Week school initiatives	\$ 450.00	MFS
EFT29886	27/02/2015	OCEAN AND EARTH TRAINING SPECIALISTS	Training for White Card for P&G	\$ 500.00	MFS
EFT29887	27/02/2015	TALIS CONSULTANTS	Extension of RFQ 14-18 - Regional Resource Recovery Park Site Selection Study	\$ 43,114.66	MFS
EFT29888	27/02/2015	BROOME FREIGHTLINES (CTI ONTRAQ)	Freight - (Pentair) Parks & Gardens	\$ 215.19	MFS

EFT29889	27/02/2015	BLUE SEAS CLEANING SERVICES	At Shire of Broome Civic Centre conduct steam cleaning of 350 internal chairs as quoted. Preferred Contractor 13/14.	\$ 7,546.00	MFS
EFT29890	27/02/2015	ECO ENVIRONMENTAL	Service / Calibration of YSI Professional Plus Meter	\$ 445.50	MFS
EFT29891	27/02/2015	DOMINO'S PIZZA	Catering for CEO 15 function 30/01/15	\$ 153.40	MFS
EFT29892	27/02/2015	AMPAC DEBT RECOVERY	Debt recovery costs - January 2015	\$ 4,107.64	MFS
EFT29893	27/02/2015	BLUEBOTTLE CONSULTING	Kimberley Youth Strategy - DLGC Grant 2014 - Delivery of Mapping Data	\$ 13,417.00	MFS
EFT29894	27/02/2015	BANNER ONLINE	Supply of teardrop banners for BRAC	\$ 399.30	MFS
MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:				1,790,359.31	

MUNICIPAL CHEQUES FEBRUARY 2015					
Cheque	Date	Name	Description	Amount	Del Auth
57254	06/02/2015	BROOME SHIRE COUNCIL	Petty cash reimbursement - Admin	\$ 626.40	MFS
57255	06/02/2015	TELSTRA	Call charges at various Shire facilities 28/12/14 - 27/01/15	\$ 1,932.47	MFS
57256	06/02/2015	WATER CORPORATION	Water usage at various Shire facilities 25/11/14 - 22/01/15	\$ 21,023.70	MFS
57257	06/02/2015	ROBERT DECLAN DAWSON	Rates refund for over-payment of assessment A111178	\$ 728.70	MFS
57258	06/02/2015	142 EAST PTY LTD	Rates refund for over-payment of assessment A305554	\$ 849.52	MFS
57259	17/02/2015	NORWEST HOLDEN	45000km service - Holden Cruze	\$ 378.70	MFS
57260	17/02/2015	TELSTRA	WMF Bigpond 03/01/15 - 02/02/15	\$ 87.76	MFS
57261	17/02/2015	WATER CORPORATION	Water usage at various Shire facilities 03/12/14 - 02/02/15	\$ 13,649.46	MFS
57262	17/02/2015	DEPARTMENT OF RACING, GAMING & LIQUOR	Liquor licence renewal 6260085191- BRAC	\$ 564.00	MFS
57263	26/02/2015	TOWN OF BASSENDEAN	Lost/damaged library books	\$ 40.30	MFS
57264	26/02/2015	TELSTRA	Call and usage charges at various Shire facilities to 04/02/2015	\$ 8,951.54	MFS
57265	26/02/2015	WATER CORPORATION	Water usage at various Shire facilities 12/12/14 - 12/02/15	\$ 15,147.35	MFS
57266	26/02/2015	KIMBERLEY PROPERTY SETTLEMENTS	Rates refund for over-payment of assessment A112920	\$ 1,343.26	MFS
MUNICIPAL CHEQUES TOTAL:				65,323.16	

TRUST CHEQUES - FEBRUARY 2015					
Cheque	Date	Name	Description	Amount	Del Auth
3392	10/02/2015	CONSTRUCTION TRAINING FUND	CTF Levy - January 2015	\$ 8,843.91	MFS
TRUST CHEQUES TOTAL:				8,843.91	

MUNICIPAL DIRECT DEBIT - FEBRUARY 2015					
DD#	Date	Name	Description	Amount	Del Auth
D18222.1	03/02/2015	PAYROLL DEDUCTIONS	Payroll deductions	\$ 89,725.81	MFS
D18222.2	03/02/2015	SUPERANNUATION	Superannuation contributions	\$ 310.08	MFS
D18222.3	03/02/2015	SUPERANNUATION	Superannuation contributions	\$ 263.09	MFS
D18222.4	03/02/2015	SUPERANNUATION	Superannuation contributions	\$ 380.00	MFS
D18222.5	03/02/2015	SUPERANNUATION	Superannuation contributions	\$ 352.62	MFS
D18222.6	03/02/2015	SUPERANNUATION	Superannuation contributions	\$ 666.85	MFS
D18222.7	03/02/2015	SUPERANNUATION	Superannuation contributions	\$ 384.33	MFS
D18222.8	03/02/2015	SUPERANNUATION	Superannuation contributions	\$ 253.99	MFS
D18222.9	03/02/2015	SUPERANNUATION	Superannuation contributions	\$ 231.97	MFS
D18222.10	03/02/2015	SUPERANNUATION	Superannuation contributions	\$ 411.31	MFS
D18222.11	03/02/2015	PAYROLL DEDUCTIONS	Payroll deductions	\$ 977.07	MFS
D18222.12	03/02/2015	PAYROLL DEDUCTIONS	Payroll deductions	\$ 739.31	MFS
D18222.13	03/02/2015	SUPERANNUATION	Superannuation contributions	\$ 197.78	MFS
D18222.14	03/02/2015	SUPERANNUATION	Superannuation contributions	\$ 273.96	MFS
D18222.15	03/02/2015	SUPERANNUATION	Superannuation contributions	\$ 1,065.19	MFS
D18222.16	03/02/2015	SUPERANNUATION	Superannuation contributions	\$ 475.84	MFS

D18222.17	03/02/2015	SUPERANNUATION	Superannuation contributions	\$ 230.37	MFS
D18239.1	02/02/2015	COMMONWEALTH TRADING BANK	Point of sale fees - January 2015	\$ 1,035.00	MFS
D18241.1	03/02/2015	COMMONWEALTH TRADING BANK	Direct Debit merchant fee	\$ 1,884.39	MFS
D18256.1	16/02/2015	COMMONWEALTH TRADING BANK	BPAY transaction fee	\$ 1,515.38	MFS
D18259.1	17/02/2015	PAYROLL DEDUCTIONS	Payroll deductions	\$ 85,086.30	MFS
D18259.2	17/02/2015	SUPERANNUATION	Superannuation contributions	\$ 279.33	MFS
D18259.3	17/02/2015	SUPERANNUATION	Superannuation contributions	\$ 263.08	MFS
D18259.4	17/02/2015	SUPERANNUATION	Superannuation contributions	\$ 380.00	MFS
D18259.5	17/02/2015	SUPERANNUATION	Superannuation contributions	\$ 352.62	MFS
D18259.6	17/02/2015	SUPERANNUATION	Superannuation contributions	\$ 626.07	MFS
D18259.7	17/02/2015	SUPERANNUATION	Superannuation contributions	\$ 384.33	MFS
D18259.8	17/02/2015	SUPERANNUATION	Superannuation contributions	\$ 253.99	MFS
D18259.9	17/02/2015	SUPERANNUATION	Superannuation contributions	\$ 159.68	MFS
D18259.10	17/02/2015	SUPERANNUATION	Superannuation contributions	\$ 411.31	MFS
D18259.11	17/02/2015	PAYROLL DEDUCTIONS	Payroll deductions	\$ 977.07	MFS
D18259.12	17/02/2015	PAYROLL DEDUCTIONS	Payroll deductions	\$ 739.31	MFS
D18259.13	17/02/2015	SUPERANNUATION	Superannuation contributions	\$ 199.75	MFS
D18259.14	17/02/2015	SUPERANNUATION	Superannuation contributions	\$ 288.78	MFS
D18259.15	17/02/2015	SUPERANNUATION	Superannuation contributions	\$ 1,080.11	MFS
D18259.16	17/02/2015	SUPERANNUATION	Superannuation contributions	\$ 475.84	MFS
D18259.17	17/02/2015	SUPERANNUATION	Superannuation contributions	\$ 259.57	MFS
D18288.9	09/02/2015	THINGZ GIFTS	Decorations for Australia Day Citizenship Ceremony	\$ 44.00	MFS
D18293.1	13/02/2015	CLICKSUPER PTY LTD	Returns Fee, Returned Funds	\$ 8.25	MFS
MUNICIPAL DIRECT DEBIT TOTAL:				193,643.73	

MUNICIPAL ELECTRONIC TRANSFER TOTAL **1,790,359.31**

MUNICIPAL CHEQUES TOTAL **65,323.16**

TRUST CHEQUES TOTAL **8,843.91**

MUNICIPAL DIRECT DEBIT TOTAL **193,643.73**

TOTAL PAYMENTS - FEBRUARY 2015 **2,058,170.11**

Delegation of Authority:

CEO	Chief Executive Officer
MFS	Manager of Financial Services
AMFS	Acting Manager of Financial Services
DCS	Director Corporate Services
ACC	Accountant

9.4.3 LOCAL GOVERNMENT ELECTIONS 2015

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	GOE04
AUTHOR:	Manager Governance
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	5 March 2015

SUMMARY: This report has been prepared to advise Council of estimated costs associated with the Western Australian Electoral Commission conducting the 2015 Local Government Ordinary Election either as a Postal or In Person election.

It recommends that the Western Australian Electoral Commission (WAEC) conduct the 2015 Ordinary Election on behalf of the Shire of Broome as an In Person election.

BACKGROUNDPrevious Considerations

OMC 14 May 2009	Item 9.1.1
OMC 17 February 2011	Item 9.1.3
OMC 16 May 2013	Item 9.4.3

The next local government ordinary election is scheduled to be held on Saturday 17 October 2015 with six of the nine offices of members to be contested. Offices of Council up for election at this time consist of:

Broome Ward	4 Councillors (4 year terms)
	1 Councillor (2 year term)
Dampier Ward	1 Councillor (4 year term)

The Chief Executive Officer of a local authority is responsible for the conduct of local government elections unless arrangements are made in accordance with section 4.20 of the *Local Government Act 1995* to appoint another person. This appointment must occur at least 80 days prior to election day.

Section 4.61(1) of the *Local Government Act 1995* provides for an election to be conducted as a:

postal election which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or
voting in person election which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.

The WAEC conducted the 2009, 2011 and 2013 Shire of Broome Ordinary Elections as in person elections. Prior to this the elections were conducted in house by Shire Officers as in

person elections. Voter turnout in the last four Shire of Broome in person elections is as follows:

Ward	2013	2011	2009	2007
Broome	34.44%	44.03%	33.44%	24.96%
Dampier	27.38%	25.53%	22.17%	23.39%

Council resolved at the Ordinary Meeting of Council held 17 February 2011 to obtain community input to ascertain whether there was sufficient support to conduct the 2013 election as a postal election. Officers undertook this community consultation in early 2013 which included a manned display at the Broome Boulevard Shopping Centre on Saturday 6 April 2013 between 9am and 1pm at which the community were requested to vote on their preference for a postal election or a voting in person election. 66 community members voted, with 40 voters supporting an in person election and 26 voters supporting a postal election. The Shire Newsletter and press releases promoted the display and the proposal in general, and urged community members to email feedback or questions to the Shire.

Input was also sought from the communities of Bidyadanga (La Grange), Beagle Bay, Lombadina, Djarindjin, and Ardyaloon (One Arm Point). It is noted that the communities of Bidyadanga (La Grange), Djarindjin and Lombadina supported an in person election and Ardyaloon (One Arm Point) advised of an inconclusive response. The Department of Indigenous Affairs were contacted regarding Beagle Bay as they did not have a Community Council at that time.

Based on the results of the community consultation Council adopted the officers recommendation at the Ordinary Meeting of Council held 16 May 2013 for an in person election.

In the October 2013 election, of the 139 local governments in Western Australia the WAEC was contracted to manage 78 local government elections. These consisted of 76 postal elections and 2 in person elections. The in person elections were conducted for the Shires of Broome and Halls Creek.

COMMENT

On 18 February 2015 the Electoral Commissioner wrote to the Shire of Broome outlining estimated costs for the WAEC to conduct either a postal or in person voting on behalf of the Shire of Broome for the 2015 Ordinary Election on 17 October 2015.

The estimated cost for the WAEC to conduct a postal election is \$47,000 including GST. This is based on the following assumptions:

- 8,750 electors
- Response rate of approximately 40%
- 6 vacancies
- Count being conducted at the offices of the Shire of Broome
- Standard Australia Post delivery service to apply (an additional estimated amount of \$612.50 will occur if Council wishes to utilise the Australia Post Priority Service for the lodgement of election packages)
- Return airfares for the Returning Officer for the nomination period and election day

The estimated cost for the WAEC to conduct an in person election is \$40,000 including GST. This is based on the following assumptions:

- 8,750 electors
- 6 vacancies
- Count being conducted at the premises of the Shire of Broome

The in person estimate includes the following:

- Return airfares for the Returning Officer for the nomination period and election day
- 16 days accommodation allowance for the Returning Officer covering the nomination period, the early voting period for remote communities and election day
- All Statutory advertising
- A proportion of the total cost of WAEC staff time and corporate overheads

Both estimates exclude non-statutory advertising (ie additional advertisements in community newspapers and promotional advertising), any legal expenses other than those that are determined to be borne by the WAEC in a Court of Disputed Returns, one local government staff member to work in the polling place on election day and any additional postage rate increases by Australia Post.

The Commission is required by the *Local Government Act 1995* to conduct local government elections on a full cost recovery basis. Final costs may vary depending on a range of factors including the cost of materials or number of replies received. The basis for charges is all materials at cost and a margin on staff time only. Should a significant change become evident prior to or during the election the Shire will be advised as early as possible.

Should the Council decide to proceed with either option outlined above, the current procedure required by the *Local Government Act 1995* is that written agreement from the Electoral Commissioner has to be obtained before the vote is taken. To facilitate the process, the letter from the Electoral Commissioner dated 18 February 2015 can be taken as the Commissioner's agreement to be responsible for the conduct of the ordinary election in 2015 for the Shire of Broome in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required.

The current system for voting in the Shire of Broome Local Government elections is in person, whereby voters attend the Shire of Broome Offices on election day to cast their vote. In person elections also provide electors with the option of casting an early vote at the Shire of Broome Administration office prior to election day. Early voting is also conducted at Bidyadanga (La Grange), Beagle Bay, Lombadina, Djarindjin and Ardyaloon (One Arm Point) on advertised days. In addition, an in person election still enables electors to choose to submit their vote via post if this is their preferred voting method.

A postal election would involve ALL electors on the Shire of Broome electoral roll receiving a voting pack from the Western Australian Electoral Commission (WAEC) via post. Electors would then be required to either post or deliver their vote to an electoral officer on or before election day.

The WAEC have advised that as far as they have been able to determine from the State roll of the 6,515 electors in the Broome Ward 5,992 have postal addresses, and of the 1,355 in the Dampier Ward 1,316 have postal addresses. Therefore there are 523 in the Broome Ward and 39 in the Dampier Ward on the State roll without postal addresses. They have also advised that it is common for entire communities to share one postal address.

Regardless of which option Council chooses Shire officers are still required to undertake a number of administration duties including but not limited to processing electoral roll applications and maintaining relevant registers.

Whilst a number of local governments undertake postal elections, based on community feedback in 2013 it is recommended that the 2015 Shire of Broome Local Government election be conducted as an in person election.

Section 4.61(2) makes provision for a local government to decide to conduct the election as a postal election. Both the declaration under section 4.20 and the determination under section 4.61(2) are required to be by an Absolute Majority.

CONSULTATION

Western Australian Electoral Commission.

STATUTORY ENVIRONMENT

Local Government Act 1995

4.20. CEO to be returning officer unless other arrangements made

- (1) *Subject to this section the CEO is the returning officer of a local government for each election.*
- (2) *A local government may, having first obtained the written agreement of the person concerned and the written approval of the Electoral Commissioner, appoint* a person other than the CEO to be the returning officer of the local government for —*
 - (a) *an election; or*
 - (b) *all elections held while the appointment of the person subsists.*

** Absolute majority required.*
- (3) *An appointment under subsection (2) —*
 - (a) *is to specify the term of the person's appointment; and*
 - (b) *has no effect if it is made after the 80th day before an election day.*
- (4) *A local government may, having first obtained the written agreement of the Electoral Commissioner, declare* the Electoral Commissioner to be responsible for the conduct of an election, or all elections conducted within a particular period of time, and, if such a declaration is made, the Electoral Commissioner is to appoint a person to be the returning officer of the local government for the election or elections.*

** Absolute majority required.*
- (5) *A declaration under subsection (4) has no effect if it is made after the 80th day before election day unless a declaration has already been made in respect of an election for the local government and the declaration is in respect of an additional election for the same local government.*

- (6) A declaration made under subsection (4) on or before the 80th day before election day cannot be rescinded after that 80th day.

[Section 4.20 amended by No. 64 of 1998 s. 19(1); No. 49 of 2004 s. 16(4) and 32(1)-(4).]

4.61. Choice of methods of conducting election

- (1) The election can be conducted as a —
postal election which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or
voting in person election which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.
- (2) The local government may decide* to conduct the election as a postal election.
* Absolute majority required.
- (3) A decision under subsection (2) has no effect if it is made after the 80th day before election day unless a declaration has already been made in respect of an election for the local government and the declaration is in respect of an additional election for the same local government.
- (4) A decision under subsection (2) has no effect unless it is made after a declaration is made under section 4.20(4) that the Electoral Commissioner is to be responsible for the conduct of the election or in conjunction with such a declaration.
- (5) A decision made under subsection (2) on or before the 80th day before election day cannot be rescinded after that 80th day.
- (6) For the purposes of this Act, the poll for an election is to be regarded as having been held on election day even though the election is conducted as a postal election.
- (7) Unless a resolution under subsection (2) has effect, the election is to be conducted as a voting in person election.

[Section 4.61 amended by No. 64 of 1998 s. 25; No. 49 of 2004 s. 16(4) and 32(5).]

POLICY IMPLICATIONS

Policy 1.3.2 Local Government Elections - Promotions

FINANCIAL IMPLICATIONS

If Council endorses the Report Recommendation, an amount of \$40,000 (incl GST) will be allocated in the 2014/15 budget (GL 24040) for the WAEC to conduct the Shire of Broome 2015 ordinary election as an in person election. It should be noted that this figure is based on the estimate provided by the WAEC.

STRATEGIC IMPLICATIONS

Our People Goal – Foster a community environment that is accessible, affordable, inclusive, healthy and safe:

Effective communication

Affordable services and initiatives to satisfy community need

Our Organisation Goal – Continually enhance the Shire's organisational capacity to service the needs of a growing community:

An organisational culture that strives for service excellence

Effective community engagement

Improved systems, processes and compliance

VOTING REQUIREMENTS

Absolute Majority

REPORT RECOMMENDATION:

That Council:

1. *Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commission to be responsible for the conduct of the 2015 ordinary election together with any other elections or polls which may also be required.*
2. *Determines the Shire of Broome 2015 Ordinary Election be conducted as a voting in person election as defined in section 4.61(1) of the Local Government Act 1995.*
3. *Requests the Chief Executive Officer to make appropriate allocations for election expenses in the 2015/16 budget.*

(ABSOLUTE MAJORITY REQUIRED)

Attachments

Nil

9.4.4 MINUTES OF THE JOINT MEETING OF THE KIMBERLEY ZONE OF WALGA AND REGIONAL COLLABORATIVE GROUP HELD 9 DECEMBER 2014

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	OGSO3 & RCG01
AUTHOR:	Director Corporate Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	6 March 2015

SUMMARY:

This report requests Council to receive and endorse the Minutes from the Joint meeting of the Kimberley Zone of WALGA and Regional Collaborative Group held on 9 December 2014.

BACKGROUND

A copy of the minutes from the meeting held 9 December 2014 between members of the Kimberley Zone of WALGA and Kimberley Regional Collaborative Group (RCG) are attached for Council consideration.

As a result of a past decision of the group, both the Kimberley Zone and RCG meetings are joined.

It should be remembered that the Kimberley Zone of WALGA is a group established to represent regional issues to the State Council of the Western Australian Local Government Association (WALGA).

The RCG is a deed of agreement between four (4) local governments with the Minister for Local Government to progress regional reform.

COMMENT

The minutes and respective background information are attached to this report and the following comments are made in relation to the resolutions passed by the Group. Additional recommendations have been made where necessary for Council's consideration.

7.1 KIMBERLEY ZONE OF WALGA & RCG MEETING RESOLUTION STATUS REPORT

A status report was provided from the Project Officer outlining progress or otherwise on Resolutions passed by the Zone/RCG since February 2013. The status report was received and noted for finalisation under the authorisation of the Secretariat.

RESOLUTION:

(REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA & Regional Collaborative Group:

- 1. Receives the attached Resolution Status Report;***

2. Authorises the Secretariat to proceed with co-ordinating the finalisation of outstanding action items arising from meeting resolutions.

Moved: Cr John Moulden

Seconded: Cr Malcolm Edwards

Carried Unanimously 4/0

7.2 KIMBERLEY ZONE OF WALGA 2013/2014 FINANCIAL ACTIVITY REPORT

A Financial Activity Report was presented for adoption. Summary follows:

Indicators and Variances

The following are the key indicators of the year to date budget position;

Budget Year Lapsed	41%
Total Operating Income	8%
Total Operating Expenditure	7%

Committed Kimberley Regional Collaborative Group project expenditure as percentage of forecast budget;

2012-13 DLGC – Records Management	55%
2013-14 DLGC – Business Improvement Review	16%
2010-11 CLGF – Key Worker Housing	100%
2011-12 CLGF – Key Worker Housing	27%
2014 DLGC – Kimberley Youth Strategy	11%

RESOLUTION:

(REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA and Regional Collaborative Group adopts the Financial Activity Report for the period ended 26 November 2014.

Moved: Cr John Moulden

Seconded: Cr Malcolm Edwards

Carried Unanimously 4/0

7.3 2015 SCHEDULE OF MEETINGS FOR KIMBERLEY ZONE OF WALGA & RCG

A proposed schedule of dates for meetings to be held in 2015 was presented for consideration. Dates were proposed to avoid clashes with member ordinary meetings of Council and consideration was given to the release of the WALGA State Council Agenda. There are four face to face meetings proposed in 2015 as compared to six that were held in 2014. The meeting to be held in Derby occurred on 27 February 2015. A meeting is proposed to be held in Darwin to coincide with the holding of the annual joint Kimberley and Pilbara Forum, in addition to the annual collaboration with the Northern Territory Local Governments. The August meeting is scheduled in Perth to coincide with Local Government Week as has occurred in recent years. A meeting has been proposed to be held at Christmas Island in December 2015 however was endorsed subject to member Council approval. Please note **Attachment 2** to this report which is follow-up correspondence from the Kimberley Project Manager on this matter.

It is estimated that this would cost approximately \$2,200 per person based on flight and accommodation expenses. The total cost for Shire of Broome attendance would be approximately \$8,800 based on the attendance of two Councillors and two members of staff. It is noted that if the December meeting was held within the Kimberley it would cost significantly less. Having regard for financial constraints, the attendance at Christmas Island is not supported and it is recommended this meeting be scheduled to be held within the Kimberley.

RESOLUTION:

That the Kimberley Zone of WALGA & Regional Collaborative Group:

1. *Receives the attached 2015 Schedule of Meetings:*

FEB 27 FRI	Zone & RCG Meeting	Derby
MAY 2-5 SAT-TUE	Kimberley/Pilbara/NT Joint Annual Forum	Darwin
AUG 3-4 MON-TUE	Zone & RCG Meeting	Perth
DEC 3-5 THUR-SAT	Zone & RCG Meeting	Christmas Island (Subject to member Council approval)

2. *Endorses the attached 2015 Schedule of Meetings*

Moved: Cr John Moulden

Seconded: Cr Malcolm Edwards

Carried Unanimously 4/0

7.4 RATES EXEMPTIONS

At the August 2014 CEO's meeting the issue of non-rateable and exempt properties having a significant impact in the Kimberley, and links with the issue generally of increased use of services without the contribution of the offsetting rate revenue was discussed, the Executive Group decided to look at making a submission to the Department of Local Government and Communities Grant Commission for consideration for the following year's grant determination, making recommendations on calculations and rationale within the balanced budget that we consider are both fair and equitable and truly recognise the additional costs incurred by local governments due to their physical and

demographic circumstances, better reflect the true expenditure needs and better represent the true revenue raising capacity.

The secretariat is in the process of developing a submission which will outline the evaluation of the Financial Assistance Grants Calculations and Methodology for Disabilities, Expenditure and Revenue. An update on progress of this issue was presented for noting by the Group.

RESOLUTION**(REPORT RECOMMENDATION)**

That the Kimberley Zone of WALGA and Regional Collaborative Group notes the progress made on the submission to the Department of Local Government and Communities Grant Commission.

Moved: Cr Graeme Campbell

Seconded: Cr Malcolm Edwards

Carried Unanimously 4/0

7.5 TAKEAWAY ALCOHOL MANAGEMENT SYSTEM UPDATE

This report provided an update as to the status of the establishment of a 12 month trial of a Takeaway Alcohol Management System (TAMS) for the Shire of Wyndham East Kimberley.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Zone of WALGA and Regional Collaborative Group note this Takeaway Alcohol Management System update report.

Moved: Cr Graeme Campbell

Seconded: Cr John Moulden

Carried Unanimously 4/0

7.6 TANAMI ROAD UPDATE

This report provided an update as to the status of the Shire of Halls Creek's progress on the sealing of the Tanami Road.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Zone of WALGA and Regional Collaborative Group notes the progress being made on the proposal to upgrade the Tanami Road.

Moved: Cr John Moulden

Seconded: Cr Malcolm Edwards

Carried Unanimously 4/0

8.1 STATE COUNCIL MEETING AGENDA AND PRESIDENT'S REPORT

As the Kimberley Zone of WALGA and Regional Collaborative Group meeting has been held out of alignment with WALGA's State Council meeting, the State Council Agenda and Presidents Report has already been received for member consideration prior to this meeting of the Zone/RCG.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Zone of WALGA notes the State Council Meeting Agenda and Presidents Report.

Moved: Cr John Moulden

Seconded: Cr Graeme Campbell

Carried Unanimously 4/0

8.2 EAST KIMBERLEY ABORIGINAL CHARTER

Wunan is an Aboriginal development organisation in the East Kimberley, with a purpose and strategy to drive long-term socio-economic change for Aboriginal people by providing real opportunities, investing in people's abilities, and by encouraging and rewarding aspiration and self-responsibility. A key objective for Wunan is to shift the balance of dependence of Aboriginal people on welfare from 80% to 20% over 20 years. This objective is based on a clear guiding philosophy that Aboriginal success grows from investing in people's ability, real opportunity, and reward for effort. Wunan facilitate long term and sustainable change by focusing on five strategic priorities:

- Education
- Employment
- Accommodation & housing
- Living Change
- Foundations

Wunan developed the initiative now known as Living Change, which is a community-led, place-based initiative for cultural, economic and social renewal in the East Kimberley. The idea was to develop a responsibility framework that could be adopted and adapted by any community in the region that wanted to take difficult but positive steps to tackle the cycle of dysfunction that is driven by the absence of responsibility, and so enable Aboriginal success.

In conjunction with the Living Change Report, Wunan has developed an East Kimberley Aboriginal Charter which outlines a commitment by Aboriginal people to make positive change to their lives and seeks the support of Government, business and the broader community to support the Living Change initiatives.

At this stage, Wunan has been funded by the Australian and State Government to report on the feasibility of implementing Living Change in one East Kimberley community: Halls Creek.

The Wunan Foundation is seeking support from Local Government for the East Kimberley Aboriginal Charter.

RESOLUTION:**(REPORT RECOMMENDATION)*****That the Kimberley Zone of WALGA;***

- 1. Supports the Wunan Foundation's East Kimberley Aboriginal Charter, and***
- 2. Refers the Charter to the Western Australian Local Government Association for support.***

Moved: Cr Graeme Campbell***Seconded: Cr John Moulden******Carried Unanimously 4/0*****8.3 PUBLIC LIBRARY STOCK FUNDING – REDUCTION BY STATE LIBRARY OF WA**

This report recommended that that the Zone considers the unanticipated reduction in Library stock funding for three of the four Shires of the Kimberley as provided through the State Library of Western Australia as per an agreed-to funding model.

It requests that a formal letter be sent to the Minister for Culture and the Arts to reinstate the agreed-to funding of \$165,000 for the 2014/15 financial year, applying a cash-flow impacting the 2014/15 financial year into the 2015/16 financial year.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Zone of WALGA write to the Minister for Planning; Culture and the Arts requesting that stock funding which was operationally agreed to for each of Shire be reinstated for the 2014/15 financial year and instead, apply the reduction to the subsequent financial year.

Moved: Cr Graeme Campbell***Seconded: Cr John Moulden******Carried Unanimously 4/0*****8.4 SOCIAL LICENCE TO OPERATE AND INVEST IN THE KIMBERLEY**

At its meeting 4 August 2014 the Kimberley Regional Collaborative Group resolved that:

"That the Kimberley Zone of WALGA authorises the Secretariat to conceptualise a Kimberley Regional Working Group to investigate and progress the issues of companies/developers social licence to operate/invest in the Kimberley Region and to develop a terms of reference to be considered by the Zone at a future time."

Following this meeting, the Social Licence Working Group core membership is to comprise the following;

- Cr Anne Poelina – Shire of Broome
- Cr Chris Loessl – Shire Halls Creek
- Cr – Shire of Wyndham East Kimberley
- William Witham - Chamber of Minerals and Energy
- Brian Lloyd - Department of Mines and Petroleum
- Paul Schollum - Western Australian Local Government Association

- TBC - Department of State Development
- TBC - Australian Petroleum Production & Exploration Association

A report recommendation was provided seeking endorsement of a draft terms of reference for the Working Group. As the motion was lost, the matter was laid on the table and it was proposed for the issue to be referred through to member Chief Executive Officers.

8.5 RED TAPE REDUCTION

At its meeting 4 August 2014 the Kimberley Regional Collaborative Group resolved that:

"That the Kimberley Zone of WALGA forms a Red Tape Reduction Committee consisting of Kimberley Chief Executive Officers and nominated Kimberley Shire Councillors; Cr K Wright, Cr E Archer, Cr C Mitchell and Cr M Edwards and invites a representative of the Chamber of Minerals and Energy, Australian Petroleum Products & Exploration Association, Chamber of Commerce, Kimberley Pastoral Board, Department of Mines and Petroleum and the Department of Planning to be a part of this group."

Following this meeting, the Red Tape Reduction Committee core membership is to comprise the following;

- Cr Chris Mitchell – Shire of Broome
- Cr Elsie Archer – Shire of Derby West Kimberley
- Cr Malcolm Edwards – Shire Halls Creek
- Cr Keith Wright – Shire of Wyndham East Kimberley
- Shannon Burdeu - Chamber of Minerals and Energy
- Brian Lloyd - Department of Mines and Petroleum
- Russell Shaw – Kimberley Pastoral Board
- TBC – Department of Planning
- TBC - Australian Petroleum Production & Exploration Association
- TBC – Chamber of Commerce

A report recommendation was provided seeking endorsement of a draft terms of reference for the Working Group.

RESOLUTION:

(REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA;

- 1. Authorises the Secretariat to request the Red Tape Reduction Committee to research and present options back to the Kimberley Zone on opportunities Local Government's can be involved with in reducing red tape,***
- 2. Endorses the Terms of Reference for the Red Tape Reduction Committee, as attached.***

Moved: Cr Graeme Campbell

Seconded: Cr John Moulden

Carried Unanimously 4/0

9.1 NEW ITEM: COUNTRY LOCAL GOVERNMENT FUND EXPENDITURE – KEY WORKER HOUSING PROJECT UPDATE

With regards to the 2011/12 funding, a new Financial Assistance Agreement and letter of variation has been submitted to the Department of Regional Development outlining the reallocation of the \$956,842 in grant funding, leveraged funding contributions from each of the three participating Shires and project deliverables. A response from DRD had not been received at the time and the Shire of Wyndham East Kimberley still remains in possession of the \$956,842 until such time as DRD approve its reallocation.

Given the withdrawal of the Shire of Wyndham East Kimberley, a new Financial Assistance Agreement and letter of variation from the 2012-13 Business Case for the Key Worker Housing project has been completed and submitted to the Department of Regional Development. A response from DRD had not been received at this point.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group notes the progress of the Country Local Government Fund 2010-11, 2011-12 and 2012-13 Grant Funding for the Key Worker Housing Project.

Moved: Cr John Moulden

Seconded: Cr Graeme Campbell

Carried Unanimously 4/0

9.2 DEPARTMENT OF LOCAL GOVERNMENT & COMMUNITIES 2012/13 GRANT FUND EXPENDITURE – RECORDS MANAGEMENT PROJECT UPDATE

A grant for \$107,000 was approved by the Department of Local Government and Communities for the purchase and implementation of an Office 365 Cloud based collaboration and Records Management System for the Kimberley Zone. This report provided an update on progress of the project. It is noted that the Shire of Broome employed a Records Officer to undertake scanning of hard copy files as part of this project. This has been fully funded by the grant.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group notes the progress of the Department of Local Government and Communities 2012-13 Grant Funding for the Records Management Project.

Moved: Cr Graeme Campbell

Seconded: Cr John Moulden

Carried Unanimously 4/0

9.3 DEPARTMENT OF LOCAL GOVERNMENT & COMMUNITIES 2013/14 GRANT FUND EXPENDITURE – BUSINESS IMPROVEMENT REVIEW UPDATE

A grant for \$107,000 was approved by the Department of Local Government and Communities for a Business Improvement Review of the IT Vision Synergy Soft system utilised by the four Kimberley Shires. The report presented advised that the Business Improvement Review project is progressing as anticipated and indicated that workshops at each shire had been conducted and functional assessments completed.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group notes the progress of the Department of Local Government and Communities 2013-14 Grant Funding for the Business Improvement Review of the IT Vision Synergy Soft System.

Moved: Cr Graeme Campbell

Seconded: Cr John Moulden

Carried Unanimously 4/0

9.4 DEPARTMENT OF LOCAL GOVERNMENT & COMMUNITIES 2014 GRANT FUND EXPENDITURE – KIMBERLEY YOUTH STRATEGY – STAGE 1 CONSULTATION

The Department of Local Government and Communities has awarded \$40,000 from the Youth Friendly Communities Grants Program to the Regional Collaborative Group to develop a Kimberley Youth Strategy Stage 1 - Consultation.

The agreed anticipated activities include the Zone working in partnership with young people and/or community groups to support youth participation in helping make their community youth friendly. The consultation may also be used to support the review of other relevant strategies, policies and plans, and to inform the improvement of relevant services. This report provided an update on progress of the project.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group notes the progress of the Department of Local Government and Communities 2014 Grant Funding for the development of the Kimberley Youth Strategy.

Moved: Cr John Moulden

Seconded: Cr Malcolm Edwards

Carried Unanimously 4/0

9.5 REGIONAL WASTE TECHNICAL ADVISORY GROUP (TAG) – MINUTES OF MEETING

The Kimberley Zone Regional Council Group at its meeting 23 February 2013 resolved that "The secretariat be authorised to establish a Kimberley Regional Waste Technical Advisory Group (TAG) to investigate and progress Waste issues for the Kimberley Region."

The Kimberley Regional Waste TAG was established with the first meeting held on 5 April 2013. In accordance with the adopted Terms of Reference, the TAG meets every 2 months.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group receives the minutes from the Regional Waste TAG meetings held 13 October 2014 and 01 December 2014.

Moved: Cr John Moulden

Seconded: Cr Malcolm Edwards

Carried Unanimously 4/0

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The estimated costs to hold a Kimberley Zone of WALGA/RCG meeting in Christmas Island would be approximately \$2,200 per person for accommodation and travel. On the basis of two Councillors attending, in addition to two members of staff, this would cost approximately \$8,800 in total. If supported this would require consideration within the 2015/16 budget process as the meeting is to be held in December 2015.

STRATEGIC IMPLICATIONS**Our Prosperity Goal – Create the means to enable local jobs creation and lifestyle affordability for the current and future population:**

Affordable and equitable services and infrastructure

Key economic development strategies for the Shire which are aligned to regional outcomes working through recognised planning and development groups/committees

Our Organisation Goal – Continually enhance the Shire's organisational capacity to service the needs of a growing community:

Sustainable and integrated strategic and operational plans

Responsible resource allocation

Improved systems, processes and compliance

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. *Receives and endorses the resolutions of the Kimberley Zone of WALGA/Regional Collaborative Group as attached in the minutes from the Joint Meeting held 9 December 2014 enbloc, excluding the resolution regarding the proposed 2015 Schedule of Meetings;*
2. *Endorses the attached 2015 Schedule of Meetings subject to the proposed December 2015 meeting being held within the Kimberley Region.*

Attachments

1. MINUTES OF THE JOINT MEETING OF THE KIMBERLEY ZONE OF WALGA AND REGIONAL COLLABORATIVE GROUP HELD 9 DECEMBER 2014
2. CORRESPONDENCE FROM KIMBERLEY ZONE PROJECT OFFICER DATED 12 DECEMBER 2014



Combined Kimberley Zone of WALGA and Regional Collaborative Group Meeting

MINUTES

2.00pm Tuesday 9 December 2014

**Shire of Halls Creek
Council Chambers
71 Thomas Street**

HALLS CREEK

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Kimberley Zone of WALGA / RCG

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The deputy chairman opened the meeting at 2.03 pm.

