



VISION OF COUNCIL

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

AGENDA

FOR THE

ORDINARY MEETING OF COUNCIL

15 DECEMBER 2016

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 R Johnston	Cr H Tracey	Cr M Fairborn	Cr W Fryer	Cr E Foy	Cr D Male	Cr P Matsumoto	Cr C Mitchell	Cr B Rudeforth
2015	26 November							LOA		
2015	17 December									
2016	25 February					A				
2016	31 March					LOA				
2016	28 April		LOA	A	LOA	LOA				
2016	26 May			A				LOA		
2016	30 June		LOA							LOA
2016	28 July									
2016	25 August					LOA				
2016	29 September		A				LOA			
2016	27 October								LOA	
2016	24 November			LOA			A			

- **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*
 - (iiia) *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 15 DECEMBER 2016
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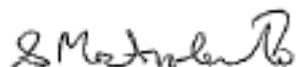
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NOTICE OF MEETING

Dear Council Member,

The next Ordinary Meeting of the Shire of Broome will be held on Thursday, 15 December 2016 in the Council Chambers, Corner Weld and Haas Streets, Broome, commencing at 5.00pm.

Regards

A handwritten signature in dark ink, appearing to read 'S Mastrolembo', with a stylized flourish at the end.

S MASTROLEMBO
Acting Chief Executive Officer

08/12/2016

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**5. CONFIRMATION OF MINUTES**RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on 24 November 2016 be confirmed as a true and accurate record of that meeting.

6. ANNOUNCEMENTS BY PRESIDENT WITHOUT DISCUSSION**7. PETITIONS****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:

9.4.3 OBJECTION TO THE RATE RECORD - NON-RATEABLE LAND UNDER SECTION 6.26(2)(G) - RATES EXEMPTION APPLICATION 2014/2015 - THE RETURNED & SERVICES LEAGUE OF AUSTRALIA

Item 9.4.3 and any attachments are confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”, and section 5.23(2)(d) as it contains “legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting”.

9.4.4 OBJECTION TO THE RATE RECORD - NON-RATEABLE LAND UNDER SECTION 6.26(2)(G) - RATES EXEMPTION APPLICATION 2014/2015 - TRUSTEES OF THE GRAND LODGE OF WA

Item 9.4.4 and any attachments are confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”, and section 5.23(2)(d) as it contains “legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting”.

9.4.5 OBJECTION TO THE RATE RECORD - NON-RATEABLE LAND UNDER SECTION 6.26(2)(G) - RATES EXEMPTION APPLICATIONS 2015/2016 AND 2016/2017 - NYAMBA BURU YAWURU LIMITED

Item 9.4.5 and any attachments are confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”, and section 5.23(2)(d) as it contains “legal advice obtained, or which may be obtained, 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.

There are no reports in this section.

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 AMENDMENT NO. 6 TO LOCAL PLANNING SCHEME NO. 6 - INCLUSION OF AN ADDITIONAL USE ON LOT 302 FAIRWAY DRIVE, BILLINGURR

LOCATION/ADDRESS:	Lot 302 Fairway Drive, Billingurr
APPLICANT:	Formscape on behalf of John Geappen
FILE:	LPS6/6
AUTHOR:	Strategic Planning Coordinator
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	23 November 2016

SUMMARY: A Scheme Amendment has been received to include an 'Additional Use' designation on Lot 302 Fairway Drive, Billingurr. The 'Additional Use' will facilitate the development of a 'Zoological Gardens' land use to allow for ancillary tourist activities in addition to the site's predominant use to pen and graze camels associated with the camel tours on Cable Beach.

This report recommends that Council resolve to adopt the proposed Scheme Amendment for the purpose of public advertising. It further recommends that the amendment be classified as a 'standard amendment' under the *Planning and Development (Local Planning Schemes) Regulations 2015* for the reasons set out in this report.

BACKGROUND

Previous Considerations

OMC 27 August 2015	Item 9.3.3
OMC 28 April 2016	Item 9.2.5

Lot 302 Fairway Drive (the subject land) is one of three parcels of Unallocated Crown Land within the townsite of Broome that is currently used for the keeping of camels associated with the three licenced camel tour operators on Cable Beach. The subject land was originally leased to Mr John Geappen in 2005 for a period of 10 years. The permitted uses of the subject land under this lease included 'to pen and graze camels and caretaker's residence.' The lease for the subject land expired on 1 October 2015.

In June 2015 the Department of Lands (DoL) requested comment from the Shire regarding a request from the then-lessee to convert the subject land to freehold title. This was considered at the August 2015 Ordinary Council Meeting and Council resolved to object to the freehold disposal of the subject land and advise DoL that it wished to assume responsibility for the land via a Reservation with a Management Order, including power to lease.

In January 2016 the Shire received further correspondence from DoL requesting comment on:

- the intended purpose of the proposed Reserve for the subject land should it be reserved and vested to the Shire; and

- whether in the interim the Shire would support a new lease over the subject land until 30 September 2025, for the purpose of 'to pen and graze camels and caretaker's residence.'

Whilst this matter was under consideration the now-former lessee approached both DoL and the Shire and expressed a desire to undertake a broader range of activities on the subject land, including tours of the camel farm, short camel rides and the sale of promotional material. As a result, DoL sought comment from the Shire in March 2016 regarding whether it would support an additional use being incorporated into the lease for the subject land. The use was described as 'commercial tourism purposes.' This request was considered by Council in April 2016, where it resolved to:

Request the Chief Executive Officer to write to the Department of Lands:

- (a) *Supporting the issue of a further lease for Lot 302 Fairway Drive, to expire 30 September 2025;*
- (b) *Supporting the inclusion of 'to pen and graze camels and undertake ancillary tourist commercial uses, and caretaker's dwelling' as permitted uses under such lease;*
- (c) *Requesting that the lease terms make clear that an amendment to Local Planning Scheme No. 6 will be required prior to the commencement of ancillary tourist commercial uses on the site, and that this amendment must be undertaken by the lessee at his cost;*
- (d) *Reiterating that in the long term the Shire wishes to assume management for the subject site, in addition to Lots 303 and 501 Fairway Drive, through the creation of Reserves and Management Orders under the Land Administration Act 1997; and*
- (e) *Advising that the intended purpose of the Reserve to be vested with the Shire would be 'animal keeping, tourism and caretaker's dwelling'.*

In accordance with Resolution (c) above, the former lessee has engaged planning consultants to prepare an Amendment to Local Planning Scheme No. 6 (LPS6), which is being considered in this report.

With respect to Resolutions (a) and (b), it is noted that DoL is yet to formalise the lease agreement for the subject land. DoL has advised that the lease is currently in a holding over period, during which the lessee continues to be responsible for the land in accordance with the terms and conditions of the lease, including the requirement to continue the payment of rent. As the current landowner, DoL has further advised in writing that it agrees to the Scheme Amendment being undertaken.

COMMENT

Site and Surrounds

The subject land has an area of 4.15 hectares. It is located on the northern side of Fairway Drive and is bordered to the east by Unallocated Crown Land and Reserve 47964, which has a Management Order in favour of the Department of Parks and Wildlife for the purpose of care and rehabilitation of wildlife, wildlife veterinary clinic, wildlife education and caretaker's accommodation. It is bordered to the west by Unallocated Crown Land which is leased to one of the other camel operators until 2025. Future stages of the

Broome North residential estate will be located to the south of the subject land on the southern side of Fairway Drive. The location of the subject land is shown in **Attachment 1**.

The subject land is currently improved with a caretaker's dwelling and various outbuildings and structures associated with the camel operations. These are contained within the southern half of the lot with the northern half largely vacant.

Attachment 1 – Location Plan

The subject land is zoned 'Rural Residential' under LPS6.

Description of the Proposal

Attachment 2 is a copy of the Scheme Amendment report. The proposal seeks to include an 'Additional Use' designation on the subject land, to be listed in Schedule 2 – Additional Uses of LPS6. The Applicant describes the additional use as:

No.	Description of Land	Additional Use	Conditions
A26	Lot 302 Fairway Drive, Billingurr	Zoological Gardens	As determined by Council

'Zoological Gardens' is currently an 'X,' or prohibited use under LPS6 in the 'Rural Residential' zone, which is why a Scheme Amendment is required to enable the use to occur. The definition of 'Zoological Gardens' under LPS6 is:

Any land or buildings used for the keeping, breeding or display of animals including crocodiles, wildlife park and the term includes zoo but does not include a dog kennel or cattery, animal husbandry-intensive or animal establishment.

At present the use of the subject land is considered to be 'Animal Establishment,' which is defined as:

Premises used for the breeding or boarding, training or caring of animals for commercial purposes but does not include 'animal husbandry – intensive' or 'veterinary centre'.

The main point of difference between the two land uses is that whilst an animal establishment does allow housing of animals for commercial purposes, it does not imply that the wider public will be routinely attending the premises. A zoological gardens, however specifically references the 'display' of animals implying that public attendance will be encouraged. Generally, there are more potential amenity impacts arising from a zoological gardens land use, including an increase in vehicle traffic and noise.

It is noted that at this stage Council is being asked to consider the suitability of the 'Additional Use' designation only. Any future development on the subject land will require an Application for Development Approval and the design of the development can be considered at that time.

Attachment 2 – Scheme Amendment Report

Classification of the Scheme Amendment under the Planning and Development Regulations

The *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) require the Shire to classify Scheme Amendments as one of three 'tracks' – 'basic', 'standard', or 'complex'. The assessment process and timeframe varies according to what classification is selected. A 'basic' amendment is generally intended to correct an administrative error in the scheme or to amend the scheme in a way that is consistent with another piece of legislation, which is not applicable to this proposal. In determining whether the amendment is 'standard' or 'complex,' the Regulations require Council to consider the following criteria:

- Whether the amendment is consistent with the Shire's Local Planning Strategy (LPS);
- Whether the amendment is consistent with the objectives identified in the local planning scheme for the relevant zone or reserve;
- Whether the amendment will have a significant impact on other land in the scheme area or significant environmental, social, economic or governance impacts.

Each of these criteria is addressed below.

Consistency with Local Planning Strategy

The subject Land is shown as 'Rural Living' in the Shire's LPS, and is also located in Precinct 13 – Billungurr. Section 3.2.16 of the LPS describes the intention of the 'Rural Living' designation as:

This designation provides for a spacious 'lifestyle' lot permitting one house per lot in a non-urban environment. Lots range in size from 1 hectare to 4 hectares depending upon the location of the particular Rural Living area, and availability of water and other services. Limited rural pursuits may be permitted depending upon water availability and effect on the amenity of the area. Small scale tourist related activities, such as Bed and Breakfast accommodation and Art and Craft Centre may also be considered suitable in these areas.

The proposed amendment will provide 'small scale tourist related activities' and as such is consistent with the intent of the 'Rural Living' designation. There is currently one house on the subject land which functions as a caretaker's dwelling, and no additional dwellings are proposed, or are likely to be supported.

The objectives of Precinct 13 – Billungurr include:

- a) To provide for a residential / rural living area which allows rural lots for lifestyle purposes and small scale home businesses. Limited rural pursuits and rural industry can also be supported, subject to availability of water. Lot size is to be limited to a minimum of 1 hectare.*

The use proposed by the Scheme Amendment cannot technically be classified as a 'small scale home business', 'rural pursuit', or 'rural industry'. However, it is clear that the LPS contemplates commercial activity in the Precinct. Furthermore, the guidelines for Precinct 13 in the LPS specifically reference the ongoing presence of the camel establishments:

Future structure planning and/or subdivision should reflect the current land use as camel establishments in the southern portion of the precinct.

Given the above, it is considered that the proposed amendment is consistent with the LPS.

Consistency with Local Planning Scheme No. 6

The subject land is located in the 'Rural Residential' zone under LPS6. The objectives of the 'Rural Residential' zone include:

- (a) *Provide an area within a rural environment where more subdivision may be permitted to provide for uses such as small scale rural pursuits and rural industries, horticulture, small scale aquaculture, home businesses, bed and breakfast accommodation and private recreation.*
- (b) *Retain the visual and rural amenity of the rural landscape in a manner consistent with the rural environment; and*
- (c) *Ensure the siting and scale of dwellings and structures minimises the visual impact to adjoining properties and the surrounding area.*

As above, it is considered that the additional use, whilst not specifically referenced, can coexist with the types of uses deemed appropriate in the zone (such as bed and breakfast accommodation and private recreation) and can be developed in such a fashion that retains the rural amenity and minimises visual impact.

At present, the development on the subject land is screened from the street by vegetation, with the closest structure set back in excess of 30 metres from Fairway Drive. Whilst the design of future development associated with the proposed 'additional use' is yet to be determined, it is anticipated that this vegetation will largely remain, as is required under Schedule 8 of LPS6, which states, in respect to development standards in the 'Rural Residential' zone, 'Existing natural vegetation shall be retained with all setback areas.' This will assist to minimise the visual impact of any new development, and other mechanism to preserve the rural amenity can be further considered at the Development Application stage.

Given the above, it is considered that the proposed amendment is consistent with LPS6.

Impacts of the Proposal

Officers consider that the additional use designation on the subject site will have limited impacts on adjoining land. The subject land directly shares boundaries with the other two camel leases which have a similar level of amenity, and adjoins a reserve designated for wildlife rehabilitation and an education centre. Vehicles will access the site via Fairway Drive which is designated as an arterial road in the Local Development Plans for Broome North, with no traffic or amenity impacts anticipated for the remainder of the Bilingurr Rural Residential Area.

Conclusion

For the reasons outlined above, it is recommended that the amendment be classified as a 'standard amendment' under the Regulations.

Suitability of the Additional Use

As discussed above, it is considered that the proposed amendment is consistent with the provisions of the LPS and the objectives of the 'Rural Residential' zone in LPS6. The use of the subject land and adjacent lots for the keeping of camels is a long-standing situation, and one that must continue in order to ensure that sufficient land is available to house the camels in proximity to Cable Beach. The proposed additional use will allow for value adding to an iconic tourism product and stimulate economic activity.

Officers consider that the subject land is in such a location where the additional use could be undertaken without jeopardising the rural amenity experienced by residents in the remainder of the Bilingurr precinct. The proposal is unlikely to lead to traffic, noise, or visual impacts on residents and any potential issues can be considered in more detail when a Development Application is lodged.

It is noted that the ultimate development of Broome North will lead to urban land uses in reasonable proximity to the subject land. However, the Broome North District Development Plan identifies land to the south of the subject land as 'Bush Living,' which will be developed at a lower density to reduce the potential for adverse impacts.

Finally, it is noted that Council in April 2016 indicated 'in-principle' support for the proposed additional use by supporting a future lease term for the subject land and the inclusion of 'to pen and graze camels and undertake ancillary tourist commercial uses, and caretaker's dwelling' as permitted uses under such lease.

Site and Development Considerations

As stated above, the design of any future development is not being considered at this time, and will be assessed when a Development Application is submitted. However the following matters of note have been identified and addressed in the Scheme Amendment report.

Bushfire Planning

In December 2015 the *Planning and Development (Local Planning Schemes) Amendment Regulations 2015* and revised *State Planning Policy 3.7 – Planning in Bushfire Prone Areas* (SPP3.7) were gazetted. This legislation and policy establishes requirements for development in areas shown as 'Bushfire Prone' on the State Map of Bushfire Prone Areas (State Map), which has been prepared by the Office of Bushfire Risk Management.

The subject land is shown as 'Bushfire Prone' on the State Map. In accordance with SPP3.7, any 'strategic planning proposal,' including a Scheme Amendment, must be accompanied by a Bushfire Hazard Level (BHL) assessment. The BHL assessment should be undertaken in accordance with the methodology established in the *Guidelines for Planning in Bushfire Prone Areas* (Guidelines) and should determine a hazard level of low, moderate, or extreme across the subject land.

A BHL Assessment was completed by an accredited Level 1 Bushfire Planning Practitioner, which indicates the hazard level within 100m of the boundaries of the subject land ranges from 'low' to 'moderate.' SPP3.7 requires that any strategic planning proposal that has a 'moderate' BHL must include the following:

- 6.3. (c) *clear demonstration that compliance with the bushfire protection criteria in the Guidelines can be achieved in subsequent planning stages.*

This information can be provided in the form of a Bushfire Management Plan or an amended Bushfire Management Plan where one has been previously endorsed.

In accordance with this, a Bushfire Management Plan (BMP) has been prepared by an accredited Level 2 Bushfire Planning Practitioner, and is provided as **Appendix 3**. The BMP recommends a series of actions which will be implemented as conditions of future Development Approval. These include:

- Adhering to the Shire of Broome annual firebreak notice;

- Installation of a 20 metre Building Protection Zone around any structures, and an additional 80 metre Hazard Separation Zone where possible;
- Where achieving an 80 metre Hazard Separation Zone is not possible due to the location of site boundaries or Scheme requirements to maintain existing vegetation within setback areas, any new buildings shall be constructed in accordance with Australian Standard 3969, with a Bushfire Attack Level rating no higher than BAL-29. It is noted that a BAL assessment will be required through the Development Application process;
- Ensuring there is an adequate turn around area for emergency services vehicles on site;
- Upgrading the driveway to an all weather standard;
- Installing an on-site water tank with a capacity of 10,000 L as reticulated water is not currently provided; and
- Registration of a Section 70A notification of the Certificate of Title to advise future owners/lessees that a BMP applies to the subject land.

It is considered that these actions will comply with the Bushfire Protection Criteria in the Guidelines and hence the BMP is appropriate.

CONSULTATION

As required under Section 81 of the *Planning and Development Act 2005*, should Council adopt the proposed standard amendment for advertising purposes, the amendment will be referred to the Environmental Protection Authority (EPA) to determine whether formal environmental assessment is required under the *Environmental Protection Act 1986*. Should advice be received from the EPA that environmental assessment is not required, public advertising will be undertaken for a period of 42 days as set out in the Regulations. Public advertising will consist of:

- Publication of a public notice in a newspaper circulating in the scheme area;
- Display of a copy of the notice in the Shire administrative office and on the Shire website;
- Display of a copy of the Scheme Amendment documentation for public inspection; and
- Providing the notice to any public authority the Shire considers will be affected by the amendment.

Any submissions received during the public advertising period will be presented back to Council for its consideration.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

75. Amending scheme

A local government may amend a local planning scheme with reference to any land within its district, or with reference to land within its district and other land within any adjacent district, by an amendment —

- prepared by the local government, approved by the Minister and published in the Gazette; or*
- proposed by all or any of the owners of any land in the scheme area, adopted, with or without modifications, by the local government, approved by the Minister and published in the Gazette.*

81. Proposed scheme or amendment to be referred to EPA

When a local government resolves to prepare or adopt a local planning scheme, or an amendment to a local planning scheme, the local government is to forthwith refer the proposed local planning scheme or amendment to the EPA by giving to the EPA —

- (a) written notice of that resolution; and
- (b) such written information about the local planning scheme or amendment as is sufficient to enable the EPA to comply with section 48A of the EP Act in relation to the local planning scheme or amendment.

Planning and Development Regulations 2015

34. Terms used

standard amendment means any of the following amendments to a local planning scheme —

- (a) an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;
- (b) an amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;
- (c) an amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area, other than an amendment that is a basic amendment;
- (d) an amendment to the scheme map that is consistent with a structure plan, activity centre plan or local development plan that has been approved under the scheme for the land to which the amendment relates if the scheme does not currently include zones of all the types that are outlined in the plan;
- (e) an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;
- (f) an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;
- (g) any other amendment that is not a complex or basic amendment.

35. Resolution to prepare or adopt amendment to local planning scheme

- (1) A resolution of a local government to prepare or adopt an amendment to a local planning scheme must be in a form approved by the Commission.

Note: Section 75 of the Act provides for a local government to amend a local planning scheme or adopt an amendment to a local planning scheme proposed by all or any of the owners of land in the scheme area.

- (2) A resolution must —
 - (a) specify whether, in the opinion of the local government, the amendment is a complex amendment, a standard amendment or a basic amendment; and
 - (b) include an explanation of the reason for the local government forming that opinion.
- (3) An amendment to a local planning scheme must be accompanied by all documents necessary to convey the intent and reasons for the amendment.

47. Advertisement of standard amendment

- (1) Subject to sections 81 and 82 of the Act, if a local government resolves under regulation 35(1) to prepare a standard amendment to a local planning scheme or to adopt a standard amendment to a local planning scheme proposed by the owner

of land in the scheme area, the local government must, as soon as is reasonably practicable, prepare a notice in a form approved by the Commission giving details of –

- (a) the purpose of the amendment; and*
 - (b) where the amendment may be inspected; and*
 - (c) to whom and during what period submissions in respect of the amendment may be made.*
- (2) On completion of the preparation of the notice, the local government must advertise the standard amendment to a local planning scheme as follows —*
- (a) publish the notice in a newspaper circulating in the scheme area;*
 - (b) display a copy of the notice in the offices of the local government for the period for making submissions set out in the notice;*
 - (c) give a copy of the notice to each public authority that the local government considers is likely to be affected by the amendment;*
 - (d) publish a copy of the notice and the amendment on the website of the local government;*
 - (e) advertise the scheme as directed by the Commission and in any other way the local government considers appropriate.*
- (3) The local government must ensure that the standard amendment to the local planning scheme is made available for inspection by the public during office hours at the office of the local government.*
- (4) The period for submissions set out in a notice must be not less than a period of 42 days commencing on the day on which the notice is published in a newspaper circulating in the scheme area.*

48. Land owner may be required to pay costs of publication

The local government may require a person to pay the cost of publication of a notice under regulation 47(2) if –

- (a) the notice relates to an amendment to a local planning scheme in respect of land owned by the person; and*
- (b) the person proposed the amendment to the local planning scheme.*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

All costs for undertaking the Scheme Amendment, including advertising costs and staff time, are met by the applicant.

RISK

The amendment proposal will allow for an additional use on the subject land which is considered to present minimal risk to Council. The land use has already received 'in-principle' support from Council in April 2016 and the impacts of the use on adjoining landowners are considered to be minimal.

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:

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

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

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. *Pursuant to Section 75 of the Planning and Development Act 2005, amends the Shire of Broome Local Planning Scheme No. 6 for the purposes of public advertising by:*

(a) Inserting an Additional Use in Schedule 2 as follows:

<i>No.</i>	<i>Description of Land</i>	<i>Additional Use</i>	<i>Conditions</i>
<i>A26</i>	<i>Lot 302 Fairway Drive, Billigungur</i>	<i>Zoological Gardens</i>	<i>As determined by Council</i>

(b) Amending the Scheme maps accordingly

2. *Determines that the amendment is a standard amendment under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:*

(a) It is consistent with the Shire's Local Planning Strategy;

(b) It is consistent with the objectives of the 'Rural Residential' zone under Local Planning Scheme No. 6;

(c) It will have minimal impact on land in the scheme area that is not the subject of the amendment; and

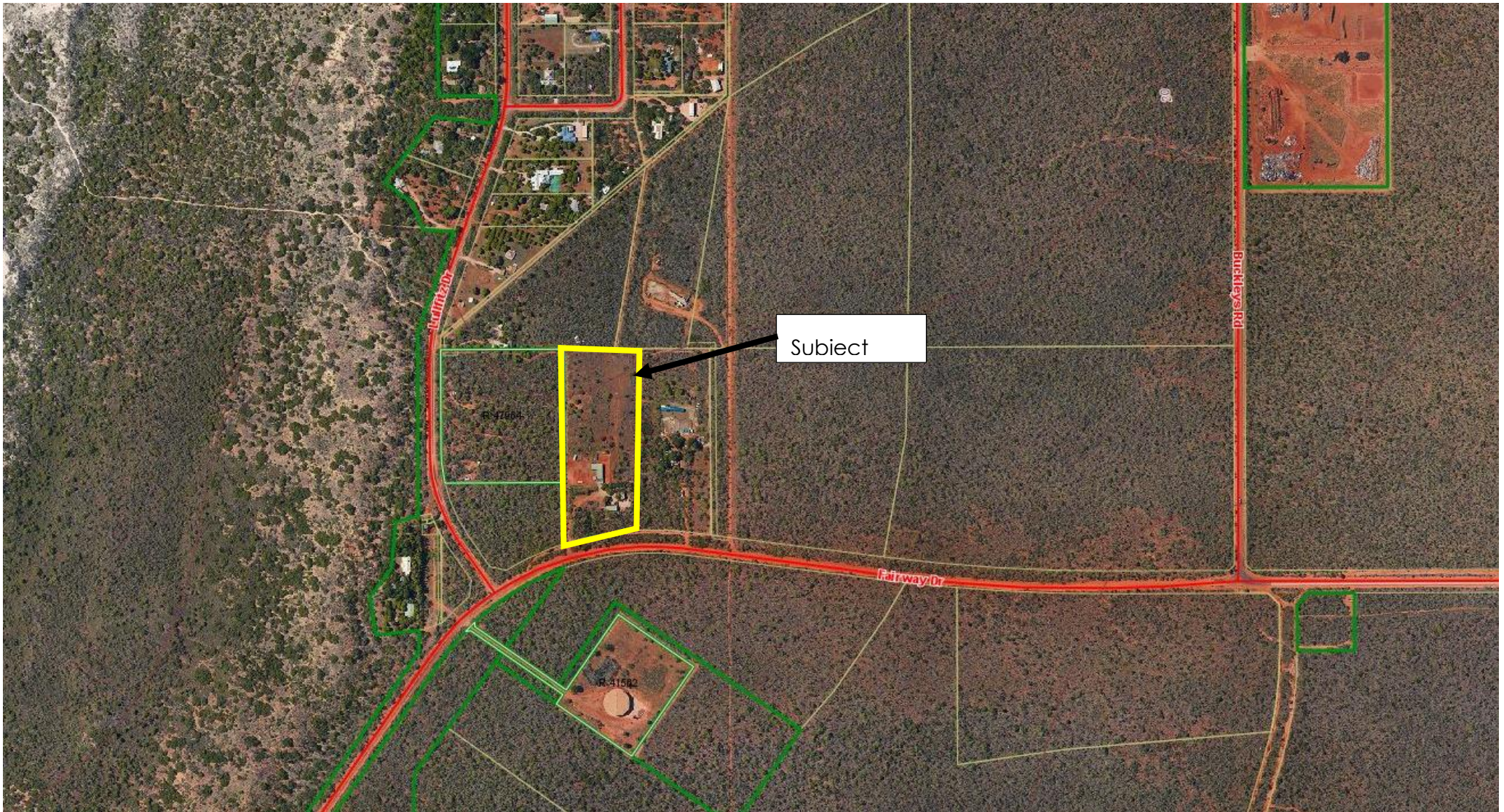
(d) It will not result in any significant environmental, social, economic or governance impacts on the land in the scheme area.

3. *Requests the Chief Executive Officer to forward this resolution and the amendment documentation to the Environmental Protection Authority pursuant to Section 81 of the Planning and Development Act 2005; and*

4. *Subject to the advice of the Environmental Protection Authority under Section 48A of the Environmental Protection Act 1986 that the amendment is not subject to formal environmental assessment, requests the Chief Executive Officer to advertise the amendment for 42 days as per the Planning and Development (Local Planning Schemes) Regulations 2015.*

Attachments

1. Attachment 1 - Location Plan
2. Attachment 2 - Scheme Amendment Report
3. Attachment 3 - Bushfire Management Plan



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Local Planning Scheme Amendment No. 6

Lot 302 Fairway Drive, Bilingurr
Shire of Broome

June 2016

Prepared for
John Geappen – Red Sun Camels

**SHIRE OF BROOME
LOCAL PLANNING SCHEME NO. 6
AMENDMENT NO. 6**

PLANNING AND DEVELOPMENT ACT 2005
RESOLUTION DECIDING TO AMEND LOCAL PLANNING SCHEME

SHIRE OF BROOME
LOCAL PLANNING SCHEME NO 6
AMENDMENT NO. 6

RESOLVED that Council, in pursuance of Part 5/Section 75 of the *Planning and Development Act 2005* amend the above Local Planning Scheme by:

1. Modifying 'Schedule 2 – Additional Uses' of the Scheme as follows:

No.	Description of Land	Additional Use	Conditions
A26	Lot 302 Fairway Drive, Billingurr	Zoological Gardens	As determined by Council.

and;

2. Amend the Scheme Map accordingly.

Dated this ____ day of _____

CHIEF EXECUTIVE OFFICER

PROPOSAL TO AMEND A LOCAL PLANNING SCHEME

- | | |
|--|--|
| 1. LOCAL AUTHORITY | SHIRE OF BROOME |
| 2. DESCRIPTION OF LOCAL PLANNING SCHEME | LOCAL PLANNING SCHEME No. 6 |
| 3. TYPE OF SCHEME | LOCAL PLANNING SCHEME |
| 4. SERIAL NUMBER OF AMENDMENT | A26 |
| 5. PROPOSAL | <p>TO AMEND THE SHIRE OF BROOME LOCAL PLANNING SCHEME No. 6 BY:</p> <p>1. MODIFYING 'SCHEDULE 2 – ADDITIONAL USES' OF THE SCHEME AS FOLLOWS:</p> |

No.	Description of Land	Additional Use	Conditions
A26	Lot 302 Fairway Drive, Billingurr	Zoological Gardens	As determined by Council.

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This report has been prepared with particular attention to our Client's instructions and the relevant features of the subject site. 'FORMSCAPE' accepts no liability whatsoever for:

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2. use of, or reliance upon, this report in relation to any land other than the subject site; or
3. the Client's implementation, or application, of the strategies recommended in this report.

This report has been prepared for the exclusive use of the Client, in accordance with the agreement between the Client and 'FORMSCAPE'.

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Introduction

FORMSCAPE has prepared this report for John Geappen (of Red Sun Camels), who is the primary interest leaseholder of Lot 302 Fairway Drive Billingurr (herein referred to as the 'subject site'), in relation to a proposed amendment to the Shire of Broome's Local Planning Scheme No. 6 (LPS6).

While the Landowner remains the State of Western Australia the subject site is managed by the Department of Lands (DoL), John Geappen however operates from the subject site as the primary interest holder. Currently the subject site is being used only to "pen and graze camels" in conjunction with camel riding tours along nearby Cable Beach. We understand that this leasing agreement was recently renewed with the DoL for a period of 10 years and was also vetted by the Shire at its 28th of April 2016 Ordinary Meeting of Council.

This report has been prepared in support of a request to formally amend LPS6, as it applies to the subject site to include an Additional Use of 'Zoological Gardens'.

The purpose of this Planning Report is to justify the proposed Scheme Amendment so as to support advertising in accordance with Clause 21, Division 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

This report will discuss various issues pertinent to the proposal, including:

- Site details, describing the characteristics of the site, proposed development and context;
- Detailed explanation of the Scheme Amendment request and the requirements of LPS 6; and
- Justification in support of the Scheme Amendment which illustrates its benefits and merits with consideration given to the statutory and strategic planning instruments.

This Planning Report explains the background and supports a proposed Scheme Amendment to enable the future development of Lot 302 Fairway Drive, Billingurr for the purposes of adding a 'Zoological gardens' land use. Ultimately, the proposed Scheme Amendment will enable additional tourism-based activities to be conducted on the subject site.