2. RECORD OF ATTENDANCE / APOLOGIES

ATTENDANCE:

Rebecca Herbert	Kimberley Zone of WALGA
Sam Mastrolembro	Shire of Broome
Cr Graeme Campbell	Shire of Broome
Kevin Hannagan	Shire of Wyndham East Kimberley
Cr John Moulden	Shire of Wyndham East Kimberley
Cr Keith Wright	Shire of Wyndham East Kimberley
Rodger Kerr-Newell	Shire of Halls Creek
Cr Malcolm Edwards	Shire of Halls Creek
Cr Virginia O'Neil	Shire of Halls Creek
Stephen Gash	Shire of Derby West Kimberley
Cr Elsie Archer	Shire of Derby West Kimberley
Chris Green	WALGA
Katelyn Hegarty	WALGA – RoadWise
Ms Jennifer Mathews (via teleconference)	Department Local Government and Communities
Brenda Garstone	Empowered Communities

APOLOGIES:

Kenn Donohoe	Shire of Broome
Cr Chris Mitchell	Shire of Broome
Cr Ross Sullivan	Shire of Derby West Kimberley
Tim Bray	Kimberley Development Commission
Glen Chidlow	Australia's North West Tourism

3. DECLARATION OF INTEREST

- **Financial Interest**
Nil
- **Impartiality Interest**
Nil
- **Proximity Interest**
Nil

4. CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the combined Kimberley Zone of WALGA / RCG Meeting held on 3 October 2014 be confirmed as a true and accurate record of that meeting.

Moved: Cr John Moulden

Seconded: Cr Malcolm Edwards

CARRIED UNANIMOUSLY 4/0

5. BUSINESS ARISING FROM PREVIOUS MEETING

Nil

6. PRESENTATIONS FROM REPRESENTATIVES

- 6.1 Brenda Garstone – Empowered Communities**
East Kimberley Aboriginal Charter

7. REPORTS FROM ZONE / RCG

7.1 KIMBERLEY ZONE OF WALGA & RCG MEETING RESOLUTION STATUS REPORT

LOCATION/ADDRESS: Kimberley Region
APPLICANT: Nil
FILE: OGS03 & RCG01
AUTHOR: Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S Nil
RESPONSIBLE OFFICER: Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 26 November 2014

SUMMARY: This report provides the resolution status report from the Kimberley Zone of WALGA and Regional Collaborative Group meetings held from February 2013.

BACKGROUND

Previous Considerations

Kimberley Zone/ Regional Collaborative Group Meeting 2 October 2013	Item 7.1
Kimberley Zone/ Regional Collaborative Group Meeting 26 November 2013	Item 7.3
Kimberley Zone/ Regional Collaborative Group Meeting 24 February 2014	Item 7.1
Kimberley Zone/ Regional Collaborative Group Meeting 30 April 2014	Item 7.1
Kimberley Zone/ Regional Collaborative Group Meeting 23 June 2014	Item 7.1
Kimberley Zone/ Regional Collaborative Group Meeting 4 August 2014	Item 7.1
Kimberley Zone/ Regional Collaborative Group Meeting 3 October 2014	Item 7.1

COMMENT

This report has been established to ensure proactive completion of meeting resolution items in a timely manner.

CONSULTATION/STAKEHOLDERS

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Resolution Status Report contains financial implications however they do not record discussion on funding applications which may lead to further financial implications in the future. Where financial implications are relevant these will be presented to the zone meetings for approval.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION:
(REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA & Regional Collaborative Group:

- 1. Receives the attached Resolution Status Report;***
- 2. Authorises the Secretariat to proceed with co-ordinating the finalisation of outstanding action items arising from meeting resolutions.***

Moved: Cr John Moulden

Seconded: Cr Malcolm Edwards

Carried Unanimously 4/0

Attachment: 10 pages

7.2 KIMBERLEY ZONE OF WALGA 14/15 FINANCIAL ACTIVITY REPORT

LOCATION/ADDRESS: Kimberley Region
APPLICANT: Nil
FILE: OGS03 & RCG01
AUTHOR: Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S Nil
RESPONSIBLE OFFICER: Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 26 November 2014

SUMMARY: This report recommends that the Kimberley Zone of WALGA and Regional Collaborative Group adopt the Financial Activity Report for the period ended 26 November 2014

BACKGROUND

Previous Considerations

Nil

COMMENT

Indicators and Variances

The following are the key indicators of the year to date budget position;

Budget Year Lapsed	41%
Total Operating Income	8%
Total Operating Expenditure	7%

Committed Kimberley Regional Collaborative Group project expenditure as percentage of forecast budget;

2012-13 DLGC – Records Management	55%
2013-14 DLGC – Business Improvement Review	16%
2010-11 CLGF – Key Worker Housing	100%
2011-12 CLGF – Key Worker Housing	27%
2014 DLGC – Kimberley Youth Strategy	11%

More detailed explanations of variances are contained in the notes to the statement of financial activity.

CONSULTATION/STAKEHOLDERS

Nil

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulation 1996

34. Financial activity statement required each month (Act s. 6.4)
(1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

These are detailed above and in the attachment.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION:

(REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA and Regional Collaborative Group adopts the Financial Activity Report for the period ended 26 November 2014.

Moved: Cr John Moulden

Seconded: Cr Malcolm Edwards

Carried Unanimously 4/0

Attachment: 2 pages

The Chairman changed the order of business to permit Kelvin Mathews to ring in and present on item 7.3.

7.3 2015 SCHEDULE OF MEETINGS FOR KIMBERLEY ZONE OF WALGA & RCG

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	OGS03 & RCG01
AUTHOR:	Rebecca Herbert
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	26 November 2014

SUMMARY: This report presents the 2015 Schedule of Meetings for the Kimberley Zone of WALGA and Regional Collaborative Group.

7.4 RATES EXEMPTIONS

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	OGS03 & RCG01
AUTHOR:	Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	28 November 2014

SUMMARY: This report recommends that the Kimberley Zone of WALGA and Regional Collaborative Group make a submission to the Department of Local Government and Communities Grant Commission in relation to Financial Assistance Grants.

BACKGROUND

The Western Australian Local Government Grants Commission (the Commission) is a statutory body established by State legislation, the Local Government Grants Act 1978.

Its principle function is the making of recommendations to the State Minister for Local Government on the allocations of "General Purpose Grants" amongst 138 local governments in WA. These General Purpose Grants are the State's entitlement for financial assistance from the Commonwealth Government, paid in equal quarterly instalments for a financial year, under the Australian law, Local Government (Financial Assistance) Act 1995.

The distribution of Commonwealth Government Financial Assistance Grants is for local government purposes, to achieve equitable levels of services, by reasonable effort.

The Western Australian share of Commonwealth funding for 2014-15 is \$280,989,640 being 12.28% of the national allocation of \$2.288 billion. This funding is untied, i.e. there are no conditions on how these funds should be spent. The allocation has increased from \$274 million in 2013/14. This amount is divided into two parts, a general purpose component and a local roads component.

The funding provided to local governments is allocated on the basis of horizontal equalisation, to ensure that each local government in the State is able to function at a standard not lower than the average standard of other local governments. All local governments are entitled to receive at least the minimum grant. That minimum grant cannot be less than 30% of what the local government would receive if all grants were allocated on a per capita basis.

For the purposes of the Zone's submission, the Kimberley Zone is only concerned with the General Purpose Grants.

The Balanced Budget approach has been used to calculate General Purpose Grants since 1994. The Commission calculates the equalisation requirement of each local government by assessing the revenue raising capacity and expenditure need of each local government. Five categories (called standards) have been used to calculate revenue raising ability and six categories have been used to establish expenditure need.

The equalisation requirement is the difference between the assessed expenditure need and the assessed revenue raising capacity of each local government. A range of disability factors have been developed by the Commission, (e.g. location, population dispersion and socio economic disadvantage), and are included in the calculation of the standards to recognise the additional costs a local government faces due to its physical or demographic characteristics.

The General Purpose Grants are increasing each year however the application of the new methodology for the calculation of General Purpose Grants has resulted in each of the Kimberley Shires receiving reductions over the last two years.

LGA	2012-13 GPG	2013-14 GPG	2014-15 GPG	2 year Reduction	2 year reduction %
SOB	2,541,483	2,287,335	2,073,797	-467,687	-22.6%
SDWK	4,738,832	4,264,949	4,318,461	-420,372	-9.7%
SHC	3,628,719	3,421,106	3,471,743	-156,976	-4.5%
SWEK	3,066,768	2,760,091	2,797,996	-268,772	-9.6%

These reductions in General Purpose funding have a significant adverse impact on the ability of Shire's to provide services and it has resulted in the erosion of rate increases to cover the loss of operating revenue.

The average revenue capacity is calculated based on valuation and assessment data sourced from the Valuer General (Landgate). The average revenue capacity of the Kimberley local governments is significantly overstated due to the presence of non-rateable assessments being included.

LGA	Shire Data		Landgate Data		2014-15 Budget Revenue
	# Rateable Properties	# Non- Rateable Properties	# Rateable Properties	# Non- Rateable Properties	
SOB	6,561	686	6,455	283	18,988,475
SDWK	1,882	501	1,680	1,801	6,362,511
SHC	615	870	352	435	2,106,397
SWEK	2,685	808	2,593	2,790	9,174,018

LGA	Shire Data		Landgate Data		% of Over Valuation by Landgate
	Sum Rateable Values	Sum Non- Rateable Values	Sum Rateable Values	Sum Non- Rateable Values	
SOB	285,318,741	30,302,892	300,379,847	130,849,891	103%
SDWK	68,120,650	5,836,495	94,474,859	60,704,673	140%
SHC	27,857,649	9,024,174	41,079,895	33,028,942	123%
SWEK	278,639,928	34,047,173	417,891,784	360,378,876	138%

The Grants Commission has recently contacted the Valuer General regarding this issue and concluded that valuations and assessments that have been requested by the local government are included in the data sourced for the Grant determinations despite whether or not they are actually generate a levied rate. For properties that are not rated by the local government, they can have these removed from the Valuer General data base.

COMMENT

At the August 2014 CEO's meeting the issue of non-rateable and exempt properties having a significant impact in the Kimberley, and links with the issue generally of increased use of services without the contribution of the offsetting rate revenue was discussed, the Executive Group decided to look at making a submission to the Department of Local Government and Communities Grant Commission for consideration for the following year's grant determination, making recommendations on calculations and rationale within the balanced budget that we consider are both fair and equitable and truly recognise the additional costs incurred by local governments due to their physical and demographic circumstances, better reflect the true expenditure needs and better represent the true revenue raising capacity.

The secretariat is in the process of developing a submission which will outline the evaluation of the Financial Assistance Grants Calculations and Methodology for Disabilities, Expenditure and Revenue.

Information to date indicates the following recommendations be proposed in the submission to the Grants Commission;

- Commence a review of *Local Government Act 1995* and *Land Administration Act 1992* to either:
 1. Remove exemptions
 2. Redirect revenue paid to the treasurer by Government Trading Enterprises under the principle of 'competitive neutrality, 'back into Local Governments
- The average revenue capacity is calculated based on valuation and assessment data sourced from the Valuer General (Landgate). Each Shire needs to resubmit this information to Landgate so that the average revenue capacity is not overstated due the presence of non-rateable assessments being included.
- Each Shire needs to request the Valuer General data base remove properties that are not rated by the local governments.
- We recommend a 'road distance' percentage share of 10% be incorporated as a factor in the Aria+ calculation for the Location Disability.
- We recommend that 'Census Night Population' statistics be used in the calculations for population share instead of ABS 'Usual Resident Population'.
- We recommend a 20% Indigenous undercount be added to the ASB statistics.
- We recommend a 4% increase per annum across each shire for 2017 and 2021 instead of the WAT forecast for the Growth Disability.
- If Population dispersion remains to exclude Indigenous Communities, then the number of Indigenous communities must be included as an additional factor in the Indigenous Disability.

- We recommend a 'Heat' factor be incorporated into the calculation to support the true electricity cost of cooling buildings in the Climate Disability.
- We recommend that a 'Cyclone' factor be incorporated into the calculation to support the true risk of cyclone impact in the Climate Disability.
- We recommend an 'Indigenous Service' factor to take into consideration the number of Indigenous communities, be incorporated into the calculation for the Indigenous Disability.
- We recommend that the Kimberley Shire's be incorporated into the Regional Centre disability allowance, and be allocated a regional centre relativity of 5.
- We recommend that the Actual Total Assessments figures be used in the 'Balanced Budget'.
- We recommend that a factor be incorporated into the Recreation and Culture Standard to acknowledge the Recreation and Aquatic Centres providing regional and international services.
- We recommend an Indigenous disability factor should be applied at 50% to take into consideration the expenditure on litter collection and vandalism for the Community Amenities Standard.
- We recommend that a factor be included in the Law, Order and Public Safety Standard to take into consideration Transient population, Ranger services, Road distance and Fire brigade capital.
- We recommend that the Transport Expenditure Standard incorporate Location, Population Dispersion and additional factors that acknowledge mobilisation and de-mobilisation costs and freight costs which are excessive in regional and remote areas.
- We recommend a new Tourism Disability Factor be added.
- We recommend a Non-Rateable/Exempt factor be included in the Revenue Standard that reduces the revenue assessment by the number and total value of Non-Rateable/Exempt properties.
- We recommend that a factor be incorporated into the Pastoral Rates Standard to acknowledge the commercial deals (e.g. Ord Stage 2) where very low \$/ha are allocated to encourage economic development.
- Currently the Mining and Agricultural Revenue Standards have a two year lag time. We recommend that the 2013/14 figures be used.

Currently the four Kimberly Shires make up 6.62% of the Disability Standard, 2.41% of the Expenditure Standard and 1.37% of the Revenue Standard, should our recommendations be implemented, Disabilities would increase to 9.10%, Expenditure would increase to 2.94%

and Revenue would decrease to 1.18% and thus better recognise the additional costs incurred by local governments due to their physical and demographic circumstances. As well as reflect the true expenditure needs and revenue raising capacity of the Local Governments.

CONSULTATION/STAKEHOLDERS

Department of Local Government and Communities
Shire of Broome
Shire of Derby West Kimberley
Shire of Halls Creek
Shire of Wyndham East Kimberley

STATUTORY ENVIRONMENT

Local Government Act 1995

6.26. Rateable land

- (1) Except as provided in this section all land within a district is rateable land.
- (2) The following land is not rateable land —
 - (a) land which is the property of the Crown and —
 - (i) is being used or held for a public purpose; or
 - (ii) is unoccupied, except —
 - (I) where any person is, under paragraph (e) of the definition of **owner** in section 1.4, the owner of the land other than by reason of that person being the holder of a prospecting licence held under the *Mining Act 1978* in respect of land the area of which does not exceed 10 ha or a miscellaneous licence held under that Act; or
 - (II) where and to the extent and manner in which a person mentioned in paragraph (f) of the definition of **owner** in section 1.4 occupies or makes use of the land; and
 - (b) land in the district of a local government while it is owned by the local government and is used for the purposes of that local government other than for purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the local government; and
 - (c) land in a district while it is owned by a regional local government and is used for the purposes of that regional local government other than for the purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the regional local government; and
 - (d) land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood; and
 - (e) land used exclusively by a religious body as a school for the religious instruction of children; and
 - (f) land used exclusively as a non-government school within the meaning of the *School Education Act 1999*; and
 - (g) land used exclusively for charitable purposes; and
 - (h) land vested in trustees for agricultural or horticultural show purposes; and

- (i) land owned by Co-operative Bulk Handling Limited or leased from the Crown or a statutory authority (within the meaning of that term in the *Financial Management Act 2006*) by that co-operative and used solely for the storage of grain where that co-operative has agreed in writing to make a contribution to the local government; and
 - (j) land which is exempt from rates under any other written law; and
 - (k) land which is declared by the Minister to be exempt from rates.
- (3) If Co-operative Bulk Handling Limited and the relevant local government cannot reach an agreement under subsection (2)(i) either that co-operative or the local government may refer the matter to the Minister for determination of the terms of the agreement and the decision of the Minister is final.
- (4) The Minister may from time to time, under subsection (2)(k), declare that any land or part of any land is exempt from rates and by subsequent declaration cancel or vary the declaration.
- (5) Notice of any declaration made under subsection (4) is to be published in the *Gazette*.
- (6) Land does not cease to be used exclusively for a purpose mentioned in subsection (2) merely because it is used occasionally for another purpose which is of a charitable, benevolent, religious or public nature.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

These are detailed in the attachment.

STRATEGIC IMPLICATIONS

The Kimberley Regional Business Plan 2014-2018

Goal 1- Governance: A collaborative group demonstrating strong Regional Governance

- Outcome 1.4 Business efficiency and improved services through collaboration
- Strategy 1.4.1 Promote and facilitate mutually beneficial, cost efficient shared services arrangements
- Action 1.4.1.1 Identify key services requiring further collaborative effort to enhance delivery outcomes across the region, dependent on business cases as opportunities arise.

VOTING REQUIREMENTS

Simple Majority

RESOLUTION (REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA and Regional Collaborative Group notes the progress made on the submission to the Department of Local Government and Communities Grant Commission.

Moved: Cr Graeme Campbell

Seconded: Cr Malcolm Edwards

Carried Unanimously 4/0

Attachment: Nil

Order of Business was changed by the Chairperson to permit Brenda Garstone from Empowered Communities to present on the East Kimberley Charter.

The Director General Jennifer Mathews from the Department of Local Government and Communities phoned in via teleconference with Scott Hollingsworth and Kelly McIntyre, the following matters were discussed;

- A status update of the department's position on municipal service delivery to remote indigenous communities and support being provided to the Kimberley Local Governments was provided. It was noted that the Department of Regional Development will be the lead agency and that consultants will be engaged in the New Year to begin consultation and to develop an Investment Strategy to support the direction of funds and investment into sustainable communities.
- The Remote Aboriginal Committee is going to be established in the new year once the strategic approach has been determined.
- It was also noted that further funding of approximately \$6M under the Country Local Government Fund for Capacity Building Initiatives will be available over the next few years.
- Regional subsidiaries are progressing well.

Rebecca provided an update on the development of the Kimberley Youth Strategy and a briefing note will be provided to the Department.

The Chairman changed the order of business to consider item 7.3 as Kelvin Mathews, CEO Shire of Christmas Island phoned in via teleconference.

7.3 2015 SCHEDULE OF MEETINGS FOR KIMBERLEY ZONE OF WALGA & RCG

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	OGS03 & RCG01
AUTHOR:	Rebecca Herbert
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	26 November 2014

SUMMARY: This report presents the 2015 Schedule of Meetings for the Kimberley Zone of WALGA and Regional Collaborative Group.

BACKGROUND

Previous Considerations

Kimberley Zone/ Regional Collaborative Group Meeting 3 October 2014 Item 12.2

COMMENT

At the 3 October Zone/RCG Meeting in Derby, a resolution was proposed to schedule four face to face Zone/RCG meetings in 2015, in addition to holding video conference meetings as required for consideration of the WALGA State Council Agenda, with meetings scheduled for;

- March 2015 - Darwin - Joint Kimberley/ Pilbara/ Northern Territory Forum
- August 2015 - Perth - Local Government Week
- October 2015
- December 2015

A proposed schedule of dates for meeting in 2015 is attached for consideration. Please note, dates have been proposed to avoid clashes with member ordinary meetings of Council.

CONSULTATION/STAKEHOLDERS

Consultation has occurred between the four individual Kimberley Shire Councils, the Pilbara Regional Council, WALGA, KDC and ALGA to determine the dates for the 2015 Schedule of Meetings for the Kimberley Zone of WALGA and RCG.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That the Kimberley Zone of WALGA & Regional Collaborative Group:

1. *Receives the attached 2015 Schedule of Meetings;*

MAY 2-5 SAT-TUE	Kimberley/Pilbara/NT Joint Annual Forum	Darwin
AUG 3-4 MON-TUE	Zone & RCG Meeting	Perth
OCT 5-6 MON-TUE	Zone & RCG Meeting	Derby
DEC 3-5 THUR-SAT	Zone & RCG Meeting	Christmas Island

2. *Endorses the attached 2015 Schedule of Meetings*

Attachment: 3 pages

Kelvin Mathew joined the meeting via teleconference to convey the Shire of Christmas Island's appreciation and support for the recommendation to schedule the Kimberley Zone meeting for Christmas Island in December 2015.

RESOLUTION:

That the Kimberley Zone of WALGA & Regional Collaborative Group:

1. ***Receives the attached 2015 Schedule of Meetings;***

FEB 27 FRI	Zone & RCG Meeting	Derby
MAY 2-5 SAT-TUE	Kimberley/Pilbara/NT Joint Annual Forum	Darwin
AUG 3-4 MON-TUE	Zone & RCG Meeting	Perth
DEC 3-5 THUR-SAT	Zone & RCG Meeting	Christmas Island (Subject to member Council approval)

2. ***Endorses the attached 2015 Schedule of Meetings***

Moved: Cr John Moulden

Seconded: Cr Malcolm Edwards

Carried Unanimously 4/0

7.5 TAKEAWAY ALCOHOL MANAGEMENT SYSTEM UPDATE

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	OGS03 & RCG01
AUTHOR:	Director Community Development, Shire of Wyndham East Kimberley
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Acting Chief Executive Officer, Shire of Wyndham East Kimberley
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	28 November 2014

SUMMARY: This report provides an update as to the status of the establishment of a 12 month trial of a Takeaway Alcohol Management System (TAMS) for the Shire of Wyndham East Kimberley.

BACKGROUND

The Kununurra Wyndham Alcohol Accord is a voluntary co-operative arrangement that aims to reduce the alcohol related harm that is caused by excessive drinking.

The Kununurra Wyndham Alcohol Accord first proposed a Takeaway Alcohol Management System (TAMS) to the Department of Racing, Gaming and Liquor for endorsement in February 2012. The Department did not endorse the proposal with the feedback that the Director was unable to endorse the TAMS method due to ramifications beyond the Liquor Control Act. Therefore any such initiative would need to be on a voluntary basis.

While it was clear that the TAMS option would need to be a voluntary initiative the Accord revisited the proposal in 2013.

COMMENT

In the course of revisiting the proposal, a multitude of concerns have been raised about the TAMS. These include the privacy, procedures if the system fails (power failure etc.) and people having difficulty obtaining suitable ID. It is the opinion of the Shire of Wyndham East Kimberley, and some members of the Accord, that with good policy and procedures, all of these barriers can be overcome.

In addition to the operational barriers however, Licensees stated on 24 July 2014 that they are "supportive of a TAMS trial, subject to no direct costs being incurred by the individual operators" and "we are not prepared to bear any of the costs associated with the installation or ongoing running costs or maintenance of the system".

In response, the Accord sought funding for the rental of the equipment required \$13,500. Regional Development Australia has agreed to provide \$6,567.00 and the Kimberley Zone the remaining \$6,933.

The Accord was made aware of the availability of this funding at the 21 October Accord Meeting. On 11 November, a response was received from two hotels listing specific terms under which they would conduct the trial. These terms include assurance that the accord would cover any additional costs such as staff wages, and that the desired outcomes are documented prior to the trial commencing.

To address the concerns currently presented, the following actions are outstanding:

- Develop endorsed performance measures for the TAMS trial
- Seek support from Department of Racing Gaming and Liquor in monitoring the performance of the TAMS
- Seek support from Drug and Alcohol Office in monitoring the performance of the TAMS
- Develop a community engagement strategy for the TAMS.

The Shire of Wyndham East Kimberley has therefore proposed that the next Accord meeting be a Strategic Planning Session scheduled for 2 December 2014 to review the existing Accord strategies, particularly TAMS and the additional requests made, and to identify new strategies to be included in the Accord document.

The actions listed are currently on hold awaiting the outcomes of the 2 December Alcohol Accord Strategic Planning Meeting.

CONSULTATION/STAKEHOLDERS

Consultation regarding the TAMS has taken place with all Alcohol Accord members through the Alcohol Accord Meetings.

STATUTORY ENVIRONMENT

Restrictions on the Sale and supply of packaged liquor in Kununurra and Wyndham were introduced under section 64 of the Liquor Control Act 1988.

The current mandated restrictions in Kununurra and Wyndham as implemented in November 2012 are attached.

The Department of Racing, Gaming and Liquor did not endorse the TAMS proposal with the feedback that the Director was unable to endorse the TAMS method due to ramifications beyond the Liquor Control Act.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

FINANCIAL IMPLICATIONS

The Kimberley Zone has agreed to provide \$6,933 towards this TAMS trial.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION:

(REPORT RECOMMENDATION)

*That the Kimberley Zone of WALGA and Regional Collaborative Group note this
Takeaway Alcohol Management System update report.*

Moved: Cr Graeme Campbell

Seconded: Cr John Moulden

Carried Unanimously 4/0

Attachment: Nil

7.6 TANAMI ROAD UPDATE

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	OGS03 & RCG01
AUTHOR:	Chief Executive Officer, Shire of Halls Creek
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Chief Executive Officer, Shire of Halls Creek
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	14 November 2014

SUMMARY: This report provides an update as to the status of the Shire of Halls Creek to progress the sealing of the Tanami Road.

BACKGROUND

The Tanami Road runs from Alice Springs in the Northern Territory to the Great Northern Highway just north of Halls Creek in Western Australia for a total of 1,010km with 753km remaining unsealed between Halls Creek, WA and Yuendumu, NT. The condition of the road varies from gravel road to unformed road with poor sight lines, corrugated surfaces, washouts and excessive dust generation. The road is maintained by the Territory Government in the Northern Territory and the Shire of Halls Creek in Western Australia. The Shire sources funding for the maintenance of the road from the Federal and State Governments in the form of the Financial Assistance Grant for roads, regional roads funding from Main Roads Australia and grants for flood damage repair.

The road currently serves a number of important functions which include:

- Access to the communities of Billiluna, Balgo and Mulan
- Access for mining and pastoral activities
- Access for tourism

For the communities the current condition of the road severely affects:

- Community based health and community services,
- Access to health and community services in Halls Creek and beyond
- The cost of living on country
- Employment and economic development opportunities; and
- Connection to country

The mining and pastoral sectors are limited in their development as the road is a major barrier to transporting supplies in and products out due to the high cost in terms of time, vehicle maintenance and fuel. In addition the closure of the road during the wet season stops freight and produce moving in and out of the area. Tourism is restricted to those tourists with appropriate vehicles and experience to drive to the conditions of the unsealed road.

The Shire considers that the sealing of the road would bring the following benefits:

Enhanced Accessibility and Connectivity for Aboriginal Communities, delivering on Closing the Gap in:

- Health
- Economic development – both employment and enterprise opportunities

- Community
- Culture

Improve economic development opportunities for growth and diversification by enhancing Accessibility for the following sectors:

- Mining – Improved access and reduction in costs
- Agriculture – support growth, diversification and sustainability
- Tourism – Increase tourist numbers and diversity

Improve Liveability in the Shire, Region and Northern Australia:

- Reducing cost of living
- Improving access

Accessibility for Defence Purposes:

- Decrease response times to deliver humanitarian aid and disaster relief
- Enhance border security and protection of resources
- Participate in joint defence exercises with neighbours and allies

Over the last year the importance of the road in the local, regional and national infrastructure has been supported in a number of federal and State Government Strategies:

- Pivot North report, which has been released as part of the Inquiry into Developing Northern Australia, includes the sealing of the Tanami in one of its 7 Priority Recommendations to the Federal Government.
- Western Australia State Planning Strategy 2050 identifies the road as a major road into the north west of the State from the rest of Australia
- Draft 2036 and Beyond: Regional Blueprint for the Kimberley, Kimberley Development Commission, sees it as a vital part of the pipeline of Infrastructure and Service projects that will achieve the key economic outcomes for the region.

Life in the communities of Billiluna, Balgo and Mulan will improve markedly if the road is sealed from the border to Halls Creek as it will increase access to services in the region, decrease the cost of goods and services in the communities and increase connectivity to country and culture for those living away from country. In the mining, tourism and agricultural sectors enhanced accessibility and connectivity will be achieved boosting investment and employment in the area. Freight logistics can be vastly improved and this will in turn improve liveability in the shire and the region. It will also decrease the sense of isolation for those living in the area. Employment and enterprise opportunities for those living in the communities along the Tanami will improve even more with increased tourism, mining and agricultural activity in the immediate area.

The sealing of the Tanami Road is the priority infrastructure project for the Shire, the Kimberley Region and Northern Australia. The Shire will continue to advocate for and support the project at all levels of government as well as continue to build on the work we have already undertaken in building a business case for the project and seeking funding to undertake the work. A briefing paper on the upgrade has been prepared by the Shire and is attached to this report.

COMMENT

At the Regional Cabinet Meeting in Kununurra the Shire President and CEO met with the Minister of Transport to discuss the Tanami upgrade. Both the Deputy Premier and Premier have visited the Shire in recent weeks along with the Minister of Aboriginal Affairs. The Premier has confirmed that there is State support for upgrading the Tanami Road.

At the September COAG meeting with the Northern Territory Chief Minister and the Western Australian Premier the Prime Minister requested a position paper on the upgrade be prepared for the Senior Officials Reference Group on Northern Australia. This was subsequently prepared by the Northern Territory Government administration. Further to this the Northern Territory is in the process of preparing a business case for upgrading the Tanami Road on both sides of the border for the total length of the road. This work includes both a financial cost/benefit report and an engineering report. It will draw on work previously undertaken by the Northern Territory government and the Shire of Halls Creek. It is expected that this report will be completed in the first week of December.

CONSULTATION/STAKEHOLDERS

The Shire has received many letters of support for the upgrade from both WA and NT politicians across the political spectrum, development organisations in both the State and the Territory, Aboriginal communities and those in the pastoral, resources and transport sectors.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Kimberley Strategic Community Plan 2014 – 2024

Goal 3 - Built Environment: Improved and secure transport, communications, community and essential services

- Outcome 3.2 Improved regional arterial road network, ports and airports
- Strategy 3.2.1 Develop and provide input to regional transport priorities, policies and plans

Goal 5 - Economy: A sustainable and diverse economy

- Outcome 5.1 Generational advantage that captures the wealth for the region

- Strategy 5.1.1 Support regional partnerships with both private and public sector for future investment in the region

VOTING REQUIREMENTS

Simple Majority

RESOLUTION:

(REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA and Regional Collaborative Group notes the progress being made on the proposal to upgrade the Tanami Road.

Moved: Cr John Moulden

Seconded: Cr Malcolm Edwards

Carried Unanimously 4/0

Attachment: 27 pages

8. REPORTS FROM KIMBERLEY ZONE OF WALGA

8.1 STATE COUNCIL MEETING AGENDA AND PRESIDENTS REPORT

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	OGS03
AUTHOR:	Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	26 November 2014

SUMMARY: As the Kimberley Zone of WALGA and Regional Collaborative Group meeting has been held out of alignment with WALGA's State Council meeting, the State Council Agenda and Presidents Report has already been received for member consideration prior to this meeting of the Zone/RCG.

BACKGROUND

Previous Considerations

Nil

COMMENT

For Member consideration

CONSULTATION/STAKEHOLDERS

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION:
(REPORT RECOMMENDATION)

***That the Kimberley Zone of WALGA notes the State Council Meeting Agenda and
Presidents Report.***

Moved: Cr John Moulden

Seconded: Cr Graeme Campbell

Carried Unanimously 4/0

Attachment 1: 248 pages

Attachment 2: 4 pages

8.2 EAST KIMBERLEY ABORIGINAL CHARTER

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	OGS03
AUTHOR:	Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	11 November 2014

SUMMARY: The Wunan Foundation is seeking support from Local Government for the East Kimberley Aboriginal Charter.

BACKGROUND

Department of the Prime Minister and Cabinet is making substantial progress in meeting the Government's key election commitments in Indigenous Affairs. Actions undertaken include:

- Moving the administration of more than 150 Indigenous programmes and services, from eight different government departments, into the Department of the Prime Minister and Cabinet.
- Establishing the Prime Minister's Indigenous Advisory Council.
- Implementing the \$28.4 million Remote School Attendance Strategy.
- Commissioning a review of Indigenous employment and training programmes.
- Providing up to \$45 million to fast-track the implementation of a demand-driven Vocational Training and Employment Centres training model.
- Providing \$5 million to support the design of the Empowered Communities initiative.
- Working to build support for a successful referendum to recognise the first Australians in our Constitution.

The Australian Federal Government has committed \$5 million to support the Empowered Communities initiative that aims to strengthen local leadership and governance and build strong, healthy, prosperous and safe communities. The Government is working in partnership with key Indigenous leaders from eight regions across Australia, representatives from corporate Australia and a number of organisations as part of this process to lead the design work.

The project aims to design a new governance model for the regions to ensure more customised and coordinated government initiatives and to provide greater empowerment of local Indigenous leaders over the activities in their communities. The model aims to achieve greater coordination of government policy and it will ensure that government investment is informed by local leaders and targeted to make a genuine and practical difference to the lives of Indigenous people.

The eight regions involved are Cape York, Central Coast of NSW, Inner Sydney, Goulburn Murray, East Kimberley, West Kimberley, APY/NPY Lands and North East Arnhem Land.

Empowered Communities Steering Committee member Ian Trust from Wunan in Western Australia is actively leading this initiative.

Wunan is an Aboriginal development organisation in the East Kimberley, with a clear purpose and strategy to drive long-term socio-economic change for Aboriginal people by providing real opportunities, investing in people's abilities, and by encouraging and rewarding aspiration and self-responsibility. A key objective for Wunan is to shift the balance of dependence of Aboriginal people on welfare from 80% to 20% over 20 years. This objective is based on a clear guiding philosophy that Aboriginal success grows from investing in people's ability, real opportunity, and reward for effort. Wunan facilitate long term and sustainable change by focusing on five strategic priorities:

- Education
- Employment
- Accommodation & housing
- Living Change
- Foundations

Wunan developed the initiative now known as Living Change, which is a community-led, place-based initiative for cultural, economic and social renewal in the East Kimberley. The idea was to develop a responsibility framework that could be adopted and adapted by any community in the region that wanted to take difficult but positive steps to tackle the cycle of dysfunction that is driven by the absence of responsibility, and so enable Aboriginal success.

At this stage, Wunan has been funded by the Australian and State Government to report on the feasibility of implementing Living Change in one East Kimberley community: Halls Creek.

Living Change has two components:

1. Aboriginal leaders driving the re-establishment of individual and parental responsibility as a base for cultural, economic and social renewal, built on four elements:
 - Communities agreeing a set of responsibilities (e.g. children attend school every day)
 - Establishing a panel of community leaders (possibly with statutory authority) to work with people who are not meeting the community-agreed responsibilities
 - The panel using case managers to connect those people with appropriate support services (e.g. drug and alcohol counselling) to help them meet their responsibilities

- Encouraging those who start to meet the responsibilities, while using income management as a tool to support those who continue to not meet the responsibilities or fail to engage with support services
- 2. An opportunity component that involves business, government and the not-for-profit sector ensuring access to high standard opportunities in education, employment and housing for responsible families and communities committed to difficult social change. Those opportunities might include access to good boarding schools, fly-in fly-out mining jobs and a housing model that enables working people to transition from public housing to private rental and home ownership.

By relying on community-based decision making and Aboriginal leadership, Living Change increases community independence, respect and responsibility for tackling current problems, rather than seeking to blame outsiders. By establishing a set of responsibilities, it sends a clear signal to community members about the base conditions that underpin a cohesive and vibrant community. By seeking additional opportunities for families and communities committed to positive change, it rewards those who are willing to help themselves and challenges prevailing notions about getting something for nothing.

In December 2012, Wunan provided to the Australian and Western Australian Governments a scoping study on implementing Living Change in Halls Creek. This study was based on nearly two years of community consultation and policy design. It makes four recommendations on actions governments should take to support the implementation of Living Change;

- Implementation of the individual and parental responsibility component of Living Change be supported by the:
 - State Government passing legislation to establish a panel of community leaders in Halls Creek as a statutory authority, and
 - Australian Government amending the *Social Security (Administration) Act 1999* to enable the panel to make income management decisions.
- Educational opportunities supporting Living Change:
 - State Government ensure that all steps are being taken, and sufficient resources are being provided, to radically lift school attendance and performance in Halls Creek, and
 - Both Governments consider permanent funding for the Dural initiative if the pilot is successful.
- Employment opportunities supporting Living Change:
 - Both Governments consider supporting a 12-month trial of a fly-in, fly-out initiative for job seekers in and around Halls Creek looking to work in the Pilbara.
- Housing opportunities supporting Living Change:

- State Government meet the cost of a major land release in Halls Creek for transitional housing and consider other options for correcting the distorted housing market in Halls Creek.

COMMENT

In conjunction with the Living Change Report, Wunan has developed an East Kimberley Aboriginal Charter which outlines a commitment by Aboriginal people to make positive change to their lives and seeks the support of Government, business and the broader community to support the Living Change initiatives.

The mutual agreement requires Aboriginal people to:

- Ensure all kids attend school; that they may compete for the opportunities in life.
- Ensure all able bodied adults work; that they may find purpose and economic prosperity.
- Ensure all tenancy obligations are met; that living conditions may improve and better housing opportunities are made available.
- Ensure that vulnerable people, young and old, are cared for; that they feel secure and loved.
- Ensure that no crimes are committed; that individuals and families enjoy safe and supportive community life.

The mutual agreement requires the broader community to:

- Create mechanisms by which the Aboriginal community is empowered to provide solutions and support for individuals and families to uphold these essential responsibilities; and ultimately to enforce them.

The mutual agreement requires Government, business and the broader community to:

- Provide opportunities, appropriate funding and services, and coherent policies that provide incentives and rewards for Aboriginal people to engage.