Tourism Context

The Scheme Amendment is intended to broaden the existing camel riding operations and provide a more inclusive spectrum for tourists and locals to interact with the camels. It may potentially allow for the following addition activities to be undertaken on site (depending on demand):

1. *Incorporating a camel farm tour into the current rides. Specifically clients are to be picked up in the Red Sun Camels tour bus, transported to the camel farm for a tour and then taken to the beach for camel rides. Customers are then to be transported back to their respective resort/accommodation at the completion of the ride excursions. Camel farm tours are to involve a general tour of property, camel yards, saddling up equipment and hand on interaction with some camels on site.*
2. *Short, affordable camel rides on site. These are ideal for the young and elderly or those who simply want a short ride, or want to experience being up close with a camel and get the photo to prove it. Red Sun Camels intends to build a suitable loading ramp with stairs to assist. This will enable the client to get up onto the camel easily without the stress of getting up and down on the camel - something many children are scared of and can be difficult for the elderly. The rides will range from 1-2 minutes within the confines of the camel yards and 5-10 minute rides on purpose built trails throughout the 4 hectare site.*

3. *Short rides on a camel led wagon/cart on a designated purpose built pathway. Red Sun Camels has a wagon/cart specifically designed to be pulled by one or two camels. It includes a rear passenger area suitable for up to 10 passengers.*
4. *Small retail outlet facility. Providing for the sale of drinks and refreshments, ice creams and the like, camel souvenirs and photos.*

The intention of the proposed Scheme Amendment is to allow for value adding to the existing the camel ride tours along Cable Beach with several low impact tourism focused activities (noted above) conducted at the subject site. A subsequent development application is intended to be lodged with the Shire in due course for approval of these uses and works.

Site Details

Land Description

Refer to **Table 1** below for a description of the land subject to this development application.

Lot	Plan/Diagram	Volume	Folio	Area (ha)
302	PO43435	LR3134	498	4.1540ha

Table 1

Refer to **Appendix 1** for a copy of the Certificate of Title

Regional Context

The subject site is contained within the Shire of Broome (Shire).

The subject site is located within the suburb of Bilingurr approximately 3.8km north of the *Broome International Airport*.

The subject site is approximately 1.3km to the west of Cable Beach.

Please refer to **Figure 1**, regional context.



Figure 1 - Regional Context

Local Context

The site is bound by Fairway Drive to the south and a fauna reserve partially along its western boundary.

The subject site is located within cluster of three (3) camel ride operators, the other two being located on adjoining sites to the east and north.

Refer **Figure 2**, Local Context.

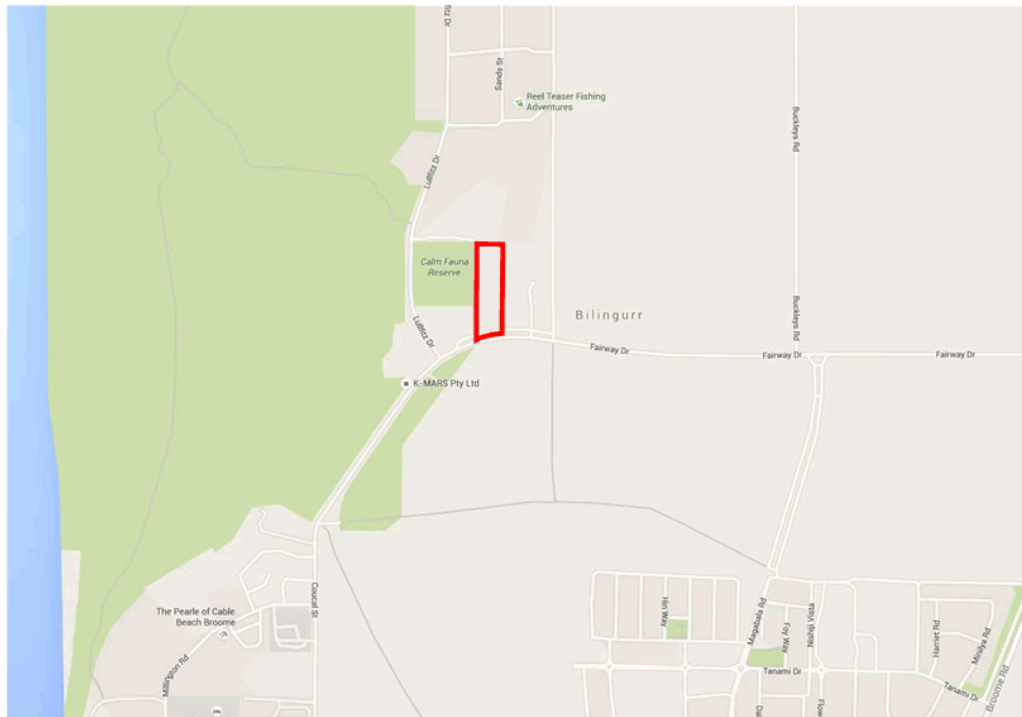


Figure 2 - Local Context

Land uses and Topography

The subject site is currently used for tourism purposes associated with the DoL leasing agreement, which includes “penning and grazing camels” on this ‘Rural Residential’ site. Surrounding land uses are of a similar in nature, also being ‘Rural Residential’ zoned, while there is large expanse of ‘Development’ zoned land located on the opposite side of Fairway Drive.

The site includes some remnant vegetation disbursed around but is predominantly cleared or contains low level shrubs.

The subject site has a consistent gentle grade towards the north (rear). The site generally drops from an approximate level of 19m AHD at the front lot boundary down to 14m AHD over its extent.

Refer **Figure 3**, aerial photograph.

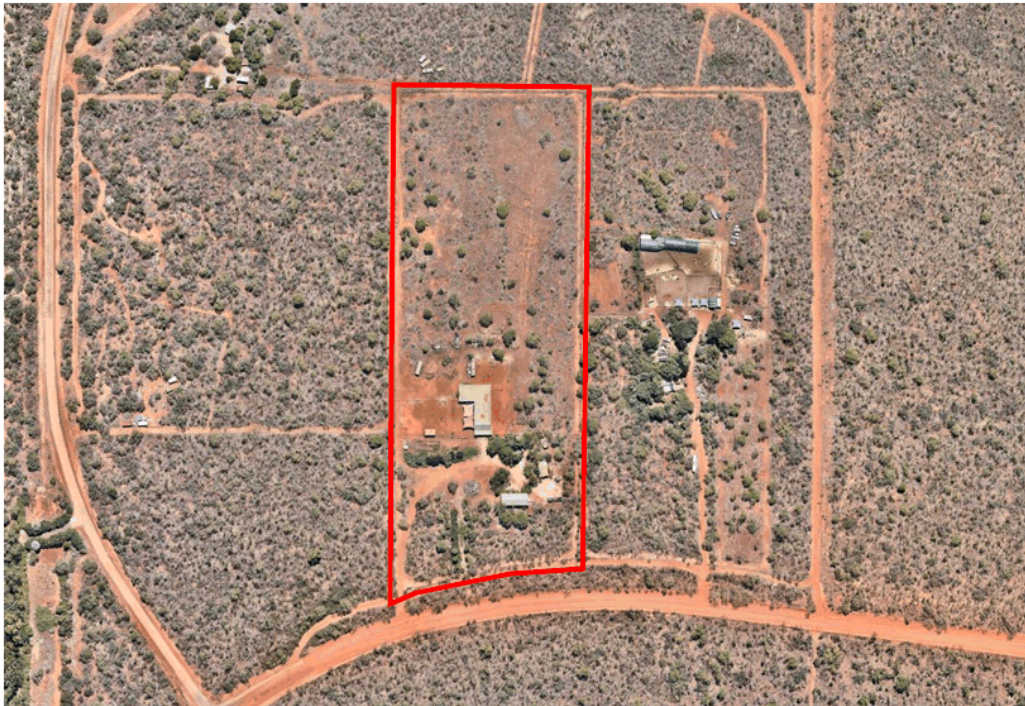


Figure 3 - Aerial Photograph

Bushfire Hazard

In the Western Australian Planning Commission's publication *Guidelines for Planning in Bushfire Prone Areas* (2015) at Appendix 2 the methodology classifying Bushfire Hazard Levels is detailed. The methodology rates bushfire hazard using vegetation type. The methodology is also based on the underlying assumption that land in Western Australia is predominantly undulating. The methodology specifies three bushfire hazard levels "Low", "Moderate" and "Extreme".

The above methodology has been used in this report to prepare the Bushfire Hazard Level assessment for the site.

The assessment of fire risk takes into account existing site conditions which include:

- Topography with particular reference to ground slopes and accessibility;
- Vegetation cover – both remnant and likely revegetation; and
- Relationship to surrounding development.

The Bushfire hazard for the site is based on the vegetation types for the site:

- The Grassland is rated as "Low";
- The Scrub is rated as "Moderate";
- The Woodland is rated as "Moderate"; and
- The Forest is rated as "Extreme".

The area is situated within a Pindan Plan, which comprises soils with very low infiltration rate and corresponding fertility. The semi-arid conditions result in grassy understorey with low shrubs and sparse trees including Pindan

Wattle, Cocky Apple and Pindan Walnut. The vegetation in the Pindan Plain is classified as Open Shrubland in accordance to AS 3959-2009. Accordingly, the bushfire hazard level assigned to the Pindan Plain is 'moderate'.

Refer **Appendix 2**, Bushfire Hazard Level Assessment.

Heritage

Aboriginal Site No's: K02323, K02409, K02345

Soil

The site is on Pindan Soils, west of the Cable Beach coastal dunes. This soil supports open shrub land.

Proposed Scheme Amendment

We note that under the provisions of LPS 6 the 'zoological gardens' is identified as an 'X' land use in the Rural Residential zone meaning that it is not permitted, hence the need to apply for a Scheme Amendment in relation to the subject site. This report includes a formal request to advertise proposed Scheme Amendment No. 6 which seeks to introduce the Additional Use of 'zoological gardens' into Schedule 2 of LPS 6.

Under the provisions of LPS 6, '**zoological gardens**' are defined as follows:

means any land or buildings used for the keeping, breeding or display of animals including crocodiles, wildlife park, and the term includes zoo but does not include a dog kennel or a cattery, animal husbandry-intensive or animal establishment.

The above definition does not specifically include or exclude camels, but it does include the broad term "*display of animals*". It is intended that the additional use would carry with it not only the ability to 'display' camels but also to allow tourists to interact with them, more akin to a commercial or tourism type land use (as described above). In lieu of any more specific land use definition in the Scheme, we understand that the proposal best fits into the zoological gardens definition. This would allow for commercial activities to occur in connection with the tourists/public attending the site.

This tourism based land use as described in the proceeding section of this report is considered to be subordinate to that of the primary use, being 'to pen and graze camels' as well the 'caretaker's residence'. The existing caretakers dwelling and other improvements are to remain as is. If the Amendment is finalised, development considerations such as car parking, signage and bushfire management matters are easily able to be incorporated into the site.

The site has direct frontage to Fairway Drive, served by a single crossover. The site has adequate sight lines onto Fairway Drive in both directions and is enhanced by the spacious internal lot dimensions, meaning that vehicles can enter and egress from the site in forward gear.

The proposed amendment to Schedule 2 is to be worded as follows:

No.	Description of Land	Additional Use	Conditions
A26	Lot 302 Fairway Drive, Billingurr	Zoological Gardens	As determined by Council.

Planning Context – Strategic and Statutory Documents

Local Planning Strategy

Section 2.4.8 of the Local Planning Strategy (LPS) addresses tourism aspects. This section suggests that the Broome tourism market is presently experiencing an increased demand in business tourism with a downward shift in leisure tourism. Furthermore the Planning Strategy recommends that for essential future economic growth, the Shire needs to consider and manage existing and anticipated tourism demands.

The Shire's Local Planning Strategy (LPS) designates the subject site as 'Rural Living' and includes it in 'Precinct 13 (Billingurr)'. The LPS supports tourist activity in the 'Rural Living' designation and states the following strategy with regard to tourist experiences:

Support the provision of remote eco-adventure and cultural tourist experiences in areas where compatibility with the culture, environmental and landscape values can be achieved.

Clause 3.3.1.13 contains recommendations for Precinct 13 which states:

Further structure planning and/or subdivision should reflect the current land use as camel establishments in the southern portion of the Precinct.

The proposal merely seeks to provide a low impact add-on to an already well-established iconic tourism product. It maintains the primary camel penning and grazing operations on the subject site whilst also allowing for potential increase in small scale tourist experiences. Accordingly, the Additional Use is considered to be consistent with the tourism objectives pursued in the Local Planning Strategy.

Local Planning Scheme No. 6

Under the provisions of Local Planning Scheme No. 6 (LPS 6), the subject site is identified as being located within the 'Rural Residential' zone. Clause 4.3.2 states the objectives of the Rural Residential Zone are to:

- (a) *provide an area within a rural environment where more subdivision may be permitted to provide for uses such as small scale rural pursuits and rural industries, horticulture, small scale aquaculture, home businesses, bed and breakfast accommodation and private recreation;*
- (b) *retain the visual and environmental amenity of the rural landscape in a manner consistent with a rural environment.*
- (c) *ensure the siting and scale of dwellings and structures minimises the visual impact to adjoining properties and the surrounding area.*

The proposal is in keeping with the small scale rural living pursuits appropriate for the Rural Residential Zone. The visual and environmental amenity of the surrounding landscape is retained and the siting and scale of the existing caretakers dwelling is of little consequence to the visual amenity of the surrounding area. Two of adjoining properties are established under similar lease arrangements which also include the grazing and penning of camels associated with Cable Beach tours. In light of the above, the proposed additional use is considered to be consistent with the purpose and objectives applied to the Rural Residential Zone.

Aboriginal Heritage Significance

In relation to specifics about sites of significance, the Department of Aboriginal Affairs has advised there are two registered sites of significance in the locality:

- One known as Illangarami (DAA Number 12886) a place that is yet to be determined whether it is protected under the Aboriginal Heritage Act. The exact location for this place is not known and is mapped on DAA systems using a boundary that exceed the area of cultural significance.

- Another known as Bilingurru (DAA Number 12839) a registered Aboriginal heritage site protected under section 5 of the Aboriginal Heritage Act.

Specific details regarding significance are not reported for respect of culture reasons.

Cultural and Environmental Landscape Protection

The objective of Clause 6.2.7.1 of the LPS 6 scheme is to ensure the landscape protection area are preserved and conserved in recognition of their environmental and ecological importance.

Lot 302 is in the Bilingurr locality and is approximately 500 metres to the east of Special Control Area 7 (SCA 7); an area of cultural significance to the Traditional Owners and environmental significance identified as a Yawuru (Coastal) Conservation Estate.

The area adjacent the site has three distinctive vegetation types, as described in the *Yawuru Cultural Management Plan (2015)*, which include:

- Pindan Plain: (Bundurrbundurr).
- Coastal Dunes: west of the site (Niyammarri).
- Vine Thicket behind dunes: a small band exists along part of the western boundary (Mayingar manja balu).

From a cultural point of view, the vegetation in this locality provided traditional owners with essential food, medicine and wood. The proposal is not considered to adversely impact the on-going protection of such activities.

Amendment Justification & Discussion

It is considered that the subject site does not possess any issues which would otherwise prevent the Additional Use from demonstrating orderly and proper planning. The site has suitable attributes including its location, established leasing arrangements, access to Cable Beach and a large physical land area meaning it's capable of accommodating future vehicle parking and access which is unlikely to detract from the amenity of surrounding area.

The zoological gardens land use seeks to maximise use of land/lease by bringing about a larger and more inclusive range of tourists visiting it.

The discretionary nature of the Additional Use amendment proposal, if finalised and supported by Council, would ensure that any future subsequent Development Application which would see the 'Zoological gardens' is ideally indented to bring about a slight intensification of the land, at least in terms of traffic and access to the site. Preliminary liaison with the Shire of Broome has indicated 'in principle' support for the proposed Scheme Amendment regarding the suitability for the Additional Use.

We understand that any minor site management issues (parking, access, signage and bushfire prevention matters etc.) can be resolved through the preparation and submission of a subsequent development application. To ensure the Additional Use does not have any unacceptable impacts on the amenity of nearby residents/tourists and other land uses, we note that suitable conditions may be imposed upon would be imposed as part of a subsequent Development Application, particularly with regard to number of staff and the hours of operation permitted.

Approval of the proposal would not set an undesirable precedence for future/surrounding requests, as we understand they will be assessed and determined on a case by case basis. Notwithstanding the design, scale and appearance of the property will remain largely unchanged, thereby reflecting the character of the Rural Residential zoning.

Conclusion




In summary, the proposed amendment is considered appropriate and justified for the following reasons:

- The proposal is consistent with the strategic planning framework at both State and Shire levels, including the Local Planning Strategy and cultural and environmental protection provisions contained in the Scheme.
- The proposal is consistent with the associated leasing arrangement with DoL for this site.
- The proposal will allow the for the subject site to be used more efficiently and in a manner that will not impact surrounding land uses.
- It will contribute positively to the amenity of the locality.
- The proposal will bring about a point of difference to an already iconic tourism activity.
- The proposal will be more inclusive to a wider range of tourists and the wider public, particularly for the elderly and young children.

In light of the information presented within this report, it is respectfully requested that the Shire of Broome adopt the proposed Scheme Amendment for the purposes of public advertising and to subsequently grant final approval, without modification.

Appendix 1

Certificate of Title

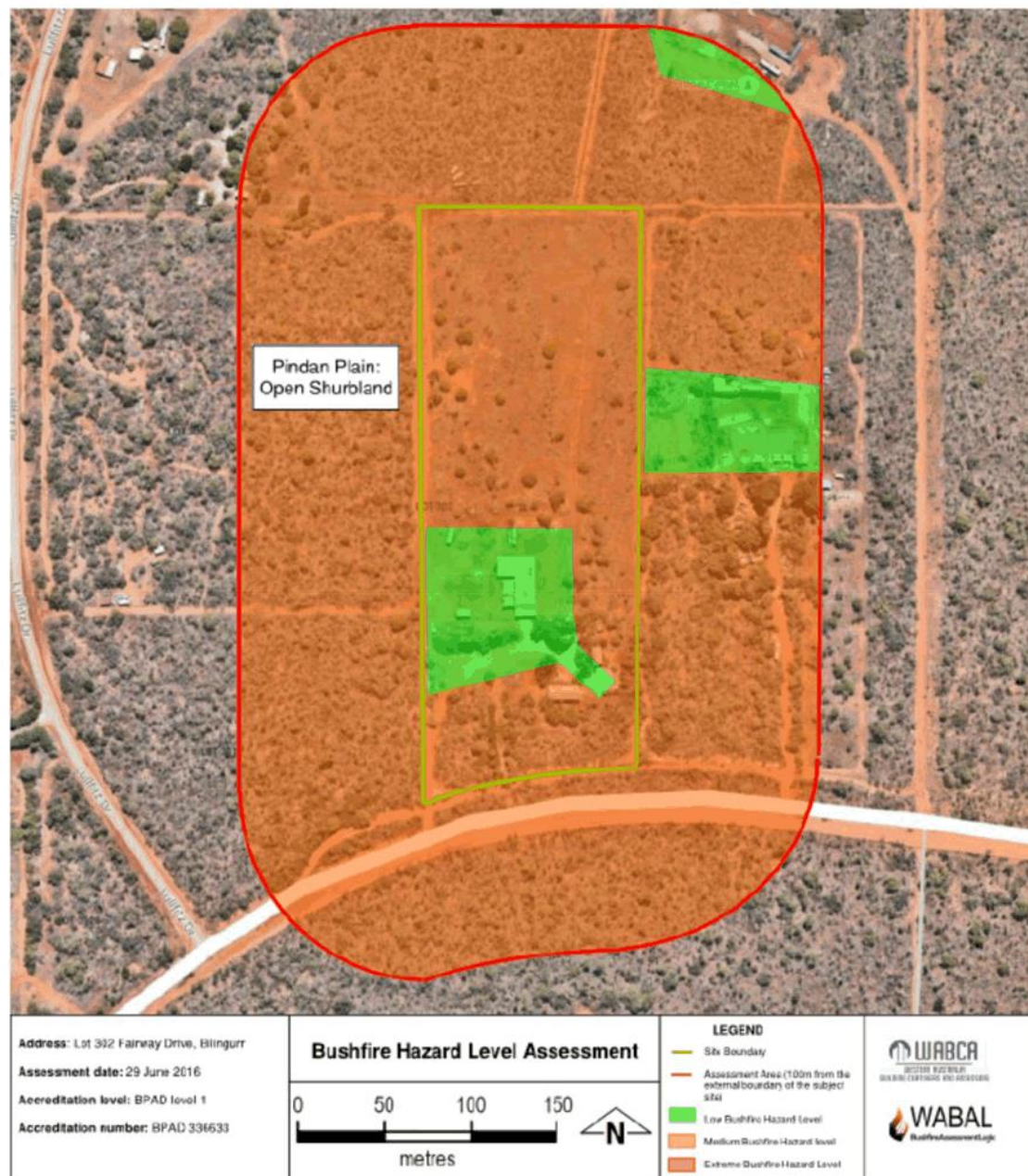
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REGISTER NUMBER 302/DP43435							
DUPLICATE EDITION N/A	DATE DUPLICATE ISSUED N/A						
RECORD OF CERTIFICATE OF CROWN LAND TITLE <small>UNDER THE TRANSFER OF LAND ACT 1893 AND THE LAND ADMINISTRATION ACT 1997</small>	<table border="1" style="margin: auto;"><tr><td>VOLUME LR3134</td><td>FOLIO 498</td></tr></table>	VOLUME LR3134	FOLIO 498				
VOLUME LR3134	FOLIO 498						
NO DUPLICATE CREATED <small>The undermentioned land is Crown land in the name of the STATE of WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.</small>							
  REGISTRAR OF TITLES							
LAND DESCRIPTION: LOT 302 ON DEPOSITED PLAN 43435							
STATUS ORDER AND PRIMARY INTEREST HOLDER: (FIRST SCHEDULE) STATUS ORDER/INTEREST: LEASEHOLD PRIMARY INTEREST HOLDER: JOHN GEAPPEN OF POST OFFICE BOX 2252, BROOME (LC J513741) REGISTERED 17 NOVEMBER 2005							
LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS: (SECOND SCHEDULE) <table style="width: 100%;"><tr><td style="width: 10%;">1.</td><td style="width: 15%;">I943138</td><td>TAKING ORDER. THE DESIGNATED PURPOSE OF CAMEL LEASE. REGISTERED 5.7.2004.</td></tr><tr><td>2.</td><td>J513741</td><td>LEASE. SUBJECT TO THE TERMS AND CONDITIONS AS SET OUT IN THE LEASE. REGISTERED 17.11.2005.</td></tr></table>		1.	I943138	TAKING ORDER. THE DESIGNATED PURPOSE OF CAMEL LEASE. REGISTERED 5.7.2004.	2.	J513741	LEASE. SUBJECT TO THE TERMS AND CONDITIONS AS SET OUT IN THE LEASE. REGISTERED 17.11.2005.
1.	I943138	TAKING ORDER. THE DESIGNATED PURPOSE OF CAMEL LEASE. REGISTERED 5.7.2004.					
2.	J513741	LEASE. SUBJECT TO THE TERMS AND CONDITIONS AS SET OUT IN THE LEASE. REGISTERED 17.11.2005.					
<small>Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required. Lot as described in the land description may be a lot or location.</small>							
-----END OF CERTIFICATE OF CROWN LAND TITLE-----							
STATEMENTS: <small>The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.</small>							
SKETCH OF LAND:	DP43435.						
PREVIOUS TITLE:	LR3128-57.						
PROPERTY STREET ADDRESS:	LOT 302 FAIRWAY DR, BILLINGURR.						
LOCAL GOVERNMENT AREA:	SHIRE OF BROOME.						
RESPONSIBLE AGENCY:	DEPARTMENT OF LANDS (SLSD).						
NOTE 1: I943138	CORRESPONDENCE FILE 01756-2000-02RO						

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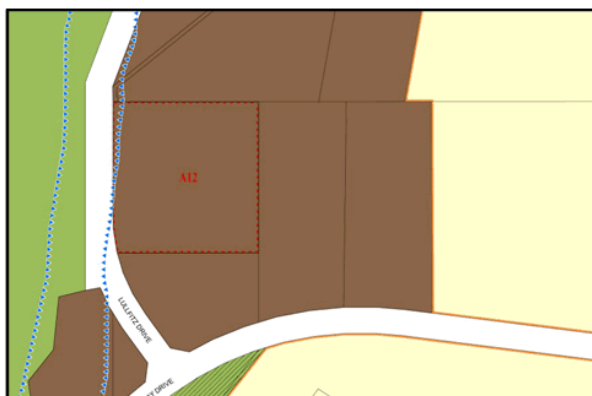
Appendix 2

Bushfire Hazard Level Assessment

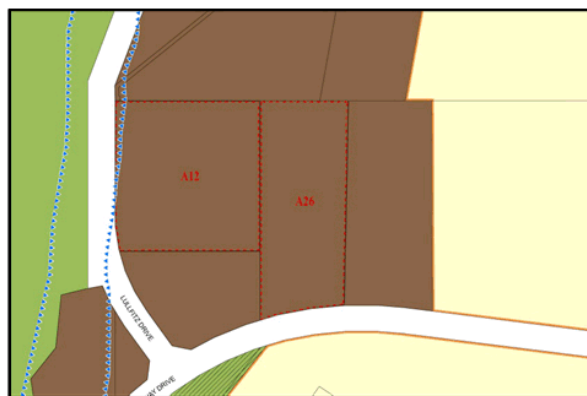


Appendix 3

Amendment Plan



EXISTING SCHEME MAP



PROPOSED SCHEME AMENDMENT MAP

LEGEND

LOCAL SCHEME RESERVES

(see scheme text for additional information)

- Coastal
- Environmental and cultural corridor reserve

LOCAL SCHEME ZONES

(see scheme text for additional information)

- Development
- Rural residential

OTHER CATEGORIES

(see scheme text for additional information)

- A1 Additional uses
- SCA4 Flood prone land
- No zone

ADOPTION

ADOPTED by resolution of the Shire of Broome at the Ordinary Meeting of the Council held on the day of 2016.

FINAL APPROVAL

This section to be completed at Final Approval stage after the minister has approved the amendment.

1. ADOPTED BY FINAL RESOLUTION by the Shire of Broome at the Ordinary Meeting of the Council held on the day of 2016. The common seal of the Shire of Broome was hereunto affixed by the authority of a resolution of the Council in the presence of:

Appendix 4

Amendment Documentation

PLANNING AND DEVELOPMENT ACT 2005

SHIRE OF BROOME

LOCAL PLANNING SCHEME NO. 6

AMENDMENT NO. 6

The Shire of Broome under and by virtue of the power conferred to it under Section 75 of the *Planning and Development Act 2005* hereby AMENDS the above Local Planning Scheme by:

1. Modifying 'Schedule 2 – Additional Uses' of the Scheme as follows:

No.	Description of Land	Additional Use	Conditions
A26	Lot 302 Fairway Drive, Billingurr	Zoological Gardens	As determined by Council.

and;

2. Amend the Scheme Map accordingly.

ADOPTION

Adopted by resolution of the Council of the Shire of Broome at the Ordinary Meeting of the Council held on the _____ day of _____ 2016

SHIRE PRESIDENT

CHIEF EXECUTIVE OFFICER

FINAL APPROVAL

Adopted for final approval by resolution of the Shire of Broome at the Ordinary Meeting of Council held on the _____ day of _____ 2016.

COMMON SEAL of the Shire of Broome was hereunto affixed by authority of a resolution of the Council in the presence of:

SHIRE PRESIDENT

CHIEF EXECUTIVE OFFICER

**RECOMMENDED/SUBMITTED
FOR FINAL APPROVAL**

**DELEGATED UNDER S16 OF
THE PLANNING AND DEVELOPMENT ACT 2005**

DATE

FINAL APPROVAL GRANTED

MINISTER FOR PLANNING

DATE



FIRE MANAGEMENT PLAN

Lot 302 Fairway Drive, Billingurr

Broome

Shire of Broome

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REG NO: 226



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Document Status:

Version	Comment	Assessor	Assessment Date
1	NA	John Greenwood	17 October 2016

Disclaimer: The measures contained in this fire management plan are considered to be minimum standards and they do not guarantee that a building will not be damaged in a bush fire. All surveys, forecasts, projections and recommendations made in this report associated with the project are made in good faith on the basis of information available to WABAL at the time; and achievement of the level of implementation of fire precautions will depend among other things on the actions of the landowners or occupiers over which WABAL has no control. Notwithstanding anything contained therein, WABAL will not, except as the law may require, be liable for any loss or other consequences (whether or not due to the negligence of the consultants, their servants or agents) arising out of the services rendered by the consultants.

1.0 Introduction

Bushfires present a significant risk to people, property and the environment. Each year, thousands of bushfires destroy or damage houses, sheds and garages, commercial and industrial buildings, vehicles and vast hectares of bushland across Western Australia. People have also been killed or seriously injured during bushfires. Therefore, reducing the likelihood and impact of bushfires is crucial for maintaining safer communities, mitigating the potential loss of life, property and infrastructure and the associated financial and emotional impact.

This Bushfire Management Plan has been commissioned by Red Sun Camels to detail the fire management methods and requirements that will need to be implemented for the development of Lot 302 Fairway Drive, Billingurr (The Site). The Bushfire Management Plan has been prepared in accordance with the bushfire protection criteria and acceptable solutions as outlined in *Guidelines for Planning in Bushfire Prone Areas* (WAPC and Department of Fire and Emergency Services 2015). The major recommendations made within the plan include provision of separation from moderate or extreme rated vegetation and any buildings, bushfire protection measures, water supply, so as to satisfy the requirements of *State Planning Policy 3.7 Planning in Bushfire Prone Areas* (WAPC 2015). Similarly, the Bushfire Management Plan outlines the responsibilities and timing for implementing and maintaining the fire protection measures and strategies contained within the plan, allocating these responsibilities between individual land owners and the Shire of Broome.

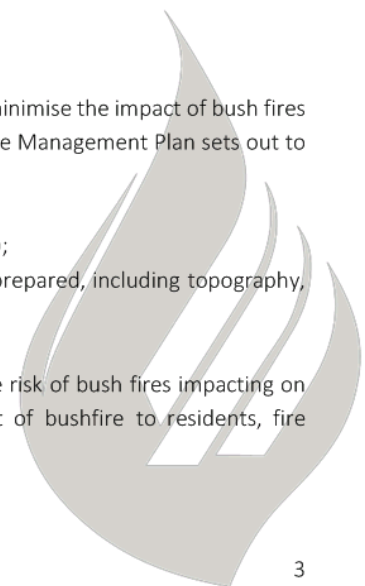
The primary factor for new property owners will be increased building construction standards for all net lots within 100m of bushland. Land owners or occupiers should note that they have a responsibility to read, understand and implement the requirements of this bushfire management plan. In the event of a bushfire on or near the development area, fire agencies may not be in a position nor have resources available to assist individual property owners to defend assets. Therefore, it is necessary for prevention and preparedness that works are to be undertaken by the Developer, land owners and occupiers, and the Shire of Broome.

The recommendations made within this Plan relating to the clearing or modification of vegetation to meet setback requirements does not constitute approval or authority to modify or remove vegetation. All such approvals must be undertaken in consultation with the relevant authorities.

2.0 Aim

The aim of the Bushfire Management Plan is to reduce the occurrence of and minimise the impact of bush fires thereby reducing the threat to life, property and the environment. The Bushfire Management Plan sets out to reduce this threat by:

- Identifying the objectives of this Bushfire Management Plan (Section 3);
- Providing relevant details of the property for which the plan is being prepared, including topography, cultural features and land use (Section 4);
- Identifying the potential bush fire issues within the Site (Section 5);
- Outlining the fire mitigation strategies for the Site that will reduce the risk of bush fires impacting on the proposed subdivision including the potential threat and impact of bushfire to residents, fire fighters and environmental values (Section 6);



- Identifying the parties responsible for undertaking these fire mitigation strategies (Section 6); and
- Allow easy access and egress of fire fighters and residents if a fire does occur.