CONSULTATION/STAKEHOLDERS

Wunan Foundation

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

As noted above part of the Charter is the agreement of Government to provide coherent policies that provide incentives and rewards for Aboriginal people to engage with the five

tenets set out for Aboriginal People. It is envisaged that the Charter would be one of the matters considered in the review of Strategic Community Plans and other strategic planning documents by Shires in the East Kimberley.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

The Kimberley Regional Business Plan 2014-2018

Goal 1 - Governance: A collaborative group demonstrating strong Regional Governance

- Outcome 1.3 Effective engagement with Aboriginal governance structures
- Strategy 1.3.1 Develop relationships and consultation processes with Aboriginal Groups at a regional level
- Action 1.3.1.1 Develop a consultation and engagement strategy to work with Aboriginal corporations, organisations and service providers

Goal 4 - Community: A vibrant community based on equity, inclusion and opportunity for all

- Outcome 4.5 Greater participation in the community and workforce
- Strategy 4.5.1 Remove disincentives to participation in the workforce
- Action 4.5.1.5 Develop a credible strategy on welfare reform

VOTING REQUIREMENTS

Simple Majority

RESOLUTION: (REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA;

- 1. Supports the Wunan Foundation's East Kimberley Aboriginal Charter, and***
- 2. Refers the Charter to the Western Australian Local Government Association for support.***

Moved: Cr Graeme Campbell

Seconded: Cr John Moulden

Carried Unanimously 4/0

Attachment: 1 page

8.3 PUBLIC LIBRARY STOCK FUNDING – REDUCTION BY STATE LIBRARY OF WA

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	OGS03
AUTHOR:	Manager Library and Heritage / Kimberley Regional Librarian, Shire of Broome
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Deputy Chief Executive Officer, Shire of Broome
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	14 November 2014

SUMMARY: This report recommends that the Zone considers the unanticipated reduction in Library stock funding for three of the four Shires of the Kimberley as provided through the State Library of Western Australia as per an agreed-to funding model.

It requests that a formal letter be sent to the Minister for Culture and the Arts to reinstate the agreed-to funding of \$165,000 for the 2014/15 financial year, applying a cash-flow impacting the 2014/15 financial year into the 2015/16 financial year.

BACKGROUND

Public Library services are provided in Western Australia under a joint arrangement between State and Local government that is set out under the terms of the Library Board Act (1951), its public library regulations (1985), the current framework agreement (2010), and funding model endorsed by WALGA State Council and the Library Board of Western (2012).

Through this arrangement, the Shires of Broome (SOB), Derby/West Kimberley (SDWK), Halls Creek (SHC), and Wyndham – East Kimberley (SWEK) are required to fund the operations of the physical library including facility costs, infrastructure, programs and staff. The State Government provides funding through the State Library of Western Australia (SLWA) for lending resources, online databases, and electronic resources. Additional levels of funding provided by individual Shires have been developed as per community demand and the ongoing use of the their Libraries as public spaces.

The level of funding provided to the Kimberley Zone in the 2013/14 allocation for physical lending resources was \$165,000 for financial the year. The allocations for all Shires with the exception of SHC must be purchased through the joint procurement system organised by SLWA called Webselect. Stock for SHC is selected by staff at SLWA as it is considered a “non-selecting library” by SLWA. This is standard practice for Shires who are unable to employ specialist Librarians to manage stock selection.

The framework agreement between State and Local government is managed at a strategic level by the Strategic Library Partnership Agreement Steering Committee (SLPASC) formed in 2010 which is made up of representatives from SLWA, WALGA, Department of Local Government, Library Board of Western Australia, Local Government Managers Australia, and Public Libraries Western Australia (PLWA).

SLPASC suspended its operations after a consultation period undertaken in 2013 which identified a need to review the partnership agreement and address deficiencies in governance. It is awaiting a review of the governance model by WALGA which is still in the consultation phase. A report is scheduled to be tabled at the WALGA State Council Meeting in May 2015.

In this interim period the CEO of SLWA has remained as the Secretariat of SLPASC for its responsibilities to operational committees which had answered to SLPASC.

COMMENT

On 29 October funding allocation letters for 2014/15 were released to all applicable Local Government Authorities in WA. SOB and SDWK experienced significant and unexpected reduction of funding from the previous financial year. SWEK's funding did not change from the previous year, and SHC's funding was modestly reduced.

	SOB	SD/WK	HC	SWEK	Total
2013/14 Allocation	\$61,000	\$42,000	\$19,000	\$43,000	\$165,000
2014/15 Allocation	\$38,000	\$33,000	\$18,000	\$43,000	\$132,000
Overall change	-\$23,000	-\$9,000	-\$1,000	\$0	-\$33,000
% change	-38%	-21%	-5%	0%	-20%

Prior to the allocations being released by SLWA, applicable Public Library staff had been instructed to continue purchasing resources through Webselect using the same allocation levels as during the 2013/14 financial year. This was reiterated via weekly Webselect quota reports from 13 August 2014 through to 29 October 2014 made via SLWA's Public Libraries Online Portal.

The change in allocation is due largely in part to a decision by State Government to cash-flow a surplus of \$2.75 million across three financial years instead of applying it to the 2013/14 financial year. This retrospective decision resulted in a significant budget overspend of \$1.25 million which has resulted in a reduction of stock allocations state-wide.

The main operational impact of this decision is due to the delayed timing of the decision coupled with the previous advice received by SLWA to continue purchasing in line with the 2013/14 allocations. This will significantly reduce the ability of the affected libraries in the Zone to select available items through for the remainder of the financial year in-line with current customer demand.

Had SLWA informed Public Library directly as to the possibility of this budget change the likely impact it may have had on each Shire's allocation, staff would have selected stock at a reduced rate to anticipate the changes, therefore being better positioned to continue to react to customer demand for stock throughout the remainder of the financial year. However, as Webselect does not allow for retrospective ordering, staff will now be less able to plan for new release schedules and may miss out on ordering specific items that would have otherwise been deemed critical as per their respective collection management practices.

In response to this situation, it is recommended that the WALGA Zone write a letter to the Minister for Culture and the Arts requesting that stock funding which was operationally

agree to for each of Shire be reinstated for the 2014/15 financial year and instead, apply the reduction to the subsequent financial year.

Although this will negatively impact the allocation for the 2015/16 financial year, it will allow Public Library staff to adequately plan for the reduction in funding for the whole of the allocation period, thus reducing the impact to customers.

	SOB	SD/WK	HC	SWEK	Total
2014/15 Allocation	\$38,000	\$33,000	\$18,000	\$43,000	\$132,000
Remainder Available (12/11/14)	\$13,657	\$18,678	NA*	\$31,401	\$63,736^
Items per week until 01/07/15	21	29	NA*	49	99^
Items per week in 2013/14	57	40	NA*	40	155

*Shire of Halls Creek selection data not accessible due to selection undertaken by SLWA

^Calculations not including Shire of Halls Creek data

CONSULTATION/STAKEHOLDERS

Public Libraries Western Australia
State Library of Western Australia
Shire of Broome
Shire of Derby West Kimberley
Shire of Halls Creek
Shire of Wyndham East Kimberley

STATUTORY ENVIRONMENT

LIBRARY BOARD ACT 1951 - SECT 4

4. Participating bodies
 - (1) A local government or an approved body —
 - (a) shall become a participating body if and when the Governor makes a declaration to that effect;
 - (b) shall continue to be a participating body unless and until the Governor cancels such declaration.
 - (2) Such declaration shall not be made —
 - (a) unless a local government or an approved body elects by resolution to become a participating body;
 - (b) if a local government does not so resolve, unless the ratepayers by a majority vote at a poll held in manner prescribed, elect that the local government becomes a participating body.
 - (3) A local government or approved body shall cease to be a participating body, if and when the Governor cancels such declaration.
 - (4) Such declaration —
 - (a) may be cancelled if on consideration of a report from the Board, the Governor is satisfied that the local government or approved body is no longer suitable to be a participating body;
 - (b) shall, where applicable to an approved body, be cancelled if the governing body of the approved body, resolves that it no longer remains a participating body;

- (c) shall, where applicable to a local government, be cancelled, if the ratepayers by a majority vote at a poll held in manner prescribed, elect that the local government no longer remains a participating body.
 - (5) Such cancellation shall not affect the liability, if any, of a local government or approved body to the Board.
- [Section 4 amended by No. 14 of 1996 s. 4.]*

LIBRARY BOARD ACT 1951 - SECT 15

15. Functions and powers of the Board

- (1) It shall be the duty of the Board to —
 - (Aa) control and manage The State Reference Library; and
 - (a) assist participating bodies in any scheme; and
 - (b) advise the Minister and participating bodies on matters of general policy relating to any scheme; and
 - (c) register as registered public libraries such libraries as are approved by the Board and as are controlled by participating bodies; and
 - (d) inspect or cause to be inspected libraries and library services, the controlling bodies of which apply for allocations in the distribution of any grant of money made available by Parliament to assist registered public libraries and registered public library services and to recommend to the Minister the allocation of any such grant as between respective applicants; and
 - (e) carry out such other functions in connection with registered public libraries as the Governor from time to time directs.
- (2) The Board —
 - (a) may provide, control and manage libraries and library services; and
 - (b) may provide for the training of persons to carry out the duties of librarians and library assistants, such training to conform to the requirements of the Library Association of Australia; and
 - (c) may perform the functions conferred on the Board under the *Legal Deposit Act 2012*.

[Section 15 amended by No. 20 of 1955 s. 9; No. 29 of 1974 s. 5; No. 10 of 2012 s. 24.]

LIBRARY BOARD ACT 1951 - SECT 18

18. Financial assistance

The Board may —

- (a) subsidise a registered public library conducted by a participating body to the extent of one dollar for each dollar expended by the participating body on its maintenance, including the costs of library services and salaries, but subject to such conditions as may be prescribed;
- (b) recommend to the Minister the payment of additional grants over and above the subsidy referred to in the last preceding paragraph to participating bodies for initial stocking in special cases, having regard among other things to the area of the district of a local government which is a participating body, the population of that area, the rateable land in that area, and the potential revenue available to the local government apart from the provisions of this Act;
- (c) subject to the approval of the Governor and to such conditions as the Governor thinks fit to impose, borrow money for the purposes of this Act.

[Section 18 amended by No. 20 of 1955 s. 11; No. 113 of 1965 s. 4; No. 14 of 1996 s. 4.]

**FRAMEWORK AGREEMENT BETWEEN STATE AND LOCAL GOVERNMENT FOR THE PROVISION OF
PUBLIC LIBRARY SERVICES IN WESTERN AUSTRALIA 2010 - SECT 5**

5. Roles and Responsibilities of Each Party

To realise the objectives, outcomes and commitments in the Framework Agreement each party has specific roles and responsibilities, as outlined below.

Both State and Local Government agree to:

- Support a State-wide public library service that provides free access for all residents of Western Australia
- Provide core products and services free of charge as detailed in public library services agreements
- Operate within the expectation that State and all Local Governments will make a financial commitment to the provision of public library services
- Support in good faith reform of public library services as articulated in the Structural Reform of Public Library Services in Western Australia report and that implementation of the strategies will be undertaken in accordance with a defined resourcing plan developed by the SLPASC
- Support the continuation of the partnership agreement and maintain joint decision-making arrangements and accountability mechanisms through the Strategic Library Partnership Agreement Steering Committee
- Support the development of additional policies, business plans, guidelines, performance and reporting
- standards which will be adopted by both parties
- Ensure that the Library Board enters into an agreement with each Local Government which will uphold the principles of the Framework Agreement
- Support a regionalisation scheme for non-metropolitan Local Governments
- Recognise that the shared responsibilities for public library services are applicable regardless of any formal or informal arrangements between individual Local Governments and other Government or non-Government organisations for out-sourcing or collocation of public library services

State Government

The State Government agrees to:

- Provide financial assistance to each Local Government which operates a public library in accordance with an agreed funding formula/model
- Provide resources and services, including centralised purchasing and a State-wide online catalogue, to agreed standards
- Work with Local Government in implementing and supporting structural reform of public library services

Local Government

Local Government agrees to:

- Provide physical and technological infrastructure, staffing and meet operating costs, to agreed standards
- Be accountable to the State Government for any financial assistance (eg grants, assets) provided by the State
- Work with the State Government in implementing and supporting structural reform of public library
- services

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil to Shire budgets.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

<u>RESOLUTION:</u> (REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA write to the Minister for Planning; Culture and the Arts requesting that stock funding which was operationally agreed to for each of Shire be reinstated for the 2014/15 financial year and instead, apply the reduction to the subsequent financial year.

Moved: Cr Graeme Campbell

Seconded: Cr John Moulden

Carried Unanimously 4/0

Attachment: Nil

8.4 SOCIAL LICENCE TO OPERATE AND INVEST IN THE KIMBERLEY

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	OCG03
AUTHOR:	Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	26 November 2014

SUMMARY: This report provides an update as to the status of the establishment of a Social Licence of Working Group.

BACKGROUND

Previous Considerations

Kimberley Zone / Regional Collaborative Group Meeting 4 August 2014

Item 8.2

At its meeting 4 August 2014 the Kimberley Regional Collaborative Group resolved that:

"That the Kimberley Zone of WALGA authorises the Secretariat to conceptualise a Kimberley Regional Working Group to investigate and progress the issues of companies/developers social licence to operate/invest in the Kimberley Region and to develop a terms of reference to be considered by the Zone at a future time."

Following the meeting the Social Licence Working Group was established with core membership comprising the following;

- Cr Anne Poelina – Shire of Broome
- Cr Chris Loessl – Shire Halls Creek
- Cr – Shire of Wyndham East Kimberley
- William Witham - Chamber of Minerals and Energy
- Brian Lloyd - Department of Mines and Petroleum
- Paul Schollum - Western Australian Local Government Association
- TBC - Department of State Development
- TBC - Australian Petroleum Production & Exploration Association

Developing and maintaining a social licence to operate is rapidly becoming core business for resource companies. Community investments are just one part of the many aspects of social licence to operate but can be an important foundation for sustaining the viability of resource projects. Resource companies are making substantial investments to enhance economic and social opportunity for affected communities as part of establishing their

social licence to operate. Understanding and measuring the value created by community investments drives more transparent and effective outcomes for companies, communities and other stakeholders.

Local Government's can take a pivotal role in developing and maintaining a social license to operate, through the following;

- Issue guidelines for proponents preparing social impact management plans, outlining;
 - a. Community engagement strategies
 - b. Integrated housing and accommodation strategies
 - c. Community investment strategies
 - d. Indigenous engagement strategies
 - e. Community health and safety strategies
 - f. Workforce and training strategies
 - g. Land access
 - h. Local content policies
- Facilitating Development
 - Possess a clear economic development strategy
 - Speak with one regional voice
 - Consult with & listen to industry; be available
 - Preserve transport corridors; open land for use
 - Support/develop infrastructure – roads, bridges, air links
- Facilitate Regulation and Approvals
 - Policy application
 - Mutual understanding regarding use of Shire roads
 - Regulatory role for Exploration v Development/Production stages of life-cycle
 - Assist regulatory reform – there is industry concern about duplication and delays regarding local government approvals
- Act as an Engagement Hub
 - Provide a forum and space for early, open, meaningful and fact-based discussion
- Assist with Social impact assessments

-
- Develop Memorandums of Understanding
 - Develop Partnerships
 - Insist on social economic monitoring reports from companies outlining;
 - Employment
 - Direct employment
 - Contractors
 - Training
 - Learning centres
 - Leadership programs
 - Apprenticeships
 - Certification programs
 - Community initiatives
 - i. Donations
 - ii. Events
 - iii. Sponsorship
 - iv. Social infrastructure investment and partnerships

In order for Local Government and companies/developers to engage to assist each other in meeting their strategic community goals, both opportunities for economic and community development need to be considered and agreed. Developing sustainable community development programs that contribute to the community's long-term development needs and priorities and ensure a fairer distribution of the costs, benefits, risks and responsibilities associated with mining or development activities is key to the success of these partnerships.

There are numerous opportunities for Economic Development across the Kimberley that can be driven within future partnership arrangements, including;

- Procurement with local businesses
- Engaging local contractors
- Direct local employment
- Traineeships & Apprenticeships
- Developer Contributions

- Donations, sponsorship & grant contribution to events and community programs
- Infrastructure development
 - Airport extensions
 - Improvement to flight schedules
 - Truck stops
 - Roadhouses
 - Hotels/motels
 - Sealing the Tanami
 - Passing lanes on the Great Northern Highway

COMMENT

Establishing a Working Group will enable the above initiatives to be considered and will demonstrate significant mutual benefit that can be gained from the shires working collaboratively towards the shared opportunities that present when pooling effort and resources.

Letters of invitation have been sent and we are still finalising the Working Group members. An initial kick off meeting is to be scheduled in the new year.

CONSULTATION

Kimberley Chief Executive Officers

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION:

(REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA;

- 1. Authorises the Secretariat to request the Social Licence Working Group to research and present options back to the Kimberley Zone on opportunities Local Government's can be involved with in developing sustainable community development programs with companies and developers,**
- 2. Endorses the Terms of Reference for the Social Licence Working Group, as attached.**

Moved: Cr John Moulden

Seconded: Cr Malcolm Edwards

**FOR: 2
AGAINST:2**

CASTING VOTE AGAINST – MOTION LOST 2/3

Attachment: 10 pages

As the motion was lost, the matter was laid on the table. This will be referred through to member Chief Executive Officers.

8.5 RED TAPE REDUCTION

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	OCG03
AUTHOR:	Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	26 November 2014

SUMMARY: This report provides an update as to the status of the establishment of a Red Tape Reduction Committee.

BACKGROUND

Previous Considerations

Kimberley Zone / Regional Collaborative Group Meeting 4 August 2014

Item 8.3

At its meeting 4 August 2014 the Kimberley Regional Collaborative Group resolved that:

"That the Kimberley Zone of WALGA forms a Red Tape Reduction Committee consisting of Kimberley Chief Executive Officers and nominated Kimberley Shire Councillors; Cr K Wright, Cr E Archer, Cr C Mitchell and Cr M Edwards and invites a representative of the Chamber of Minerals and Energy, Australian Petroleum Products & Exploration Association, Chamber of Commerce, Kimberley Pastoral Board, Department of Mines and Petroleum and the Department of Planning to be apart of this group."

Following the meeting the Red Tape Reduction Committee was established with core membership comprising the following;

- Cr Chris Mitchell – Shire of Broome
- Cr Elsie Archer – Shire of Derby West Kimberley
- Cr Malcolm Edwards – Shire of Halls Creek
- Cr Keith Wright – Shire of Wyndham East Kimberley
- Shannon Burdeu - Chamber of Minerals and Energy
- Brian Lloyd - Department of Mines and Petroleum
- Russell Shaw – Kimberley Pastoral Board
- TBC – Department of Planning
- TBC - Australian Petroleum Production & Exploration Association
- TBC – Chamber of Commerce

The Reducing the Burden – Report of the Red Tape Reduction Group contains 107 recommendations that provide an ambitious blueprint to significantly reduce the burden of excessive regulation and red tape on Western Australian businesses and consumers. Key recommendations include:

- reforms which aim to reduce the regulatory burden by improving the culture, performance and accountability of government agencies;
- reforms which aim to maintain an impetus and mechanisms for on-going red tape reduction by government; and
- reforms designed to address specific areas of concern raised during the consultation process. The report contains 16 specific reform chapters across a broad spectrum of government activity.

The most recent audit undertaken by the Department of Finance was conducted in November 2013:

- 49 recommendations have been completed to date;
- 23 recommendations are being progressed;
- 20 recommendations were not supported; and
- 15 recommendations have not been commenced.

Prompted by this review, WALGA recently commenced a Local Government Red Tape Reduction review. The scope of the review was relatively narrow, concentrating on red tape reduction opportunities and successes at the City of Gosnells and Town of Cambridge. The review process adopted a business process improvement approach in assessing red tape reduction opportunities and concentrated on a small number of functions and activities local government performs utilising internal procedures. This focus was therefore different to the State's Red Tape Reduction Report which concentrated on the impact of legislation upon activity.

WALGA's consultant is due to finalise this report for delivery to the sponsors, the Metropolitan Mayor's Policy Forum, at the end of this year. Dependent upon funding, WALGA then hopes to increase the scope of the review to investigate and provide guidance to the Local Government sector on common opportunities for minimisation of processes that frustrate and cause delay.

COMMENT

Establishing a Committee will enable red tape reduction initiatives to be considered and will demonstrate significant mutual benefit that can be gained from the shires working collaboratively towards the shared opportunities that present when pooling effort and resources.

Letters of invitation have been sent and we are still finalising the Committee members. An initial kick off meeting is to be scheduled in the new year.

CONSULTATION

Kimberley Chief Executive Officers

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION: (REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA;

- 1. Authorises the Secretariat to request the Red Tape Reduction Committee to research and present options back to the Kimberley Zone on opportunities Local Government's can be involved with in reducing red tape,***
- 2. Endorses the Terms of Reference for the Red Tape Reduction Committee, as attached.***

Moved: Cr Graeme Campbell

Seconded: Cr John Moulden

Carried Unanimously 4/0

Attachment: 10 pages

9. REPORTS FROM REGIONAL COLLABORATIVE GROUP

9.1 COUNTRY LOCAL GOVERNMENT FUND EXPENDITURE – KEY WORKER HOUSING PROJECT UPDATE

LOCATION/ADDRESS: Kimberley Region
APPLICANT: Nil
FILE: RCG01
AUTHOR: Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S: Nil
RESPONSIBLE OFFICER: Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 26 November 2014

SUMMARY: This report provides an update as to the status of the Country Local Government Fund to progress the Key Worker Housing project.

BACKGROUND

Previous Considerations

Kimberley Zone / Regional Collaborative Group Meeting 7 April 2013	Item 7.7
Kimberley Zone / Regional Collaborative Group Meeting 30 April 2014	Item 9.5
Kimberley Zone / Regional Collaborative Group Meeting 23 June 2014	Item 9.4
Kimberley Zone / Regional Collaborative Group Meeting 4 August 2014	Item 9.2
Kimberley Zone / Regional Collaborative Group Meeting 3 October 2014	Item 9.1

COMMENT

2010-11

Initial Business Cases for the 2010-11, 2011-12 and 2012-13 Funding rounds were submitted to the Department of Regional Development and approved.

A Financial Assistance Agreement for the 2010-11 Key Worker Housing project was completed and approved with funds paid to the Secretariat, that being the Shire of Wyndham East Kimberley at the time. On the 24 January 2014 the sum of \$1,622,018.67 + GST was transferred to the Shire of Broome from a total of \$2,492,642.64 leaving a residual amount with the Shire of Wyndham East Kimberley of \$870,623.97.

2010-11 FAA Project Budget

Project Items	CLGF Funds under this Agreement (\$)	Leveraged Funding (\$)	Name of Leveraged Sources	Total Funds (\$)
Purchase minimum of 2 established dwellings in Broome	1,622,018.67	200,000	Recipient	1,822,018.67
Purchase minimum 1 established dwellings in Wyndham-East Kimberley	870,623.97	88,498 260,878.03	SWEK SWEK* CLGF Individual 2012-13	1,220,000

TOTALS (\$)	2,492,642.64	549,376.03		3,042,018.67
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*Shire of Wyndham East Kimberley

The Shire of Broome has purchased four dwellings with the 2010-11 funding. These properties have been settled are in Shire ownership.

Unit 1, 17 Honeyeater Loop, Djugun

Unit 8, 83 Walcott Street, Broome

Unit 8, 6 Ibis Way, Djugun

Unit 11, 6 Ibis Way, Djugun

The Shire of Wyndham East Kimberley has purchased two 2 bedroom 1 bathroom and one 3 bedroom 2 bathroom dwellings with the 2010-11 funding. These properties have been settled are in Shire ownership.

- 1 / 130 (Lot 260) Casuarina Way, Kununurra
- 2 / 130 (Lot 260) Casuarina Way, Kununurra
- 3 / 130 (Lot 260) Casuarina Way, Kununurra

The Secretariat has completed an Acquittal of the expenditure as per the Grant requirement and engaged RSM Bird Cameron for auditing. This Audit has been received by DRD they have issued an acquittal release letter.

2011-12

A Financial Assistance Agreement for the 2011-12 Key Worker Housing project was completed and submitted to the Department of Regional Development along with a letter of variation from the 2011-12 Business Case. These funds have been approved from the Department of Regional Development with funds paid to the Secretariat. On the 11 July 2014 the sum of \$956,842 + GST was transferred to each Kimberley Shire.

The Shire of Broome has purchased two dwellings with the 2011-12 funding. These properties have been settled are in Shire ownership.

- Apartment 2, 50 Tanami Drive, Bilingurr
- Apartment 4, 50 Tanami Drive, Bilingurr

Shire of Derby West Kimberley has awarded the tender, the contract documents have been signed, the building licence has been approved and construction has commenced.

The Shire of Halls Creek has completed the design phase, planning consent and the tender been awarded.

As the Shire of Wyndham East Kimberley has resolved to withdraw from the project, the three remaining Shires have agreed to redistribute the CLGF allocation of \$956,842 and source leveraged funding to deliver on the project.

A new Financial Assistance Agreement and letter of variation has been submitted to the Department of Regional Development outlining the reallocation of the \$956,842 in grant funding, leveraged funding contributions from each of the three participating Shires and project deliverables. A response from DRD has not been received at this stage and the Shire of Wyndham East Kimberley still remains in possession of the \$956,842 until such time as DRD approve its reallocation.

2012-13

Given the withdrawal of the Shire of Wyndham East Kimberley, a new Financial Assistance Agreement and letter of variation from the 2012-13 Business Case for the Key Worker Housing project has been completed and submitted to the Department of Regional Development. A response from DRD has not been received at this stage.

CONSULTATION

Chief Executive Officers from the four respective Kimberley Shires
Department of Regional Development

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Kimberley Regional Group of Councils was allocated \$2,344,449, \$3,827,368 and \$3,827,368 respectively from the 2010/11, 2011/12 and 2012/13 CLGF Regional Component.

\$956,842 from the 2011-12 CLGF is available for reallocation subject to the approval from the Department of Regional Development and Kimberley Development Commission.

\$719,788 from the 2012-13 CLGF is available for reallocation subject to the approval from the Department of Regional Development and Kimberley Development Commission.

STRATEGIC IMPLICATIONS

The Kimberley Regional Business Plan 2014-2018

Goal 4 - Community: A vibrant community based on equity, inclusion and opportunity for all

- Outcome 4.1 Innovative and joined up approach to housing development, ownership and design through community partnership
- Strategy 4.1.2 Promote a planned approach to manage population growth and access to a choice of housing options

- Action 4.1.2.1 Develop and implement a regional business case for key worker housing

VOTING REQUIREMENTS

Simple Majority

RESOLUTION: (REPORT RECOMMENDATION)

That the Kimberley Regional Collaborative Group notes the progress of the Country Local Government Fund 2010-11, 2011-12 and 2012-13 Grant Funding for the Key Worker Housing Project.

Moved: Cr John Moulden

Seconded: Cr Graeme Campbell

Carried Unanimously 4/0

Attachment: Nil

9.2 DEPARTMENT OF LOCAL GOVERNMENT & COMMUNITIES 2012/13 GRANT FUND EXPENDITURE – RECORDS MANAGEMENT PROJECT UPDATE

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	RCG01
AUTHOR:	Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	4 November 2014

SUMMARY: This report provides an update as to the status of the Department of Local Government & Communities funding to progress an Office 365 / SharePoint collaborative technology project incorporating records management services for the Kimberley Zone and Regional Collaborative Group.

BACKGROUND

Previous Considerations

Kimberley Zone / Regional Collaborative Group Meeting 7 April 2013	Item 7.4
Kimberley Zone / Regional Collaborative Group Meeting 5 June 2013	Item 7.8
Kimberley Zone / Regional Collaborative Group Meeting 26 November 2013	Item 9.6
Kimberley Zone / Regional Collaborative Group Meeting 24 February 2014	Item 9.6
Kimberley Zone / Regional Collaborative Group Meeting 30 April 2014	Item 9.6
Kimberley Zone / Regional Collaborative Group Meeting 23 June 2014	Item 9.5
Kimberley Zone / Regional Collaborative Group Meeting 4 August 2014	Item 9.3
Kimberley Zone / Regional Collaborative Group Meeting 3 October 2014	Item 9.2

At its meeting 5 June 2013 the Kimberley Zone Regional Collaborative Group resolved that:

"The Kimberley Regional Collaborative Group submits a grant application for funding from the Department of Local Government for the implementation of Business Intelligence systems."

Funding was approved by the Department of Local Government on 28 June 2013 and 2012-13 grant funding of \$107,000.00 excluding GST was received by the Shire of Broome, as secretariat for the Kimberley Zone / Regional Collaborative Group, on 2 July 2013.

The Kimberley Regional Collaborative Group at its meeting 24 February 2014 resolved that:

1. *Endorses the recommendation to utilise Department of Local Government and Communities grant funding to offset the purchase and implementation of an Office 365 cloud based collaboration and records management system.*
2. *Delegate authority to the Zone secretariat to accordingly amend the funding agreement with the Department of Local Government and Communities.*
3. *Delegate authority to the Zone secretariat to amend the 2013/2014 Budget by the deletion of account 22141 -Business Intelligence System, and amending account 22142/23022 -Governance Records Management System.*
4. *Delegate authority to the Zone secretariat to engage a suitably experienced contractor to undertake required development work utilising the Department of Local Government and Communities grant funding and employ a fixed term contract records officer utilising the balance of grant funding.*

A variation to Project Budget and a variation to Project Scope was submitted to the Department of Local Government and Communities and approved, outlining the request to offset the purchase and implementation of an Office 365 Cloud based collaboration and Records Management System for the Kimberley Zone, proposed to be undertaken in May 2014, with the remainder of funds to be allocated to employing a staff member to electronically scan documents.

A Records Officer was employed through the Shire of Broome to commence the scanning of all Kimberley Zone and Regional Collaborative Group files.

COMMENT

The Records Management project is progressing as anticipated with the following milestones being completed;

- All system requirement analysis and project administration has been completed.
- Development of the Record Keeping framework has been completed.
- An initial kickoff meeting with Bridged Networks was conducted.
- Subsequent phone meetings have established the user interface and technical requirements of the system.
- All licences have been purchased.

-
- The Office 365 / Share point and Records management system has been purchased and development is in progress.
 - The domain name 'kimberleyzone.com.au' has been registered.
 - The records officer has completed the process of scanning Zone and RCG records onto the network.
 - Online training of SharePoint has been completed through connected systems.
 - SharePoint online has been deployed.
 - Users have been created.
 - The site has been customised as per the Zone/RCG specification.
 - All OGS03 files have been transferred to SharePoint, the Combined and RCG01 files are in the progress of being transferred.
 - Meta data is being collated for the Records Management.

An Interim Grant Acquittal for the Regional Business Plan – 2012/2013 Business Intelligence System Grant funding for the Office 365 Share point and Records Management System has also been submitted to the Department of Local Government and Communities.

CONSULTATION

IT Technical Advisory Group
Bridged Networks (Telstra Microsoft Office 365 reseller)
Connected Systems (Microsoft Partner)

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

This project is fully funded from the Department of Local Government and Communities 2012-13 Grant Funding.

STRATEGIC IMPLICATIONS

The Kimberley Regional Business Plan 2014-2018

Goal 1- Governance: A collaborative group demonstrating strong Regional Governance

- Outcome 1.4 Business efficiency and improved services through collaboration
- Strategy 1.4.1 Promote and facilitate mutually beneficial, cost efficient shared services arrangements
- Action 1.4.1.1 Identify key services requiring further collaborative effort to enhance delivery outcomes across the region, dependent on business cases as opportunities arise.

VOTING REQUIREMENTS

Simple Majority

RESOLUTION: (REPORT RECOMMENDATION)

That the Kimberley Regional Collaborative Group notes the progress of the Department of Local Government and Communities 2012-13 Grant Funding for the Records Management Project.

Moved: Cr Graeme Campbell

Seconded: Cr John Moulden

Carried Unanimously 4/0

Attachment: Nil

**9.3 DEPARTMENT OF LOCAL GOVERNMENT & COMMUNITIES 2013/14 GRANT FUND
EXPENDITURE – BUSINESS IMPROVEMENT REVIEW UPDATE**

LOCATION/ADDRESS: Kimberley Region
APPLICANT: Nil
FILE: RCG01
AUTHOR: Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S Nil
RESPONSIBLE OFFICER: Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 26 November 2014

SUMMARY: This report provides an update as to the status of the Department of Local Government and Communities funding to progress a Business Improvement Review of the IT Vision Synergy Soft System for the Kimberley Zone and Regional Collaborative Group.

BACKGROUND

Previous Considerations

Kimberley Zone / Regional Collaborative Group Meeting 30 April 2014	Item 9.7
Kimberley Zone / Regional Collaborative Group Meeting 23 June 2014	Item 9.6
Kimberley Zone / Regional Collaborative Group Meeting 4 August 2014	Item 9.4
Kimberley Zone / Regional Collaborative Group Meeting 3 October 2014	Item 9.4

At its meeting 5 June 2013 the Kimberley Regional Collaborative Group resolved that:

"The Kimberley Regional Collaborative Group submits a grant application for funding from the Department of Local Government for the implementation of Business Intelligence systems."

Funding was approved by the Department of Local Government on 28 June 2013 and the 2012-13 grant funding of \$107,000.00 excluding GST was received by the Shire of Broome, as secretariat for the Kimberley Zone / Regional Collaborative Group, on 2 July 2013. This grant funding has been utilised for the 2012/2013 Business Intelligence System - Office 365 Share point and Records Management System.

A second instalment of \$107,000 has been allocated from the Department of Local Government and Communities 2013-14 Grant Funding to the Regional Collaborative Group to implement Business Intelligence Systems as Identified in the Regional Business Plan. A Business Improvement Review of the IT Vision Synergy Soft System was identified and an agenda item put to the 30 April 2014 Zone meeting.

At its meeting 30 April 2014 the Kimberley Regional Collaborative Group resolved that:

- *Endorses the IT Business Improvement Project; and*
- *Authorises the Secretariat to finalise the Department of Local Government and Communities 2013-14 Grant Funding application and Financial Assistance Agreement.*

A Project Budget and Project Scope was submitted to the Department of Local Government and Communities outlining the request to conduct a Business Improvement Review of the IT Vision Synergy Soft System for the Kimberley Zone. This submission was approved and the Grant Agreement from the Department of Local Government and Communities was signed.

COMMENT

The Business Improvement Review project is progressing as anticipated with the following milestones being completed;

- An initial kickoff meeting with IT Vision was conducted.
- The proposed project approach and deliverables were agreed.
- An on site discussion and pre planning assessment was conducted.
- Workshop preparation was completed to review the Synergy setup, data quality and reporting functionality at each Kimberley Shire.
- Workshop templates and schedules have been completed.
- The workshops at each shire have been conducted and functional assessments completed.
- A draft project and recommendations report was delivered.

A full Project report was delivered to the Executive Group for consideration and a BeingThere video conference was organised to run through the report. At this discussion, the Executive Group proposed the report be tabled at an IT TAG meeting for further detailed consideration and to determine the priority quick wins and training to be implemented at each of the Shires and propose a set of priority projects for the second project stage.

CONSULTATION

IT Vision
Staff at each of the Kimberley Shires

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

This project is fully funded from the Department of Local Government and Communities 2013-14 Grant Funding.

STRATEGIC IMPLICATIONS

The Kimberley Regional Business Plan 2014-2018

Goal 1- Governance: A collaborative group demonstrating strong Regional Governance

- Outcome 1.4 Business efficiency and improved services through collaboration
- Strategy 1.4.1 Promote and facilitate mutually beneficial, cost efficient shared services arrangements
- Action 1.4.1.1 Identify key services requiring further collaborative effort to enhance delivery outcomes across the region, dependent on business cases as opportunities arise.

VOTING REQUIREMENTS

Simple Majority

RESOLUTION: (REPORT RECOMMENDATION)

That the Kimberley Regional Collaborative Group notes the progress of the Department of Local Government and Communities 2013-14 Grant Funding for the Business Improvement Review of the IT Vision Synergy Soft System.

Moved: Cr Graeme Campbell

Seconded: Cr John Moulden

Carried Unanimously 4/0

Attachment 1: 116 pages

**9.4 DEPARTMENT OF LOCAL GOVERNMENT & COMMUNITIES 2014 GRANT FUND
EXPENDITURE – KIMBERLEY YOUTH STRATEGY – STAGE 1 CONSULTATION**

LOCATION/ADDRESS: Kimberley Region
APPLICANT: Nil
FILE: RCG01
AUTHOR: Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S Nil
RESPONSIBLE OFFICER: Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 5 November 2014

SUMMARY: This report provides an update at to the status of the Department of Local Government and Communities grant funding to progress a Kimberley Youth Strategy for the Kimberley Zone and Regional Collaborative Group.

BACKGROUND

Previous Considerations

Kimberley Zone / Regional Collaborative Group Meeting 23 June 2014	Item 9.7
Kimberley Zone / Regional Collaborative Group Meeting 4 August 2014	Item 9.5
Kimberley Zone / Regional Collaborative Group Meeting 3 October 2014	Item 9.4

The Department of Local Government and Communities has awarded \$40,000 from the Youth Friendly Communities Grants Program to the Regional Collaborative Group to develop a Kimberley Youth Strategy Stage 1-Consultation.

The grant Agreement was finalised and signed by the secretariat and submitted to the Department of Local Government and Communities and approved.

The grant agreement outlines the project definition as the research of the views of young people by engaging them in creative ways to inform the planning and development of their communities. The agreed anticipated activities include the Zone working in partnership with young people and/or community groups to support youth participation in helping make their community youth friendly. The consultation could also be used to support the review of other relevant strategies, policies and plans, and to inform the improvement of relevant services.

A Project Budget and Project Scope has been completed and submitted to the Department of Local Government and Communities and approved. Bluebottle Consulting was awarded the project.

At its meeting 4 August 2014 the Kimberley Regional Collaborative Group resolved that:

'This project will also require \$16,500 from the 2014-15 budget surplus to be allocated towards the Kimberley Youth Strategy.'

COMMENT

The Kimberley Youth Strategy project is progressing as anticipated with the following milestones being completed;

- An initial kickoff meeting with Bluebottle Consulting was conducted.
- The proposed project approach and deliverables were agreed.
- The project schedule and payment plan has been agreed.
- A formal agreement has been drafted and signed by the Secretariat and Bluebottle Consultants.
- Service provider mapping is progressing well.
- A questionnaire has been developed.
- A survey monkey has been developed and put onto each Shires website and Facebook page.
- A media release has been completed.
- The regional face to face consultation began on 10 November.

CONSULTATION

Department of Local Government and Communities
Bluebottle Consulting
Staff at each of the Kimberley Shires

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

This project has received \$40,000 grant funding from the Department of Local Government and Communities 2013-14.

This project will also require \$10,635 from the 2014-15 budget surplus to be allocated towards the Kimberley Youth Strategy Stage 1 - Consultation. This surplus requirement is within the budget agreed to at the 4 August 2014 Zone/RCG Meeting.

STRATEGIC IMPLICATIONS

The Kimberley Regional Business Plan 2014-2018

Goal 4 - Community: A vibrant community based on equity, inclusion and opportunity for all

- Outcome 4.5 Greater participation in the community and workforce
- Strategy 4.5.1 Remove disincentives to participation in the workforce
- Action 4.5.1.5 Develop a credible strategy on welfare reform
- Action 4.5.1.6 Participate in discussions on welfare reform policy at the regional level
- Action 4.5.1.7 Support the development of a regional plan for welfare reform

VOTING REQUIREMENTS

Simple Majority

**RESOLUTION:
(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group notes the progress of the Department of Local Government and Communities 2014 Grant Funding for the development of the Kimberley Youth Strategy.

Moved: Cr John Moulden

Seconded: Cr Malcolm Edwards

Carried Unanimously 4/0

Attachment: Nil

9.5 REGIONAL WASTE TECHNICAL ADVISORY GROUP (TAG) – MINUTES OF MEETING

LOCATION/ADDRESS: Nil
APPLICANT: Nil
FILE: RCG01 & ENH92
AUTHOR: Chairperson Kimberley Region Waste TAG
CONTRIBUTOR/S Nil
RESPONSIBLE OFFICER: Chairperson Kimberley Region Waste TAG
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 01 December 2014

SUMMARY: This agenda item provides the minutes from the Regional Waste Technical Advisory Group (TAG) meetings held 13 October 2014 and 01 December 2014.

BACKGROUND

Previous Considerations

Regional Collaborative Group Meeting 23 February 2013	Item 7.1
Regional Collaborative Group Meeting 5 June 2013	Item 7.1
Regional Collaborative Group Meeting 6 August 2013	Item 7.1
Regional Collaborative Group Meeting 2 October 2013	Item 7.1
Regional Collaborative Group Meeting 26 November 2013	Item 9.1
Regional Collaborative Group Meeting 24 February 2014	Item 9.2
Regional Collaborative Group Meeting 23 June 2014	Item 9.1
Regional Collaborative Group Meeting 04 August 2014	Item 9.1

The Kimberley Zone Regional Council Group at its meeting 23 February 2013 resolved that

“The secretariat be authorised to establish a Kimberley Regional Waste Technical Advisory Group (TAG) to investigate and progress Waste issues for the Kimberley Region.”

The Kimberley Regional Waste TAG was established with the first meeting held on 5 April 2013. In accordance with the adopted Terms of Reference, the TAG meets every 2 months.

COMMENT

The Kimberley Region Waste TAG has held two meetings 04 August 2014 being;

- 13 October 2014; and
- 01 December 2014

The next scheduled meeting of the group is 02 February 2014 to be held via Teleconference.

CONSULTATION/STAKEHOLDERS

All members of the group have been provided with the minutes of the meeting held.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION:
(REPORT RECOMMENDATION)

That the Kimberley Regional Collaborative Group receives the minutes from the Regional Waste TAG meetings held 13 October 2014 and 01 December 2014.

Moved: Cr John Moulden

Seconded: Cr Malcolm Edwards

Carried Unanimously 4/0

Attachment 1: 3 pages
Attachment 2: 3 pages

10. REPORTS FROM REPRESENTATIVES

10.1 Kimberley Development Commission – Graeme Campbell

- The Regional Blueprint closed to public comments on 3 December. KDC are working through the comments that were made and hope to endorse the final report before Christmas.
- The Minister has not yet made a decision on the new Chair.
- The current round of Community Sponsorship closes 10 December.

10.2 Australia's North West – Apology

10.3 Regional Development Australia – Graeme Campbell

- A presentation to Northern Regional Alliance Group will be made on 14 December in Broome.
- National Partnership funds are closing shortly.

10.4 Department Local Government and Communities – Jennifer Mathews via Teleconference

- Attachment 10.4 Connect – October 2014 DLGC e-newsletter

10.5 WALGA Road Wise – Katelyn Hegarty

- Road Ribbons Campaign has been launched.
- Funding has been cut from the spur on the Great Northern Highway in Wyndham.
- The SWEK Committee are obtaining two 'Be Seen' signs.
- The position of Chair is up for nominations.
- Next year a Bicycle Safety Campaign will be launched.

10.6 WALGA – Chris Green

- President Report – CLG Reform policy
- WALGA is establishing a Freight Policy Forum for framework in Agricultural Regions. Nominations close Monday 15 December.
 - WALGA has conducted an initial meeting with CEO's and Shire presidents to discuss Libraries, with the plan to develop a Strategic Plan for Libraries. A further meeting between WALGA and Librarians will be conducted next year.

11. CORRESPONDENCE

Incoming and outgoing correspondence will be tabled at the Meeting.

Moved: Cr John Moulden

Seconded: Cr Graeme Campbell

Carried Unanimously 4/0

12. GENERAL BUSINESS

Nil

13. MEETING CLOSURE

The meeting was closed at 4.30pm.



Western Australian Local Government Association Zone Standing Orders

1. INTERPRETATIONS

For the purposes of these Standing Orders, if not inconsistent with the context, the following words shall have the following meanings:

- 1.1 **"Absolute Majority"** means:
a total majority of delegates for the time being of the Zone whether present and voting or not.
- 1.2 **"Association"** means:
the Western Australian Local Government Association.
- 1.3 **"Constitution"** means:
the Constitution of the Western Australian Local Government Association.
- 1.4 **"Delegate or Deputy Delegate"** means:
those persons duly elected, from time to time, for a fixed term to represent a Council at a Zone of the Western Australia Local Government Association.
- 1.5 **"Deputy President or Chairman"** means:
the Deputy President or Chairman for the time being of the Zone.
- 1.6 **"Meeting"** means:
a meeting of a Zone of the Western Australia Local Government Association.
- 1.7 **"President or Chairman"** means:
the President or Chairman for the time being of the Zone.
- 1.8 **"Simple Majority"** means:
a majority comprising enough of the delegates for the time being of the Zone for their number greater than 50% of the number of voting delegates that are present
- 1.9 **"State Council"** means:
the Executive of the Western Australian Local Government Association.
- 1.10 **"Zone"** means:
a geographically based subdivision containing Councils and incorporated within a country and metropolitan constituency as listed in Schedule three of the Constitution.
- 1.11 **"Zone Secretary"** means:
a person or persons nominated or appointed by the Zone or the Association to undertake Zone secretarial functions as required.

2. ORDINARY AND SPECIAL MEETINGS

Meetings of the Zone shall be of two kinds: "ordinary" and "special". No business shall be transacted at a special meeting other than for which the meeting was called.

3. CONDUCT OF MEETINGS

The proceedings and business of meetings of the Zone shall be conducted according to these Standing Orders.

4. NOTICE OF MEETING

- 4.2 The Zone Secretary shall give at least 7 days notice of a meeting to all delegates of the Zone unless all of the delegates have agreed in writing to shorter notice.
- 4.2 Notice shall be given at the destinations appearing in the records of the Zone Secretary. Notice shall include the agenda for the meeting and will be deemed to have been delivered immediately if transmitted electronically or on the second working date after posting.
- 4.2 Ordinary Meetings of the Zone shall be called by the Zone Secretary pursuant to sub-clause 4.1.
- 4.2 Special Meetings of the Zone shall be called by the Zone Secretary on the written request of the President or Chairman or at least one quarter of the delegates.

5. QUORUM

- 5.1 The Zone shall not conduct business at a meeting unless a quorum is present.
- 5.2 At any meeting of the Zone, greater than 50% of delegates present and entitled to vote shall form a quorum.
- 5.3 If a quorum has not been established within the 30 minutes after a meeting is due to begin then the meeting can be adjourned –
- (a) by the President or Chairman of the meeting;
 - (b) if the President or Chairman is not present, by the Deputy President or Deputy Chairman of the meeting;
 - (c) if the President or Chairman or Deputy President or Deputy Chairman is not present, by a majority of delegates present;
 - (d) if only one delegate is present, by that delegate; or
 - (e) if no delegate is present by the Zone Secretary.

The business that could have been transacted had there been a quorum at the meeting may be transacted at the resumption of the adjourned meeting.

- 5.4 If at any time during a meeting a quorum is not present, the President or Chairman shall suspend proceedings for five (5) minutes and if a quorum is not present after that period, the meeting shall be deemed to have been adjourned and the person presiding is to reschedule it to some future time.
- 5.5 Notice of a meeting adjourned because of the absence of a quorum shall be given to all delegates.

6. MEETINGS OPEN TO THE PUBLIC

The business of the Zone shall be open to the public except upon such occasions as the Zone may by resolution otherwise decide.

7. ORDER OF BUSINESS

Unless the meeting should decide otherwise, the order of business at Zone meetings, with the exception of special meetings or an adjourned meeting, shall be as follows:

- (a) Recording of attendance and apologies;
- (b) Announcements;
- (c) Adjourned business (if any);
- (d) Confirmation of minutes of previous meetings;
- (e) Matters for decision;
- (f) Reports – President or Chairman and Zone Representative to State Council;
- (g) State Council agenda items;
- (h) General business.

8. SPECIAL URGENT BUSINESS

At any time during a meeting a delegate may, with the approval of an absolute majority, introduce a motion relating to special urgent business that calls for an expression of opinion from the meeting.

In presenting an item of special urgent business, a delegate shall have sufficient copies of the motion in writing for distribution to all delegates present at the meeting and, where practicable, give prior notice to the President or Chairman of such intention.

9. PRESIDENT OR CHAIRMAN

In the construction of these Standing Orders unless the context requires otherwise, the word "*President or Chairman*" shall in the absence of the Chairman or President include the Deputy President or Deputy Chairman or the delegate chosen by resolution to preside at any meeting.

10. DELEGATE AND DEPUTY DELEGATE

10.1 In the construction of these Standing Orders unless the context requires otherwise, the word "delegate" shall in the absence of the delegate include the deputy delegate.

10.2 A deputy delegate elected to act in the capacity of a delegate unable to attend a meeting shall exercise all rights of that delegate.

11. PRESIDENT OR CHAIRMAN TO PRESIDE

11.1 The Chairman or President shall preside at all meetings of the Zone but in absence of the President or Chairman, the Deputy President or Deputy Chair shall preside.

11.1.1 In the absence of the President or Chairman and the Deputy President or Deputy Chairman, the Zone shall choose by resolution a delegate present to preside at the meeting.

12. DEBATE PROCEDURES

12.1 A delegate moving a substantive motion may speak for –

- (a) 10 minutes in his or her opening address; and
- (b) 5 minutes in exercising the right to reply.

12.2 Other speeches for or against motions are to be limited to 5 minutes.

12.3 No delegate, except the mover of a motion in reply, is to speak more than once on the same motion except by way of personal explanation.

12.4 As soon as the right of reply has been exercised, the motion is to be forthwith put to the vote without further comment.

12.5 No discussion shall take place on any motion unless it is moved and seconded. Only one amendment on any one motion shall be received at a time, and such amendment shall be disposed of before any further amendment can be received. Any number of amendments may be proposed.

12.6 The provisions of these Standing Orders applicable to motions apply mutatis mutandis to amendments, except that the mover of an amendment shall have no right of reply.

12.7 When a motion has been moved and seconded, the person presiding shall at once proceed to take a vote thereon unless a delegate opposes it or an amendment is proposed.

12.8 No more than two delegates shall speak in succession on one side, either for or against the question before the Zone, and if at the conclusion of the second speaker's remarks, no delegate speaks on the other side, the motion or amendment shall at once be put to the Zone.

12.9 Notwithstanding clause 12.7, where a composite motion is moved which embodies the core aspects of subsequent motions listed on the agenda, a delegate whose motion has been superseded shall have the opportunity to speak on the question of the composite motion before it is put. Once a composite motion has been carried, no further debate shall be permitted in respect of the superseded motions.

12.10 At any time during a debate, but after the conclusion of a delegate's comments, a delegate who has not spoken during the debate may move, without discussion, "that the question be now put". If that

motion is seconded and carried by a majority, the question shall be submitted at once to the Conference, after the mover has replied.

13. QUESTIONS

Any delegate seeking to ask a question at any meeting of the Zone shall direct the question to the President or Chairman.

14. DELEGATES TO ADDRESS THE PRESIDENT OR CHAIRMAN

A delegate moving or seconding a motion or amendment or taking part in a discussion thereon shall address the President or Chairman.

15. POINT OF ORDER

A delegate who is addressing the President or Chairman shall not be interrupted except on a point of order, in which event the delegate shall wait until the delegate raising the point of order has been heard and the question of order has been disposed of, whereupon the delegate so interrupted may, if permitted, continue.

16. MOTION - SUBSTANCE TO BE STATED

A delegate seeking to propose an original motion or amendment shall state its substance before addressing the meeting thereon and, if so required by the President or Chairman, shall put the motion or amendment in writing.

17. PRIORITY OF SPEAKERS

If two or more delegates wish to speak at the same time the President or Chairman shall decide who is entitled to priority.

18. PRESIDENT OR CHAIRMAN TO BE HEARD

Whenever the President or Chairman signifies a desire to speak during a debate, any delegate speaking or offering to speak is to be silent, so that the President or Chairman may be heard without interruption.

19. PRESIDENT OR CHAIRMAN MAY CALL TO ORDER

The President or Chairman shall preserve order, and may call any delegate to order when holding an opinion that there shall be cause for so doing.

20. RULING BY PRESIDENT OR CHAIRMAN

The President or Chairman shall decide all questions of order or practice, whose decision shall be final and be accepted by the Zone without argument or comment unless in any particular case the Zone resolves that a different ruling shall be substituted for the ruling given by the President or Chairman. Discussions shall be permitted on any such motion.

21. LIMITATION OF SPEECHES

21.1 A delegate shall not speak upon any motion or amendment or in reply for a longer period than five (5) minutes without consent of the Zone which shall be signified without debate.

21.2 No delegate shall speak more than once on any motion unless in exercising a right to speak in closing the debate on a motion which the delegate has moved.

22. RESOLUTIONS

22.1 Except as otherwise provided in these Standing Orders, all motions concerning the affairs of the Zone shall be passed by a simple majority.

22.2 Any matter considered by the Zone at a Special Meeting shall not be passed unless having received an absolute majority.

23. NO DISCUSSION

Where there is no discussion on a motion, the President or Chairman may deem the motion to be passed unless the meeting resolves otherwise.

24. PERMISSIBLE MOTIONS DURING DEBATE

24.1 When a motion is under debate, no further motion shall be moved except the following:

- (a) that the motion be amended;
- (b) that the meeting be adjourned;
- (c) that the debate be adjourned;
- (d) that the question be now put;
- (e) that the meeting proceed with the next business;
- (f) that the meeting sits behind closed doors.

24.2 Any delegate who has not already spoken on the subject of a motion at the close of the speech of any other delegate may move without notice any one of the motions listed in clause 23.1 (b)-(f) and, if the motion is seconded, it shall be put forthwith.

24.3 When a debate is adjourned, the delegate who moves the adjournment shall be the first to speak on the motion when the debate is resumed unless the delegate advises of no desire to speak on the motion. Where this occurs, the President or Chairman shall then call for further speakers.

25. METHOD OF TAKING VOTES

The President or Chairman shall, in taking a vote on any motion or amendment, put the question first in the affirmative, and then in the negative and may do so as often as is necessary to enable formation and declaration of an opinion as to whether the affirmative or the negative has the majority on the voices or by a show of hands.

26. DIVISION

The result of voting openly is determined on the voices or by a show of hands and, immediately upon a vote being taken, a delegate may call for a division.

27. WITHDRAWAL OF MOTION

A motion or amendment may be withdrawn by the mover, with the consent of the meeting, which shall be signified without debate. No delegate may speak upon it after the mover has asked permission for its withdrawal, unless such permission shall have been refused.

28. ALL DELEGATES TO VOTE

28.1 At meetings of the Zone, a delegate present at the meeting when a question is put shall vote on the question.

28.2 Each delegate shall be entitled to exercise one deliberative vote on any matter considered by the Zone.

28.3 The President or Chairman shall exercise a deliberative vote in respect of a matter considered by the Zone. In the event of there being an equality of votes in respect of a matter, the President or Chairman shall exercise a second vote.

28.4 Where the Deputy President or Deputy Chairman is required to preside at a meeting, the Deputy President or Deputy Chairman shall exercise a deliberative vote in respect of a matter considered by the Zone. In the event of there being an equality of votes in respect of a matter, the Deputy President or Deputy Chairman shall exercise a second vote.

28.5 In the absence of the President or Chairman and Deputy President or Chairman, the delegate chosen by resolution to preside over the meeting shall exercise a deliberative vote in respect of a matter considered by the Zone. In the event of there being an equality of votes in respect of a matter, the presiding delegate shall exercise a second vote.

29. RESCISSION OF RESOLUTION

29.1 At the same meeting

Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Zone may, by simple majority at the same meeting at which

it is passed, rescind or alter a resolution if all the delegates who were present at the time the original resolution was passed are present in their seats when the rescission or alteration is proposed.

29.2 At a Future Meeting

Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Zone may rescind or alter a resolution made at an earlier meeting:

- (a) by simple majority, where the delegate intending to move the motion has, through the Zone Secretary, given written notice of the intended motion to each of the other delegates at least seven (7) days before the meeting; or
- (b) by absolute majority, in any other case.

30. SUSPENSION OF STANDING ORDERS

30.1 In cases of urgent necessity or whilst the Zone is sitting behind closed doors, any of these Standing Orders may be suspended on a motion duly made and seconded, but that motion shall not be declared carried unless a simple majority of the delegates voting on the question have voted in favour of the motion.

30.2 Any delegates moving the suspension of a Standing Order shall state the object of the motion, but discussion shall not otherwise take place.

31. NO ADVERSE REFLECTION ON ZONE

A delegate of the Zone shall not reflect adversely upon a resolution of the Zone, except on a motion that the resolution be rescinded.

32. NO ADVERSE REFLECTION ON DELEGATE

A delegate of the Zone shall not reflect adversely upon the character or actions of another delegate nor impute any motive to a delegate unless the Zone resolves, without debate, that the question then before the Zone cannot otherwise be adequately considered.

33. MINUTES

Minutes of meetings shall be permanently recorded and copies supplied to all delegates.

34. CONFIRMATION OF MINUTES

The minutes of any preceding meeting, whether ordinary or special, not previously confirmed shall be submitted at the next Ordinary Meeting of the Zone and no discussion thereon shall be permitted except as to their accuracy as a record of the proceedings.

35. GENERAL BUSINESS

A delegate may under general business introduce a motion relating to any item of interest to Local Government, but not otherwise.

36. AMENDMENTS

These Standing Orders may be altered, added to or repealed subject to a resolution passed by not less than 75% of delegates present at a meeting of the Zone. Copies of proposed alterations, additions or amendments shall be forwarded to all delegates by the Zone Secretary prior to the meeting.

Ref: OGS03

12 December 2014

Mr Kenn Donohoe
Chief Executive Officer
Shire of Broome
PO Box 44
Broome, WA 6753

Dear Kenn

Proposed Zone/RCG Meeting Location – Christmas Island

At the Kimberley Zone of WALGA Meeting on 9 December 2014 in Halls Creek, the Zone was presented the agenda item: '2015 Schedule of Meetings for Kimberley Zone of WALGA and RCG'.

The Shire of Christmas Island Chief Executive Officer, Kelvin Mathew joined the meeting via teleconference to convey the Shire of Christmas Island's appreciation and support for the recommendation to schedule the Kimberley Zone meeting for Christmas Island in December 2015.

At this meeting of the Zone, the following Resolution was made with regard to the subject item.

RESOLUTION:

That the Kimberley Zone of WALGA & Regional Collaborative Group:

1. Receives the attached 2015 Schedule of Meetings;

FEB 27 FRI	Zone & RCG Meeting	Derby
MAY 2-5 SAT-TUE	Kimberley/Pilbara/NT Joint Annual Forum	Darwin
AUG 3-4 MON-TUE	Zone & RCG Meeting	Perth
DEC 3-5 THUR-SAT	Zone & RCG Meeting	Christmas Island (Subject to member Council approval)

2. Endorses the attached 2015 Schedule of Meetings

Moved: Cr John Moulden

Seconded: Cr Malcolm Edwards

Carried Unanimously 4/0

Can you please ensure a report is presented at your next Ordinary Council Meeting seeking approval to hold the December 2015 Kimberley Zone and Regional Collaborative Group meeting on Christmas Island.

Should you wish to discuss this matter further, please do not hesitate to contact the undersigned during office hours.

Yours sincerely

**Rebecca Herbert
Project Manager – Kimberley Zone of WALGA.**

- cc Mr Stephen Gash
Chief Executive Officer
Shire of Derby West Kimberley
PO Box 18
Derby, WA 6728
- Cc Mr Rodger Kerr-Newell
Chief Executive Officer
Shire of Halls Creek
PO Box 21
Halls Creek, WA 6770
- cc Mr Kevin Hannagan
Acting Chief Executive Officer
Shire of Wyndham East Kimberley
PO Box 614
Kununurra, WA 6743

9.4.5 MINUTES OF THE JOINT MEETING OF THE KIMBERLEY ZONE OF WALGA AND REGIONAL COLLABORATIVE GROUP HELD 27 FEBRUARY 2015

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	OGSO3 & RCG01
AUTHOR:	Director Corporate Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	11 March 2015

SUMMARY: This report requests Council to receive and endorse the Minutes from the Joint meeting of the Kimberley Zone of WALGA and Regional Collaborative Group held on 27 February 2015.

BACKGROUND

A copy of the minutes from the meeting held 27 February 2015 between members of the Kimberley Zone of WALGA and Kimberley Regional Collaborative Group (RCG) are attached for Council consideration.

As a result of a past decision of the group, both the Kimberley Zone and RCG meetings are joined.

It should be remembered that the Kimberley Zone of WALGA is a group established to represent regional issues to the State Council of the Western Australian Local Government Association (WALGA).

The RCG is a deed of agreement between four (4) local governments with the Minister for Local Government to progress regional reform.

COMMENT

The minutes and respective background information are attached to this report and the following comments are made in relation to the resolutions passed by the Group. Additional recommendations have been made where necessary for Council's consideration.

7.1 KIMBERLEY ZONE OF WALGA & RCG MEETING RESOLUTION STATUS REPORT

A status report was provided from the Project Officer outlining progress or otherwise on Resolutions passed by the Zone/RCG since February 2013. The status report was received and noted for finalisation under the authorisation of the Secretariat.

RESOLUTION:

(REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA & Regional Collaborative Group:

- 1. Receives the attached Resolution Status Report;***

2. Authorises the Secretariat to proceed with co-ordinating the finalisation of outstanding action items arising from meeting resolutions.

Moved: Cr Moulden

Seconded: Cr Edwards

Carried Unanimously 4/0

7.2 KIMBERLEY ZONE OF WALGA 2013/2014 FINANCIAL ACTIVITY REPORT

A Financial Activity Report was presented for adoption. Summary follows:

Indicators and Variances

The following are the key indicators of the year to date budget position;

Budget Year Lapsed	64%
Total Operating Income	(\$373,049)
Total Operating Expenditure	\$289,545
Total Surplus/Deficit	(\$83,503)

Committed Kimberley Regional Collaborative Group project expenditure as percentage of forecast budget;

2012-13 DLGC – Records Management	33%
2013-14 DLGC – Business Improvement Review	74%
2010-11 CLGF – Key Worker Housing	100%
2011-12 CLGF – Key Worker Housing	27%
2014 DLGC – Kimberley Youth Strategy	75%

RESOLUTION:

(REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA and Regional Collaborative Group adopts the Financial Activity Report for the period ended 6 February 2015.

Moved: Cr Moulden

Seconded: Cr Archer

Carried Unanimously 4/0

7.3 KIMBERLEY ZONE OF WALGA & RCG 2013/14 ANNUAL FINANCIAL AUDIT

This report outlines the Kimberley Zone of WALGA and Regional Collaborative Group 2013-14 Annual Financial Audit results. RSM Bird Cameron was engaged to conduct an independent audit of the 2013/2014 Financials for the Kimberley Zone and Regional Collaborative Group and the Department of Regional Development R4R 2010-11 Country Local Government Fund- Key Worker Housing grant acquittal.

The surplus position as of 30 June 2014 was \$252,721. These funds were transferred into a reserve for the Kimberley Zone at the end of the financial year. As a summary, \$121,879 of this is surplus funds based on the Secretariat budget and the balance of funds is primarily due to carryover project works.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Zone of WALGA and Regional Collaborative Group notes the report and receives copies of the audits completed by RSM Bird Cameron.

Moved: Cr Moulden

Seconded: Cr Edwards

Carried Unanimously 4/0

7.4 FINANCIAL ASSISTANCE GRANTS SUBMISSION

This report recommends that the Kimberley Zone of WALGA and Regional Collaborative Group make a submission to the Department of Local Government and Communities Grant Commission in relation to Financial Assistance Grants.

At the August 2014 CEO's meeting the issue of non-rateable and exempt properties having a significant impact in the Kimberley, and links with the issue generally of increased use of services without the contribution of the offsetting rate revenue was discussed, the Executive Group decided to look at making a submission to the Department of Local Government and Communities Grant Commission for consideration for the following year's grant determination, making recommendations on calculations and rationale within the balanced budget that we consider are both fair and equitable and truly recognise the additional costs incurred by local governments due to their physical and demographic circumstances, better reflect the true expenditure needs and better represent the true revenue raising capacity.

The submission outlined the evaluation of the Financial Assistance Grants Calculations and Methodology for Disabilities, Expenditure and Revenue.

RESOLUTION:

That the Kimberley Zone of WALGA and Regional Collaborative Group;

- 1. Endorse the Secretariat to submit the submission to the Department of Local Government and Communities Grant Commission;***
- 2. Authorise the Secretariat to make minor amendments to the document prior to submission.***

Moved: Cr Archer

Seconded: Cr Moulden

Carried Unanimously 4/0

7.5 LOCAL GOVERNMENT RATES EXEMPTIONS

This reports sought support from the Kimberley Zone of WALGA to lobby State Government to undertake a review of the exemptions that may be granted in regards to the payment of Local Government rates across all applicable Western Australian legislation.

8.1 STATE COUNCIL MEETING AGENDA AND PRESIDENT'S REPORT

The State Council Agenda and Presidents Report had been received on the 12 February 2015 and was attached for member consideration

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Zone of WALGA notes the State Council Meeting Agenda and Presidents Report.

Moved: Cr Moulden

Seconded: Cr Archer

Carried Unanimously 4/0

8.2 SOCIAL LICENCE TO OPERATE AND INVEST IN THE KIMBERLEY

At its meeting 4 August 2014 the Kimberley Regional Collaborative Group resolved that:

"That the Kimberley Zone of WALGA authorises the Secretariat to conceptualise a Kimberley Regional Working Group to investigate and progress the issues of companies/developers social licence to operate/invest in the Kimberley Region and to develop a terms of reference to be considered by the Zone at a future time."

Following this meeting, the Social Licence Working Group core membership was to comprise the following;

- Cr Anne Poelina – Shire of Broome
- Cr Chris Loessl – Shire Halls Creek
- Cr – Shire of Wyndham East Kimberley
- William Witham - Chamber of Minerals and Energy
- Brian Lloyd - Department of Mines and Petroleum
- Paul Schollum - Western Australian Local Government Association
- TBC - Department of State Development
- TBC - Australian Petroleum Production & Exploration Association

A report recommendation was provided seeking endorsement of a draft terms of reference for the Working Group, however the item was deferred to provide each member Council an opportunity to consider the matter.

An extract of the draft Terms of Reference follows which outlines the proposed vision/purpose of the Working Group:

The Social Licence to Operate and Invest in the Kimberley Working Group's purpose is to provide advice and guidance to the Kimberley Zone of WALGA on high level Social Licence matters including but not limited to:

1. *Advice and guidance to the Kimberley Zone of WALGA and other partners on developing guidelines for proponents preparing social impact management plans, assessment framework and policy.*
2. *Advice and guidance to the Kimberley Zone of WALGA and other partners on developing a regional community engagement framework and policy.*
3. *Advice and guidance to the Kimberley Zone of WALGA and other partners on developing a template for Memorandum's of Understanding and Partnerships.*
4. *Advice and guidance to the Kimberley Zone of WALGA and other partners on developing options to facilitate development and economic sustainability in the immediate and short term.*

5. Advice and guidance to the Kimberley Zone of WALGA and other partners on developing options to facilitate Regulation and Approvals.
6. Advice and guidance to the Kimberley Zone of WALGA and other partners on developing a regional developer contribution scheme to contribute building and maintaining social amenity.
7. Advice and guidance to the Kimberley Zone of WALGA and other partners on identifying an alignment of social infrastructure needs across the region for these to be formalised in a regional contribution policy.
8. The formulation of strategic partnerships aimed at ensuring sustained and managed economic growth.
9. Advice and guidance to the Kimberley Zone of WALGA and other partners on formalising a communication process.
10. Advice and guidance to the Kimberley Zone of WALGA and other partners on developing a social economic monitoring report template.
11. Advice and guidance to the Kimberley Zone of WALGA and other partners on developing a regional engagement hub website.

The purpose of this working group is to develop high level Kimberley policy, from which the outcomes will be different for each member Council. It is from these strategic guiding principles and policy that individual Councils can include specific project priorities.

A full copy of the Draft Terms of Reference forms **Attachment 2** to this report.

Following the Zone meeting, advice has been received from the Shire of Derby West Kimberley that they will not be participating in this proposed Working Group. Initiatives of the Group require a minimum of three of the four member Councils to participate.

In this instance, given that one member Council has now indicated it will not be participating in the Working Group it means that a truly regional approach to this issue will not be achieved. In reviewing the intended vision and purpose of the Working Group it is clear that it will be difficult to address all of the matters proposed with only three Kimberley Shires participating. On this occasion it is therefore recommended that the Shire of Broome also withdraw from participating in this Working Group.

Resolution:

That this item be deferred to be considered by each member Council.

Moved: Cr Moulden

Seconded: Cr Edwards

Carried Unanimously 4/0

9.1 COUNTRY LOCAL GOVERNMENT FUND EXPENDITURE – KEY WORKER HOUSING PROJECT UPDATE

With regards to the 2011/12 funding, a new Financial Assistance Agreement and letter of variation has been submitted to the Department of Regional Development outlining the reallocation of the \$956,842 in grant funding, leveraged funding contributions from each of the three participating Shires and project deliverables. A response from DRD had not been received at the time and the Shire of Wyndham East Kimberley still remains in possession of the \$956,842 until such time as DRD approve its reallocation.

Given the withdrawal of the Shire of Wyndham East Kimberley, a new Financial Assistance Agreement and letter of variation from the 2012-13 Business Case for the Key Worker

Housing project has been completed and submitted to the Department of Regional Development. A response from DRD had not been received at this point.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group notes the progress of the Country Local Government Fund 2010-11, 2011-12 and 2012-13 Grant Funding for the Key Worker Housing Project.

Moved: Cr Archer

Seconded: Cr Moulden

Carried Unanimously 4/0

9.2 DEPARTMENT OF LOCAL GOVERNMENT & COMMUNITIES 2012/13 GRANT FUND EXPENDITURE – RECORDS MANAGEMENT PROJECT UPDATE

A grant for \$107,000 was approved by the Department of Local Government and Communities for the purchase and implementation of an Office 365 Cloud based collaboration and Records Management System for the Kimberley Zone. This report provided an update on progress of the project. It is noted that the Shire of Broome employed a Records Officer to undertake scanning of hard copy files as part of this project. This has been fully funded by the grant.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group notes the progress of the Department of Local Government and Communities 2012-13 Grant Funding for the Records Management Project.

Moved: Cr Moulden

Seconded: Cr Edwards

Carried Unanimously 4/0

9.3 DEPARTMENT OF LOCAL GOVERNMENT & COMMUNITIES 2013/14 GRANT FUND EXPENDITURE – BUSINESS IMPROVEMENT REVIEW UPDATE

A grant for \$107,000 was approved by the Department of Local Government and Communities for a Business Improvement Review of the IT Vision Synergy Soft system utilised by the four Kimberley Shires. The report presented advised that the Business Improvement Review project is progressing as anticipated and indicated that workshops at each shire had been conducted and functional assessments completed.

The IT Vision project recommendations for the second project stage were discussed and it was decided that IT Vision present their Corporate Performance Management BI Board and CAMMS present their Interplan module on Human Resources, Risk and Personnel at the next CEO's meeting.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group notes the progress of the Department of Local Government and Communities 2013-14 Grant Funding for the Business Improvement Review of the IT Vision Synergy Soft System.

Moved: Cr Moulden**Seconded: Cr Edwards*****Carried Unanimously 4/0*****9.4 DEPARTMENT OF LOCAL GOVERNMENT & COMMUNITIES 2014 GRANT FUND EXPENDITURE – KIMBERLEY YOUTH STRATEGY – STAGE 1 CONSULTATION**

The Department of Local Government and Communities has awarded \$40,000 from the Youth Friendly Communities Grants Program to the Regional Collaborative Group to develop a Kimberley Youth Strategy Stage 1-Consultation.

The agreed anticipated activities include the Zone working in partnership with young people and/or community groups to support youth participation in helping make their community youth friendly. The consultation may also be used to support the review of other relevant strategies, policies and plans, and to inform the improvement of relevant services.

The next stage of the project is to finalise the Local Government Consultation Report, Service Provision Report and Youth Services Mapping documents. Following this, a Stage 2 Project Scope and Business plan will be provided to DLGC to then commence the second phase of the project.

This report provided an update on progress of the project.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group notes the progress of the Department of Local Government and Communities 2014 Grant Funding for the development of the Kimberley Youth Strategy.

Moved: Cr Moulden**Seconded: Cr Edwards*****Carried Unanimously 4/0*****9.5 REGIONAL WASTE TECHNICAL ADVISORY GROUP (TAG) – MINUTES OF MEETING**

The Kimberley Zone Regional Council Group at its meeting 23 February 2013 resolved that "The secretariat be authorised to establish a Kimberley Regional Waste Technical Advisory Group (TAG) to investigate and progress Waste issues for the Kimberley Region."

The Kimberley Regional Waste TAG was established with the first meeting held on 5 April 2013. In accordance with the adopted Terms of Reference, the TAG meets every 2 months.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group receives the minutes from the Regional Waste TAG meeting held 02 February 2014.

Moved: Cr Moulden**Seconded: Cr Edwards*****Carried Unanimously 4/0***

9.6 REGIONAL FUNDING PROGRAM FOR THE WASTE AUTHORITY OF WESTERN AUSTRALIA

Four Regional Investment Plans have been considered as a part of Phase Two of the Waste Authorities Regional Funding Program. This agenda item summarises the outcomes of those submissions and requests the Kimberley Regional Collaborative Group resolve to endorse the Secretariat to enter into two funding Contracts.

RESOLUTION:**(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group endorses the Secretariat to enter into the Funding Agreements Contracts for Drop off Recycling Shire of Derby West Kimberley; and Drop-off Recycling Shire of Broome.

Moved: Cr Moulden

Seconded: Cr Edwards

Carried Unanimously 4/0

CONSULTATION

NIL

STATUTORY ENVIRONMENT

NIL

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

NIL

STRATEGIC IMPLICATIONS

Our Prosperity Goal – Create the means to enable local jobs creation and lifestyle affordability for the current and future population:

Affordable and equitable services and infrastructure

Key economic development strategies for the Shire which are aligned to regional outcomes working through recognised planning and development groups/committees

Our Organisation Goal – Continually enhance the Shire's organisational capacity to service the needs of a growing community:

Sustainable and integrated strategic and operational plans

Responsible resource allocation

Improved systems, processes and compliance

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

- 1. Receives and endorses the resolutions of the Kimberley Zone of WALGA/Regional Collaborative Group as attached in the minutes from the Joint Meeting held 27 February 2015 enbloc; and*
- 2. Requests the Chief Executive Officer to advise the Kimberley Zone of WALGA/Regional Collaborative Group that given the Shire of Derby/West Kimberley has withdrawn from participating in the proposed Social Licence to Operate Working Group, the matter cannot be addressed with a whole of Region approach and the Shire of Broome therefore will not be participating in this Working Group.*

Attachments

1. MINUTES OF THE JOINT MEETING OF THE KIMBERLEY ZONE OF WALGA AND REGIONAL COLLABORATIVE GROUP HELD 27 FEBRUARY DECEMBER 2015
2. TERMS OF REFERENCE: SOCIAL LICENCE TO OPERATE AND INVEST IN THE KIMBERLEY WORKING GROUP



Combined Kimberley Zone of WALGA and Regional Collaborative Group Meeting

MINUTES

- 1.00pm Friday 27 February 2015

**Spinifex Hotel Function Room
6 Clarendon Street DERBY**

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Kimberley Zone of WALGA / RCG

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The chairman opened the meeting at 1.02pm.