3.0 Objectives

The objectives of this Bushfire Management Plan are to:

- Identify bushfire hazards;
- Propose bush fire prevention measures for the Site;
- Identify access and egress for firefighting operations and residents;
- Define the building construction standards where lots interface with vegetation within the Site;
- Identify current and future landowner, developer and Shire of Broome's responsibilities for various components of this fire management plan; and
- Document in the Appendices section of this Fire Management Plan, the acceptable solutions adopted for the subdivision.

4.0 Description of the Area

4.1 General

The site is bounded by Fairway Drive to the South, and adjacent properties to the West, North and East. Refer to figure 1: Aerial Photo.

The site will be changing to include additional uses that include the public and tourists coming onto the property and interacting/viewing the camels that are kept under the current use of the property.

For the purpose of the case study, it is assumed that there are no environmental or biodiversity constraints or restrictions on the subject land that would prevent the development achieving the bushfire risk management measures stipulated in the *State Planning Policy 3.7 Planning in Bushfire Prone Areas* (WAPC 2015).



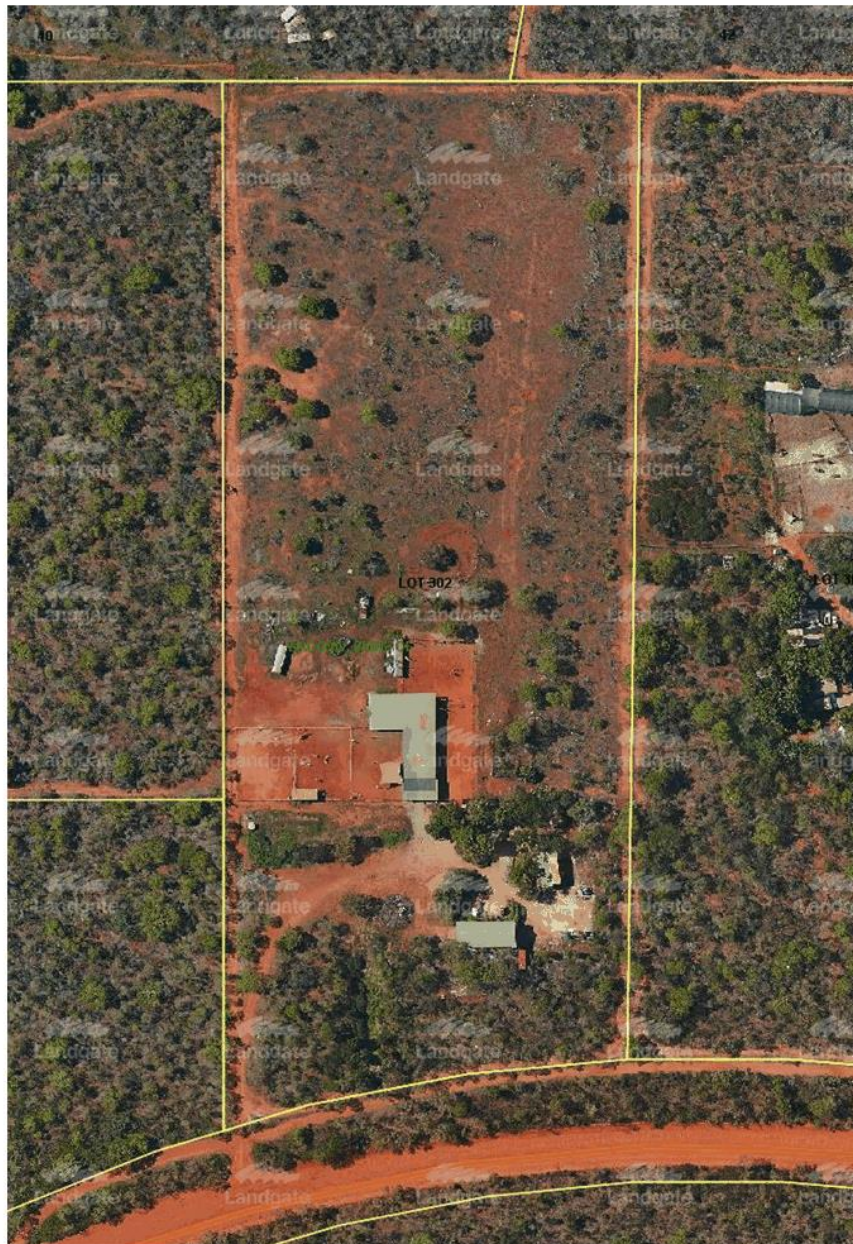


Figure 1: Aerial Photo

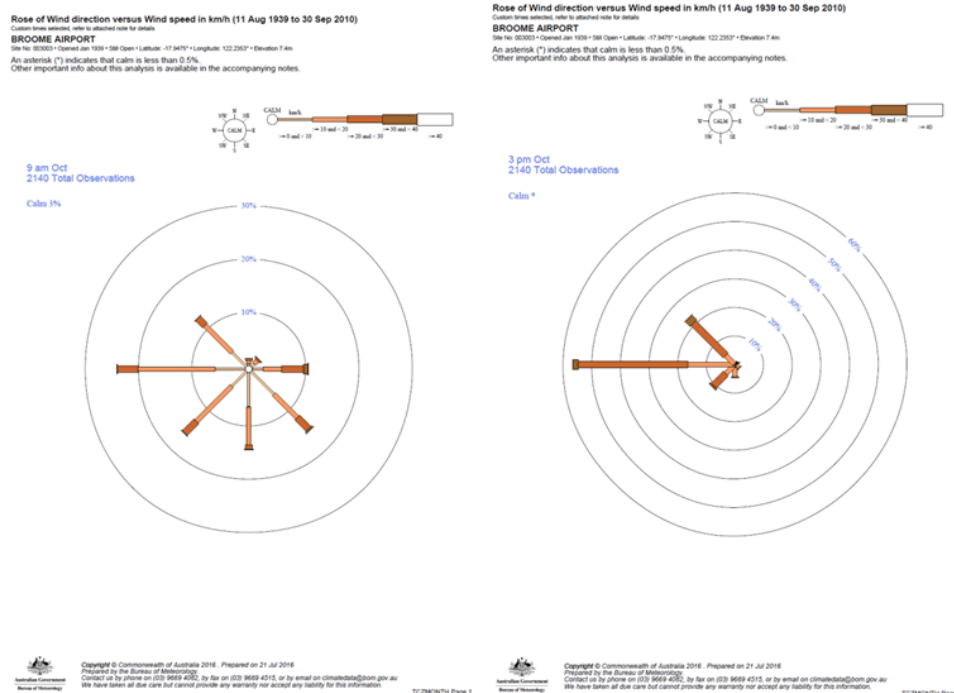
4.2 Climate

The Semi-Arid climate experienced in the area is characterized by a dry season and a wet season with the majority of rain falling in December through to March. This rainfall supports substantial vegetation regrowth which dries off in summer. The bushfire season is generally from May to December, but is subject to seasonal changes and drought conditions.

Table 1 and Figure 2 include a sample of the dry season wind direction and strength that would be similar to this development site. The weather data for Broome Airport has been used as it is the nearest weather station with a complete set of data and is indicative of the weather at this site.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Mean Max Temperature (°C)	33.3	33.0	34.0	34.3	31.6	29.2	28.9	30.3	31.8	32.9	33.6	33.9	32.2
Mean 9am Relative Humidity	70	74	69	56	48	47	46	45	49	54	58	64	57
Mean 3pm Relative Humidity	65	67	60	45	38	36	33	35	45	54	57	61	50
Mean Monthly Rainfall (mm)	181.1	177.1	98.9	26.2	27.6	19.1	6.8	2.2	1.4	1.5	9.2	57.4	611.0

Table 1: Weather Data for Broome Airport (Source: Bureau of Meteorology)



4.3 Topography

The development consists of flat land with no slopes. All adjacent land is also flat with no changes in height.

4.4 Bush Fire Fuels

The vegetation on site is typical of the area, with some areas cleared within the property for use. The predominant vegetation within 100m comprises open scrub vegetation with native shrubs and grasses. This vegetation has been classified as Class D forest as per AS 3959. The rear of the property is maintained in a grassland paddock for use by the camels that are kept on the property. This vegetation has been classified as Class G grassland as per AS 3959.

The vegetation contained within the site and in the surrounding area is deemed to be “available bushfire fuels” and requires management in order to ensure fuel loadings do not exceed manageable levels. The vegetation on site is required to be regularly managed by property owners or have some form of ongoing hazard reduction.

4.5 Land Use

The development of the land is not in accordance with the requirements of the Shire of Broome Local Planning Scheme. However, for the purpose of this assessment it is assumed that the development will comply with the Shire’s local planning scheme for the proposed lot. The site will be used for an additional use of “zoological gardens” in addition to its current use of “rural residential”.

4.6 Access

Access to the Site is via Fairway Drive, which extends East-West along the Southern boundary of the Site.

4.7 Water Supplies

There is no reticulated water supply available to the Site.

5.0 Bushfire Assessment

5.1 Bushfire History

The site and the surrounding land within the proximity of the development area has evidence that it has been subject to infrequent bushfires and controlled burning with indications of tree scarring over an extended period of time. Neither the Shire of Broome nor the developer have recorded bush fire history for the site.

5.2 Bushfire Risk

As most bushfires are caused by human activity, either by deliberate actions or carelessness, risk can be aligned with human activity and available fuel sources. The combination of people, property and infrastructure systems (transport, communications etc.) are components of the risk for the site and the surrounding land.

Risk has two elements: *Likelihood*, which is the chance of a bushfire occurring, and *Consequence*, which is the impact of a bushfire when it occurs. Bushfire risk can be defined as the chance of a bushfire occurring that will

have harmful consequences to people, property and the environment. Bushfire management should have clear objectives to reduce both the likelihood and the negative impacts of bushfires. The proposed development reduces the likelihood of a bushfire by managing fuel loads on the created lots via hazard management measures as detailed within the Bushfire Management Plan. The proposed development also decreases the consequences of a bushfire by ensuring adequate water supply for firefighting operations, and implementing increased building construction standards to the dwellings and associated structures located within 100m of extreme or moderate external hazards.

The following tables provide an indication of the bushfire risk for the proposed development based on the Department of Fire & Emergency Services (DFES) Rural Urban Bush Fire Threat Analysis tool, applied to the site and immediate surrounding area.

Hazard Assessment

Hazard Component	High or Yes	Low or No
Likelihood of occurrence (risk of ignition) – Natural causes or human intervention.	1	
Fuel Load (vegetation) > standard (intensity)	1	
Vegetation assessment area with fire hazard (manageability)	1	
Hazard reduction < 80% of assessment zone (mitigation works undertaken within the area)	1	
High visitor usage in the area	1	
Recent or proposed residential and industrial developments		0

Table 2: Bushfire Hazard Assessment

Scoring: High or Yes = 1 Low or No = 0
Ratings: Low = 0 – 1 Medium = 2 – 3 High: 4 – 5 Extreme: 6

Total rating 5 = High bushfire risk

Management Assessment

Hazard Component	High or Yes	Low or No
Easily accessible (access roads and trails)	1	
Fire agency response time > 30 minutes	1	
Inadequate/limited water supply in the area (water tanks)	1	
Inadequate resources (Local Bushfire Brigades & Shire Plant/Equipment)	1	

Table 3: Bushfire Management Assessment

Scoring: High or Yes = 1 Low or No = 0
Ratings: Low = 0 – 1 Medium = 2 – 3 High: 4 – 5 Extreme: 6

Total rating 4 = High management risk

Although the site indicates a high bushfire risk, the Bushfire Management Plan in conjunction with agency and Local Government requirements, will reduce this risk through mitigation works (Section 6) and sound response protocols including reduction in fuel loads and enforceable construction standards. The positive impact in reducing the threat and impact of bushfire assists in promoting improved safety to communities.

5.3 Bushfire Hazard

In the WA Planning Commission's publication *Planning for Bush Fire Protection* Edition 2 (2010) (the "Guidelines") at Appendix 1 the methodology for classifying bush fire levels is detailed. The methodology rates bush fire hazard using vegetation type. The methodology is also based on the underlying assumption that land in Western Australia is predominantly undulating. The methodology specifies three bush fire hazard levels "Low", "Moderate" and "Extreme".

This methodology has been used in this Fire Management Plan.

The assessment of fire risk takes into account existing site conditions which include:

- Topography with particular reference to ground slopes and accessibility;
- Vegetation cover – both remnant and likely revegetation; and
- Relationship to surrounding development.

The Bush Fire Hazard for the site is based on the vegetation types for the site. (Refer to Figure 4)

- The Scrub is rated as "Moderate"
- Unmanaged Grassland is rated as "Moderate"



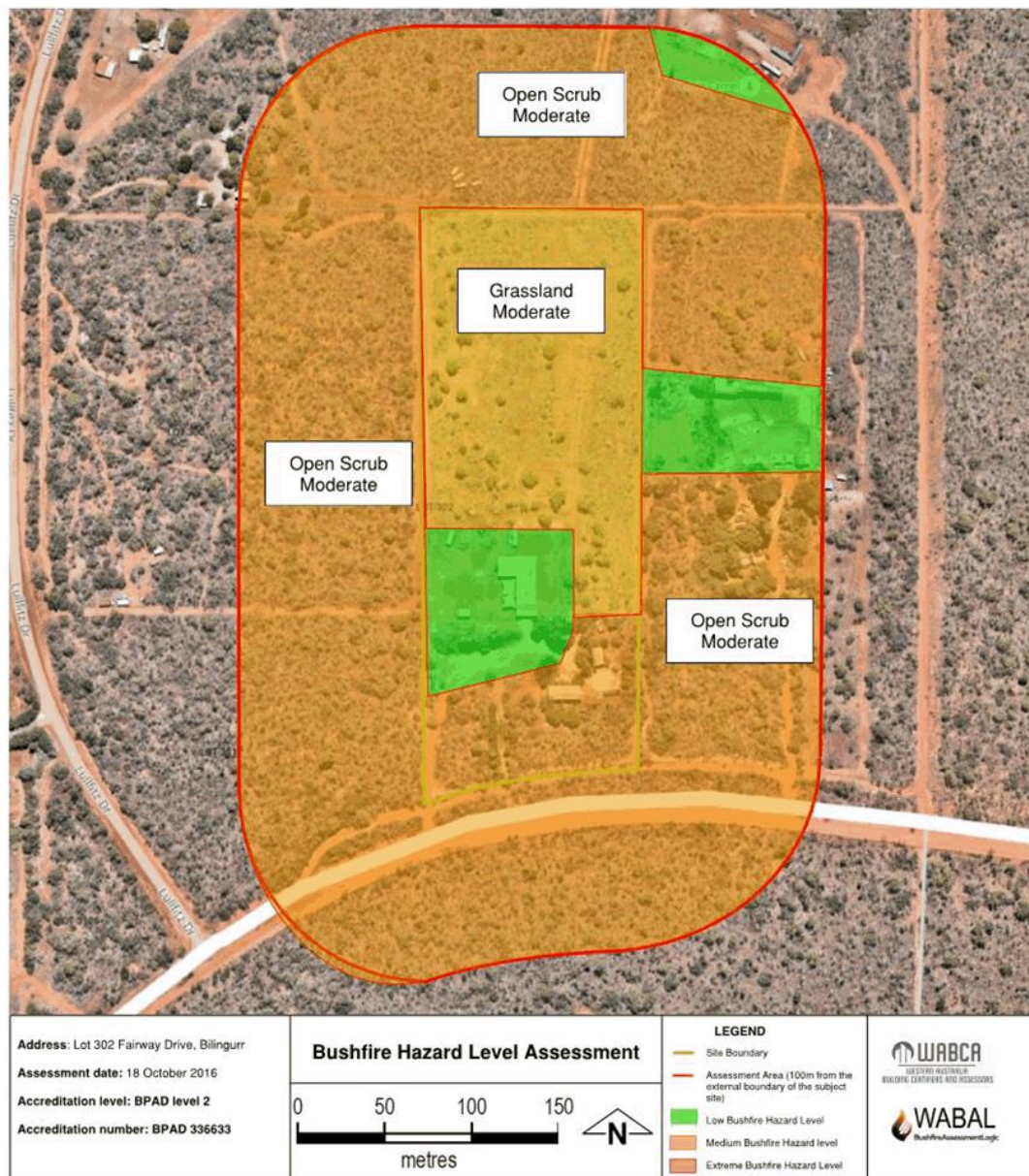


Figure 5: Bush Fire Hazard Assessment



5.4 Bush Fire Threat

The site is identified as one being exposed to a high level of threat and there is a likelihood of a fire originating on the development site and from the surrounding properties.