2. RECORD OF ATTENDANCE / APOLOGIES

ATTENDANCE:

Rebecca Herbert	Kimberley Zone of WALGA
Sam Mastrolembo	Shire of Broome
Cr Chris Mitchell	Shire of Broome
Cr Graeme Campbell	Shire of Broome
Cr John Moulden	Shire of Wyndham East Kimberley
Cr Darren Spakman	Shire of Wyndham East Kimberley
Musa Mono	Shire of Halls Creek
Cr Malcolm Edwards	Shire of Halls Creek
Cr Virginia O'Neil	Shire of Halls Creek
Stephen Gash	Shire of Derby West Kimberley
Cr Elsie Archer	Shire of Derby West Kimberley
Cr Ross Sullivan	Shire of Derby West Kimberley
Cr Andrew Twaddle	Shire of Derby West Kimberley
Cr Iris Prouse	Shire of Derby West Kimberley
Cr Annette Kogolo	Shire of Derby West Kimberley
John Lane	WALGA
Jennifer Mathews	DLGC
Kelly McIntyre	DLGC
Jeff Gooding	Kimberley Development Commission
Glen Chidlow	Australia's North West Tourism
Ralph Addis	Department Regional Development
Paul Isaachsen	Department Regional Development
Minister Tony Simpson	WA Government
Jessica Lenney	WA Government

APOLOGIES:

Kenn Donohoe	Shire of Broome
Rodger Kerr-Newell	Shire of Halls Creek
Louise Gee	Shire of Wyndham East Kimberley
Cr Keith Wright	Shire of Wyndham East Kimberley
Grant Pipe	Department Fire and Emergency Services
Cr June Oscar	Shire of Derby West Kimberley

3. DECLARATION OF INTEREST

- **Financial Interest**

Nil

- **Impartiality Interest**

Nil

- **Proximity Interest**

- Nil

4. CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the combined Kimberley Zone of WALGA / RCG Meeting held on 9 December 2014 be confirmed as a true and accurate record of that meeting.

Moved: Cr Archer

Seconded: Cr Moulden

CARRIED UNANIMOUSLY 4/0

5. BUSINESS ARISING FROM PREVIOUS MEETING

Nil

6. PRESENTATIONS FROM REPRESENTATIVES

- 6.1 Ralph Addis – Director General, Department of Regional Development**
Update on Indigenous Municipal Services

- 6.2 Minister Tony Simpson**
Update on Portfolio

7. REPORTS FROM ZONE / RCG

7.1 KIMBERLEY ZONE OF WALGA & RCG MEETING RESOLUTION STATUS REPORT

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	OGS03 & RCG01
AUTHOR:	Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	20 January 2015

SUMMARY: This report provides the resolution status report from the Kimberley Zone of WALGA and Regional Collaborative Group meetings held from April 2014.

BACKGROUND

Previous Considerations

Kimberley Zone/ Regional Collaborative Group Meeting 2 October 2013	Item 7.1
Kimberley Zone/ Regional Collaborative Group Meeting 26 November 2013	Item 7.3
Kimberley Zone/ Regional Collaborative Group Meeting 24 February 2014	Item 7.1
Kimberley Zone/ Regional Collaborative Group Meeting 30 April 2014	Item 7.1
Kimberley Zone/ Regional Collaborative Group Meeting 23 June 2014	Item 7.1
Kimberley Zone/ Regional Collaborative Group Meeting 4 August 2014	Item 7.1
Kimberley Zone/ Regional Collaborative Group Meeting 3 October 2014	Item 7.1

COMMENT

This report has been established to ensure proactive completion of meeting resolution items in a timely manner.

CONSULTATION/STAKEHOLDERS

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Resolution Status Report contains financial implications however they do not record discussion on funding applications which may lead to further financial implications in the future. Where financial implications are relevant these will be presented to the zone meetings for approval.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION:
(REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA & Regional Collaborative Group:

- 1. Receives the attached Resolution Status Report;***
- 2. Authorises the Secretariat to proceed with co-ordinating the finalisation of outstanding action items arising from meeting resolutions.***

Moved: Cr Moulden

Seconded: Cr Edwards

Carried Unanimously 4/0

Attachment: 6 pages

7.2 KIMBERLEY ZONE OF WALGA 14/15 FINANCIAL ACTIVITY REPORT

LOCATION/ADDRESS: Kimberley Region
APPLICANT: Nil
FILE: OGS03 & RCG01
AUTHOR: Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S Nil
RESPONSIBLE OFFICER: Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 6 February 2015

SUMMARY: This report recommends that the Kimberley Zone of WALGA and Regional Collaborative Group adopt the Financial Activity Report for the period ended 6 February 2015.

BACKGROUND

Previous Considerations

Nil

COMMENT

Indicators and Variances

The following are the key indicators of the year to date budget position;

Budget Year Lapsed	64%
Total Operating Income	(\$373,049)
Total Operating Expenditure	\$289,545
Total Surplus/Deficit	(\$83,503)

Committed Kimberley Regional Collaborative Group project expenditure as percentage of forecast budget;

2012-13 DLGC – Records Management	33%
2013-14 DLGC – Business Improvement Review	74%
2010-11 CLGF – Key Worker Housing	100%
2011-12 CLGF – Key Worker Housing	27%
2014 DLGC – Kimberley Youth Strategy	75%

More detailed explanations of variances are contained in the notes to the statement of financial activity.

CONSULTATION/STAKEHOLDERS

Nil

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulation 1996

34. Financial activity statement required each month (Act s. 6.4)
- (1A) In this regulation —
committed assets means revenue unspent but set aside under the annual budget for a specific purpose.
- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
- (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

These are detailed above and in the attachment.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION:

(REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA and Regional Collaborative Group adopts the Financial Activity Report for the period ended 6 February 2015.

Moved: Cr Moulden

Seconded: Cr Archer

Carried Unanimously 4/0

Attachment: 1 page

7.3 KIMBERLEY ZONE OF WALGA & RCG 2013/14 ANNUAL FINANCIAL AUDIT

LOCATION/ADDRESS: Kimberley Region
APPLICANT: Nil
FILE: OGS03 & RCG01
AUTHOR: Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S Nil
RESPONSIBLE OFFICER: Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 2 February 2015

SUMMARY: This report outlines the Kimberley Zone of WALGA and Regional Collaborative Group 2013-14 Annual Financial Audit results.

BACKGROUND

Nil

COMMENT

RSM Bird Cameron was engaged to conduct an independent audit of the 2013/2014 Financials for the Kimberley Zone and Regional Collaborative Group and the Department of Regional Development R4R 2010-11 Country Local Government Fund- Key Worker Housing grant acquittal.

CONTRACTS AND FUNDING PARTNERS

Department of Local Government and Communities (DLGC)

Project	Grant Funding	Status	Reporting
2012-13 Records Management Project	\$107,000	Ongoing	<ul style="list-style-type: none"> • Q1 - 30 Sep 2013 • Q2 - 31 Dec 2013 • Q3 - 31 Mar 2014 • Q4 - 30 Jun 2014 • Interim Grant Acquittal
2013-14 Business Improvement Review	\$107,000	Ongoing	Nil
2014 Kimberley Youth Strategy	\$40,000	Ongoing	Project Plan 15 July 2014

Department of Regional Development (DRD)

Project	Grant Funding	Status	Reporting
2010-11 DRD R4R CLGF Key Worker Housing	\$2,492,642.64	Acquitted	<ul style="list-style-type: none"> • Q3-31 Mar 14 • Q4-30 Jun 14 • Final Project Acquittal
2011-12 DRD R4R CLGF Key Worker Housing	\$3,827,386	Ongoing	<ul style="list-style-type: none"> • Q4-30 Jun 14 • 30 Jun14 Annual Report
2012-13 DRD R4R CLGF Key Worker Housing	\$3,827,386	Ongoing	Nil

The surplus position as of 30 June 2014 was \$252,721. These funds were transferred into a reserve for the Kimberley Zone at the end of the financial year. As a summary, \$121,879 of this is surplus funds based on the Secretariat budget and the balance of funds is primarily due to carryover project works.

CONSULTATION/STAKEHOLDERS

Nil

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulation 1996

36. Annual financial report, content of (Act s. 6.4(2))
- (1) The annual financial report is to include —
- (a) a statement setting out all movements of money to and from reserve accounts which has not been included in the income statement but which has been included in the rate setting statement; and
 - (b) if the net current assets carried forward from the previous financial year for the purpose of the budget of the financial year to which the report relates is different from the net current assets shown in the audited annual financial report for the previous financial year, the amount of that difference; and
- [(c), (d)deleted]
- (e) in relation to the disposal of a class of assets —
 - (i) the net book value of that class of assets; and
 - (ii) the sale price of that class of assets; and
 - (iii) the profit or loss on the sale of that class of assets;and
 - (f) notes or statements containing the information set forth in regulations 37 to 50.
- (2) The annual financial report is to include the following —
- (a) the rate setting statement included under regulation 22(1)(d) in the annual budget for the year to which the report relates;
 - (b) adjacent to each item in that rate setting statement that states an amount, the end-of-year amount for the item;
 - (c) adjacent to each item in the income statement that states an end-of-year amount, the original or amended budget estimate for the item;
 - (d) adjacent to each item that states an end-of-year amount required by a provision of these regulations listed in the Table to this subregulation, the original or amended budget estimate for the item.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Summary of Statement of Income and Expenditure

	Income	Expenditure	\$
Secretariat	316,369	194,490	121,879

Projects and Business Planning	8,775	17,141	-8,366
Key Worker Housing Project	3,827,368	3,830,868	-3,500
Business Intelligence	107,000	19,002	87,998
Kimberley Waste Management Plan	45,000	30,290	14,710
DLGC Youth Strategy	40,000	0	40,000
Total	4,344,512	4,091,791	252,721

The following final audits are attached;

Summary report as at 30 June 2014

Appendix 1 Kimberley Zone of WALGA and Regional Collaborative Group Total

Appendix 2 Kimberley Zone of WALGA Secretariat

Appendix 3 Kimberley Zone & RCG Projects/Business Planning

Appendix 4 Kimberley Zone & RCG Key Worker Housing Project

Appendix 5 Kimberley Zone & RCG Business Intelligence

Appendix 6 Kimberley Zone & RCG Waste Management Plan

Appendix 7 Kimberley Zone & RCG DLGC Youth Strategy

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION:

(REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA and Regional Collaborative Group notes the report and receives copies of the audits completed by RSM Bird Cameron.

Moved: Cr Moulden

Seconded: Cr Edwards

Carried Unanimously 4/0

Attachment: 14 pages

7.4 FINANCIAL ASSISTANCE GRANTS SUBMISSION

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	OGS03 & RCG01
AUTHOR:	Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	4 February 2015

SUMMARY: This report recommends that the Kimberley Zone of WALGA and Regional Collaborative Group make a submission to the Department of Local Government and Communities Grant Commission in relation to Financial Assistance Grants.

BACKGROUND

Previous Considerations

Kimberley Zone / Regional Collaborative Group Meeting 9 December 2014 *Item 7.4*

The Western Australian Local Government Grants Commission (the Commission) is a statutory body established by State legislation, the Local Government Grants Act 1978.

Its principle function is the making of recommendations to the State Minister for Local Government on the allocations of "General Purpose Grants" amongst 138 local governments in WA. These General Purpose Grants are the State's entitlement for financial assistance from the Commonwealth Government, paid in equal quarterly instalments for a financial year, under the Australian law, Local Government (Financial Assistance) Act 1995.

The distribution of Commonwealth Government Financial Assistance Grants is for local government purposes, to achieve equitable levels of services, by reasonable effort.

The Western Australian share of Commonwealth funding for 2014-15 is \$280,989,640 being 12.28% of the national allocation of \$2.288 billion. This funding is untied, i.e. there are no conditions on how these funds should be spent. The allocation has increased from \$274 million in 2013/14. This amount is divided into two parts, a general purpose component and a local roads component.

The funding provided to local governments is allocated on the basis of horizontal equalisation, to ensure that each local government in the State is able to function at a standard not lower than the average standard of other local governments. All local governments are entitled to receive at least the minimum grant. That minimum grant cannot be less than 30% of what the local government would receive if all grants were allocated on a per capita basis.

For the purposes of the Zone's submission, the Kimberley Zone is only concerned with the General Purpose Grants.

The Balanced Budget approach has been used to calculate General Purpose Grants since 1994. The Commission calculates the equalisation requirement of each local government

by assessing the revenue raising capacity and expenditure need of each local government. Five categories (called standards) have been used to calculate revenue raising ability and six categories have been used to establish expenditure need.

The equalisation requirement is the difference between the assessed expenditure need and the assessed revenue raising capacity of each local government. A range of disability factors have been developed by the Commission, (e.g. location, population dispersion and socio economic disadvantage), and are included in the calculation of the standards to recognise the additional costs a local government faces due to its physical or demographic characteristics.

The General Purpose Grants are increasing each year however the application of the new methodology for the calculation of General Purpose Grants has resulted in each of the Kimberley Shires receiving reductions over the last two years.

LGA	2012-13 GPG	2013-14 GPG	2014-15 GPG	2 year Reduction	2 year reduction %
SOB	2,541,483	2,287,335	2,073,797	-467,687	-22.6%
SDWK	4,738,832	4,264,949	4,318,461	-420,372	-9.7%
SHC	3,628,719	3,421,106	3,471,743	-156,976	-4.5%
SWEK	3,066,768	2,760,091	2,797,996	-268,772	-9.6%

These reductions in General Purpose funding have a significant adverse impact on the ability of Shire's to provide services and it has resulted in the erosion of rate increases to cover the loss of operating revenue.

The average revenue capacity is calculated based on valuation and assessment data sourced from the Valuer General (Landgate). The average revenue capacity of the Kimberley local governments is significantly overstated due to the presence of non-rateable assessments being included.

LGA	Shire Data		Landgate Data		2014-15 Budget Revenue
	# Rateable Properties	# Non- Rateable Properties	# Rateable Properties	# Non- Rateable Properties	
SOB	6,561	686	6,455	283	18,988,475
SDWK	1,882	501	1,680	1,801	6,362,511
SHC	615	870	352	435	2,106,397
SWEK	2,685	808	2,593	2,790	9,174,018

LGA	Shire Data		Landgate Data		% of Landgate Over Valuation of Rateable & Non- Rateable Values
	Sum Rateable Values	Sum Non- Rateable Values	Sum Rateable Values	Sum Non- Rateable Values	
SOB	285,318,741	30,302,892	300,379,847	23,834,259	103%
SDWK	68,120,650	5,836,495	94,474,859	8,870,908	140%
SHC	27,857,649	9,024,174	41,079,895	4,106,745	123%
SWEK	278,639,928	34,047,173	417,891,784	12,115,289	138%

LGA	# Non- Rateable	Lost Rates Value	Lost Rates Revenue
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	Properties		
SOB	686	35,986,232	1,515,128
SDWK	501	5,866,195	742,507
SHC	870	9,024,174	631,620
SWEK	808	24,325,015	993,643

The Grants Commission has recently contacted the Valuer General regarding this issue and concluded that valuations and assessments that have been requested by the local government are included in the data sourced for the Grant determinations despite whether or not they are actually generate a levied rate. For properties that are not rated by the local government, they can have these removed from the Valuer General data base.

COMMENT

At the August 2014 CEO's meeting the issue of non-rateable and exempt properties having a significant impact in the Kimberley, and links with the issue generally of increased use of services without the contribution of the offsetting rate revenue was discussed, the Executive Group decided to look at making a submission to the Department of Local Government and Communities Grant Commission for consideration for the following year's grant determination, making recommendations on calculations and rationale within the balanced budget that we consider are both fair and equitable and truly recognise the additional costs incurred by local governments due to their physical and demographic circumstances, better reflect the true expenditure needs and better represent the true revenue raising capacity.

At the December 2014 Kimberley Zone meeting, the group was informed on the progress of the submission being made which will outline the evaluation of the Financial Assistance Grants Calculations and Methodology for Disabilities, Expenditure and Revenue.

Attached is the submission for member's consideration which outlines 40 recommendations to the Grants Commission;

General:

- Commence a review of *Local Government Act 1995* and *Land Administration Act 1992* to either:
 1. Remove exemptions
 2. Redirect revenue paid to the treasurer by Government Trading Enterprises under the principle of 'competitive neutrality, 'back into Local Governments
- The average revenue capacity is calculated based on valuation and assessment data sourced from the Valuer General (Landgate). Each Shire needs to resubmit this information to Landgate so that the average revenue capacity is not overstated due the presence of non-rateable assessments being included.
- Each Shire needs to request the Valuer General data base remove properties that are not rated by the local governments.

Disability Factors:

Location

- We recommend a 'road distance' percentage share of 10% be incorporated as a factor in the Aria+ calculation.
- We recommend that 'Census Night Population' statistics be used in the calculations for population share instead of ABS 'Usual Resident Population'.
- We recommend a 20% Indigenous undercount be added to the ASB statistics.

Socio economic

- We recommend that 'Census Night Population' statistics be used in the calculations for population share instead of ABS 'Usual Resident Population'.
- We recommend a 20% Indigenous undercount be added to the ASB statistics.

Growth

- We recommend a 4% increase per annum across each shire for 2017 and 2021 instead of the WAT forecast.
- We recommend that ABS statistics be used for 2012 rather than the WAT forecast.
- We recommend a 20% Indigenous undercount be added to the ASB statistics.

Population Dispersion

- The Population Dispersion factor should be applied to the Governance Standard.
- If Population dispersion remains to exclude Indigenous Communities, then the number of Indigenous communities must be included as an additional factor in the Indigenous Disability.

Climate

- We recommend a 'heat' factor be incorporated into the calculation to support the true electricity cost of cooling buildings.
- We recommend that the percentage share be evenly distributed between each of the factors as 20%.

Indigenous

- We recommend an 'Indigenous Service' factor to take into consideration the number of Indigenous communities, be incorporated into the calculation.
- We recommend that the percentage share be modified to allow the integration of this additional factor.
- We recommend a 20% Indigenous undercount be added to the ASB statistics.

Regional Centres

- We recommend that the Kimberley Shire's be incorporated into the Regional Centre disability allowance, and be allocated a regional centre relativity of 5.
- We recommend that the Law Order and Public Safety Standard has the Regional Centre disability applied.

Off Road Drainage

- We recommend that hillside drainage is recognised in the Off Road Drainage disability allowance.

Cyclone

- We recommend that the annual pre cyclone cleanup is recognised in this disability allowance and a rate according to cyclone impact frequency be applied to the factor.
- We also recommend that Broome be adequately recognised as a severe cyclone impacts area and be given a category 3 rating.

Expenditure:

Recreation and Culture

- We recommend that 'Census Night Population' statistics be used in the calculations for population share instead of ABS 'Usual Resident Population'.
- We recommend that a factor be incorporated into the Recreation and Culture Standard to acknowledge the Recreation and Aquatic Centres providing regional and international services.

Community Amenities Standard

- We recommend that the Actual Total Assessments figures be used in the 'Balanced Budget'.
- We recommend an Indigenous disability factor should be applied at 50% to take into consideration the expenditure on litter collection and vandalism.

Governance Standard

- We recommend that the Actual Total Assessments figures be used in the 'Balanced Budget'.
- The population dispersion disability factor should be applied to this standard.

Law, Order and Public Safety Standard

- We recommend that a factor be included to take into consideration Transient population, Ranger services, Life guard services, Road distance and Fire brigade capital.
- We recommend that this standard has the Regional Centre disability applied.
- We recommend that the Actual Total Assessments figures be used in the 'Balanced Budget'.

Education, Health and Welfare

- We recommend that 'Census Night Population' statistics be used in the calculations for population share instead of ABS 'Usual Resident Population'.

Transport

- This standard does not take into consideration the true costs of transport in the Kimberley. We recommend that the following factors should be applied;
 - Mobilisation and de-mobilisation costs are extraordinary in regional and remote areas
 - Freight costs on equipment is excessive
 - Technical engineering advice sought requires on-site visits therefore increasing costs
- We also recommend that the following Disability factors should also be applied, particularly:
 - Location
 - Population Dispersion

Revenue:

Residential/Commercial/Industrial Rate Standard

- We recommend a Non-Rateable/Exempt factor be included in this calculation that reduces the revenue assessment by the number and total value of Non-Rateable/Exempt properties.
- The *Land Administration Act 1992* requires Landcorp to pay the Treasurer an amount equal to that which would have been payable in Local Government rates based on the principle of 'competitive neutrality'. We recommend this revenue should be redirected back to local governments similar to the Perth Airport agreement with the Commonwealth.

Mining Rates Standard

- Currently the calculation has a two year lag time. We recommend that the 2013/14 figures be used.

Agricultural Standard

- Currently the calculation has a two year lag time. We recommend that the 2013/14 figures be used.

Pastoral Rates Standard

- We recommend that a factor be incorporated to acknowledge the commercial deals (e.g. Ord Stage 2) where very low \$/ha are allocated to encourage economic development.

Currently the four Kimberly Shires make up 6.62% of the Disability Standard, 2.41% of the Expenditure Standard and 1.37% of the Revenue Standard, should our recommendations be implemented, Disabilities would increase to 10.35%, Expenditure would increase to 3.08%

and Revenue would decrease to 1.18% and thus better recognise the additional costs incurred by local governments due to their physical and demographic circumstances. As well as reflect the true expenditure needs and revenue raising capacity of the Local Governments.

CONSULTATION/STAKEHOLDERS

Department of Local Government and Communities
Shire of Broome
Shire of Derby West Kimberley
Shire of Halls Creek
Shire of Wyndham East Kimberley

STATUTORY ENVIRONMENT

Local Government Act 1995

6.26. Rateable land

- (1) Except as provided in this section all land within a district is rateable land.
- (2) The following land is not rateable land —
 - (a) land which is the property of the Crown and —
 - (i) is being used or held for a public purpose; or
 - (ii) is unoccupied, except —
 - (I) where any person is, under paragraph (e) of the definition of **owner** in section 1.4, the owner of the land other than by reason of that person being the holder of a prospecting licence held under the *Mining Act 1978* in respect of land the area of which does not exceed 10 ha or a miscellaneous licence held under that Act; or
 - (II) where and to the extent and manner in which a person mentioned in paragraph (f) of the definition of **owner** in section 1.4 occupies or makes use of the land; and
 - (b) land in the district of a local government while it is owned by the local government and is used for the purposes of that local government other than for purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the local government; and
 - (c) land in a district while it is owned by a regional local government and is used for the purposes of that regional local government other than for the purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the regional local government; and
 - (d) land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood; and
 - (e) land used exclusively by a religious body as a school for the religious instruction of children; and
 - (f) land used exclusively as a non-government school within the meaning of the *School Education Act 1999*; and
 - (g) land used exclusively for charitable purposes; and
 - (h) land vested in trustees for agricultural or horticultural show purposes; and

- (i) land owned by Co-operative Bulk Handling Limited or leased from the Crown or a statutory authority (within the meaning of that term in the *Financial Management Act 2006*) by that co-operative and used solely for the storage of grain where that co-operative has agreed in writing to make a contribution to the local government; and
 - (j) land which is exempt from rates under any other written law; and
 - (k) land which is declared by the Minister to be exempt from rates.
- (3) If Co-operative Bulk Handling Limited and the relevant local government cannot reach an agreement under subsection (2)(i) either that co-operative or the local government may refer the matter to the Minister for determination of the terms of the agreement and the decision of the Minister is final.
- (4) The Minister may from time to time, under subsection (2)(k), declare that any land or part of any land is exempt from rates and by subsequent declaration cancel or vary the declaration.
- (5) Notice of any declaration made under subsection (4) is to be published in the *Gazette*.
- (6) Land does not cease to be used exclusively for a purpose mentioned in subsection (2) merely because it is used occasionally for another purpose which is of a charitable, benevolent, religious or public nature.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

These are detailed in the attachment.

STRATEGIC IMPLICATIONS

The Kimberley Regional Business Plan 2014-2018

Goal 1- Governance: A collaborative group demonstrating strong Regional Governance

- Outcome 1.4 Business efficiency and improved services through collaboration
- Strategy 1.4.1 Promote and facilitate mutually beneficial, cost efficient shared services arrangements
- Action 1.4.1.1 Identify key services requiring further collaborative effort to enhance delivery outcomes across the region, dependent on business cases as opportunities arise.

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That the Kimberley Zone of WALGA and Regional Collaborative Group endorse the Secretariat to submit the submission to the Department of Local Government and Communities Grant Commission.

RESOLUTION:

That the Kimberley Zone of WALGA and Regional Collaborative Group;

- 1. Endorse the Secretariat to submit the submission to the Department of Local Government and Communities Grant Commission;**
- 2. Authorise the Secretariat to make minor amendments to the document prior to submission.**

Moved: Cr Archer

Seconded: Cr Moulden

Carried Unanimously 4/0

Attachment: 36 pages

7.5 LOCAL GOVERNMENT RATES EXEMPTIONS

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	OGS03 & RCG01
AUTHOR:	Director Corporate Services, Shire of Broome
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	9 February 2014

SUMMARY: This reports seek support from the Kimberley Zone of WALGA to lobby State Government to undertake a review of the exemptions that may be granted in regards to the payment of Local Government rates across all applicable Western Australian legislation.

BACKGROUND

Nil

COMMENT

In recent months the Shire of Broome has received an influx of applications seeking rate exemption under Section 6.26(2)(g) of the *Local Government Act 1995*. Applicants include Community Social Housing Providers, Indigenous Corporations providing social housing and medical services and a number of community not-for-profit organisations. This is not an uncommon trend across the State, with the Western Australian Local Government Authority indicating that Local Governments forego over \$6.5 million per annum through rate exemptions.

Section 6.26(2)(g) of the *Local Government Act 1995* states:

6.26 Rateable Land

(2) The following land is not rateable land –

(g) land used exclusively for charitable purpose

This issue is well known throughout the sector and the primary concern is that there is no definition of "exclusive charitable purpose" within the legislation. This is a matter of interpretation and subject to case law dating back to the 1600s. Further, it appears that some organisations that have received exemptions may have done so based on their charitable status rather than whether the property or land was being used for a charitable purpose. This may not have been within the realm of the original intent of the legislation and essentially means that other ratepayers are required to offset this loss in rate revenue.

There appears to be an inconsistency in determination of applications seeking rate exemption across the State and clarity is therefore sought to assist the Local Government decision making process and address the issue for ratepayers. Of note, there is an increase in applications for rate exemptions from Community Social Housing Providers in Western Australia. One Community Social Housing Provider has recently sought rates exemption from the Shire of Broome to the value of approximately \$94,000. This provider has various land tenure arrangements on residential properties within Broome including ownership, lease arrangements or service level agreements with the Department of Housing. The

proponent claims to be co-ordinating progression of further such arrangements. The Shire of Broome currently collects approximately \$1.6 million in rates from the Department of Housing and continued divestment of these properties will have a significant financial impact on the Shire and its ratepayers.

A number of these social housing providers also undertake commercial operations or activities that are not of a charitable nature and it is therefore questionable as to whether they should in fact be eligible for such exemption. It could also be considered that the rental subsidy (argued to be relief of poverty) that is provided to tenants is partially being offset by other ratepayers.

Member support is therefore sought to request the State Government to progress a review of the *Local Government Act 1995* with the intent to clarify the definition of "exclusive charitable purpose". Clear definition is required to ensure consistent interpretation across the State for both ratepayers and Local Government.

The second issue that may also be of concern to member Councils is in regard to rate exemptions that are applied to numerous Government Authorities and Agencies. In Broome, this includes Land Corp, Regional Power Corporation (Horizon Power), Aboriginal Lands Trust, Kimberley Port Authority, Main Roads WA, Water Corporation. The value of foregone rates to the Shire of Broome is difficult to estimate without valuation, however research indicates it may be in the order of \$1.5 million. Attachment 1 to this report provides a summary of some of the exemptions that are currently applicable.

For example, the *Western Australian Land Authority Act 1992* provides for the establishment and prescribes the function of the Western Australian Land Authority (trading as LandCorp). Section 3 states,

3. Objects

The objects of this Act are —

- (a) the provision and development of industrial, commercial, residential and other land in a range of localities to meet the social and economic needs of the State while taking account of environmental outcomes; and*
- (b) the completion of the Joondalup Centre project; and*
- (c) the identification and development, or urban renewal, of centres of population and the provision or improvement of land for those centres; and*
- (d) to facilitate the development and disposal of surplus public land.*

LandCorp holds significant land across the State, however are not liable to pay rates to Local Government. Section 32 of the Act states,

32. Liability of Authority for duties, taxes, rates etc.

[(1) deleted]

- (2) Subject to subsection (3), land vested in or acquired by the Authority is not rateable land for the purposes of the *Local Government Act 1995*.*

It is therefore arguable that LandCorp have a commercial advantage over other property developers. This is contrary to National Competition Policy and in some rural areas property prices are driven primarily by LandCorp. The broader issue of rate exemption is queried given that these Agencies still utilise Local Government infrastructure and services. The status quo is therefore challenged on the basis that other ratepayers are again offsetting this loss of rates revenue.

In October 1992, then Prime Minister Paul Keating established the National Competition Policy Review with the resulting report, the Hilmer Report released in 1993 with a key statement:

On competition policy

'Competition policy is not about the pursuit of competition per se. Rather, it seeks to facilitate effective competition to promote efficiency and economic growth while accommodating situations where competition does not achieve efficiency or conflicts with other social objectives. These accommodations are reflected in the content and breadth of application of pro-competitive policies, as well as the sanctioning of anti-competitive arrangements on public benefit grounds.'

An extract of the terms of reference for the review include:

The Terms of Reference were set out in Annex A of the Final Report:

- (a) no participant in the market should be able to engage in anticompetitive conduct against the public interest;
- (b) as far as possible, universal and uniformly applied rules of market conduct should apply to all market participants regardless of the form of business ownership;
- (c) conduct with anti-competitive potential said to be in the public interest should be assessed by an appropriate transparent assessment process, with provision for review, to demonstrate the nature and incidence of the public costs and benefits claimed;
- (d) any changes to the coverage or nature of competition policy should be consistent with, and support, the general thrust of reforms:
 - (i) to develop an open, integrated domestic market for goods and services by removing unnecessary barriers to trade and competition; and
 - (ii) in recognition of the increasingly national operation of markets, to reduce complexity and eliminate administrative duplication; [delete]

The varied legislation providing rate exemptions is numerous and includes the Water Corporation, Port Authorities, FESA and many Universities. Attachment 1 provides a summary of some of the known existing exemptions that apply.

In the case of the Shire of Broome, there are currently 670 properties that are classified as non-rateable. At a minimum rate of \$1200, this is conservatively, a loss in rates income of \$804,000.

CONSULTATION/STAKEHOLDERS

Nil

STATUTORY ENVIRONMENT

Refer to Attachment 1.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The financial implications across the Local Government Sector through the application of rates exemptions is significant.

STRATEGIC IMPLICATIONS

Any increase in the application of rates exemptions may impact many Local Government's Long Term Financial Plans. This lost revenue would need to be made up through a rates increase to other rates payers or potentially a reduction in service levels.

VOTING REQUIREMENTS

Simple Majority

RESOLUTION:
(REPORT RECOMMENDATION)

That the Kimberley Zone of WALGA, request WALGA to lobby the State Government to undertake a review of exemptions applicable to the payment of Local Government rates with the intent to:

- 1. Clarify exemptions relative to exclusive charitable purpose under the Local Government Act 1995 to be specific to the 'use' of the land; and***
 -
- 2. Seek removal of exemptions applicable to State Government Authorities and Agencies.***
 -

Moved: Cr Moulden

Seconded: Cr Archer

Carried Unanimously 4/0

Attachment: 6 pages

8. REPORTS FROM KIMBERLEY ZONE OF WALGA

8.1 STATE COUNCIL MEETING AGENDA AND PRESIDENTS REPORT

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	OGS03
AUTHOR:	Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	12 February 2015

SUMMARY: The State Council Agenda and Presidents Report has been received on the 12 February 2015 and are attached for member consideration. It is important to note that member Councils should consider this item and provide instruction to the Chairman as delegate to the State Council on matters that have regional significance.

BACKGROUND

Previous Considerations

Nil

COMMENT

For Member consideration

CONSULTATION/STAKEHOLDERS

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RESOLUTION:

(REPORT RECOMMENDATION)

**That the Kimberley Zone of WALGA notes the State Council Meeting Agenda and
Presidents Report.**

Moved: Cr Moulden

Seconded: Cr Archer

Carried Unanimously 4/0

Attachment 1: 196 pages

Attachment 2: 4 pages

8.2 SOCIAL LICENCE TO OPERATE AND INVEST IN THE KIMBERLEY

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	OCG03
AUTHOR:	Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S	Nil
RESPONSIBLE OFFICER:	Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	10 February 2015

SUMMARY: This report is presented to advise of a proposed regional approach to addressing the development and maintaining a social licence of companies and developers to operate and invest within the Kimberley by establishing a Working Group.

BACKGROUND

An operation is said to have a social licence to operate when it achieves an ongoing level of acceptance or approval from local communities and other stakeholders. Historically this notion only applied to resource companies. However, increasingly a social licence to operate applies to any company such as natural resources, renewable energy, oil and gas, forestry, construction, manufacturing, retail, food processing, pharmaceuticals or any industry that is facing rising stakeholder expectations and increasing criticism.

The concept has evolved fairly recently from the broader and more established notion of Corporate Social Responsibility and is based on the idea that resource companies need not only government permission or permits but also "social permission" to conduct their business.

Developing and maintaining a social licence to operate is rapidly becoming core business for resource companies. Community investments are just one part of the many aspects of social licence to operate but can be an important foundation for sustaining the viability of resource projects. Resource companies are making substantial investments to enhance economic and social opportunity for affected communities as part of establishing their social licence to operate. Understanding and measuring the value created by community investments drives more transparent and effective outcomes for companies, communities and other stakeholders.

While it has been claimed that the concept of social license to operate emerged as a result of governance arrangements, increasingly responsibility is shifting away from the state to other proponents. This raises the question as to what role local government is to play in negotiating the relationship between companies and communities.

Local Government's can take a pivotal role in developing and maintaining a social license to operate, through the following;

- Issue guidelines for proponents preparing social impact management plans, outlining;
 - Community engagement strategies
 - Integrated housing and accommodation strategies
 - Community investment strategies
 - Indigenous engagement strategies

- Community health and safety strategies
 - Workforce and training strategies
 - Land access
 - Local content policies
- Facilitating Development
 - Possess a clear economic development strategy
 - Speak with one regional voice
 - Consult with & listen to industry; be available
 - Preserve transport corridors; open land for use
 - Support/develop infrastructure – roads, bridges, air links
- Facilitate Regulation and Approvals
 - Policy application
 - Mutual understanding regarding use of Shire roads
 - Regulatory role for Exploration v Development/Production stages of life-cycle
 - Assist regulatory reform – there is industry concern about duplication and delays regarding local government approvals
- Act as an Engagement Hub
 - Provide a forum and space for early, open, meaningful and fact-based discussion
- Assist with Social impact assessments
- Develop Memorandums of Understanding
- Develop Partnerships
- Insist on social economic monitoring reports from companies outlining;
 - Employment
 - Direct employment
 - Contractors
 - Training
 - Learning centres
 - Leadership programs
 - Apprenticeships
 - Certification programs
 - Community initiatives
 - Donations
 - Events
 - Sponsorship
 - Social infrastructure investment and partnerships

In order for Local Government and companies/developers to engage to assist each other in meeting their strategic community goals, both opportunities for economic and community development need to be considered and agreed. Developing sustainable community development programs that contribute to the community's long-term development needs and priorities and ensure a fairer distribution of the costs, benefits, risks and responsibilities associated with mining or development activities is key to the success of these partnerships.

There are numerous opportunities for Economic Development across the Kimberley that can be driven within future partnership arrangements, including;

- Procurement with local businesses
- Engaging local contractors
- Direct local employment

- Traineeships & Apprenticeships
- Developer Contributions
- Donations, sponsorship & grant contribution to events and community programs
- Infrastructure development
 - Airport extensions
 - Improvement to flight schedules
 - Truck stops
 - Roadhouses
 - Hotels/motels
 - Sealing the Tanami

COMMENT

The current status of each shire's Planning and Community Development departments with regard to having established processes in place to ensure operators/developers are engaged with Local Government is as follows;

- Current processes that are in place to capture Planning Approvals and Permits are covered in the Local Government Town Planning Schemes.
- Currently each Council conduct their Social Impact Assessments, Community Engagement and Negotiation for grants for social outcomes separately with companies/developers. There are no formal guidelines or processes in place to align the Kimberley Shires need to ensure social benefit is achieved.
- There is a couple of MOU's in place with mineral companies; however each has been prepared ad hoc.
- Impacts identified in each Shire include;
 - FIFO, a lack of local spending
 - Increased alcohol consumption
 - Increased use in Shire owned Facilities and amenities, without return on rates
 - Increased demand for accommodation leading to increased housing and rental prices
 - Increased demand on social amenity
 - Increased demand on municipal services
 - Increased wear & tear on roads
- There is no identified frameworks and policies in place at each Shire to currently capture these processes.
- Gaps identified in the system include;
 - No mechanisms in place to provide bargaining power to Local Government
 - No processes in place to ensure companies/developers engage in a dialogue with Local Government
 - No communication processes in place
- There are no inter-shire partnerships in existence.
- No formal policies exist on event sponsorship.

From investigation of current practices at each Shire, a number of areas should be reviewed including;

- Ensure that each Council's Town Planning Scheme adequately covers mining and development within and outside of the town sites.
- Establish a Regional Community Engagement Framework & policy.
- Establish a Regional Social Impact Assessment Framework & policy.
- Develop a template for MOU's and Partnerships.

- Formalise a Regional Developer Contribution Scheme to contribute building and maintaining social amenity.
- Identify an alignment of social infrastructure needs across the region for these to be formalised in a regional contribution policy.
- Formalise communication processes.
- Develop a social economic monitoring report template.
- Develop a regional Engagement Hub website.

There appears to be significant missed opportunities to secure regional benefit from companies/developers for the Kimberley Region. Establishing a Working Group will enable the above initiatives to be considered and will demonstrate significant mutual benefit that can be gained from the shires working collaboratively towards the shared opportunities that present when pooling effort and resources.

CONSULTATION

Community Development Managers from each of the four Kimberley Shires
Planning Managers from each of the four Kimberley Shires

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That the Kimberley Zone of WALGA endorses the Social Licence Working Group Terms of Reference.

Resolution:

That this item be deferred to be considered by each member Council.

Moved: Cr Moulden

Seconded: Cr Edwards

Carried Unanimously 4/0

Attachment: 10 pages

9. REPORTS FROM REGIONAL COLLABORATIVE GROUP

9.1 COUNTRY LOCAL GOVERNMENT FUND EXPENDITURE – KEY WORKER HOUSING PROJECT UPDATE

LOCATION/ADDRESS: Kimberley Region
APPLICANT: Nil
FILE: RCG01
AUTHOR: Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S: Nil
RESPONSIBLE OFFICER: Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 20 January 2015

SUMMARY: This report provides an update as to the status of the Country Local Government Fund to progress the Key Worker Housing project.

BACKGROUND

Previous Considerations

Kimberley Zone / Regional Collaborative Group Meeting 7 April 2013	Item 7.7
Kimberley Zone / Regional Collaborative Group Meeting 30 April 2014	Item 9.5
Kimberley Zone / Regional Collaborative Group Meeting 23 June 2014	Item 9.4
Kimberley Zone / Regional Collaborative Group Meeting 4 August 2014	Item 9.2
Kimberley Zone / Regional Collaborative Group Meeting 3 October 2014	Item 9.1
Kimberley Zone / Regional Collaborative Group Meeting 9 December 2014	Item 9.1

COMMENT

2010-11

Initial Business Cases for the 2010-11, 2011-12 and 2012-13 Funding rounds were submitted to the Department of Regional Development and approved.

A Financial Assistance Agreement for the 2010-11 Key Worker Housing project was completed and approved with funds paid to the Secretariat, that being the Shire of Wyndham East Kimberley at the time. On the 24 January 2014 the sum of \$1,622,018.67 + GST was transferred to the Shire of Broome from a total of \$2,492,642.64 leaving a residual amount with the Shire of Wyndham East Kimberley of \$870,623.97.

2010-11 FAA Project Budget

Project Items	CLGF Funds under this Agreement (\$)	Leveraged Funding (\$)	Name of Leveraged Sources	Total Funds (\$)
Purchase minimum of 2 established dwellings in Broome	1,622,018.67	200,000	Recipient	1,822,018.67

Purchase minimum 1 established dwellings in Wyndham-East Kimberley	870,623.97	88,498 260,878.03	SWEK SWEK* CLGF Individual 2012-13	1,220,000
TOTALS (\$)	2,492,642.64	549,376.03		3,042,018.67

*Shire of Wyndham East Kimberley

The Shire of Broome has purchased four dwellings with the 2010-11 funding. These properties have been settled are in Shire ownership.

- Unit 1, 17 Honeyeater Loop, Djugun
- Unit 8, 83 Walcott Street, Broome
- Unit 8, 6 Ibis Way, Djugun
- Unit 11, 6 Ibis Way, Djugun

The Shire of Wyndham East Kimberley has purchased two 2 bedroom 1 bathroom and one 3 bedroom 2 bathroom dwellings with the 2010-11 funding. These properties have been settled are in Shire ownership.

- 1 / 130 (Lot 260) Casuarina Way, Kununurra
- 2 / 130 (Lot 260) Casuarina Way, Kununurra
- 3 / 130 (Lot 260) Casuarina Way, Kununurra

The Secretariat has completed an Acquittal of the expenditure as per the Grant requirement and engaged RSM Bird Cameron for auditing. This Audit has been received by DRD they have issued an acquittal release letter.

2011-12

A Financial Assistance Agreement for the 2011-12 Key Worker Housing project was completed and submitted to the Department of Regional Development along with a letter of variation from the 2011-12 Business Case. These funds have been approved from the Department of Regional Development with funds paid to the Secretariat. On the 11 July 2014 the sum of \$956,842 + GST was transferred to each Kimberley Shire.

The Shire of Broome has purchased two dwellings with the 2011-12 funding. These properties have been settled are in Shire ownership.

- Apartment 2, 50 Tanami Drive, Bilingurr
- Apartment 4, 50 Tanami Drive, Bilingurr

Shire of Derby West Kimberley has awarded the tender, the contract documents have been signed, the building licence has been approved and construction has commenced.

The Shire of Halls Creek has completed the design phase, planning consent and the tender been awarded.

As the Shire of Wyndham East Kimberley has resolved to withdraw from the project, the three remaining Shires have agreed to redistribute the CLGF allocation of \$956,842 and source leveraged funding to deliver on the project.

A new Financial Assistance Agreement and letter of variation has been submitted to the Department of Regional Development outlining the reallocation of the \$956,842 in grant funding, leveraged funding contributions from each of the three participating Shires and project deliverables. DRD has finalised the FAA and sent it to the Shires for signing. This has

occurred and we await the original signed documents to be received by DRD for them to authorise the reallocation of funds, which at this stage the Shire of Wyndham East Kimberley still remains in possession of the \$956,842.

2011-2012 FAA Project Variation

Project Items	CLGF Funds under this Agreement (\$)	Leveraged Funding (\$)	Name of Leveraged Sources	Total Funds (\$)	Current Status
Purchase minimum of 2 established dwellings	956,842	200,000	Shire of Broome	1,156,842	Complete
Construct 1 dwelling	+ 558,876	+ 191,114		749,990	-
Construct minimum of 2 dwellings	956,842	370,939	Shire of Derby West Kimberley	1,327,781	Construction commenced
Construct 2 dwellings	956,842	0	Shire of Halls Creek	956,842	Construction commenced
Construct 1 dwelling	+ 397,966	+ 92,034 (In-kind land \$140,000)		490,000	-
TOTALS (\$)	3,827,368	854,087		4,681,455	

2012-13

Given the withdrawal of the Shire of Wyndham East Kimberley, a new Financial Assistance Agreement and letter of variation from the 2012-13 Business Case for the Key Worker Housing project has been completed and submitted to the Department of Regional Development. DRD has finalised the FAA and sent it to the Shires for signing. This has occurred and we await the original signed documents to be received by DRD for them to authorise the reallocation of funds.

2012-2013 FAA Project Variation

Project Items	CLGF Funds under this Agreement (\$)	Leveraged Funding (\$)	Name of Leveraged Sources	Total Funds (\$)	Current Status
Construct 6 dwellings	1,553,790	1,027,382	Shire of Derby West Kimberley	2,581,172	Construction commenced
Construct 1 dwelling	+ 558,876	+ 91,124 (In-kind land \$100,000)		650,000	-
Construct 4 dwellings	1,553,790	0	Shire of Halls Creek	1,553,790	Construction commenced
Construct 1 dwelling	+ 160,910	329,090		490,000	-
TOTALS (\$)	3,827,367	1,447,596		5,274,962	

CONSULTATION

Chief Executive Officers from the four respective Kimberley Shires
Department of Regional Development

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Kimberley Regional Group of Councils was allocated \$2,344,449, \$3,827,368 and \$3,827,368 respectively from the 2010/11, 2011/12 and 2012/13 CLGF Regional Component.

\$956,842 from the 2011-12 CLGF is available for reallocation subject to the approval from the Department of Regional Development and Kimberley Development Commission.

\$719,788 from the 2012-13 CLGF is available for reallocation subject to the approval from the Department of Regional Development and Kimberley Development Commission.

STRATEGIC IMPLICATIONS

The Kimberley Regional Business Plan 2014-2018

Goal 4 - Community: A vibrant community based on equity, inclusion and opportunity for all

- Outcome 4.1 Innovative and joined up approach to housing development, ownership and design through community partnership
- Strategy 4.1.2 Promote a planned approach to manage population growth and access to a choice of housing options
- Action 4.1.2.1 Develop and implement a regional business case for key worker housing

VOTING REQUIREMENTS

Simple Majority

**RESOLUTION:
(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group notes the progress of the Country Local Government Fund 2010-11, 2011-12 and 2012-13 Grant Funding for the Key Worker Housing Project.

Moved: Cr Archer

Seconded: Cr Moulden

Carried Unanimously 4/0

Attachment: Nil

**9.2 DEPARTMENT OF LOCAL GOVERNMENT & COMMUNITIES 2012/13 GRANT FUND
EXPENDITURE – RECORDS MANAGEMENT PROJECT UPDATE**

LOCATION/ADDRESS: Kimberley Region
APPLICANT: Nil
FILE: RCG01
AUTHOR: Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S Nil
RESPONSIBLE OFFICER: Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 20 January 2015

SUMMARY: This report provides an update as to the status of the Department of Local Government & Communities funding to progress an Office 365 / SharePoint collaborative technology project incorporating records management services for the Kimberley Zone and Regional Collaborative Group.

BACKGROUND

Previous Considerations

Kimberley Zone / Regional Collaborative Group Meeting 7 April 2013	Item 7.4
Kimberley Zone / Regional Collaborative Group Meeting 5 June 2013	Item 7.8
Kimberley Zone / Regional Collaborative Group Meeting 26 November 2013	Item 9.6
Kimberley Zone / Regional Collaborative Group Meeting 24 February 2014	Item 9.6
Kimberley Zone / Regional Collaborative Group Meeting 30 April 2014	Item 9.6
Kimberley Zone / Regional Collaborative Group Meeting 23 June 2014	Item 9.5
Kimberley Zone / Regional Collaborative Group Meeting 4 August 2014	Item 9.3
Kimberley Zone / Regional Collaborative Group Meeting 3 October 2014	Item 9.2
Kimberley Zone / Regional Collaborative Group Meeting 9 December 2014	Item 9.2

At its meeting 5 June 2013 the Kimberley Zone Regional Collaborative Group resolved that:

- "The Kimberley Regional Collaborative Group submits a grant application for funding from the Department of Local Government for the implementation of Business Intelligence systems."

Funding was approved by the Department of Local Government on 28 June 2013 and 2012-13 grant funding of \$107,000.00 excluding GST was received by the Shire of Broome, as secretariat for the Kimberley Zone / Regional Collaborative Group, on 2 July 2013.

The Kimberley Regional Collaborative Group at its meeting 24 February 2014 resolved that:

1. *Endorses the recommendation to utilise Department of Local Government and Communities grant funding to offset the purchase and implementation of an Office 365 cloud based collaboration and records management system.*
2. *Delegate authority to the Zone secretariat to accordingly amend the funding agreement with the Department of Local Government and Communities.*

3. Delegate authority to the Zone secretariat to amend the 2013/2014 Budget by the deletion of account 22141 -Business Intelligence System, and amending account 22142/23022 -Governance Records Management System.
 -
4. Delegate authority to the Zone secretariat to engage a suitably experienced contractor to undertake required development work utilising the Department of Local Government and Communities grant funding and employ a fixed term contract records officer utilising the balance of grant funding.

A variation to Project Budget and a variation to Project Scope was submitted to the Department of Local Government and Communities and approved, outlining the request to offset the purchase and implementation of an Office 365 Cloud based collaboration and Records Management System for the Kimberley Zone, proposed to be undertaken in May 2014, with the remainder of funds to be allocated to employing a staff member to electronically scan documents.

A Records Officer was employed through the Shire of Broome to commence the scanning of all Kimberley Zone and Regional Collaborative Group files.

COMMENT

The Records Management project is progressing as anticipated with the following milestones being completed;

- All system requirement analysis and project administration has been completed.
- Development of the Record Keeping framework has been completed.
- An initial kickoff meeting with Bridged Networks was conducted.
- Subsequent phone meetings have established the user interface and technical requirements of the system.
- All licences have been purchased.
- The Office 365 / Share point and Records management system has been purchased and developed.
- The domain name 'kimberleyzone.com.au' has been registered.
- The records officer has completed the process of scanning Zone and RCG records onto the network.
- Online training of SharePoint has been completed through connected systems.
- SharePoint online has been deployed.
- Users have been created.
- The site has been customised as per the Zone/RCG specification.
- All OGS03, RCG01 and Combined files have been transferred to SharePoint.
- Meta data has been collated for the Records Management.

An Interim Grant Acquittal for the Regional Business Plan – 2012/2013 Business Intelligence System Grant funding for the Office 365 Share point and Records Management System has also been submitted to the Department of Local Government and Communities.

The final stage of the project involves the training role out of the system to all user groups, this will be arranged for the coming month.

CONSULTATION

IT Technical Advisory Group

Bridged Networks (Telstra Microsoft Office 365 reseller)
Connected Systems (Microsoft Partner)

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

This project is fully funded from the Department of Local Government and Communities 2012-13 Grant Funding.

STRATEGIC IMPLICATIONS

The Kimberley Regional Business Plan 2014-2018

Goal 1- Governance: A collaborative group demonstrating strong Regional Governance

- Outcome 1.4 Business efficiency and improved services through collaboration
- Strategy 1.4.1 Promote and facilitate mutually beneficial, cost efficient shared services arrangements
- Action 1.4.1.1 Identify key services requiring further collaborative effort to enhance delivery outcomes across the region, dependent on business cases as opportunities arise.

VOTING REQUIREMENTS

Simple Majority

RESOLUTION: (REPORT RECOMMENDATION)

That the Kimberley Regional Collaborative Group notes the progress of the Department of Local Government and Communities 2012-13 Grant Funding for the Records Management Project.

Moved: Cr Moulden

Seconded: Cr Edwards

Carried Unanimously 4/0

Attachment: Nil

**9.3 DEPARTMENT OF LOCAL GOVERNMENT & COMMUNITIES 2013/14 GRANT FUND
EXPENDITURE – BUSINESS IMPROVEMENT REVIEW UPDATE**

LOCATION/ADDRESS: Kimberley Region
APPLICANT: Nil
FILE: RCG01
AUTHOR: Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S Nil
RESPONSIBLE OFFICER: Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 20 January 2015

SUMMARY: This report provides an update as to the status of the Department of Local Government and Communities funding to progress a Business Improvement Review of the IT Vision Synergy Soft System for the Kimberley Zone and Regional Collaborative Group.

BACKGROUND

Previous Considerations

Kimberley Zone / Regional Collaborative Group Meeting 30 April 2014	Item 9.7
Kimberley Zone / Regional Collaborative Group Meeting 23 June 2014	Item 9.6
Kimberley Zone / Regional Collaborative Group Meeting 4 August 2014	Item 9.4
Kimberley Zone / Regional Collaborative Group Meeting 3 October 2014	Item 9.4
Kimberley Zone / Regional Collaborative Group Meeting 9 December 2014	Item 9.4

At its meeting 5 June 2013 the Kimberley Regional Collaborative Group resolved that:

- “The Kimberley Regional Collaborative Group submits a grant application for funding from the Department of Local Government for the implementation of Business Intelligence systems.”

Funding was approved by the Department of Local Government on 28 June 2013 and the 2012-13 grant funding of \$107,000.00 excluding GST was received by the Shire of Broome, as secretariat for the Kimberley Zone / Regional Collaborative Group, on 2 July 2013. This grant funding has been utilised for the 2012/2013 Business Intelligence System - Office 365 Share point and Records Management System.

A second instalment of \$107,000 has been allocated from the Department of Local Government and Communities 2013-14 Grant Funding to the Regional Collaborative Group to implement Business Intelligence Systems as Identified in the Regional Business Plan. A Business Improvement Review of the IT Vision Synergy Soft System was identified and an agenda item put to the 30 April 2014 Zone meeting.

At its meeting 30 April 2014 the Kimberley Regional Collaborative Group resolved that:

- Endorses the IT Business Improvement Project; and
-

- Authorises the Secretariat to finalise the Department of Local Government and Communities 2013-14 Grant Funding application and Financial Assistance Agreement.

A Project Budget and Project Scope was submitted to the Department of Local Government and Communities outlining the request to conduct a Business Improvement Review of the IT Vision Synergy Soft System for the Kimberley Zone. This submission was approved and the Grant Agreement from the Department of Local Government and Communities was signed.

COMMENT

The Business Improvement Review project is progressing as anticipated with the following milestones being completed;

- An initial kickoff meeting with IT Vision was conducted.
- The proposed project approach and deliverables were agreed.
- An onsite discussion and pre planning assessment was conducted.
- Workshop preparation was completed to review the Synergy setup, data quality and reporting functionality at each Kimberley Shire.
- Workshop templates and schedules have been completed.
- The workshops at each shire have been conducted and functional assessments completed.
- A draft project and recommendations report was delivered.
- A Final project and recommendations report was delivered.

A full Project report was delivered to the Executive Group for consideration and a BeingThere video conference was organised to determine the priority quick wins and training to be implemented at each of the Shires. At this discussion, training in Records, Report Manager Advanced and Advanced Rate Collection were determined as the priority areas for the quick wins. This will utilise all remaining funds from the 2013-14 DLGC grant and it is intended that training will occur in the coming months.

The IT Vision project recommendations for the second project stage were discussed and it was decided that IT Vision present their Corporate Performance Management BI Board and CAMMS present their Interplan module on Human Resources, Risk and Personnel at the next CEO's meeting.

CONSULTATION

IT Vision
Staff at each of the Kimberley Shires

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

This project is fully funded from the Department of Local Government and Communities 2013-14 Grant Funding.

STRATEGIC IMPLICATIONS

The Kimberley Regional Business Plan 2014-2018

Goal 1- Governance: A collaborative group demonstrating strong Regional Governance

- Outcome 1.4 Business efficiency and improved services through collaboration
- Strategy 1.4.1 Promote and facilitate mutually beneficial, cost efficient shared services arrangements
- Action 1.4.1.1 Identify key services requiring further collaborative effort to enhance delivery outcomes across the region, dependent on business cases as opportunities arise.

VOTING REQUIREMENTS

Simple Majority

RESOLUTION: (REPORT RECOMMENDATION)

That the Kimberley Regional Collaborative Group notes the progress of the Department of Local Government and Communities 2013-14 Grant Funding for the Business Improvement Review of the IT Vision Synergy Soft System.

Moved: Cr Moulden

Seconded: Cr Edwards

Carried Unanimously 4/0

Attachment: Nil

**9.4 DEPARTMENT OF LOCAL GOVERNMENT & COMMUNITIES 2014 GRANT FUND
EXPENDITURE – KIMBERLEY YOUTH STRATEGY – STAGE 1 CONSULTATION**

LOCATION/ADDRESS: Kimberley Region
APPLICANT: Nil
FILE: RCG01
AUTHOR: Project Manager, Kimberley Zone of WALGA
CONTRIBUTOR/S Nil
RESPONSIBLE OFFICER: Project Manager, Kimberley Zone of WALGA
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 20 January 2015

SUMMARY: This report provides an update at to the status of the Department of Local Government and Communities grant funding to progress a Kimberley Youth Strategy for the Kimberley Zone and Regional Collaborative Group.

BACKGROUND

Previous Considerations

Kimberley Zone / Regional Collaborative Group Meeting 23 June 2014	Item 9.7
Kimberley Zone / Regional Collaborative Group Meeting 4 August 2014	Item 9.5
Kimberley Zone / Regional Collaborative Group Meeting 3 October 2014	Item 9.4
Kimberley Zone / Regional Collaborative Group Meeting 9 December 2014	Item 9.4

The Department of Local Government and Communities has awarded \$40,000 from the Youth Friendly Communities Grants Program to the Regional Collaborative Group to develop a Kimberley Youth Strategy Stage 1-Consultation.

The grant Agreement was finalised and signed by the secretariat and submitted to the Department of Local Government and Communities and approved.

The grant agreement outlines the project definition as the research of the views of young people by engaging them in creative ways to inform the planning and development of their communities. The agreed anticipated activities include the Zone working in partnership with young people and/or community groups to support youth participation in helping make their community youth friendly. The consultation could also be used to support the review of other relevant strategies, policies and plans, and to inform the improvement of relevant services.

A Project Budget and Project Scope has been completed and submitted to the Department of Local Government and Communities and approved. Bluebottle Consulting was awarded the project.

At its meeting 4 August 2014 the Kimberley Regional Collaborative Group resolved that:

'This project will also require \$16,500 from the 2014-15 budget surplus to be allocated towards the Kimberley Youth Strategy.'

COMMENT

The Kimberley Youth Strategy project is progressing as anticipated with the following milestones being completed;

- An initial kickoff meeting with Bluebottle Consulting was conducted.
- The proposed project approach and deliverables were agreed.
- The project schedule and payment plan was agreed.
- A formal agreement was drafted and signed by the Secretariat and Bluebottle Consultants.
- Service provider mapping has been completed.
- A survey monkey has been developed and put onto each Shires website and Facebook page.
- A media release has been completed.
- The regional face to face consultation has been completed.
- A draft Local Government Consultation Report has been provided.
- A draft Service Providers Report has been provided.
- A Project progress report has been provided to the DLGC Director General.

The next stage of the project is to finalise the Local Government Consultation Report, Service Provision Report and Youth Services Mapping documents. Following this, a Stage 2 Project Scope and Business plan will be provided to DLGC to then commence the second phase of the project.

CONSULTATION

Department of Local Government and Communities
Bluebottle Consulting
Staff at each of the Kimberley Shires

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

This project has received \$40,000 grant funding from the Department of Local Government and Communities 2013-14.

This project will also require \$10,635 from the 2014-15 budget surplus to be allocated towards the Kimberley Youth Strategy Stage 1 - Consultation. This surplus requirement is within the budget agreed to at the 4 August 2014 Zone/RCG Meeting.

STRATEGIC IMPLICATIONS

The Kimberley Regional Business Plan 2014-2018

Goal 4 - Community: A vibrant community based on equity, inclusion and opportunity for all

1. Outcome 4.5 Greater participation in the community and workforce

2. Strategy 4.5.1 Remove disincentives to participation in the workforce

- Action 4.5.1.5 Develop a credible strategy on welfare reform
 -
- Action 4.5.1.6 Participate in discussions on welfare reform policy at the regional level
- Action 4.5.1.7 Support the development of a regional plan for welfare reform

VOTING REQUIREMENTS

Simple Majority

**RESOLUTION:
(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group notes the progress of the Department of Local Government and Communities 2014 Grant Funding for the development of the Kimberley Youth Strategy.

Moved: Cr Moulden

Seconded: Cr Edwards

Carried Unanimously 4/0

Attachment: Nil

9.5 REGIONAL WASTE TECHNICAL ADVISORY GROUP (TAG) – MINUTES OF MEETING

LOCATION/ADDRESS: Kimberley Region
APPLICANT: Nil
FILE: RCG01 & ENH92
AUTHOR: Chairperson Kimberley Region Waste TAG
CONTRIBUTOR/S Nil
RESPONSIBLE OFFICER: Chairperson Kimberley Region Waste TAG
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 04 February 2015

SUMMARY: This agenda item provides the minutes from the Regional Waste Technical Advisory Group (TAG) meeting held 02 February 2014

BACKGROUND

Previous Considerations

Regional Collaborative Group Meeting 23 February 2013	Item 7.1
Regional Collaborative Group Meeting 5 June 2013	Item 7.1
Regional Collaborative Group Meeting 6 August 2013	Item 7.1
Regional Collaborative Group Meeting 2 October 2013	Item 7.1
Regional Collaborative Group Meeting 26 November 2013	Item 9.1
Regional Collaborative Group Meeting 24 February 2014	Item 9.2
Regional Collaborative Group Meeting 23 June 2014	Item 9.1
Regional Collaborative Group Meeting 04 August 2014	Item 9.1
Regional Collaborative Group Meeting 09 December 2014	Item 9.5

The Kimberley Zone Regional Council Group at its meeting 23 February 2013 resolved that

"The secretariat be authorised to establish a Kimberley Regional Waste Technical Advisory Group (TAG) to investigate and progress Waste issues for the Kimberley Region."

The Kimberley Regional Waste TAG was established with the first meeting held on 5 April 2013. In accordance with the adopted Terms of Reference, the TAG meets every 2 months.

COMMENT

The Kimberley Region Waste TAG has held one meeting on the 02 February 2014.

The next scheduled meeting of the group is 13 April 2014 to be held via Teleconference.

CONSULTATION/STAKEHOLDERS

All members of the group have been provided with the minutes of the meeting held.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

**RESOLUTION:
(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group receives the minutes from the Regional Waste TAG meeting held 02 February 2014.

Moved: Cr Moulden

Seconded: Cr Edwards

Carried Unanimously 4/0

Attachment: 3 pages

9.6 REGIONAL FUNDING PROGRAM FOR THE WASTE AUTHORITY OF WESTERN AUSTRALIA

LOCATION/ADDRESS: Kimberley Region
APPLICANT: Nil
FILE: RCG01 & ENH92
AUTHOR: Chairperson Kimberley Region Waste TAG
CONTRIBUTOR/S Nil
RESPONSIBLE OFFICER: Chairperson Kimberley Region Waste TAG
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 06 Feb 2015

SUMMARY: Four Regional Investment Plans have been considered as a part of Phase Two of the Waste Authorities Regional Funding Program. This agenda item summarises the outcomes of those submissions and requests the Kimberley Regional Collaborative Group resolve to endorse the Secretariat to enter into two funding Contracts.

BACKGROUND

Previous Considerations

Kimberley Zone/ Regional Collaborative Group Meeting 30 April 2014	Item 9.4
Kimberley Zone/ Regional Collaborative Group Meeting 23 June 2014	Item 9.3

COMMENT

Over two meetings held 30 April 2014 and 23 June 2014 the Kimberley Regional Collaborative Group resolved to endorse a series of Regional Investment Plans (RIPs) and to authorise the secretariat to submit those RIPs to the respective Councils seeking approval to submit the RIPs to the Waste Authority of Western Australian for the Regional Funding Program. Each Council then approved the RIPs that related to their Council operations. The secretariat then submitted the RIPs to the Waste Authority for consideration.

The RIPs submitted to the Waste Authority were;

1. Waste Stream Classification and Quantification – all Councils
2. Drop-off Recycling - Shire of Derby West Kimberley only
3. Drop-off Recycling Shire of Broome only; and
4. Tyre Processing – Shire of Derby West Kimberley only.

By letter on 19 December 2014 the Waste Authority advised that;

“Unfortunately, the Kimberley Regional Group's applications for Tyre Recycling and Waste Stream Classification and Quantification were not considered to be sufficiently competitive with other project applications to receive funding support in this round. However, the applications for Drop-off Recycling Derby West Kimberley and Drop-off Recycling Broome were successful”.

The Kimberley Region Waste TAG are seeking a resolution from the Kimberley Regional Collaborative Group to endorse the Secretariat to sign the funding agreement Contracts for the two successful projects.

CONSULTATION/STAKEHOLDERS

Waste Technical Advisory Group

(participants from the Shire of Broome, Shire of Halls Creek, Shire of Derby West Kimberley and Shire of Wyndham East Kimberley)

Department Environment Regulation's Waste Management Branch
(Project coordinator for Regional Funding Program)

STATUTORY ENVIRONMENT

The Waste Authority of Western Australia's Regional Funding Program (RFP) utilises funds available from the Western Australian Government's Waste Avoidance and Resource Recovery Account (WARR Account) that is administered under the Waste Avoidance and Resource Recovery Act 2007 (WARR Act).

The RIP application is made in accordance with the funding guidelines provided by the Department of Environment Regulation for Phase Two of the Regional Funding Program.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The RIP has financial implication for both the Shire of Broome and the Shire of Derby West Kimberley

Shire of Broome

The Shire of Broome co-contribution towards the project would be \$50,000 cash. This represents 26.5% of the total project cost of \$189,900 and exceeds the minimum co-contribution required of 20%. The co-contribution has already been approved and set aside in the Shire of Broome 2014/2015 Budget.

Additionally the Shire of Broome would provide In-kind support to the value of \$296,500 through the provision of plant and labour from its Waste Management operations. The project does not seek to increase the operating expenses of Waste Management at the Shire of Broome with all resources diverted from other duties.

Shire of Derby

The Shire of Derby co-contribution towards the project would be \$17,664 cash. This represents 25.8% of the total project cost of \$68,464 and exceeds the minimum co-contribution required of 20%. The co-contribution has already been approved and set aside in the Shire of Derby West Kimberley 2014/2015 Budget.

Additionally the Shire of Derby would provide In-kind support to the value of \$15,200 through the provision of labour from its Waste Management operations. The labour would carry out procurement of the equipment and carry out baling and pulverising of the waste collected.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

**RESOLUTION:
(REPORT RECOMMENDATION)**

That the Kimberley Regional Collaborative Group endorses the Secretariat to enter into the Funding Agreements Contracts for Drop off Recycling Shire of Derby West Kimberley; and Drop-off Recycling Shire of Broome.

Moved: Cr Moulden

Seconded: Cr Edwards

Carried Unanimously 4/0

Attachment: Waste Authority Letter - 1 page
Funding Agreement Contract 2012/001814-1(1) - 22 pages
Funding Agreement Contract 2012/001814-1(2) - 21 pages

10. REPORTS FROM REPRESENTATIVES

10.1 Kimberley Development Commission – Jeff Gooding

- Continuing with the Blueprint as it has been out for community comment and has received submissions from each of the four Kimberley Shires.
- Now entering the planning phase of the Blueprint.

10.2 Australia's North West – Glen Chidlow

- Chairman Chris Ellison resigned due to the end of his tenure.
- Ian Gay is the new Chairman.
- Marketing the 'Kimberley Bucket List'.
- Collecting images of Kimberley destinations from members and then will be running a competition starting in March.
- The West Australian Newspaper will be running 7 editorial features over the coming months.
- Currently running a marketing campaign with Whatif.com
- Sponsoring travel agents from NSW to visit the Kimberley 12-17 May.
- Editorial features in the RM Williams and Qantas Australia Way Magazines.

10.3 Regional Development Australia – Chris Mitchell

- The Chair and Deputy chair have been reconfirmed and now have the ability to appoint committee members in collaboration with the Commonwealth Minister.
- The northern alliance of 8 RDA's are having a meeting in Canberra 3-4 March to discuss the commonwealths vision for Northern Australia.
- The next National Stronger Regions Funding round is open in May.
- Grant writing workshops throughout the Kimberley will commence in April.

10.4 Department Local Government and Communities – Jennifer Mathews & Kelly McIntyre

Attachment 10.4 DLGC Connect Newsletter

10.5 WALGA Road Wise – Nil

10.6 WALGA – John Lane

Attachment 10.6 Kimberley Country Zone Status Report February 2015

- Local Government will now have to pay 25% of road reopening costs in natural disaster events. WALGA have a meeting with Main Roads to discuss these changes.
- Meetings with Department of Housing and Aboriginal Affairs to discuss Municipal Service Delivery to remote indigenous communities, WALGA will now be included in all future discussions.
- A bushfire forum will be held in March in Derby.
- An emergency management newsletter is to be distributed.
- New training directed at recovery coordinators to commence in November.
- Submissions on power tariffs are currently before the state for consideration.

11. CORRESPONDENCE

Incoming and outgoing correspondence will be tabled at the Meeting.

12. GENERAL BUSINESS

12.1 TAMS – Cr Moulden

- There has been an informal agreement to the project scope by the 3 liquor outlets in Kununurra and Wyndham.
- The decision was to progress the project only if all 6 outlets sign up, thus the project will need to be re costed and extra funding sort.

12.2 Local Government contributions to SES Building Construction - John Lane (WALGA)

- A meeting with the Minister of Emergency Services and the CEO of Kalgoorlie will meet next week.

13. MEETING CLOSURE

The Chairman closed the meeting at 3.05 pm.



Western Australian Local Government Association Zone Standing Orders

1. INTERPRETATIONS

For the purposes of these Standing Orders, if not inconsistent with the context, the following words shall have the following meanings:

1.1 **"Absolute Majority"** means:

a total majority of delegates for the time being of the Zone whether present and voting or not.

1.2 **"Association"** means:

the Western Australian Local Government Association.

1.3 **"Constitution"** means:

the Constitution of the Western Australian Local Government Association.

1.4 **"Delegate or Deputy Delegate"** means:

those persons duly elected, from time to time, for a fixed term to represent a Council at a Zone of the Western Australia Local Government Association.

1.5 **"Deputy President or Chairman"** means:

the Deputy President or Chairman for the time being of the Zone.

1.6 **"Meeting"** means:

a meeting of a Zone of the Western Australia Local Government Association.

1.7 **"President or Chairman"** means:

the President or Chairman for the time being of the Zone.

1.8 **"Simple Majority"** means:

a majority comprising enough of the delegates for the time being of the Zone for their number greater than 50% of the number of voting delegates that are present

1.9 **"State Council"** means:

the Executive of the Western Australian Local Government Association.

1.10 **"Zone"** means:

a geographically based subdivision containing Councils and incorporated within a country and metropolitan constituency as listed in Schedule three of the Constitution.

1.11 **"Zone Secretary"** means:

a person or persons nominated or appointed by the Zone or the Association to undertake Zone secretarial functions as required.

2. ORDINARY AND SPECIAL MEETINGS

Meetings of the Zone shall be of two kinds: "ordinary" and "special". No business shall be transacted at a special meeting other than for which the meeting was called.

3. CONDUCT OF MEETINGS

The proceedings and business of meetings of the Zone shall be conducted according to these Standing Orders.

4. NOTICE OF MEETING

- 4.2 The Zone Secretary shall give at least 7 days notice of a meeting to all delegates of the Zone unless all of the delegates have agreed in writing to shorter notice.

4.2 Notice shall be given at the destinations appearing in the records of the Zone Secretary. Notice shall include the agenda for the meeting and will be deemed to have been delivered immediately if transmitted electronically or on the second working date after posting.

4.2 Ordinary Meetings of the Zone shall be called by the Zone Secretary pursuant to sub-clause 4.1.

4.2 Special Meetings of the Zone shall be called by the Zone Secretary on the written request of the President or Chairman or at least one quarter of the delegates.

5. QUORUM

5.1 The Zone shall not conduct business at a meeting unless a quorum is present.

5.2 At any meeting of the Zone, greater than 50% of delegates present and entitled to vote shall form a quorum.

5.3 If a quorum has not been established within the 30 minutes after a meeting is due to begin then the meeting can be adjourned –

- (a) by the President or Chairman of the meeting;
- (b) if the President or Chairman is not present, by the Deputy President or Deputy Chairman of the meeting;
- (c) if the President or Chairman or Deputy President or Deputy Chairman is not present, by a majority of delegates present;
- (d) if only one delegate is present, by that delegate; or
- (e) if no delegate is present by the Zone Secretary.

The business that could have been transacted had there been a quorum at the meeting may be transacted at the resumption of the adjourned meeting.

5.4 If at any time during a meeting a quorum is not present, the President or Chairman shall suspend proceedings for five (5) minutes and if a quorum is not present after that period, the meeting shall be deemed to have been adjourned and the person presiding is to reschedule it to some future time.

5.5 Notice of a meeting adjourned because of the absence of a quorum shall be given to all delegates.

6. MEETINGS OPEN TO THE PUBLIC

The business of the Zone shall be open to the public except upon such occasions as the Zone may by resolution otherwise decide.

7. ORDER OF BUSINESS

Unless the meeting should decide otherwise, the order of business at Zone meetings, with the exception of special meetings or an adjourned meeting, shall be as follows:

- (a) Recording of attendance and apologies;
- (b) Announcements;
- (c) Adjourned business (if any);
- (d) Confirmation of minutes of previous meetings;
- (e) Matters for decision;
- (f) Reports – President or Chairman and Zone Representative to State Council;
- (g) State Council agenda items;
- (h) General business.

8. SPECIAL URGENT BUSINESS

At any time during a meeting a delegate may, with the approval of an absolute majority, introduce a motion relating to special urgent business that calls for an expression of opinion from the meeting.

In presenting an item of special urgent business, a delegate shall have sufficient copies of the motion in writing for distribution to all delegates present at the meeting and, where practicable, give prior notice to the President or Chairman of such intention.

9. PRESIDENT OR CHAIRMAN

In the construction of these Standing Orders unless the context requires otherwise, the word "*President or Chairman*" shall in the absence of the Chairman or President include the Deputy President or Deputy Chairman or the delegate chosen by resolution to preside at any meeting.

10. DELEGATE AND DEPUTY DELEGATE

10.1 In the construction of these Standing Orders unless the context requires otherwise, the word "delegate" shall in the absence of the delegate include the deputy delegate.

10.2 A deputy delegate elected to act in the capacity of a delegate unable to attend a meeting shall exercise all rights of that delegate.

11. PRESIDENT OR CHAIRMAN TO PRESIDE

11.1 The Chairman or President shall preside at all meetings of the Zone but in absence of the President or Chairman, the Deputy President or Deputy Chair shall preside.

11.1.1 In the absence of the President or Chairman and the Deputy President or Deputy Chairman, the Zone shall choose by resolution a delegate present to preside at the meeting.

12. DEBATE PROCEDURES

12.1 A delegate moving a substantive motion may speak for –
(a) 10 minutes in his or her opening address; and
(b) 5 minutes in exercising the right to reply.