The most significant threat to this property is from surrounding scrubland, which will remain in the future. The scrubland is not within the boundaries of the property, and cannot be managed as part of this fire management plan.

The Fire Management Plan is structured to reduce threats to residents and fire fighters in the event of a bushfire within or near the site. It has been developed to incorporate fire management methods including:

- Adhering to the Shire of Broome annual firebreak notice;
- Setbacks from retained vegetation within and adjoining the site;
- Setbacks to be managed as Building Protection Zones;
- 10,000 litre water tanks to be installed on the site.

5.5 Summary of Bush Fire Potential Issues

The potential bush fire issues that have been identified for the Site are:

- The inability for the private property owner of the site to maintain vegetation within the boundaries of neighbouring private property.
- Requirement for setbacks from retained vegetation to proposed buildings;
- Construction of residential buildings within 100 metres of retained vegetation to be constructed in accordance with AS 3959.

6.0 Fire Mitigation

6.1 Hazard Management

Hazard Management on the lots will be controlled by:

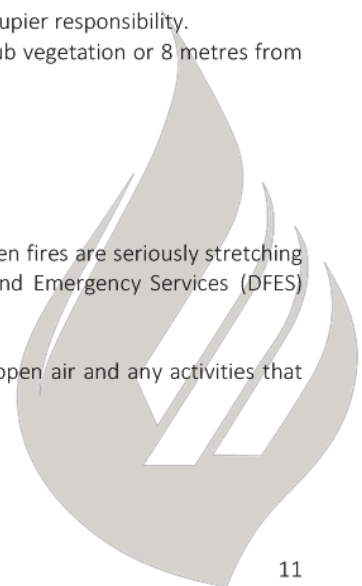
- Compliance with the annual notice issued by the Shire of Broome under the Bush Fires Act 1954. Under the Bush Fires Act, compliance with a Notice is a landowner/occupier responsibility.
- To achieve a BAL 29 a setback of 13 metres from an area of open scrub vegetation or 8 metres from grassland vegetation is required.

6.2 Bush Fire Risk Management

6.2.1 Total Fire Ban Days

A Total Fire Ban is declared because of the extreme weather conditions or when fires are seriously stretching firefighting resources. A Total Fire Ban is declared by Department of Fire and Emergency Services (DFES) following consultation with Local Governments.

When a Total Fire Ban is declared it prohibits the lighting of any fires in the open air and any activities that might start a fire



The ban includes all open fires for the purpose of cooking or camping. It also includes incinerators, welding, grinding, soldering and gas cutting.

The Department of Fire and Emergency Services and the Shire of Broome are to continue to educate the public on what a Total Fire Ban means and what actions the public need to take.

6.2.2 Public Education program

The Shire of Broome is to continue to provide the community with advice on bush fire prevention and preparedness through brochures, newspaper articles (relevant information set out on their web site) and the requirement for compliance with any Firebreak Notice and/or Hazard Reduction Notice issued to any owner or occupier under the Bush Fires Act.

The Owner is to provide a copy of the current

- Shire of Broome Firebreak Notice;
- *The Homeowners Survival Manual* and *Prepare Act Survive* brochure; and
- This Fire Management Plan

at the time of sale of the Lot.

It is essential that any Real Estate agent handling the sale of lots on behalf of the owner advises potential landowners that a Fire Management Plan exists and that the modification of vegetation and ongoing fuel reduction will be required within this property.

Other Public Safety and Community information on Bush Fires is available on the Department of Fire and Emergency Services web site www.dfes.wa.gov.au and the Shire of Broome website <http://www.broome.wa.gov.au/>

6.2.3 Lot 302 Fairway Drive, Billingurr

The Shire of Broome Fire Break & Household Hazard Reduction Notice requires that the owner or occupier of this property implement trafficable firebreaks not less than 3 metres wide, along the inside of all external boundaries. The notice also requires a 20 metre "parkland cleared" low fuel buffer zone around all buildings.

This fire management plan also imposes a requirement for the installation of a 20 metre building protection zone around any structures located on the property. A Hazard Separation Zone is to be implemented in addition to the BPZ, for an additional 80m where applicable, totalling a managed distance of 100m from each structure.

Where the above zone measurements cannot be achieved due to proximity to property boundaries, the zones should be implemented up to the property boundary.

Local planning policy dictates that existing natural vegetation must be maintained when it is located within planning setback areas of the property. Where it is not possible to implement an 80m HSZ due to this policy, any new buildings will need to be located and constructed to AS 3959, with a rating no higher than BAL-29 as per A2.2 of the Bushfire Protection Criteria.

A turn-around area designed in accordance with the Bushfire Protection Criteria is to be implemented, and the private driveway between the public road and this area is to be an all-weather surface (i.e. compacted gravel, limestone or sealed).

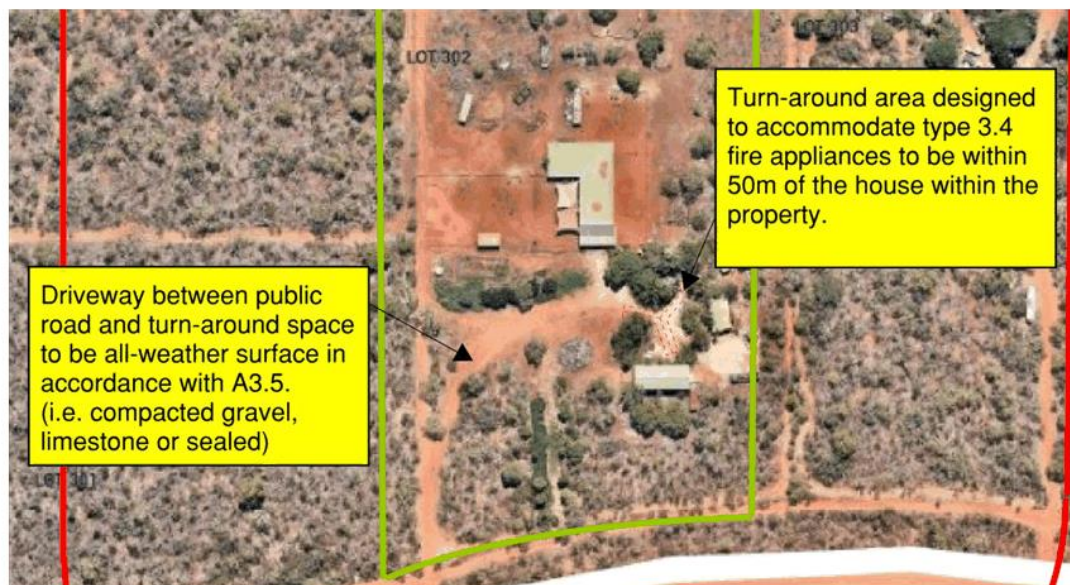


Figure 6: Private driveway and turn-around area.

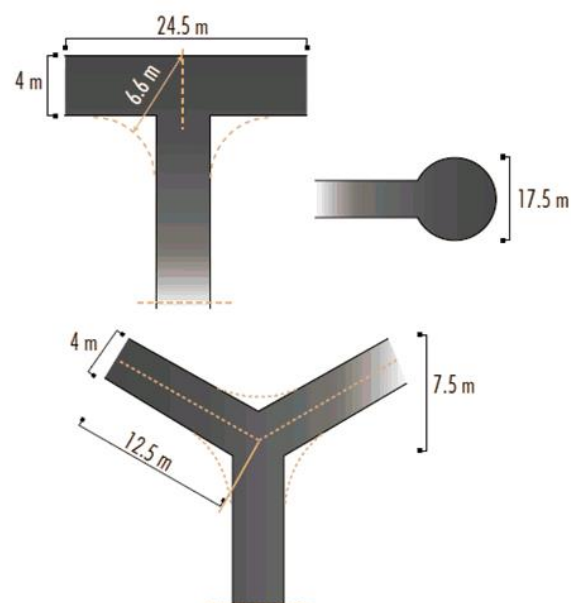


Figure 7: Turn-around area design requirements



6.3 Future Development

This Fire Management Plan has been prepared on the basis of the site changing use, without any immediate plans to complete any modifications to the buildings within the property. Any future proposed subdivision or development that results in a variation to this property and would impact on the Bush Fire Risk Management and will require approval from Western Australian Planning Commission and/or Local Government and may result in the need to review the provisions of this Fire Management Plan.

6.4 Access and Firebreaks

6.4.1 Road System

Access onto the property is via fairway drive, which allows egress through two points, East to Broome Road, and South West to Millington Road. Access/egress complies with acceptable solution A3.1. Fairway Drive is not sealed for 150m along the access/egress path to the South West, or to the East though to Buckleys Road. The access/egress road is an existing public road and is not constructed to acceptable solution A3.2.

As the public road is outside of the scope of this assessment, and the owner of the property is unable to enact any changes to this part of the property, acceptable solution A3.2 is deemed not applicable.

6.4.2 Firebreak Notice

Notwithstanding the provisions of this Fire Management Plan, all lots within the site must comply with the requirements of any Notice issued by the Shire of Broome, and as published in the Government Gazette annually, under the provisions of the Act (s.33). The site will be made to comply with Acceptable Solution A 3.8

6.5 Fire Safety Areas

In the event of a bush fire, the Incident Controller of Fire Fighting Operations will advise if an evacuation is necessary and, in conjunction with the Shire of Broome Emergency Services, direct residents to Safer Refuge Areas.

6.6 Assessment of Fire Management Strategies

All the actions and recommendations in this Fire Management Plan meet the requirements of the Bush Fires Act and the Planning for Bush Fire Protection Guidelines and are sound, measurable and practical having been used and proven over time. These recommendations take into account the various costs, alternatives available, benefits for protection of residents and the wider community, the environment and biodiversity protection.

This Fire Management Plan will be implemented as condition of development approval for the site.

It will be the responsibility of the owner to implement the provisions of this Fire Management Plan (Detailed in Section 6.7.1) in order to seek clearance of those conditions of approval.

Likewise it is the responsibility of the Shire of Broome to ensure that all standards required in this Fire Management Plan are met by the owner prior to the City approving any development relating to this Fire Management Plan.

After any major fires that may occur during or once the development of the Site has been completed, the Shire of Broome may conduct a Post Incident Analysis of the fire, which may include identifying and implementing any changes that may be needed to improve the performance of fire prevention strategies.

6.7 Implementation of the Fire Management Plan

This Fire Management Plan becomes operational as a condition of development approval. In implementing this Fire Management Plan, the following responsibilities have been determined.

6.7.1 Property Owner's Responsibilities

To maintain the reduced level of risk and threat of fire, the owners/occupiers of all lots addressed by this proposal will be responsible for undertaking, complying and implementing measures protecting their own assets from the threat and risk of bush fire:

- Maintaining the property in good order to minimize potential bushfire fuels to mitigate the risk of fire on the property;
- Ensuring that the lot complies with any Firebreak Notice issued by the Shire of Broome. To be carried out and maintained annually;
- Private driveways and turn-around areas are to be installed by the landowner to the requirements and standards of the Shire of Broome and part 6.2.3 of this report;
- Installing and Maintaining Building Protection Zones within their Lot for an extent of 20m surrounding any structures as indicated in this report.
- Complying with the Section 70A notification placed on the Certificate of Title for the Lot advising that a Fire Management Plan has been prepared for each lot. Refer to Section 7.2;
- Complying with the instructions of DFES Fire Services, the Shire of Broome and/or volunteer fire services as may be issued under the Act for the purposes of maintaining the property or during the event of a bushfire;
- Any new building works undertaken on the property are to comply with the bushfire protection provisions of the Building Act, Building Regulations, National Construction Code and AS 3959.
- Ensuring that in the event an evaporative air conditioner is installed at the property, suitable external ember screens are installed to roof mounted units and that they comply with AS 3959, and that the screens are checked annually
- Install 10,000 water tank for fire fighting purposes.
- Install a turn-around area for a type 3.4 fire appliance within 50m of the house within the property boundaries.
- Install an all-weather surface to the turn-around space and the private driveway between the turn-around and the public road.
- Place a Section 70A notification on the Certificate of Title to each lot, advising future landowners of the existence of this Fire Management Plan.



6.7.2 Shire of Broome

To maintain the reduced level of risk and threat of fire, the Shire of Broome will be responsible for undertaking and implementing measures to facilitate the protection of assets from the threat and risk of bush fire:

- Continue to provide the community with advice on bush fire prevention and preparedness.
- Issue annual fire break notices under the provisions of the Bush Fires Act 1954.
- Inspect and issue notice to the landowner, or otherwise undertake remedial works where the owner has not complied with any fire break notices under the provisions of the Bush Fires Act 1954.

7.0 Appendices

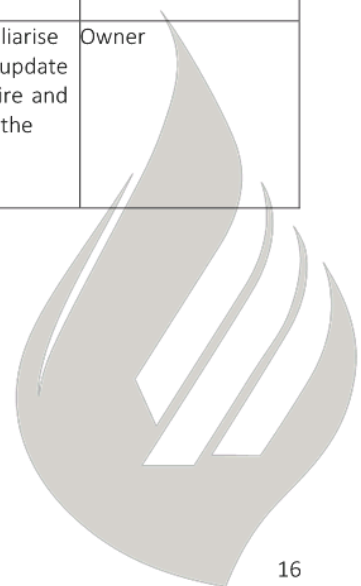
7.1 Works Program

The works detailed in Section 6.7.1 in this Fire Management Plan must be implemented by the owner as a condition of development approval.

Landowners will be responsible for the annual maintenance required in any Notice issued by the Shire of Broome under the Act, the carrying out of any annual works associated with maintaining private driveways, Gates, BPZ's and HSZ's as detailed in this Fire Management Plan.

Activity	Responsibility	Maintenance	Responsibility
Implement fire protection measures as detailed in Section 6.	Owner	Maintenance required indefinitely.	Owner.
Compliance with Firebreak Notice. Details Section 6.4.	Owner	Ongoing Compliance with Firebreak	Owner
Install Building Protection Zones and Hazard Separation Zones within the property.	Owner	Ongoing maintenance of the Building Protection Zones and Hazard Separating Zones within the property.	Owner
Section 70 A notification on Title of Lot advising FMP applies.	Owner	Maintain Lot in accordance with Landowners responsibilities	Landowner
Provide a copy following sale of Lot: Fire Management Plan Home Owners Survival Manual Prepare Act Survive Fire Control Notice	Owner	Landowners to familiarise themselves and annually update actions in the event of fire and annual maintenance of the above	Owner

Table 4: Works Program



7.2 Guidelines Specifications and Minimum Standards

The following section outlines the required specifications and minimum development standards that are required under this Fire Management Plan.

7.2.1 Building Protection Zone

The aim of the Building Protection Zones (BPZ) is to reduce bush fire intensity close to buildings, and to minimise the likelihood of flame contact with buildings.

The Building Protection Zone is a low fuel area immediately surrounding a building complying with Acceptable Solution A4.3 of the Guidelines.