12.2 Other speeches for or against motions are to be limited to 5 minutes.

12.3 No delegate, except the mover of a motion in reply, is to speak more than once on the same motion except by way of personal explanation.

12.4 As soon as the right of reply has been exercised, the motion is to be forthwith put to the vote without further comment.

12.5 No discussion shall take place on any motion unless it is moved and seconded. Only one amendment on any one motion shall be received at a time, and such amendment shall be disposed of before any further amendment can be received. Any number of amendments may be proposed.

12.6 The provisions of these Standing Orders applicable to motions apply mutatis mutandis to amendments, except that the mover of an amendment shall have no right of reply.

12.7 When a motion has been moved and seconded, the person presiding shall at once proceed to take a vote thereon unless a delegate opposes it or an amendment is proposed.

12.8 No more than two delegates shall speak in succession on one side, either for or against the question before the Zone, and if at the conclusion of the second speaker's remarks, no delegate speaks on the other side, the motion or amendment shall at once be put to the Zone.

12.9 Notwithstanding clause 12.7, where a composite motion is moved which embodies the core aspects of subsequent motions listed on the agenda, a delegate whose motion has been superseded shall have the opportunity to speak on the question of the composite motion before it is put. Once a composite motion has been carried, no further debate shall be permitted in respect of the superseded motions.

12.10 At any time during a debate, but after the conclusion of a delegate's comments, a delegate who has not spoken during the debate may move, without discussion, "that the question be now put". If that motion is seconded and carried by a majority, the question shall be submitted at once to the Conference, after the mover has replied.

13. QUESTIONS

Any delegate seeking to ask a question at any meeting of the Zone shall direct the question to the President or Chairman.

14. DELEGATES TO ADDRESS THE PRESIDENT OR CHAIRMAN

A delegate moving or seconding a motion or amendment or taking part in a discussion thereon shall address the President or Chairman.

15. POINT OF ORDER

A delegate who is addressing the President or Chairman shall not be interrupted except on a point of order, in which event the delegate shall wait until the delegate raising the point of order has been heard and the question of order has been disposed of, whereupon the delegate so interrupted may, if permitted, continue.

16. MOTION - SUBSTANCE TO BE STATED

A delegate seeking to propose an original motion or amendment shall state its substance before addressing the meeting thereon and, if so required by the President or Chairman, shall put the motion or amendment in writing.

17. PRIORITY OF SPEAKERS

If two or more delegates wish to speak at the same time the President or Chairman shall decide who is entitled to priority.

18. PRESIDENT OR CHAIRMAN TO BE HEARD

Whenever the President or Chairman signifies a desire to speak during a debate, any delegate speaking or offering to speak is to be silent, so that the President or Chairman may be heard without interruption.

19. PRESIDENT OR CHAIRMAN MAY CALL TO ORDER

The President or Chairman shall preserve order, and may call any delegate to order when holding an opinion that there shall be cause for so doing.

20. RULING BY PRESIDENT OR CHAIRMAN

The President or Chairman shall decide all questions of order or practice, whose decision shall be final and be accepted by the Zone without argument or comment unless in any particular case the Zone resolves that a different ruling shall be substituted for the ruling given by the President or Chairman. Discussions shall be permitted on any such motion.

21. LIMITATION OF SPEECHES

21.1 A delegate shall not speak upon any motion or amendment or in reply for a longer period than five (5) minutes without consent of the Zone which shall be signified without debate.

21.2 No delegate shall speak more than once on any motion unless in exercising a right to speak in closing the debate on a motion which the delegate has moved.

22. RESOLUTIONS

22.1 Except as otherwise provided in these Standing Orders, all motions concerning the affairs of the Zone shall be passed by a simple majority.

22.2 Any matter considered by the Zone at a Special Meeting shall not be passed unless having received an absolute majority.

23. NO DISCUSSION

Where there is no discussion on a motion, the President or Chairman may deem the motion to be passed unless the meeting resolves otherwise.

24. PERMISSIBLE MOTIONS DURING DEBATE

24.1 When a motion is under debate, no further motion shall be moved except the following:
(a) that the motion be amended;

- (b) that the meeting be adjourned;
- (c) that the debate be adjourned;
- (d) that the question be now put;
- (e) that the meeting proceed with the next business;
- (f) that the meeting sits behind closed doors.

24.2 Any delegate who has not already spoken on the subject of a motion at the close of the speech of any other delegate may move without notice any one of the motions listed in clause 23.1 (b)-(f) and, if the motion is seconded, it shall be put forthwith.

24.3 When a debate is adjourned, the delegate who moves the adjournment shall be the first to speak on the motion when the debate is resumed unless the delegate advises of no desire to speak on the motion. Where this occurs, the President or Chairman shall then call for further speakers.

25. METHOD OF TAKING VOTES

The President or Chairman shall, in taking a vote on any motion or amendment, put the question first in the affirmative, and then in the negative and may do so as often as is necessary to enable formation and declaration of an opinion as to whether the affirmative or the negative has the majority on the voices or by a show of hands.

26. DIVISION

The result of voting openly is determined on the voices or by a show of hands and, immediately upon a vote being taken, a delegate may call for a division.

27. WITHDRAWAL OF MOTION

A motion or amendment may be withdrawn by the mover, with the consent of the meeting, which shall be signified without debate. No delegate may speak upon it after the mover has asked permission for its withdrawal, unless such permission shall have been refused.

28. ALL DELEGATES TO VOTE

28.1 At meetings of the Zone, a delegate present at the meeting when a question is put shall vote on the question.

28.2 Each delegate shall be entitled to exercise one deliberative vote on any matter considered by the Zone.

28.3 The President or Chairman shall exercise a deliberative vote in respect of a matter considered by the Zone. In the event of there being an equality of votes in respect of a matter, the President or Chairman shall exercise a second vote.

28.4 Where the Deputy President or Deputy Chairman is required to preside at a meeting, the Deputy President or Deputy Chairman shall exercise a deliberative vote in respect of a matter considered by the Zone. In the event of there being an equality of votes in respect of a matter, the Deputy President or Deputy Chairman shall exercise a second vote.

28.5 In the absence of the President or Chairman and Deputy President or Chairman, the delegate chosen by resolution to preside over the meeting shall exercise a deliberative vote in respect of a matter considered by the Zone. In the event of there being an equality of votes in respect of a matter, the presiding delegate shall exercise a second vote.

29. RESCISSION OF RESOLUTION

29.1 At the same meeting

Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Zone may, by simple majority at the same meeting at which it is passed, rescind or alter a resolution if all the delegates who were present at the time the original resolution was passed are present in their seats when the rescission or alteration is proposed.

29.2 At a Future Meeting

Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Zone may rescind or alter a resolution made at an earlier meeting:

- (a) by simple majority, where the delegate intending to move the motion has, through the Zone Secretary, given written notice of the intended motion to each of the other delegates at least seven (7) days before the meeting; or
- (b) by absolute majority, in any other case.

30. SUSPENSION OF STANDING ORDERS

30.1 In cases of urgent necessity or whilst the Zone is sitting behind closed doors, any of these Standing Orders may be suspended on a motion duly made and seconded, but that motion shall not be declared carried unless a simple majority of the delegates voting on the question have voted in favour of the motion.

30.2 Any delegates moving the suspension of a Standing Order shall state the object of the motion, but discussion shall not otherwise take place.

31. NO ADVERSE REFLECTION ON ZONE

A delegate of the Zone shall not reflect adversely upon a resolution of the Zone, except on a motion that the resolution be rescinded.

32. NO ADVERSE REFLECTION ON DELEGATE

A delegate of the Zone shall not reflect adversely upon the character or actions of another delegate nor impute any motive to a delegate unless the Zone resolves, without debate, that the question then before the Zone cannot otherwise be adequately considered.

33. MINUTES

Minutes of meetings shall be permanently recorded and copies supplied to all delegates.

34. CONFIRMATION OF MINUTES

The minutes of any preceding meeting, whether ordinary or special, not previously confirmed shall be submitted at the next Ordinary Meeting of the Zone and no discussion thereon shall be permitted except as to their accuracy as a record of the proceedings.

35. GENERAL BUSINESS

A delegate may under general business introduce a motion relating to any item of interest to Local Government, but not otherwise.

36. AMENDMENTS

These Standing Orders may be altered, added to or repealed subject to a resolution passed by not less than 75% of delegates present at a meeting of the Zone. Copies of proposed alterations, additions or amendments shall be forwarded to all delegates by the Zone Secretary prior to the meeting.

COUNCIL WORKING GROUPS

Working Groups are not intended to be constrained by procedural requirements of the *Local Government Act 1995* and Regulations, however many best practice meeting procedures utilised under the *Local Government Act 1995* can be practised for Working Group meetings (see S5.8-S5.25 LGA 1995).

The Chairperson, as voted from amongst the membership of the Working Group, should seek to preside so as to allow all members to participate. Recommendations may be through consensus or at the discretion of the Chairperson by motion and subsequent resolution. Simple majority voting can be utilised by applying Standing Orders conditions; *all members* of the Working Group present must vote and the Chairperson has a further casting vote should votes be tied. It is good practise to vacate Chairperson and Deputy Chairperson positions following the biannual Council elections whereupon a potential new Councillor may replace the current Councillor representative.

It is acknowledged that Working Groups generally have members with speciality interests in fields relevant to the particular Working Group. However, members with financial interests in agenda items must abstain from participation in discussions and voting on such items, and leave the room for that part of the meeting. A Financial Interest Declaration form is required to be completed stating the nature of the interest and provided to the Chairperson prior to discussion of the item (forms attached to this document). It should be noted that the Chairperson may, in a particular instance, preside over a motion to have the Declarer remain in the meeting (see LGA S5.67 & 5.68).

Any recommendations emanating from Working Groups are to be endorsed by Council through an Officer report and subsequent recommendation. A Working Group has no other power.

Some other points to note for the operation of Working Groups are that Notes of Meetings are taken rather than Minutes, which are submitted by the noted Officer responsible to the Council Secretary for inclusion in the monthly Information Bulletin. Quorums are as stated in the particular Working Group detail, Deputies can be nominated for all members on Working Groups if required, and unless detailed otherwise, Standing Orders apply. It should be noted that *Deputy Delegates are not* to attend meetings unless requested to do so when the Delegate is unable to attend a meeting. Deputies will receive Notes of meetings.

Local Government Act 1995

5.67. Disclosing members not to participate in meetings

A member who makes a disclosure under section 5.65 must not —

- (a) preside at the part of the meeting relating to the matter; or*
- (b) participate in, or be present during, any discussion or decision making procedure relating to the matter,*

unless, and to the extent that, the disclosing member is allowed to do so under section 5.68 or 5.69.

Penalty: \$10 000 or imprisonment for 2 years.

5.68. Councils and committees may allow members disclosing interests to participate etc. in meetings

- (1) If a member has disclosed, under section 5.65, an interest in a matter, the members present at the meeting who are entitled to vote on the matter —
 - (a) may allow the disclosing member to be present during any discussion or decision making procedure relating to the matter; and
 - (b) may allow, to the extent decided by those members, the disclosing member to preside at the meeting (if otherwise qualified to preside) or to participate in discussions and the decision making procedures relating to the matter if —
 - (i) the disclosing member also discloses the extent of the interest; and
 - (ii) those members decide that the interest —
 - (I) is so trivial or insignificant as to be unlikely to influence the disclosing member's conduct in relation to the matter; or
 - (II) is common to a significant number of electors or ratepayers.
- (2) A decision under this section is to be recorded in the minutes of the meeting relating to the matter together with the extent of any participation allowed by the council or committee.

Social Licence to Operate and Invest in the Kimberley Working Group

3 x Councillors

- 1) Cr Anne Poelina – Shire of Broome
- 2) Cr John Moulden – Shire of Wyndham East Kimberley
- 3) Cr Chris Loessl – Shire Halls Creek

1 x Officer

- 4) Rebecca Herbert– Kimberley Zone of WALGA

Community Members

Business Associations

- 1 x representative Chamber of Minerals and Energy (CME)

William (Chub) Witham
Manager North West and Kimberley
The Chamber of Minerals and Energy of
Western Australia
Level 10, 2 Mill Street. PERTH WA 6000
Mobile: 0417 097172
Phone: (08) 9220 8515
Facsimile: (08) 9221 3701
Email: c.witham@cmewa.com

- 1 x representative Department of Mines and Petroleum (DMP)

Brian Lloyd
Liaison Officer - Kimberley
Tenure and Native Title, Mineral Titles
Department of Mines and Petroleum
Mineral House 100 Plain Street, East Perth,
Western Australia 6004
Mobile: 0428 714 402
Email: brian.lloyd@dmp.wa.gov.au

- 1 x representative Western Australian Local Government Association (WALGA)

Paul Schollum
Policy Manager Economics

Phone: (08) 9213 2096
Mobile: 0417 917 748
Facsimile: (08) 9213 2077
Email: pschollum@walga.asn.au

- 1x representative Department of State Development (DSD)
- 1 x representative Australian Petroleum Production & Exploration Association (APPEA)

Other government organisations will be invited on an as needs basis.

- | | |
|---------------------|--|
| Chairperson/Deputy | - Cr _____ |
| Officer Responsible | - Shire of Broome Chief Executive Officer |
| Meeting Schedule | - One hour before the Zone/RCG Meetings or as required via BeingThere Video Conference |
| Meeting Location | - Zone/RCG Meeting location |
| Quorum | - Four (4) members of Working Group |
| Delegated Authority | - Nil |

FUNCTIONS:

1.0 NAME

The name of the Group is the Social Licence to Operate and Invest in the Kimberley Working Group.

2.0 DISTRICT/AREA OF CONTROL

Applies to Local Government boundaries of the Shire of Broome, Shire of Derby West Kimberley, Shire of Halls Creek and Shire of Wyndham East Kimberley.

3.0 VISION / PURPOSE

The Social Licence to Operate and Invest in the Kimberley Working Group's purpose is to provide advice and guidance to the Kimberley Zone of WALGA on high level Social Licence matters including but not limited to:

1. Advice and guidance to the Kimberley Zone of WALGA and other partners on developing guidelines for proponents preparing social impact management plans, assessment framework and policy.
2. Advice and guidance to the Kimberley Zone of WALGA and other partners on developing a regional community engagement framework and policy.
3. Advice and guidance to the Kimberley Zone of WALGA and other partners on developing a template for Memorandum's of Understanding and Partnerships.
4. Advice and guidance to the Kimberley Zone of WALGA and other partners on developing options to facilitate development and economic sustainability in the immediate and short term.
5. Advice and guidance to the Kimberley Zone of WALGA and other partners on developing options to facilitate Regulation and Approvals.
6. Advice and guidance to the Kimberley Zone of WALGA and other partners on developing a regional developer contribution scheme to contribute building and maintaining social amenity.
7. Advice and guidance to the Kimberley Zone of WALGA and other partners on identifying an alignment of social infrastructure

needs across the region for these to be formalised in a regional contribution policy.

8. The formulation of strategic partnerships aimed at ensuring sustained and managed economic growth.
9. Advice and guidance to the Kimberley Zone of WALGA and other partners on formalising a communication process.
10. Advice and guidance to the Kimberley Zone of WALGA and other partners on developing a social economic monitoring report template.
11. Advice and guidance to the Kimberley Zone of WALGA and other partners on developing a regional engagement hub website.

The purpose of this working group is to develop high level Kimberley policy, from which the outcomes will be different for each member Council. It is from these strategic guiding principles and policy that individual Councils can include specific project priorities.

4.0 STATUTE / GUIDING PRINCIPLES

There are no current policies or frameworks in existence at any of the participating Shires that cover Community engagement or Social Impact Assessments. Thus the development of these guiding principles will be an undertaking of the Working Group.

5.0 ESTABLISHMENT

The Social Licence to Operate and Invest in the Kimberley Working Group was established as per Kimberley Zone/RCG Resolution on 4 August 2014.

6.0 MEMBERSHIP

6.1 General

Council will appoint three Councilors and one Officer to the Working Group who are entitled to one vote each.

6.2 Tenure of Membership

Where a person is appointed as a member of the Social Licence to Operate and Invest in the Kimberley Working Group the person's membership of the Working Group continues until —

- The person no longer holds office by virtue of which the person became a member.
- The person resigns from membership of the Working Group.
- The Working Group is disbanded.
- The Council removes the person from the Working Group by resolution of Council.

The Shire of Broome CEO will invite individuals to participate in the meetings in accordance with the terms of reference.

Staff will be invited to participate in the Advisory Group by the Chief Executive Officer as required.

7.0 DELEGATED AUTHORITY

The Group does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer has legislative responsibility and does not have any delegated financial responsibility. Unless provision has been made in the Budget for expenditure, Working Groups require an officer report to be presented to Council for endorsement of any proposed expenditure.

8.0 COMMITTEE/WORKING GROUP

8.1 Chairperson

Upon annual appointment of new Delegates following Council elections, voting members to appoint a Chairperson from the four Council Delegates on the Working Group.

The Chairperson is Cr _____

8.2 Secretariat

A Shire officer will fulfil this administrative role.

8.3 Standing Ex-Officio Members

Nil

9.0 MEETINGS

10.1 Group Meetings

The Chairperson will call meetings as required.

10.2 Quorum

Four (4) Working Group Members including at least one (1) elected member Delegate.

10.3 Voting

Voting shall be a show of hands and in accordance with S5.21 of the Local Government Act 1995.

Local Government Act 1995

S 5.21 – Voting

- 1) Each council member and each member of a committee who is present at a meeting of the council or committee is entitled to one vote.*
- 2) Subject to section 5.67, each council member and each member of a committee to which a local government power or duty has been delegated who is present at a meeting of the council or committee is to vote.*
- 3) If the votes of members present at a council or a committee meeting are equally divided, the person presiding is to cast a second vote.*
- 4) If a member of a council or a committee specifically requests that there be recorded —*
 - a) his or her vote; or*
 - b) the vote of all members present, on a matter voted on at a meeting of the council or the committee, the person presiding is to cause the vote or votes, as the case may be, to be recorded in the minutes.*

10.4 Notes of Meetings

The person presiding is to ensure that Notes of the Meeting are kept of the meetings proceedings.

The Meeting Notes may be confirmed by a majority of members present at the meeting in writing via email, after the completion of the meeting. Once Meeting Notes have been confirmed by members they are to be submitted to the Council Secretary for inclusion in the Information Bulletin.

Recommendations requiring Council action arising from the Meeting Notes shall be presented to Council at the next Ordinary Council Meeting or earliest available Council meeting if it is not possible to present the Notes to the next Ordinary Council Meeting.

10.5 Members Interests to be Disclosed

Members of the Social Licence to Operate and Invest in the Kimberley Working Group are required to disclose their financial interests and complete a Disclosure form where relevant for all meetings in person and approvals via email, as per the provisions of the Local Government Act Section 5.65-5.70 with respect to disclosure of financial, impartiality or proximity interests.

5.65. Members' interests in matters to be discussed at meetings to be disclosed

- (1) A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest —
- (a) in a written notice given to the CEO before the meeting; or
 - (b) at the meeting immediately before the matter is discussed.

Penalty: \$10 000 or imprisonment for 2 years.

- (2) It is a defence to a prosecution under this section if the member proves that he or she did not know —
- (a) that he or she had an interest in the matter; or
 - (b) that the matter in which he or she had an interest would be discussed at the meeting.
- (3) This section does not apply to a person who is a member of a committee referred to in section 5.9(2)(f).

5.66. Meeting to be informed of disclosures

If a member has disclosed an interest in a written notice given to the CEO before a meeting then —

- (a) before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
- (b) at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present immediately before the matters to which the disclosure relates are discussed.

[Section 5.66 amended by No. 1 of 1998 s. 16; No. 64 of 1998 s. 33.]

5.67. Disclosing members not to participate in meetings

A member who makes a disclosure under section 5.65 must not —

- (a) preside at the part of the meeting relating to the matter; or

- (b) participate in, or be present during, any discussion or decision making procedure relating to the matter, unless, and to the extent that, the disclosing member is allowed to do so under section 5.68 or 5.69.

Penalty: \$10 000 or imprisonment for 2 years.

5.68. Councils and committees may allow members disclosing interests to participate etc. in meetings

- (1) If a member has disclosed, under section 5.65, an interest in a matter, the members present at the meeting who are entitled to vote on the matter —
 - (a) may allow the disclosing member to be present during any discussion or decision making procedure relating to the matter; and
 - (b) may allow, to the extent decided by those members, the disclosing member to preside at the meeting (if otherwise qualified to preside) or to participate in discussions and the decision making procedures relating to the matter if —
 - (i) the disclosing member also discloses the extent of the interest; and
 - (ii) those members decide that the interest —
 - (I) is so trivial or insignificant as to be unlikely to influence the disclosing member's conduct in relation to the matter; or
 - (II) is common to a significant number of electors or ratepayers.
- (2) A decision under this section is to be recorded in the minutes of the meeting relating to the matter together with the extent of any participation allowed by the council or committee.
- (3) This section does not prevent the disclosing member from discussing, or participating in the decision making process on, the question of whether an application should be made to the Minister under section 5.69.

5.70. Employees to disclose interests relating to advice or reports

- (1) In this section —
employee includes a person who, under a contract for services with the local government, provides advice or a report on a matter.
- (2) An employee who has an interest in any matter in respect of which the employee is providing advice or a

report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.

- (3) An employee who discloses an interest under this section must, if required to do so by the council or committee, as the case may be, disclose the extent of the interest.

Penalty: \$10 000 or imprisonment for 2 years.

5.71. Employees to disclose interests relating to delegated functions

If, under Division 4, an employee has been delegated a power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and —

- (a) in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and
- (b) in the case of any other employee, must disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter.

Penalty: \$10 000 or imprisonment for 2 years.

9.4.6 TENDER 15/02 MULCHING OF GREEN WASTE

LOCATION/ADDRESS:	BUCKLEYS ROAD, BILINGURR
APPLICANT:	N/A
FILE:	15/02
AUTHOR:	Waste Coordinator
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director of Engineering Services
DISCLOSURE OF INTEREST:	NIL
DATE OF REPORT:	12 March 2015

SUMMARY: This report considers Tenders received for the Mulching of Green Waste at the Buckleys Road Waste Management Facility for the Shire of Broome, and seeks adoption of the recommendation contained in the confidential tender evaluation report.

BACKGROUND*Previous Considerations*

OMC 16 February 2012	Item 9.4.7
OMC 21 March 2007	Item 9.4.4

The Shire of Broome accepts separated raw green waste at the Buckleys Road Waste Management Facility. The raw green waste is stored in windrows ready to be mulched. The mulched green waste is provided to customers free of charge for reuse.

The Shire of Broome contracts out the mulching of raw green waste at the Waste Management Facility to a specialist mulching contractor. The Shire currently has a mulching contract with Broome Tree and Palm Service. The current Contract requires the Contractor to mulch all raw green waste at the Buckleys Road Waste Management Facility once it reaches 500 cubic meters in volume. This is a requirement of the Department of Environment Regulation (DER) licence conditions for the facility and results in mulching occurring on average every fortnight.

COMMENT

The Tender was advertised in the Saturday West Australian on 14 February 2015 and the Broome Advertiser on 18 February 2015. The closing date for Tender submissions was 1:00pm, Friday 06 March 2015.

The proposed Contract is a schedule of rates contract for the mulching of raw green waste and is for a 15 month period from 1 April 2015 to 30 June 2016. The Contract duration of 15 months was selected to allow officers time to investigate future value adding options to the processing of raw green waste for the 2016/2017 financial year and beyond.

All payment under the Contract is calculated on the measured volume of the mulched green waste rounded up to the nearest whole cubic metre. Measurement is made by a surveyor within seven days of the completion of mulching.

Under the current contract all raw green waste is collected and mulched on the Buckleys Road Waste Management Facility and all mulched green waste is stored in the same location.

A Reuse and Recycling Facility has been established at Lot 400 Buckleys Road. Raw green waste will be collected at the Waste Management Facility and transferred to the Reuse and Recycling Facility for stockpiling and mulching. The Reuse and Recycling Facility has a greater storage capacity and does not have restrictions written into the licence for storage volumes. As a result, under the new mulching contract the Shire has reduced the frequency of the Contractor visits required to four per year (i.e. one every three months).

Three Tenders for the Mulching of Green Waste were received. These were evaluated and a preferred Tender recommendation provided in the confidential Tender Assessment Report.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 1.8 Statewide public notice

Where under this Act Statewide public notice of a matter is required to be given, section 1.7 applies except that the newspaper referred to in section 1.7(1)(a) is required to circulate generally throughout the State.

Section 3.57 Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply good or services.*
- (2) Regulations may make provision about tenders*

Local Government (Functions and General) Regulations 1996

Section 5 R14 Requirements for publicly inviting tenders

- (1) When regulation 11(1), 12 or 13 requires tenders to be publicly invited, Statewide public notice of the invitation is to be given.*
- (2) If the CEO has, under regulation 23(4), prepared a list of acceptable tenderers, instead of giving Statewide public notice the CEO is required to give notice of the invitation to each acceptable tenderer listed.*
- (2a) If a local government —*
 - (a) is required to invite a tender; or*
 - (b) not being required to invite a tender, decides to invite a tender, the local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.*
- (3) The notice, whether under subregulation (1) or (2), is required to include —*
 - (a) a brief description of the goods or services required;*
 - (b) particulars identifying a person from whom more detailed information as to may be obtained;*
 - (c) information as to where and how tenders may be submitted; and*
 - (d) the date and time after which tenders cannot be submitted.*
- (4) In subregulation (3)(b) a reference to detailed information includes a reference to —*

- (a) such information as the local government decides should be disclosed to those interested in submitting a tender;
 - (b) detailed specifications of the goods or services required;
 - (c) the criteria for deciding which tender should be accepted;
 - (d) whether or not the local government has decided to submit a tender; and
 - (e) whether or not the CEO has decided to allow tenders to be submitted by facsimile or other electronic means, and if so, how tenders may so be submitted.
- (5) After a notice has been given under subregulation (1) or (2), a local government may vary the information referred to in subregulation (3) by taking reasonable steps to give each person who has sought copies of the tender documents or each acceptable tenderer, as the case may be, notice of the variation.

[Regulation 14 amended in Gazette 29 Jun 2001 p. 3130.]

Section 5 R15 Minimum time to be allowed for submitting tenders

- (1) If the notice is published in the newspaper as part of giving Statewide public notice, the time specified in the notice as the time after which tenders cannot be submitted has to be at least 14 days after the notice is first published in the newspaper as part of giving Statewide public notice.
- (2) If the notice is given to a person listed as an acceptable tenderer, the time specified in the notice as the time after which tenders cannot be submitted has to be at least 14 days after the notice is given.

POLICY IMPLICATIONS

The tender has been managed in accordance with Policy 2.3.7 Purchasing as the value of the tender is above \$100,000

FINANCIAL IMPLICATIONS

The adopted budget for mulching in 2014/2015 is \$369,384. The current level of expenditure and committed orders are within the budgeted expenditure.

The financial implications for the remainder of the current financial year and the 2015/2016 financial year are detailed in the confidential tender assessment report.

STRATEGIC IMPLICATIONS

Our People Goal – Foster a community environment that is accessible, affordable, inclusive, healthy and safe:

Affordable services and initiatives to satisfy community need

A healthy and safe environment

Our Place Goal – Help to protect the nature and built environment and cultural heritage of Broome whilst recognising the unique sense of the place:

A unique natural environment for the benefit and enjoyment of current and future generations

Our Prosperity Goal – Create the means to enable local jobs creation and lifestyle affordability for the current and future population:

Affordable and equitable services and infrastructure

Our Organisation Goal – Continually enhance the Shire's organisational capacity to service the needs of a growing community:

Responsible resource allocation

Improved systems, processes and compliance

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council;

1. *Endorses the recommendations as contained in the confidential tender assessment report for Contract 15/02 Mulching of Green Waste for the period 1 April 2015 to 30 June 2016;*
2. *Notes details of the successful tenderer will be available for public information in the Tender Register in accordance with regulation 17 of the Local Government (Functions and General) Regulations 1996; and*
3. *Authorises the Shire President and Chief Executive Officer to engross the Contract Document.*

Attachments

1. Tender Evaluation Report Tender 15/02 Mulching of Green Waste (*Confidential to Councillors and Directors Only*)

This attachment is confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)(c) as it contains "a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting".

10.

**REPORTS
OF
COMMITTEES**

10.1 ACCESS AND INCLUSION ADVISORY COMMITTEE MEETING MINUTES 17 FEBRUARY 2015

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	COS09
AUTHOR:	Youth and Community Development Officer
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Deputy Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	27 February 2014

SUMMARY: This report presents the Minutes of the Access and Inclusion Advisory Committee Meeting held 17 February 2015 for Council's consideration.

BACKGROUND

The Access and Inclusion Advisory Committee (AIAC) meets quarterly to advise Council on matters of access and inclusion and to oversee the development, implementation and review of the Shire's Disability Access and Inclusion Plan.

Previous Considerations

As outlined in the attached minutes.

COMMENT

The AIAC discussed one item: *5.1 Update – Access and Inclusion Audit Implementation* at the meeting held 17 February 2015. The report provided an update on the progress of actioning the recommendations from the access and inclusion audit.

The Committee recommends that Council considers an allocation of \$81,250 in the 2015/16 budget for the implementation of several actions associated with improvements to ACROD parking and footpaths in Chinatown and Cable Beach and a further \$29,000 for improvements to accessibility at Shire facilities.

Committee membership

This report also requests that Council considers the matter of a resignation received from Ms Elaine Clarke who served on the AIAC as a service provider representative, representing Kimberley Individual and Family Support Association (KIFSA). Ms Clarke has taken maternity leave from KIFSA and advised she will not be available to sit on the committee during the period of leave. An expression of interest has been received from a local service provider to fill the vacant service provider representative position and is attached for Council's consideration.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

WA Disability Services Act 1993 (as amended 2004)

Equal Opportunity Amendment Act Western Australia (1988)

Disability Discrimination Act (1992)

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As outlined in the minutes attached.

STRATEGIC IMPLICATIONS

Our People Goal – Foster a community environment that is accessible, affordable, inclusive, healthy and safe:

Accessible and safe community spaces

Our Place Goal – Help to protect the nature and built environment and cultural heritage of Broome whilst recognising the unique sense of the place:

Best practice asset management to optimise Shires' infrastructure whilst minimising life cycle costs.

Our Prosperity Goal – Create the means to enable local jobs creation and lifestyle affordability for the current and future population:

Affordable and equitable services and infrastructure

Our Organisation Goal – Continually enhance the Shire's organisational capacity to service the needs of a growing community:

Responsible resource allocation

Improved systems, processes and compliance

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council;

- 1. Receives the Minutes of the Access and Inclusion Advisory Committee (AIAC) meeting held on 17 February 2015 and endorses the resolutions of the Committee (as contained in the Minutes attached) enbloc.*
- 2. Appoints a service provider representative to the Access and Inclusion Advisory Committee as per the expression of interest contained in the confidential attachment to this report.*

Attachments

1. EOI Shelley Baker KIFSA (*Confidential to Councillors and Directors Only*)
This attachment is confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)(b) as it contains “the personal affairs of any person”.
2. Minutes of the Access and Inclusion Advisory Committee Meeting held 17 February 2015



MISSION AND VALUES OF COUNCIL

"A Sustainable Community that is inclusive, attractive, healthy and pleasant to live in, that uses our land so as to preserve our history and environment, respects the rights and equality of our citizens and manages our future growth wisely."

UNCONFIRMED MINUTES

OF THE

ACCESS AND INCLUSION ADVISORY
COMMITTEE MEETING

17 FEBRUARY 2015

OUR VISION

"A thriving and friendly community that recognises our history and embraces cultural diversity and economic opportunity, whilst nurturing our unique natural and built environment."

OUR MISSION

"To deliver affordable and quality Local Government services."

CORE VALUES OF THE SHIRE

The core values that underpin the achievement of the mission will be based on a strong customer service focus and a positive attitude:

Communication

Integrity

Respect

Innovation

Transparency

Courtesy

DISCLAIMER

The purpose of Council Meetings is to discuss, and where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (Section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person. The Shire of Broome expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council meeting.

NOTICE OF MEETING

Dear Council Member,

The next Access and Inclusion Advisory Committee Meeting of the Shire of Broome will be held on Tuesday, 17 February 2015 in the Committee Room, Corner Weld and Haas Streets, Broome, commencing at 10.30am.

Regards



K R DONOHOE
Chief Executive Officer

16/02/2015

**MINUTES OF THE ACCESS AND INCLUSION ADVISORY COMMITTEE MEETING OF
THE SHIRE OF BROOME,
HELD IN THE COMMITTEE ROOM, CORNER WELD AND HAAS STREETS, BROOME, ON
TUESDAY 17 FEBRUARY 2015, COMMENCING AT 10.30AM.**

1. OFFICIAL OPENING

The Chairman welcomed Councillors, Officers and declared the meeting open at 10.27am.

2. ATTENDANCE AND APOLOGIES

Attendance: Cr H Tracey
Cr A Poelina
Liz Hatton
Bec Jennings
Kristie Courtenay
Melanie Howard
Justin Mortley
Caterina Ponzio
Marie Shin

Leave of Absence: Nil

Apologies: Andy Guidera
Suzie Haslehurst
Dorothy McKee
Jenny Lowe
Elaine Clarke
Steve Cook

Officers:	Paul Martin	Deputy Chief Executive Officer
	Amy Andison	Community Development Officer
	Traci Alchin	Community and Economic Development Support Officer
	Tamara Cusack	Development and Subdivision Engineer

3. DECLARATIONS OF FINANCIAL INTEREST / IMPARTIALITY

Councillor	Item No	Item	Nature of Interest
NIL			

4. CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION:

MOVED: Kristie Courtenay

SECONDED: Justin Mortley

That the Minutes of the Access and Inclusion Advisory Committee meeting held on 25 November 2014 be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY 9/0

5. REPORT OF OFFICERS

5.1 UPDATE - ACCESS AND INCLUSION AUDIT IMPLEMENTATION

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	COS09.1
AUTHOR:	Youth and Community Development Officer
CONTRIBUTOR/S:	Manager Community Development
RESPONSIBLE OFFICER:	Deputy Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	6 February 2015

SUMMARY:

This report provides an update to the Access and Inclusion Advisory Committee (AIAC) on the progress of actioning the recommendations from the access and inclusion audit.

The update includes cost estimates and seeks the Committee's recommendation to Council for an allocation of \$81,250 in the 2015/16 budget for the implementation of several actions associated with improvements to ACROD parking and footpaths in Chinatown and a further \$29,000 for improvements to accessibility of Shire buildings.

BACKGROUND

Previous Considerations

OMC 18 December 2012	Item 9.1.4
AIAC 13 February 2013	Item 5.4
AIAC 17 April 2013	Item 5.1
AIAC 12 June 2013	Item 4.1
AIAC 28 August 2013	Item 4.1
OMC 19 September 2013	Item 10.1
AIAC 18 March 2014	Item 5.1
OMC 24 April 2014	Item 10.2
AIAC 3 June 2014	Item 5.2
OMC 26 June 2014	Item 10.1
OMC 23 October 2014	Item 10.1

A key action within the Shire's Disability Access and Inclusion Plan (DAIP) 2012-2017 is to conduct an access and inclusion audit of Shire facilities and infrastructure. In consultation with the AIAC a scope was developed for the audit to include; infrastructure at three major tourism precincts, car park compliance and approach to key community facilities, and a comprehensive internal audit of the Broome Recreation and Aquatic Centre. The audit was conducted in March 2014.

At its 2 September 2014 meeting the AIAC received the final audit reports and considered a proposed implementation plan which is intended to guide the delivery of

recommendations put forward in the audit reports. Council endorsed the following Committee recommendation at the ordinary meeting of Council held on 23 October 2014:

That Council:

1. *Receives the final audit reports as prepared by O'Brien Harrop Access for the access and inclusion audit undertaken in March 2014 (attachment 1) and notes the achievements made to date and priorities for action.*
2. *Acknowledges the proposed priorities as attached to this report (attachment 2), and requests the Chief Executive Officer to develop costings for implementation of the recommendations and present these back to the Committee and Council prior to adoption, in particular:*
 - a) *lighting of accessible parking bays at Broome Civic Centre and Shire Administration Building*
 - b) *provision of power assisted door closers at Broome Recreation and Aquatic Centre*
 - c) *Investigate opportunities to provide a suitable barrier and/or solution where there are changes in pavement level in Chinatown (as per item 8 Chinatown audit).*
3. *Requests the Chief Executive Officer to investigate how the plan may be implemented, including the opportunity to provide an annual update on implementation of actions and recommendations to Council on priorities to be considered as part of upcoming budget processes.*
4. *Requests the Chief Executive Officer to ensure the audit reports are considered as part of any future development strategies.*

COMMENT

Actions to be completed in 2014/15

The following actions have already been completed, or are in progress to be completed before the end of the current financial year:

BRAC:

- Replacement of door closers for the following doors:
 - Stadium entrance doors
 - Doors to outside hard courts
 - Squash courts entrance
- Signs and bins removed from entrance pathway to ensure an accessible path of travel.
- Customer feedback box lowered to within "the zone of common reach"
- Staff education to ensure all doors are open and operable at all times
- Provide directional signage to the internal unisex accessible toilet
- Repair paving on pathway to outside courts
- Regular maintenance check of pool chair included on lifeguard's process checklist
- Promotion of pool chair

Community Facilities:

- Remove/replace lifting tactical ground surface indicators (TGSI's) at the Broome Civic Centre
- Relocate bike racks away from doorway at Broome Public Library

- Install accessible latch on gate at Medlend Pavilion
- Mark shared walkway between two ACROD bays at Broome Lotteries House

Cable Beach:

- Repairs to paving
- Repair uneven section of pathway at amphitheatre
- Promotion of beach wheelchairs

Town Beach:

- Relocate the green bin to be off the path of travel
- Install rear grab rail in accessible toilet
- Promotion of aquatic wheelchair including onsite signage
- Remove damaged or non compliant TGSI's

Chinatown:

- Repair cracked / broken concrete pathway around Male oval reserve
- Maintenance and minor repairs to some ACROD bays

Actions to be considered for inclusion in 2015/16 budget

Officers have reviewed the recommendations for action from the audit as part of the preparation for the 2015/16 budget process, considering the priorities recommended by the Committee, to determine the projects to be put forward for inclusion in the 2015/16 budget.