A Building Protection Zone is to apply around all buildings or to the Lot boundary and must fulfil the following conditions:

- Loose flammable material within the BPZ should be removed to reduce the fuel load to less than 2 tonnes per hectare and this is to be maintained to this level.
- All dry grasses within the BPZ are to be maintained to a height of a maximum 50mm.
- The crowns of trees within the BPZ should be separated where practical such that there is a clear separation distance between adjoining tree crowns.
- Prune lower branches of trees within the BPZ (up to 2 metres off the ground) to stop a surface fire spreading to the canopy of the trees.
- There are to be no tree crowns or branches overhanging the building or asset and a minimum horizontal clearance of 2 metres is required between tree branches and buildings or assets.
- Do not clump shrubs close to building. Ensure that there is a gap of at least 3 times the height (at maturity) of the shrub away from the building.
- Trees or shrubs in the BPZ are to be cleared of any dead material.
- Fences, sheds and structures within the BPZ should be constructed of non-flammable material and be clear of trees and shrubs as per building requirements.
- Gas Cylinders should be isolated from the Flame Zone and should be stored in an area that is clear of all flammable material. Gas vent valves should face away from the building and anything flammable. Gas cylinders should be securely tethered with non-flammable fastenings to prevent toppling over.
- Fire wood storage should be at least 20 metres from the building unless contained in sealed non-flammable container.
- Driveways and access ways must allow for the safe passage of a fire appliance to all buildings and assets on the land.
- Roof gutters should be free of leaves and other combustible material.
- Roof mounted evaporative air coolers should be fitted with ember proof screens to the filter media to reduce the possibility of bushfire embers igniting the air cooler.

It is further recommended that property owners, where possible and practical, further extend the width of the defendable space around assets by reducing fuel loads and fire hazards.

NOTE:

- The purpose of the BPZ is to reduce flammable fuel in the immediate vicinity of structures and other assets to reduce the bushfire attack level in accord with Australian Standard AS3959 section 2.
- The requirements for BPZ within Western Australia for new buildings are specified in the Guidelines.

- Maintained gardens are not classed as flammable for the defendable space.
- Areas such as pathways, drives, lawn, vegetable gardens, pools etc. all serve to reduce fire intensity and will form an integral part of any BPZ. The effectiveness of these in reducing the risk of fire damage to a building is enhanced if these areas are close to the building.

7.2.2 Building Construction

Individual dwellings on all lots shall be designed and built to conform with:

- The Building Code of Australia; and
- AS 3959 *Construction of Buildings in a Bushfire Prone Area*;

The minimum distance of 100 metres (from vegetation rated 'Moderate' or 'Extreme') may be reduced in compliance with AS 3959. Under AS 3959 as the distance from the vegetation is reduced, the construction standard must be increased. The owner is to engage an FPAA accredited assessor to provide the BAL rating applicable to any future building works.

Where vegetation of any type is greater than 100 metres from a proposed dwelling the Bush Fire Attack Level (AS 3959 Section 2.2.23.2 Exclusions) shall be classified as BAL – Low. A lot with a BAL-Low classification means that there is insufficient risk to warrant specific construction standards (AS 3959 Table 3.1)

BAL (Bushfire Attack Level) Determination Using Methodology from Section 2.2.1 of current adopted AS3959- 2009 and Table 2.4.3 which applies to the proposed Lots:

Vegetation Class	Setback from Vegetation	Slope	BAL	Construction Standard AS3959-2009	BPZ (metres)
Open Scrub Class D	20m (Where the building is 20m from the boundary of the property.)	Flat Land	12.5	Sections 3 & 5	20m
Grassland Class G	20m (Where the building is 20m from the boundary of the property.)	Flat Land	12.5	Sections 3 & 5	20m

Table 5: Summary of Determination of BAL using Fire Danger Index 80

All dwellings within 100 metres of retained vegetation will be required to be constructed in accordance with the current version of AS 3959.

A FPAA accredited fire consultant on behalf of the landowner may carry out a new BAL assessment to confirm or determine a new BAL rating for a dwelling within 100 metres of retained vegetation. This assessment report is to be provided to the Shire of Broome as part of the Building Permit Application.

As a result of ember attack evaporative air conditioners can be the cause of a fire starting in a building. It is a requirement that the roof unit of an evaporative air conditioner is enclosed in a suitable external ember protection screen. More information is available at www.dfes.wa.gov.au and in AS 3959.

7.3 Glossary

Acceptable Solution

A statement describing an acceptable means of complying with the requirements of corresponding performance criteria.

Appliance or Fire Appliance

A firefighting appliance (vehicle) with structural, grass and bush firefighting capabilities, with either a 2000 litres water capacity (2.4 appliance) or a 3000 litre water capacity (3.4 appliance) and four (4) wheel drive.

BAL

Bushfire Attack Level.

Bushfire Attack Level

An assessed rating of a site's risk to a bushfire, based on vegetation type, slope of the land and its proximity to buildings.

Building Construction Standard Buffer

An area 100 metres wide Including a Building Protection Zone in which an increase in building construction standard in accordance with AS3959 will apply.

Building Protection Zone (BPZ)

Low fuel area immediately surrounding buildings as described in Section 7.2.9. Minimum width 20 metres, increasing with slope. Created as part of the development of any habitable building on a lot and where necessary, extending to the lot boundary. Maintained by the landowner in perpetuity.

Bush

Under the Bush Fires Act 1954 the term bush is defined to include trees, bushes, plants, stubble, scrub and undergrowth of a kind whatsoever whether dead or alive and whether standing or not standing.

Bush Fire or Wildfire

A general term used to describe fire in vegetation that is not under control.

Bush Fire Hazard

The flammability, arrangement and quantity of vegetation, dead or alive, that can be burnt in a bush fire. Development is to be avoided in extreme bush fire hazard designated areas, unless that hazard is reduced.

Bush Fire Prone Area

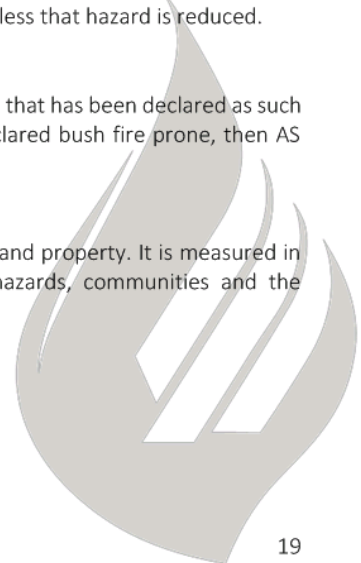
For the purposes of this Fire Management Plan, a bush fire prone area is an area that has been declared as such by the relevant local government responsible for an area. Once an area is declared bush fire prone, then AS 3959 applies to new residential development within it.

Bush Fire Risk

The chance of a bush fire starting that will have harmful consequences on life and property. It is measured in terms of consequences and likelihood and arises from the interaction of hazards, communities and the environment.

DFES

Department of Fire and Emergency Service formally FESA



Development Application

An application for approval to carry out a development under either a local planning scheme or regional planning scheme.

Dwelling setback

The horizontal distance between a wall of the dwelling at any point, and an adjacent lot boundary, measured at right angles (90 degrees) to the boundary.

Emergency Access Way

Road not normally open but available to the public (using two wheel drive vehicles) for evacuation during a bush fire emergency.

Fire Break or Firebreak

Any natural or constructed discontinuity in a fuel bed not less than 3m wide and surrounding a lot or section of land used to segregate, stop and control the spread of a bush fire or to provide a fire line from which to suppress a bush fire and cleared to reduce the risk of bush fire damage.

FDI

Fire Danger Index - The chance of a fire starting, its rate of spread, its intensity and the difficulty of its suppression, according to various combinations of air temperature, relative humidity, wind speed and both the long and short- term drought effects.

Fire Protection

A generic term used to describe the range of services and systems used to mitigate the impact of fire on the community. It encompasses both fire prevention and emergency response.

Fire Management Plan

Ongoing, dynamic document that sets out the medium to long term mitigation strategies for fire hazards and risks in particular developments within local government areas.

Fire Services Access Route

Accessible by heavy four wheel drive fire fighting vehicles.

Fuel Reduction also Hazard Reduction

Removal and modification of bush fire fuel, or increase in building construction standards or a combination of the two.

Hazard Separation Zone (HSZ)

The fuel reduction area between an area bush fire hazard and the buildings (and associated building protection zones) of a development.

Low Fuel Area

An area of reduced bush fire fuels that is required to surround a Stage of land release and negates the need to increase the standard of dwelling construction on the edge of the Stage of land release. It complies with the Building Protection Zone standards is temporary until the next stage of land is cleared for release.

Performance Criteria.

Statement which specifies the outcomes required for the protection of life and property from bush fires.



Structural Fire

A fire in a building.

8.0 Fire Management Plan Compliance Checklist for Performance Criteria and Acceptable Solutions

Property Details: Lot 302 Fairway Drive, Billingurr, Broome.

Local Government: Shire of Broome

Element 1: Location

Does the proposal comply with the Performance criteria by applying acceptable solution A1.1?

☒ Yes ☐ No

Element 2: Sitting and Design of Development

Does the proposal comply with the Performance criteria by applying acceptable solution A2.1?

☒ Yes ☐ No

Does the proposal comply with the Performance criteria by applying acceptable solution A2.2?

☒ Yes ☐ No

Element 3: Vehicular Access

Does the proposal comply with the Performance criteria by applying acceptable solution A3.1?

☒ Yes ☐ No

Does the proposal comply with the Performance criteria by applying acceptable solution A3.2?

☐ Yes ☐ No

Not Applicable

Does the proposal comply with the Performance criteria by applying acceptable solution A3.3?

☐ Yes ☐ No

Not Applicable

Does the proposal comply with the Performance criteria by applying acceptable solution A3.4?

☐ Yes ☐ No

Not Applicable

Does the proposal comply with the Performance criteria by applying acceptable solution A3.5?

☒ Yes ☐ No

Does the proposal comply with the Performance criteria by applying acceptable solution A3.6?

☐ Yes ☒ No

Not applicable

Does the proposal comply with the Performance criteria by applying acceptable solution A3.7?

☐ Yes ☐ No

Not applicable

Does the proposal comply with the Performance criteria by applying acceptable solution A3.8?

☒ Yes ☐ No

Complying with Shire Broome Firebreak Control Notice

Element 4: Water

Does the proposal comply with the Performance criteria by applying acceptable solution A4.1?

Not Applicable

☐ Yes ☐ No

Does the proposal comply with the Performance criteria by applying acceptable solution A4.2?

Not applicable

☐ Yes ☐ No

Does the proposal comply with the Performance criteria by applying acceptable solution A4.3?

☒ Yes ☐ No

Applicant Declaration:

I declare that the information provided is true and correct to the best of my knowledge.



John Greenwood

MSc (Curtin) BAppSc (Building Surveying) MAIBS, MAIB

General Manager & Level 1 Building Surveyor | WABAL & WA Building Certifiers & Assessors

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9.2.2 REVIEW OF PARKING LOCAL PLANNING POLICIES FOLLOWING PUBLIC COMMENT PERIOD

LOCATION/ADDRESS:	Nil
APPLICANT:	Shire of Broome
FILE:	PLA32
AUTHOR:	Statutory Planning Coordinator
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	21 November 2017

SUMMARY: This report presents the outcome of a review of the Shire of Broome's Local Planning Policies relating to car parking, which has been advertised for public comment.

This report recommends that Council adopts amendments to Local Planning Policy 8.9 – Parking and Local Planning Policy LPP 8.10 – Parking, Landscaping, Storage, Crossover and Drainage Standards for Planning Applications. The report also recommends that Council revoke Local Planning Policy 8.16 – Provisions of Parking.

BACKGROUND

Previous Considerations

OMC 8 April 2003	Item 4.10
OMC 21 August 2001	Item 9.2.2
OMC 1 December 2005	Item 9.3.8
OMC 23 November 2006	Item 9.3.3
OMC 30 September 2010	Item 9.3.4
OMC 29 September 2016	Item 9.1.3

COMMENT

The Development Services Directorate is undertaking a review of all of its policies, local laws and local planning policies.

At a March 2016 workshop with Council, officers provided an overview of all Local Planning Policies (**LPP**) which showed that provisions which apply to parking are contained in three separate LPPs. To streamline these policy provisions and assist applicants in understanding the parking requirements that apply to them, it was recommended that all parking provisions are combined into one LPP. This matter was further workshopped with Council in July 2016.

Updated Parking Policy

Based on discussion and feedback at the March 2016 Council workshop, officers prepared an updated Local Planning Policy 8.9 – Parking (**Parking Policy**) (as shown in **Attachment No 1**). The Parking Policy is a combination of the existing provisions relating to car parking contained in the following LPPs:

- LPP 8.9 – Cash In Lieu Car Parking Chinatown;

- LPP 8.10 – Parking, Landscaping, Storage, Crossover and Drainage Standards for Planning Applications; and
- LPP 8.16 – Provision of Parking.

As a part of the overall policy review, it was identified that additional provisions should be included in the Parking Policy, these were included in the advertised version of the Policy and a justification for the proposed inclusions is provided below.

Parking for Grouped and Multiple Dwellings in Chinatown (Clause 1.1)

Clause 4.3.3 of Local Planning Scheme No 6 (**LPS6**) requires that notwithstanding anything in the Residential Design Codes (**R-Codes**), each grouped and multiple dwelling must have a minimum of two parking bays (the R-Codes require 1 parking bay for single bedroom grouped dwellings and a minimum of 1.25 parking bays for multiple dwellings that are less than 110sqm). This clause was included into LPS6 as a regional variation to reflect the high rate of vehicle and boat ownership in Broome, the common trend of renting out rooms within dwellings and the lack of alternative transport options in Broome.

While requiring a minimum of two parking bays per dwelling is appropriate in the residential areas throughout Broome, it is considered that clause 4.3.3 should not apply to the development of dwellings within Chinatown (which is zoned Town Centre where grouped and multiple dwellings are permitted land uses). Given that residential development within Chinatown is co-located with and within proximity to shops and workplaces and is a high convenience location, the rate of parking contained within the R-Codes is deemed adequate. This is also recommended so that residential development is not discouraged in Chinatown and an increase in permanent residents within Chinatown would support after-hours activation of the precinct.

Guidance on information to be supplied should an applicant seek to provide less parking bays than that required under Schedule 9 of LPS6 (clause 1.4)

The rate of parking required to be provided for a development is established in Schedule 9 of LPS6. Essentially, the rate of parking bays to be provided within a development is based on the land use activity proposed. In some circumstances developers will seek to have the rate of car parking under LPS6 varied. While discretion is provided under the Scheme for the Shire to consider varying the parking ratios, the information required to support such a request is not specified.

It is therefore recommended that clause 1.4 is included within the Parking Policy to give guidance and direction to applicants should they seek to vary the parking ratios. This would include empirical evidence, supported by a traffic engineer, that the ratios in LPS6 are not appropriate for the type of development proposed or demonstrating that the reduction in the parking rate may be considered if there is internal trip capture.

Provisions in relation to off-site parking for 'Home Business' and 'Family Day Care' land uses in the Residential zone (clause 3.2)

The existing provisions within the LPPs do not allow any off-site parking in the Residential zone. While it is considered that the parking bays required for dwellings must be constructed on site, the Shire has seen an influx of Home Business and Family Day Care applications in the Residential zone. The majority of the applications can accommodate the additional required parking bays on site, however there are some circumstances where there is no area in front of the dwelling for parking to occur. In such circumstances applicants have sought to have the parking bay(s) accommodated within the existing cross-over immediately adjacent to the property.

Given that these land use activities have low vehicle movements and parking generally is not required for extended time periods, it is recommended that the Parking Policy allow for officers consider approving off-site parking. This would only be approved where the parking cannot be accommodated on site and the identified location for the parking

does not obstruct pedestrian movement. This will reduce the need for such applications to automatically be referred to Council for determination.

Guidance on matters that should be addressed if an applicant requests that a cash-in-lieu payment is provided for parking and how the cash-in-lieu value will be determined (clause 4.4 to 4.6)

The provisions of LPS6 give the ability for the Shire to accept cash-in-lieu payments for car parking. The current LPP establishes that the expectation is that parking will be provided on the development site and that cash-in-lieu is considered an exception. The Parking Policy maintains this view. However it provides guidance on matters that an applicant would need to address should they seek that a cash-in-lieu payment is made instead of providing parking onsite. This includes the applicant supplying a car parking design demonstrating that there is an acceptable location to accommodate the car parking to support the development within reasonable proximity to the site (if the Shire does not have an adopted parking plan).