A project brief has been submitted to request a budget allocation of \$81,250 in the 2015/16 budget for the following projects:

Chinatown barriers for changes in pavement level

The audit identified the change in pavement level along the front of the shops on Carnarvon street known as the Shekki Shed as hazardous for people using a wheeled mobility device or a person who has a significant vision impairment, who uses the building line as a shoreline. This was also identified by the committee as a high priority for action.

As requested officers have investigated the opportunities to provide a suitable barrier and recommend the design and installation of an additional rail close to ground level along the front veranda of the shops. The estimated cost to design and install the rail is \$5,000.

It should be noted that property owners and proprietors will need to be consulted regarding the design of the rail so that it does not negatively impact the visual amenity of the shops.

ACROD parking Chinatown

The access audit found that while there is an adequate number of ACROD parking bays in Chinatown, many of the bays do not meet current standards for access and may not be conveniently located or practical. A number of recommendations are made in the audit for the remediation of individual bays. However officers recommend a whole of site approach is employed to identify the best locations for ACROD bays within Chinatown and relocate existing non-compliant ACROD bays to ensure safe and inclusive access to Chinatown facilities.

The cost of determining suitable locations and relocating non-compliant bays is estimated at \$15,000.

ACROD parking Cable Beach

The Committee has identified the Cable Beach precinct as an area of high priority. The access audit identifies a number of barriers to access and inclusion related to the design and location of the single ACROD parking bay in the Cable Beach car park.

Officers recommend the design and installation of two new ACROD parking bays at the southern end of the car park to replace the existing non compliant bay. This will also include the installation of a compliant access ramp and connection to accessible path of travel. The new ACROD bays will address a number of barriers identified in the audit, including:

- Only one accessible parking bay in large, popular car park
- Principal ramp access from the single accessible parking bay has a steep gradient.
- Ramp is not furnished with handrails, kerb edges or warning TGSIs;
- No accessible parking bay is provided in proximity to the public toilets and showers. Access for any person with a disability, from the car park, would require negotiation of the kerb ramp at the curve in the internal roadway;

The cost of design and installation of the bays is estimated at \$45,000.

A contingency of 25% of the total project cost, or \$16,250, has also been included in the project brief.

Actions to be implemented as building renewal in 2015/16

It is recommended that the following projects are undertaken with funds allocated in the Shire's long term financial plan for building renewal in 2015/16.

Power assisted door closers at BRAC:

As requested by the Committee, officers have investigated the possibility of installing power assisted door closers for the following doors:

- Stadium entrance doors
- Doors to outside hard courts

The estimated cost for the installation of power assisted door closers on the two sets of doors is \$9,000.

Repairs to paving at the Broome Public Library

The walkway closest to the accessible car park has uneven areas of paving where there has been significant movement of paving due to tree root. Damaged paving will be replaced by exposed aggregate in line with the Shire's Asset Management Plan. The repair will include the replacement of TGSIs, also damaged by the tree root. At the same time TGSIs will also be installed at the front of the Shire Administration Office as recommended in the audit.

The cost of repairing the paving and replacing TGSIs is estimated at \$20,000.

Further cost estimate for the Committee's consideration:

Lighting of ACROD bays at Civic Centre and Shire Administration Office:

Officers were requested to develop a cost estimate for the lighting of accessible parking bays at Broome Civic Centre and Shire Administration Building. According to the audit the two ACROD parking bays provided at the Civic Centre and Shire Administration building are not sufficiently lit for night use.

Officers recommend the installation of a freestanding solar powered light pole at each of the bays. Each pole can provide 3Lux of light in a 17m x 6m area. The cost of supply and installation of two solar powered light poles is estimated at \$12,500. However, due to

budget constraints this project has not been put forward for inclusion in the 2015/16 budget but will be submitted as part of the next financial year budget process.

In the interim, officers are recommending investigating the possibility of using building mounted spotlights as a short-term measure.

CONSULTATION

Access and Inclusion Advisory Committee

STATUTORY ENVIRONMENT

Local Government Act 1995
Disability Services Act 1993
Disability Discrimination Act 1992

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

A project brief has been submitted for the 2015/16 budget process for \$81,250 for the remediation of ACROD parking bays in Chinatown and Cable Beach and barriers for changes in pavement level in Chinatown, as below:

Item	Cost
ACROD Parking Cable Beach	\$45,000
ACROD Parking Chinatown investigation	\$15,000
Chinatown barriers for changes in pavement level	\$5,000
25 % contingency	\$16,250
Total	\$81,250

There is currently no budget to source these funds for in the draft long term financial plan. As such these will need to be considered as part of the budget process.

It is recommended the following projects are completed from funds allocated for building renewal in 2015/16 in the long term financial plan:

Item	Cost
Power assisted door closers at BRAC	\$9,000
Repairs to paving at the Broome Public Library	\$20,000
Total	\$29,000

A cost estimate of \$12,500 was presented as requested for the lighting of ACROD car bays in the civic precinct. Should Council wish to proceed with the above, funding would need to be sought from other sources. Building mounted spot lights could be installed for approximately \$4,000 which could be sourced from funds allocated for building renewal however their effectiveness and suitability to the site will need to be investigated.

STRATEGIC IMPLICATIONS

Our People Goal – Foster a community environment that is accessible, affordable, inclusive, healthy and safe:

Accessible and safe community spaces

Participation in recreational activity

Our Place Goal – Help to protect the nature and built environment and cultural heritage of Broome whilst recognising the unique sense of the place:

Best practice asset management to optimise Shires' infrastructure whilst minimising life cycle costs.

Our Prosperity Goal – Create the means to enable local jobs creation and lifestyle affordability for the current and future population:

Affordable and equitable services and infrastructure

Our Organisation Goal – Continually enhance the Shire's organisational capacity to service the needs of a growing community:

Responsible resource allocation

Improved systems, processes and compliance

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

The Committee Recommends that Council:

- 1. Expresses appreciation to the Chief Executive Officer for the progress being made in addressing issues identified in the access audit as part of the 2014/15 FY.*
- 2. Considers an allocation of \$81,250 in the 2015/16 budget for the implementation of the following actions as recommended in the access audit:*
 - (a) ACROD parking Cable Beach*
 - (b) ACROD Parking Chinatown Investigation*
 - (c) Change in pavement level in Chinatown*
- 3. Considers the following projects be undertaken using funds allocated for building renewal in 2015/16 in the long term financial plan:*
 - (a) Install power assisted door closers at BRAC for a budgeted amount of \$9,000*
 - (b) Repairs to paving at the Broome Public Library for a budgeted amount of \$20,000*
 - (c) Investigates installing building mounted spot lights to light the ACROD bays at the Civic Centre and Shire Administration building.*

COMMITTEE RESOLUTION:

Moved: Cr H Tracey

Seconded: Liz Hatton

The Committee Recommends that Council:

- 1. Expresses appreciation to the Chief Executive Officer for the progress being made in addressing issues identified in the access audit as part of the 2014/15 FY.**
- 2. Considers an allocation of \$81,250 in the 2015/16 budget for the implementation of the following actions as recommended in the access audit:**
 - (a) ACROD parking Cable Beach**
 - (b) ACROD Parking Chinatown Investigation**
 - (c) Change in pavement level in Chinatown**
- 3. Considers the following projects be undertaken using funds allocated for building renewal in 2015/16 in the long term financial plan:**
 - (a) Install power assisted door closers at BRAC for a budgeted amount of \$9,000**
 - (b) Repairs to paving at the Broome Public Library for a budgeted amount of \$20,000**
 - (c) Investigates installing building mounted spot lights to light the ACROD bays at the Civic Centre and Shire Administration building.**
- 4. Investigate how to provide improved and compliant access to the pool as part of any renewal or upgrade of the aquatic facilities at BRAC in 2015 / 16.**

CARRIED UNANIMOUSLY 9/0

Attachments

Nil

Reason:

The committee requested Council investigate access improvements to the pool as part of the proposed upgrade to the aquatic facility in 2015/16.

6. MOTIONS WITHOUT NOTICE

Nil

7. MATTERS BEHIND CLOSED DOORS

Nil

8. MEETING CLOSURE

There being no further business the Chairman declared the meeting closed at 10.43am.

10.2 MINUTES OF THE BROOME CEMETERY ADVISORY COMMITTEE 11 FEBRUARY 2015

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	CTE39; RES1647
AUTHOR:	Senior Administration and Governance Officer
CONTRIBUTOR/S:	Manager Governance
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	5 March 2015

SUMMARY: This report advises Council of the matters discussed at the Broome Cemetery Advisory Committee meeting held 11 February 2015, and seeks Council consideration of the Committee's recommendations.

BACKGROUND

The Broome Cemetery Advisory Committee (BCAC) meets bi-monthly to discuss matters relating to the management and administration of the Shire of Broome Cemeteries.

A meeting was held on Wednesday 11 February 2015 and Minutes from this meeting are attached.

COMMENT

The Committee discussed a number of issues and dealt with operational and strategic matters including, but not limited to:

- Election of Chairperson and Deputy Chairperson
- Cemetery Masterplan
- Cemetery Maintenance
- Safe Burial Practices
- Committee Meeting Dates 2015
- Change in Meeting Processes and Committee Member Training.

Following the resignation of Cr G Campbell as Chairperson in December 2014, nominations were called at the commencement of the BCAC meeting to fill this position. Fr Matt Digges was elected as Chairperson, and Cr G Campbell as Deputy Chairperson. Both positions were elected unopposed.

Discussions were held regarding the current draft Masterplan for the cemetery which has been developed in consultation with the Committee since the December 2013 BCAC meeting. The Director Engineering Services advised the Committee that a project brief for the construction of a toilet block at the cemetery had been prepared for consideration during the 2015/2016 budget process. The committee agreed the concept of building a toilet block should be considered as a first priority for future developments at the Cemetery, and made the following recommendation to Council:

COMMITTEE RECOMMENDATION:**Moved: Ms F Zavazal****Seconded: Mr R Crook**

That the Broome Cemetery Advisory Committee endorses the concept of building a toilet block as the first priority preparatory to adoption of the Broome Cemetery Masterplan, and that consideration be given to funding of the toilet block in the 2015/2016 budget.

CARRIED UNANIMOUSLY 5/0

Correspondence was received from the Broome Historical Society on the 4 February 2015 advising that Mrs Naida Darcy would no longer be representing the Broome Historical Society (BHS) on the BCAC. The BHS nominated Ms Justine Young as their replacement representative. The Committee received the correspondence and made the following recommendation to Council:

COMMITTEE RECOMMENDATION:**Moved: Cr G Campbell****Seconded: Fr M Digges**

That the Broome Cemetery Advisory Committee accepts the nomination from the Broome Historical Society for Justin Young to represent he Broome Historical Society on the Broome Cemetery Advisory Committee.

CARRIED UNANIMOUSLY 5/0

Any change in Committee Membership requires adoption by Council and accordingly this report recommends that Council appoint Justine Young as the Broome Historical Society representative on the Broome Cemetery Advisory Committee.

In addition, when considering the 2015 BCAC Meeting dates, the Committee requested that meetings be held on a Wednesday, rather than on Tuesdays. It is noted that the Committees Terms of Reference will require updating to reflect this change.

CONSULTATION

Broome Cemetery Advisory Committee

STATUTORY ENVIRONMENT**Local Government Act 1995****5.9. Committees, types of**

(1) In this section —

other person means a person who is not a council member or an employee.

- (2) A committee is to comprise —
- (a) council members only; or
 - (b) council members and employees; or
 - (c) council members, employees and other persons; or
 - (d) council members and other persons; or
 - (e) employees and other persons; or
 - (f) other persons only.

5.10. Committee members, appointment of

- (1) A committee is to have as its members —
- (a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
 - (b) persons who are appointed to be members of the committee under subsection (4) or (5).

* Absolute majority required.

- (2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.
- (3) Section 52 of the Interpretation Act 1984 applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the local government.
- (4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.
- (5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —
- (a) to be a member of the committee; or
 - (b) that a representative of the CEO be a member of the committee,
- the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

5.11. Committee membership, tenure of

- (1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —
- (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be; or
 - (b) the person resigns from membership of the committee; or
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,

whichever happens first.

- (2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —
- (a) the term of the person's appointment as a committee member expires; or
 - (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,

whichever happens first.

5.12. Presiding members and deputies, election of

- (1) The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1 as if the references in that Schedule —
- (a) to "office" were references to "office of presiding member"; and
 - (b) to "council" were references to "committee"; and
 - (c) to "councillors" were references to "committee members".
- (2) The members of a committee may elect a deputy presiding member from amongst themselves but any such election is to be in accordance with Schedule 2.3, Division 2 as if the references in that Schedule —
- (a) to "office" were references to "office of deputy presiding member"; and
 - (b) to "council" were references to "committee"; and
 - (c) to "councillors" were references to "committee members"; and
 - (d) to "mayor or president" were references to "presiding member".

5.13. Deputy presiding members, functions of

If, in relation to the presiding member of a committee —

- (a) the office of presiding member is vacant; or
- (b) the presiding member is not available or is unable or unwilling to perform the functions of presiding member,

then the deputy presiding member, if any, may perform the functions of presiding member.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The construction of an ablution (toilet) block at the Broome Cemetery is proposed to be considered as part of the 2015/2016 budget process.

STRATEGIC IMPLICATIONS

Our Place Goal – Help to protect the nature and built environment and cultural heritage of Broome whilst recognising the unique sense of the place:

A unique natural environment for the benefit and enjoyment of current and future generations

A preserved, unique and significant historical and cultural heritage of Broome

Our Organisation Goal – Continually enhance the Shire's organisational capacity to service the needs of a growing community:

Improved systems, processes and compliance

VOTING REQUIREMENTS

Absolute Majority

REPORT RECOMMENDATION:

That Council receives the Broome Cemetery Advisory Committee Minutes of 11 February 2015 and:

- 1. Notes the appointment of Fr Matt Digges as Chairperson and Cr G Campbell as Deputy Chairperson of the Broome Cemetery Advisory Committee.*
- 2. Appoints Justine Young as the Broome Historical Society Representative on the Broome Cemetery Advisory Committee.*
- 3. Notes the Broome Cemetery Advisory Committee Meetings will be held on a Wednesday.*
- 4. Request the Chief Executive Officer to update the Terms of Reference of the Broome Cemetery Advisory Committee to incorporate these changes.*
- 5. Adopts the Committee's recommendation and :*
 - (a) endorses the concept of building a toilet block as the first priority preparatory to the adoption of the Broome Cemetery Masterplan, and*
 - (b) that consideration be given to funding of the toilet block in the 2015/2016 budget.*

(ABSOLUTE MAJORITY REQUIRED)

Attachments

1. Unconfirmed Minutes of the Broome Cemetery Advisory Committee Meeting held 11 February 2015

**SHIRE OF BROOME
UNCONFIRMED MINUTES
BROOME CEMETERY ADVISORY COMMITTEE**



**MEETING HELD AT
THE SHIRE OF BROOME
AT 4.00PM, WEDNESDAY 11 FEBRUARY 2015**

1 ELECTION OF CHAIRPERSON

The Chief Executive Officer declared the meeting open at 4.02 pm and welcomed Committee Members. The Committee was advised that Cr G Campbell had submitted his resignation as Chairperson prior to the meeting. The Chief Executive Officer advised he would be presiding over the meeting up until the Office of Chairperson was elected. An outline of the election process was provided.

Fr M Digges submitted a nomination in writing for the position of Chairperson. As no further nominations were received Fr M Digges was appointed unopposed.

The Chief Executive Officer departed the Committee Room at 4.05pm and Fr M Digges assumed the Chair.

Fr M Digges called for nominations of Deputy Chairperson. Cr G Campbell was nominated as Deputy Chairperson by Fr M Digges. Cr G Campbell accepted the nomination and as no further nominations were received was appointed unopposed.

2 OFFICIAL OPENING

The Chairperson declared the meeting open at 4.10pm.

3 ATTENDANCE AND APOLOGIES

Attendance:	Fr M Digges Cr G Campbell Cr A Poelina Ms F Zavazal Mr R Crook	Chairperson Deputy Chairperson (Council Representative) Council Representative Okuri Funeral Services Community Representative
Officers:	Mr K Donohoe Mr S Mastrolembro Mr M Dale Ms R Piggin Ms E Harding Mr N Rebesco	Chief Executive Officer Director Corporate Services Director Engineering Services Manager Governance Senior Administration & Governance Officer Engineering Technical Officer

Apologies:	Ms E Yu Ms C Masuda Ms E Bernard Ms J Bin Omar	Chinese Community Representative Community Representative Community Representative Community Representative
Absent:	Mr T Mildenhall Mr P Cornish	Broome Anglican Church Derby Funeral Services

4 CONFIRMATION OF PREVIOUS MINUTES

Moved: Cr G Campbell

Seconded: Mr R Crook

That the minutes of the Meeting of the Broome Cemetery Advisory Committee held 15 October 2014 be accepted as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY 5/0

5 BUSINESS ARISING FROM MINUTES

5.1 Cemetery Masterplan

The current draft of the Cemetery Masterplan was considered at this meeting. The plan includes comments made at the Informal meeting of the BCAC held in December including the change of the entrance statement from Port Drive to D'Antoine Street. The Committee agreed on this change and the Chairperson thanked staff for their work on the Masterplan to date.

The Director Engineering Services advised the Committee that a project brief for the construction of a toilet block at the cemetery had been prepared for consideration during the 2015/16 budget process. The Committee discussed the most suitable location for the toilet block and considered factors related to accessibility, visibility and proximity to services.

When determining a location associated costs including connection of power, water and sewerage would need to be considered.

COMMITTEE RECOMMENDATION:

Moved: Ms F Zavazal

Seconded: Mr R Crook

That the Broome Cemetery Advisory Committee endorses the concept of building a toilet block as the first priority preparatory to adoption of the Broome Cemetery Masterplan, and that consideration be given to funding of the toilet block in the 2015/16 budget.

CARRIED UNANIMOUSLY 5/0

5.2 Cemetery Maintenance

Following the October meeting, Committee members were asked to consider what level of service they would like to see provided by the Shire at the cemetery.

Ms F Zavazal queried whether more taps could be positioned within the cemetery to allow easier access to water. Engineering Officers advised they will investigate this matter.

The Chairman advised that during recent visits to the cemetery he noted that it was looking well maintained.

5.3 Safe Burial Practices

Staff were requested to investigate this matter further with a view to developing a process that meets safe burial practices whilst respecting traditional practices.

5.4 Committee Meeting Dates 2015

The Committee discussed the frequency of meetings and agreed to continue meeting every 2 months on the below dates, with meetings to be held at 4.00pm in the Committee Room at the Shire of Broome Offices:

- Wednesday 1 April 2015
- Wednesday 3 June 2015
- Wednesday 5 August 2015
- Wednesday 7 October 2015
- Wednesday 2 December 2015

6 CORRESPONDENCE

6.1 Correspondence In

- 6.1.1 11.11.14 – Query regarding fencing around the proposed toilets near the Muslim Cemetery from Ms J Bin Omar.
- 6.1.2 12.11.14 – Confirmation from Ms J Bin Omar that the fence shown around the proposed toilets appears sufficient.
- 6.1.3 21.11.14 – Query from Fr M Digges regarding provision within the gardens or a structure for celebration of Catholic liturgical rites to be shown on the Masterplan as per previous Committee discussions.
- 6.1.4 02.10.14 – Email from Broome Historical Society advising of Naida Darcy's resignation and advice that a replacement representative will be advised.
- 6.1.5 10.12.14 – Email from Cr Graeme Campbell advising of his resignation as chair of the Cemetery Committee.
- 6.1.6 13.01.15 - Email from Ms E Yu regarding status of Japanese Cemetery Project
- 6.1.7 29.01.15 – Email from Ms C Masuda advising that contact has been made with Hayoto regarding the status of the Japanese Cemetery Project however a response has not been received to date.

- 6.1.8 04.02.15 – Letter from Broome Historical Society advising that Ms N Darcy will no longer be representing the Broome Historical Society on the BCAC and that Ms Justine Young has been nominated to fill the seat vacated by Naida as the new Broome Historical Society representative.

6.2 Correspondence Out

- 6.2.1 22.10.14 – Distribution of Unconfirmed Minutes of 15 October 2014 meeting to Committee members.
- 6.2.2 24.10.14 – Email to Ms E Yu for comment on option for layout of Chinese Cemetery to incorporate some additional plots.
- 6.2.3 10.11.14 – Email to Committee Members with reminder all comments on the Masterplan are to be received by cob Friday 14 November.
- 6.2.4 11.11.14 – Email to Ms J Bin Omar regarding fencing around proposed toilets near the Muslim Cemetery.
- 6.2.5 12.12.14 – Email to Broome Historical Society thanking Naida for her work to date with the Broome Cemetery Advisory Committee and details of process for nominating a replacement representative.
- 6.2.6 15.01.15 – Email to Ms E Yu with details regarding status of Japanese Cemetery Project.
- 6.2.7 28.01.15 – Email to Ms C Masuda following up status of Japanese Cemetery Project

Officers advised Committee members that correspondence had been received from the Broome Historical Society nominating a new representative, Justine Young, to replace the seat vacated by Naida Darcy. The Committee received the correspondence and resolved the following:

COMMITTEE RECOMMENDATION:

Moved: Cr G Campbell

Seconded: Fr M Digges

That the Broome Cemetery Advisory Committee accepts the nomination from the Broome Historical Society for Justine Young to represent the Broome Historical Society on the Broome Cemetery Advisory Committee.

CARRIED UNANIMOUSLY 5/0

7 BURIAL INFORMATION

- 7.1 Burials undertaken at Broome Cemetery from 16 October 2014 to 11 February 2015 inclusive - 8.

- 7.2 Other burials undertaken within the Shire of Broome from 16 October 2014 to 11 February 2015 inclusive - 1.

8 FINANCIAL REPORT

The financial report was presented at the meeting.

9 ITEMS FOR DISCUSSION

9.1 Change in Meeting Process and Committee Member Training

As previously discussed with the Committee, there will be some changes to the Agenda format and a formalisation of meeting processes. The Committee was advised that the changes will take effect from the April meeting, with Agendas to be produced through the Shire of Broome's new Agenda & Minutes software, InfoCouncil.

Training for community members who sit on Council Committees will be provided on Wednesday 25 February 2015 at 4.00pm. All members are encouraged to attend and a calendar invite will be forwarded in the near future.

9.2 General Business

Nil

10 NEXT MEETING

It is proposed the next Meeting of the Broome Cemetery Advisory Committee be held on Wednesday 1 April 2015.

11 MEETING CLOSURE

There being no further business to be discussed, the Chairperson declared the meeting closed at 4.56pm.

11. NOTICES OF MOTION**11.1 NON CONFORMING USE REGISTER**

The following Notice of Motion was submitted by Cr G T Campbell with Officer comment by Director Development Services.

COUNCILLOR COMMENT / BACKGROUND

Given that the recent gazettal of Local Planning Scheme 6 (LPS6) has occurred, it is appropriate that a register of non conforming use properties be created to protect non conforming rights that exist and existed both under Town Planning Scheme 2 and Town Planning Scheme 4, and also under the various Interim Development Orders that preceded LPS6.

Background

There is an apparent lack of records relating to various non conforming uses granted by the Shire over many years. The recent gazettal of a planning scheme for the whole of the Shire of Broome does not appear to recognise such non conforming rights and it is felt that this could lead to gaps and misunderstanding into the future.

Proposal

That a register be created and updated regularly as and when information as to such non conforming (approved of course) comes to hand.

It is suggested that where such non conforming uses are known that these events are incorporated into the register immediately. Such information to contain as much information as is known.

It is also suggested that an advertising campaign be carried out seeking advices from affected persons who may seek to have the non conforming use/uses recorded. Obviously validation of such claim would need to be carried out.

Financial

The cost of the above would need to be considered in the budget process, but is considered not to be of significance.

COUNCILLOR RECOMMENDATION:

That the Chief Executive Officer be requested to cause such a register to be created subject to budgetary considerations and that the format of such register reflect the non conforming land uses evident, and that these be a guide when any assessment of land use is carried out under the provisions of LPS6.

OFFICER COMMENT**Statutory Provisions**

Clause 4.22 of LPS6 establishes what is a non-conforming use and states the following:

4.22.1 *Except as otherwise provided in this Scheme, no provision of the Scheme shall be deemed to prevent:*

- (a) the continued use of any land or building for the purpose for which it was being lawfully used at the Gazettal date of the Scheme; or*

- (b) the carrying out of any development thereon for which, immediately prior to that time, an approval or approvals, lawfully required to authorise the development to be carried out, were duly obtained and are current; or*
- (c) subject to clause 5.18.3 the continued display of advertisements which were lawfully erected, placed or displayed prior to the approval of this Scheme.*

In short, a non-conforming use means a use of land which, though lawful immediately before the coming into operation of a planning scheme, is a 'prohibited' or 'X' use under the zoning table under the new Scheme. In the Shire of Broome's case, the following types of non-conforming uses could result:

- A land use that was issued with planning approval under the operative Scheme at the time (TPS1, TPS2, TPS3 or TPS4) which is now an 'X' use under LPS6;
- A land use that was issued with planning approval under IDO4 which is now an 'X' use under LPS6;
- A land use which was being undertaken prior to the gazettal of any Scheme and is now an 'X' use under LPS6.

A non-conforming uses may continue unless the use is discontinued for a period of six months or more (Clause 4.25).

Once the non-conforming use rights are no longer applicable the use must comply with the zoning, and any change of use or development will be subject to the normal planning requirements. Any alteration or extension of a non-conforming use or building, used in conjunction with a non-conforming use, or a change from a non-conforming use to another non-conforming use, requires planning approval (Clause 4.23). If the change is from one non-conforming use to another, then the proposed use has to be closer to the intended purpose of the zone (Clause 4.24). Rebuilding a building associated with a non-conforming use that has been destroyed, also requires planning approval (Clause 4.27).

Clause 4.28 of the Scheme gives the ability for the Shire to maintain a register of non-conforming uses and states the following:

4.28 Register of Non-Conforming Uses

- 4.28.1 The Council to keep a Register of non-conforming uses at the offices of the Council which shall be made available for public inspection during office hours.*
- 4.28.2 A person who wishes the Council to record that a non-conforming use exists may submit to the Council in writing full details of the nature, location and extent of the non-conforming use claimed.*
- 4.28.3 Where the Council is satisfied that a non-conforming use exists, it shall record details of the non-conforming use on the Register.*
- 4.28.4 Non-conforming use does not cease to exist if it is not registered on the Register.*

However, it needs to be appreciated that the existence of such a register or the inclusion or exclusion of particular uses does not alter the status of the particular use. Where a use has been discontinued for a period of six months or more, its non-conforming use right will cease to exist, irrespective of whether the site or use remains on a non-conforming use register.

Comments

The principle benefit of maintaining a register is so the property owner has some form of recognition that the land use is lawful. The adoption of a register would also assist to inform planning officers when undertaking assessment of planning applications.

Following a search of Shire records, no information could be located showing that the Shire has formally adopted a non-conforming register under any previous Scheme or Interim Development Order. However, a draft register prepared under TPS2 has been located and Shire Officers will undertake further research of these identified properties to reaffirm whether the non-conforming use exists and therefore respective properties can be listed on a new register.

Prior to any property being listed on a non-conforming use register, it is recommended that a clear process is established addressing the following:

- Delegation for officers to be able to incorporate a property onto the register;
- The procedure for property owners to request that their property be included on the register;
- The minimum level of detail that must be provided by a person wishing to nominate a property for the register; and
- Matters that will be assessed in determining whether a property has non-conforming use rights.

For the purposes of maintaining a consistent and transparent approach, it is recommended that a Local Planning Policy (LPP) be adopted to establish the above. Attached is a draft LPP and it is recommended that Council adopt the draft Policy for the purpose of seeking public comment.

It is proposed that once the Policy is adopted under the provisions of LPS6, officers will review the previous draft list to determine which properties can be incorporated onto the register. Also, following formal adoption of the LPP, the Shire can then commence an advertising campaign seeking expressions of interests for property owners to submit a request to be listed on the register.

It should be noted, that only those properties that were previously operating lawfully under either a previous Scheme or Interim Development Order or land uses that were operating prior to the gazettal of such documents, and are now an 'X' use under LPS6 will be listed on the register. As set out in the draft Policy, a landowner wishing to use this process to legitimise a non-compliant use will not be entertained and this would be pursued as a planning compliance matter in accordance with Council's Policy 8.13 – Planning Compliance.

Further, as set out in the draft Policy, the onus on providing information that the existing use on the property is lawful rests with the landowner. The process of reviewing historic information on property files or through Council Minutes is lengthy and officers would not be in a position to undertake this. It should be noted, landowners can still request for the Shire to provide copies of historic planning approvals and building licences at a fee.

If Council resolves to adopt the draft LPP for public comment, following the close of the submission period, the draft Policy and submissions received will be presented for final adoption. At this time, the draft delegation will be presented and Council could then request public notices being prepared seeking landowners to request their properties be listed on the register.

OFFICER RECOMMENDATION:

That Council pursuant to Clause 2.4.1 of Local Planning Scheme No 6, adopts the draft Local Planning Policy – Non-Conforming Use Register, as set out in Attachment No 1, for public comment for a period of 21 days.

Attachments

1. Attachment No 1 - Draft LPP - Non-Conforming Use Register

LOCAL PLANNING POLICY**8. __****TITLE:** NON-CONFORMING USE REGISTER**ADOPTED:****REVIEWED:**

ASSOCIATED LEGISLATION: Planning and Development Act 2005
Local Planning Scheme No 6 (LPS6)

ASSOCIATED DOCUMENTS:

REVIEW RESPONSIBILITY: Director Development Services

DELEGATION: Delegations are exercised in accordance with delegation granted in terms of Section 5.42 of the Local Government Act 1995 as amended or other statutes as applicable to specified officers.

APPLICATION: This policy applies to the LPS6 area

Previous Policy Number N/A

Background

Clause 4.22 of LPS6 establishes what is a non-conforming use and in short, a non-conforming use means a use of land which, though lawful immediately before the coming into operation of a planning scheme, is listed as a 'prohibited' or 'X' use under the zoning table under the new Scheme.

A non-conforming uses may continue unless the use is discontinued for a period of six months or more (Clause 4.25).

Once the non-conforming use rights are no longer applicable the use must comply with the zoning, and any change of use or development will be subject to the normal planning requirements. Any alteration or extension of a non-conforming use or building, used in conjunction with a non-conforming use, or a change from a non-conforming use to another non-conforming use, requires planning approval (Clause 4.23). If the change is from one non-conforming use to another, then the proposed use has to be closer to the intended purpose of the zone (Clause 4.24). Rebuilding a building associated with a non-conforming use that has been destroyed, also requires planning approval (Clause 4.27).

Clause 4.28 of the Scheme gives the ability for the Shire to maintain a register of non-conforming uses and this Policy will establish the process for this.

Disclaimer: the existence of the Shire of Broome register or the inclusion or exclusion of particular uses does not alter the status of the particular use. Where a use has

been discontinued for a period of six months or more, its non-conforming use right will cease to exist, irrespective of whether the site or use remains on the Shire of Broome non-conforming use register.

Objectives:

1. Establish a process for a property to be nominated for inclusion on the Shire of Broome's non-conforming use register.
2. Define the minimum amount of information to be presented for the Shire of Broome to assess whether a property can be included on the non-conforming use register.
3. Establish a process to guide whether a property is appropriate for inclusion or exclusion from the non-conforming use register.

Definitions:

"Non-compliant use" is a use which is being undertaken which was not issued with appropriate approvals under previous Schemes or Interim Development Orders.

"Non-conforming use" is a use undertaken in accordance with Clause 4.22 of Local Planning Scheme No 6.

"Register" means the non-conforming use register maintained by the Shire in accordance with Clause 4.28 of LPS6 and set out in Appendix No 1 to this Policy.

Policy:

General Provisions

- 1.0 To maintain accurate records and give effect to Clause 4.28 of LPS6, this Policy will establish a process for a property owner wishing to nominate their property to the Shire of Broome's non-conforming use register.
- 2.0 The non-conforming use register will form an Appendix to this Local Planning Policy. The register, as set out in Appendix No 1, will be updated by Shire's Planning Officers every time a new property is listed in accordance with relevant delegation procedures.

Level of Information to be submitted with a request to be listed on the Register

- 3.0 The onus on providing information that the existing use on the property was lawful rests with the property owner, not the Shire of Broome.
- 4.0 The following minimum level of information must be forwarded with a request to be listed on the register:
 - a) A cover letter setting out the following:
 - (i) The property address;
 - (ii) What is the non-conforming use;

- (iii) Details on when the use commenced on the property and what, if any approvals, were issued by the Shire; and
 - (iv) Whether there were any periods in which the property was not used for that purposes and, if so, how long for.
 - b) Copies of approvals issued for the property.
- 5.0 In circumstances where planning approval was not issued by the Shire of Broome for the use (because it was not required under either a previous Scheme or Interim Development Order), a copy of the approved building plans issued by the Shire of Broome must be supplied or any other information from the Shire of Broome confirming that the non-conforming use exists (i.e a letter from the Shire or Council minute reference or any legitimate evidence that the business or activity was undertaken and has not discontinued (copies of invoices, etc)).

What will be assessed in determining whether a property will be listed on the Register

- 6.0 Firstly, the use must be a non-conforming use, and therefore must be an 'X' use under the Zoning Table or prohibited under Special Control Area provisions.
- 7.0 Secondly, it must be determined that the use was operating lawfully prior to the gazettal of LPS6. The following therefore must be established:
- a) Planning approval was issued by the Shire of Broome for the use, unless the use was a 'Permitted' use under the operative Scheme or Interim Development Order at that time or was listed as being exempt from the need to obtain planning approval; or
 - b) The Shire of Broome had issued a building licence which expressly sets out on the stamped approved plans the building use, which is now not permitted; or
 - c) If the use was being undertaken on land prior to the gazettal of any Scheme or Interim Development Order, if building works were involved, then a building licence with a stamped approved plans showing the building use; or
 - d) If the use was undertaken on land prior to the gazettal of an Scheme or Interim Development Order, prior written correspondence from the Shire of Broome advising of the non-conforming use existence, reference to the use within Council Meetings Minutes or any legitimate evidence that the business or activity was undertaken and has not discontinued (copies of invoices, etc).
- 8.0 Any request to be listed on the register which is submitted and is identified as being a non-compliant use will be dealt with as a compliance matter in accordance with LPP 8.13 – Planning Compliance.

Assessment Process undertaken for Determining Whether a Property has a Non-Conforming Use

9.0 When an request for a property to be listed on the non-conforming use is received, the following process will be followed:

- a) The request is recorded and date stamped at Central Records.
- b) The request will be registered as a 'non-conforming use' application type in Synergy.
- c) Planning Officers will undertake a technical assessment by completing a delegated authority report to determine whether the property meets the criteria under clause 6.0 and 7.0 of this Policy.
- d) The delegated authority report will be tabled for discussion at the Shire's DCU meeting.
- e) If a property meets the criteria of a non-conforming use and is supported for inclusion at the DCU meeting, the Planning Officer is to correspond to the property owner and advise that the property is a non-conforming use, and Appendix 1 is to be updated under delegated authority.
- f) If a property does not meet the criteria of a non-conforming use and is not supported for inclusion at the DCU meeting, the Planning Officer is to correspond to the applicant and advise the property is not a non-conforming use and set out the reasons why.

10.0 When, through a review of Council's records or through the undertaking of a planning assessment, Planning Officer's identify a non-conforming use, the following process will be followed:

- a) The identified property will be registered as a 'non-conforming use' application type in Synergy.
- b) Planning Officer will undertaken a technical assessment by completing a delegated authority report setting out the property meets the criteria under Clause 6.0 and 7.0 of this Policy.
- c) The delegated authority report will be tabled for discussion at the Shire's DCU meeting.
- d) If a property meets the criteria of a non-conforming use and is supported for inclusion at the DCU meeting, the Planning Officer will correspond to the property owner and advise that the property is a non-conforming use, and Appendix One is to be updated under delegated authority.

SHIRE OF BROOME LOCAL PLANNING SCHEME No. 6 (LPS6) – LOCAL PLANNING POLICIES

This Policy is a Local Planning Policy adopted under the provisions of Clause 2.4 of LPS6. LPS6 is administered by the Shire of Broome as the responsible authority under the Scheme. LPS6 was gazetted and came into operation on the 30 January 2015.

Planning policies adopted under LPS6 may be amended or rescinded after the procedures set out in Clause 2.4 and 2.5 have been completed.

APPENDIX 1 – NON-CONFORMING USE REGISTER

NCU #	NCU Type	Street No.	Lot No.	Street	Suburb	Current Zoning

Register of Entries /Amendments

NCU#	Date of Update	Date of DCU Decision	Property file reference

12. BUSINESS OF AN URGENT NATURE

13. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

14. MATTERS BEHIND CLOSED DOORS

15. MEETING CLOSURE