The provisions also provide direction on how the cash-in-lieu value is to be determined and circumstances where Council will give consideration to waiving the land value component of the cash-in-lieu payment.

Summary

The proposed changes to the parking policy were advertised for public comment. Following the close of the public comment period, no submissions were received.

The Shire officers have undertaken a further review of the proposed Policy and have proposed some minor modifications that are proposed to improve the wording of the Policy provisions. These modifications are shown in Attachment No 1 with any deletions shown as ~~struck through~~ and additional text is shown **red**.

As the parking provisions are proposed to be removed from LPP 8.10 – Parking, Landscaping, Storage, Crossover and Drainage Standards for Planning Applications it is recommended that Council adopt amendments to this LPP to remove the parking provisions. It is also proposed that the title of this LPP be amended to read 'Development Standards for Development Applications'. Further, as the provisions of LPP 8.16 – Provisions of Parking, have been incorporated into LPP 8.9, it is recommended that LPP 8.16 is revoked.

CONSULTATION

Consultation commenced on the 27 October 2016 through an advertisement in the Broome Advertiser, a notice on the Shire's website and at the Administration Centre. The public comment period went for 21 days and concluded on the 17 November 2016. At the close of the public comment period no submissions were received.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Schedule 2 – Deemed provisions for local planning Schemes

3. Local planning policies

- (1) The local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area.
- (2) A local planning policy —
 - (a) may apply generally or in respect of a particular class or classes of matters specified in the policy; and
 - (b) may apply to the whole of the Scheme area or to part or parts of the Scheme area specified in the policy.
- (3) A local planning policy must be based on sound town planning principles and may address either strategic or operational considerations in relation to the matters to which the policy applies.
- (4) The local government may amend or repeal a local planning policy.
- (5) In making a determination under this Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with this Scheme.

4. Procedure for making local planning policy

- (1) If the local government resolves to prepare a local planning policy the local government must, unless the Commission otherwise agrees, advertise the proposed policy as follows —
 - (a) publish a notice of the proposed policy in a newspaper circulating in the Scheme area, giving details of —
 - (i) the subject and nature of the proposed policy; and
 - (ii) the objectives of the proposed policy; and
 - (iii) where the proposed policy may be inspected; and
 - (iv) to whom, in what form and during what period submissions in relation to the proposed policy may be made;
 - (b) if, in the opinion of the local government, the policy is inconsistent with any State planning policy, give notice of the proposed policy to the Commission;
 - (c) give notice of the proposed policy in any other way and carry out any other consultation the local government considers appropriate.
- (2) The period for making submissions in relation to a local planning policy must not be less than a period of 21 days commencing on the day on which the notice of the policy is published under subclause (1)(a).
- (3) After the expiry of the period within which submissions may be made, the local government must —
 - (a) review the proposed policy in the light of any submissions made; and
 - (b) resolve to —
 - (i) proceed with the policy without modification; or
 - (ii) proceed with the policy with modification; or
 - (iii) not to proceed with the policy.
- (4) If the local government resolves to proceed with the policy, the local government must publish notice of the policy in a newspaper circulating in the Scheme area.
- (5) A policy has effect on publication of a notice under subclause (4).
- (6) The local government —

- (a) *must ensure that an up-to-date copy of each local planning policy made under this Scheme is kept and made available for public inspection during business hours at the offices of the local government; and*
- (b) *may publish a copy of each of those local planning policies on the website of the local government.*

5. Procedure for amending local planning policy

- (1) *Clause 4, with any necessary changes, applies to the amendment to a local planning policy.*
- (2) *Despite subclause (1), the local government may make an amendment to a local planning policy without advertising the amendment if, in the opinion of the local government, the amendment is a minor amendment.*

6. Revocation of local planning policy

A local planning policy may be revoked —

- (a) *by a subsequent local planning policy that —*
 - (i) *is prepared in accordance with this Part; and*
 - (ii) *expressly revokes the local planning policy;*
- Or*
- (b) *by a notice of revocation —*
 - (i) *prepared by the local government; and*
 - (ii) *published in a newspaper circulating in the Scheme area.*

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

The public consultation costs for the notice in the newspaper were met through the Development Services consultation budget.

RISK

Nil.

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:

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

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

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

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. *Pursuant to Clause 3(4) of Schedule 2 (Deemed provisions for Local Planning Schemes) in the Planning and Development (Local Planning Schemes) Regulations 2015, amend the title of LPP 8.10 from "Parking, Landscaping, Storage, Crossover and Drainage Standards for Planning Applications" to "Development Standards for Development Applications".*
2. *Pursuant to Clause 3(4) of Schedule 2 (Deemed provisions for Local Planning Schemes) in the Planning and Development (Local Planning Schemes) Regulations 2015, amend Local Planning Policy 8.9 – Parking as set out in Attachment No 1 and LPP 8.10 – Development Standards for Development Applications as set out in Attachment No 2.*
3. *Pursuant to Clause 6 of Schedule 2 (Deemed provisions for Local Planning Schemes) in the Planning and Development (Local Planning Schemes) Regulations 2015 revoke Local Planning Policy 8.16 – Provision of Parking.*
4. *Requests that the Chief Executive Officer publish notice in a newspaper circulating in the Local Planning Scheme area advising of:*
 - i. *The adoption of amendments to Local Planning Policy 8.9 – Parking and Local Planning Policy 8.10 – Development Standards for Development Applications; and*
 - ii. *The revocation of Local Planning Policy 8.16 – Provisions of Parking.*

Attachments

1. Draft Local Planning Policy 8.9 - Parking
2. Draft Local Planning Policy 8.10 - Development Standards for Development Applications

LOCAL PLANNING POLICY

8.9

TITLE:	Parking
ADOPTED:	OMC..... – Pages
REVIEWED:	OMC..... – Pages
ASSOCIATED LEGISLATION:	Planning and Development Act 2005 Local Planning Scheme No 6
ASSOCIATED DOCUMENTS:	Car Parking & Cash-in-Lieu in Chinatown Discussion Paper dated 18 August 2005
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.
Previous Policy Number LPP 8.9, LPP 8.10 & LPP 8.16	

Background:

Clause 4.7 of Local Planning Scheme No 6 (LPS6) requires that all development applications must make appropriate provision for car parking. Schedule 9 of LPS6 details the number of bays required for each land use class. This policy is to be read in conjunction with the provisions of LPS6.

Objective:

1. Establish the minimum standards for car parking construction to achieve an appropriate level of amenity;
2. Ensure parking is provided which is safe, convenient and practical for the operation of the site and the community in general; and
3. Establish criteria for where consideration maybe given to allowing parking to be provided off-site, within an adjacent road reserve or as cash-in-lieu.

Definitions:

Chinatown is the area shown in Figure 1.

Internal trip capture is where a land use included in the a development application will generate a reduced or no independent parking demand due to its reciprocal parking relationship with another use. Relevant considerations include:

- i. Clear establishment of a relationship between different land uses on the same site, such as function rooms provided within a tourist development for use by hotel patrons.

- ii. How a claimed reduction relates to the scale of activity (for example, a smaller restaurant co-located within a tourist development has less capacity to accommodate public diners than a larger restaurant).
- iii. Whether land uses within a development are open to the public (for example, a fitness centre provided in a tourist development for the exclusive use of hotel patrons)

Policy:

1.0 Parking Ratios

- 1.1 Clause 4.3.3 of LPS6 does not apply ~~in the determination of the required ratio for car parking to determine the ratio for car parking~~ for Grouped and Multiple Dwellings in Chinatown, **parking for these land uses will be calculated in accordance with the provisions of the Residential Design Codes.**
- 1.2 The required number of parking bays and dimensions for all development is set out in Schedule 9 of LPS6.
- 1.3 For properties zoned Town Centre but not within Chinatown the required number of parking bays is to be calculated **based** on the **most** relevant land uses within Schedule 9. The ratio of car parking for **land uses** in Chinatown is to be calculated at the rate established for the 'Town Centre-Chinatown' zone under Schedule 9 of LPS6.
- 1.4 If an application for development approval does not comply with the parking ratios in Schedule 9 of LPS6 and:
 - the applicant does not seek to meet the parking demand by any other means provided under this Policy; or
 - it cannot be considered as reciprocal parking under clause 1.5 below;

the applicant must demonstrate that the ratio contained in Schedule 9 exceeds the demand for car parking generated by the development. In this regard the applicant must supply the following information:

- a) Empirical evidence, supported by advice from a qualified traffic engineer, that the ratios in Schedule 9 are not appropriate for the type **or scale** of development proposed. The empirical evidence could be in the form of a traffic survey undertaken of a similar existing development during peak tourist season; and/or
 - b) Reductions to the parking rate may be considered if it is shown that there will be internal trip capture.
- 1.5 Any application proposing a variation to the parking ratios in Schedule 9 must be determined by Council.

Reciprocal Parking

1.6 Further to Clause 4.7.2.1 of LPS6, an applicant may seek that the total number of parking bays required to be provided under Schedule 9 is reduced where the bays would be used on a reciprocal basis between different land uses on the same site. If proposed, the application must demonstrate the following:

- a) The different land uses operate at different times;
- b) The operating times of the different land uses will be permanent and will form a condition under which development approval is granted; and
- c) The amount of parking to be provided is calculated based on the greatest number of vehicles that would need to be accommodated on the land during peak usage.

2.0 Parking Construction Standards

Standards for different zones

2.1 The table below establishes the car parking standards for each land use zone in the Shire of Broome:

Row	Zone	Construction Standard
1.	Residential, Town Centre, Local Centre, Mixed Use, Service Commercial, Light and Service Industry, Tourist	All parking bays, vehicle access and manoeuvring areas are to be of permanent construction, sealed, kerbed and line marked as follows: <ul style="list-style-type: none"> a) the sealed pavement can be asphalt, two-coat bitumen seal or concrete to the Shire's specifications; b) line marked and sign posted as per an approved car parking plan; and c) kerbed unless extensive on-site infiltration to landscaping and storage areas is used as a part of the sites design.
2.	Culture and Natural Resource Use, General Agriculture, Industry, Low Impact Tourist Development, Rural Residential, Rural Small Holdings and Settlement	As per the above requirements in row 1 above, unless the development is not accessed from a sealed road and/or the parking is for use of employee's only, in which case the parking bays, vehicle access and manoeuvring areas can be an unsealed surface such as compacted road base or similar which is dust free. All parking areas and vehicle access must be clearly distinguishable and sign posted.
3.	Industry and Port Reserve	As per requirements in row 1 above, except that manoeuvring areas for articulated vehicles can be of an unsealed surface such as compacted road base or similar, which is dust free.

Landscaping

2.2 All parking areas must be landscaped. As a minimum landscaping of parking areas is to include shade trees at the rate of 1 tree every 4 consecutive bays or 12 metres, which ever is the lesser.

Parking Location

- 2.3 The location of parking areas is not to detract from the visual amenity of the proposed development, adjoining lots or streetscape of the locality. Parking areas must facilitate safe, easy and convenient vehicular (including motorcycle) bicycle and pedestrian movements.

3.0 Off-site Parking

General considerations

- 3.1 The expectation is that parking is provided on-site, any proposal to construct parking 'off-site' is considered to be an exception to the parking requirements for a development.
- 3.2 Off-site parking may be considered in all zones except parking required for a single house, grouped dwelling, multiple dwelling or residential building in the 'Residential' zone. Off-site parking for 'Family Day Care' or 'Home Business' land use activities in the 'Residential' zone may be considered in the following circumstances:
- a) The parking for the land use cannot be accommodated on-site;
 - b) The location of off-site parking is to be in the immediate road verge directly adjoining the subject property and will not in any way obstruct pedestrian movements on an existing or proposed footpath; and
 - c) The proposed parking must meet minimum parking bay size, be hard-sealed standard and shall not be detrimental to the visual amenity of the streetscape or impact upon traffic safety.

Any areas approved for off-site parking in association with a 'Home Business' or 'Family Day Care' must be maintained by the owner.

- 3.3 Within the 'Town Centre', 'Local Centre', 'Mixed Use', 'Service Commercial', 'Industry', 'Light and Service Industry' and 'Tourist' zones, a minimum of 50% of the required car parking bays are to be provided on-site.
- 3.4 Any parking bays which are required as a condition of development approval and cannot be provided on-site may, at Council's discretion, be developed in a portion of the abutting road verge or a nearby property. If approved, it is the applicant's responsibility to design and construct the parking bays in accordance with the Shire's 'Guidelines for Construction or Reinstatement'.

Location criteria

- 3.5 In order for Council to consider exercising its discretion to allow off-site parking, the application will be required to prove that:
- a) The location of the off-site parking is conveniently located to the subject development;
 - b) A safe and well lit pedestrian access can be provided between the off-site parking and the development;
 - c) The customers and patrons of the proposed development can be reasonably expected to use the off-site parking area; and

- d) Any other relevant matters and items set out under clause 2.3 have been addressed.

Parking within the Road Verge

- 3.6 Unless in accordance with an adopted car parking plan, any proposal for parking in the road verge will only be supported where the parking is provided in the verge adjoining the lot and within the frontage area of the lot.
- 3.7 Any off-site parking constructed in the road verge will, when constructed, be designated public parking.
- 3.8 All parking bays, vehicle access and manoeuvring areas within the road verge are to be of permanent construction, sealed, kerbed and line marked, as follows:
 - a) The sealed pavement can be asphalt, two-coat bitumen seal or concrete;
 - b) The design must comply with the Shire's Guidelines for the Construction or Reinstatement of Car Parks within the Shire of Broome Road Reserve;
 - c) The parking must be lined marked and sign posted as per the approved car parking plan.

Maintenance and Deed of Agreement

- 3.9 Any off-site parking, vehicle access, manoeuvring areas and landscaping is the responsibility of the developer to maintain indefinitely.
- 3.10 If road verge parking is approved as a part of a development application, a Deed of Agreement is to be prepared by the Shire's solicitors at the applicant's cost, which includes the lodgement of a caveat on title. The Deed is to specify that the owner agrees to maintain and take out insurance over the parking and landscaping area within the road verge.

Parking on Nearby Properties

- 3.11 Where parking is provided on a nearby property, an appropriate legal instrument must be put in place ensuring that the parking on the property will be maintained and kept available for the approved development.

4.0 Cash-in-lieu of Car Parking

Note: These provisions are based on a parking plan and a review of the car parking availability, including future development as set out in the Car Parking & Cash-in-Lieu in Chinatown discussion paper dated 18 August 2005.

All development except within Chinatown

- 4.1 The following clauses 4.2 to 4.6 apply to all development with the exception of development within Chinatown.

- 4.2 The expectation is that parking will be provided on the development site. Any proposal to construct parking through a cash-in-lieu payment is considered to be an exception to the parking requirements for a development.
- 4.3 The Shire will only give consideration to the use of cash-in-lieu of car parking where the Shire has identified a site for the construction of a public car park through an adopted Shire parking plan and/or the Shire can provide alternative parking in close proximity to the site.
- 4.4 If an applicant is seeking that part of the car parking required is provided by way of cash-in-lieu payment, in the absence of an adopted Shire parking plan the applicant must provide a car parking design for an acceptable location which meets with the locational criteria set out in Clause 3.5.
- 4.5 The cash-in-lieu value is to be determined in accordance with Clause 5.7.6.1 (a) of LPS6 as follows:
- a) The estimated cost of constructing the parking space/s will be reviewed annually by the Shire and will be set in the Schedule of Fees and Charges.
 - b) The estimated value of land which the parking space would occupy will be determined by a licensed valuer engaged by the Shire at the applicant's cost. For the purposes of calculating the land costs, each bay will occupy an area of 31sqm, which includes the parking space and manoeuvring area.
- 4.6 Where the location identified in the adopted Shire parking plan or the car parking design provided under Clause 4.4 is on reserve land (under the care and control of the Shire) or in a road reserve, Council may give consideration to the waiving of the land value component of the car parking bays. Consideration will only be given to the waiving the land value component when:
- a) The location of the parking area does not compromise the current and future public use of the area identified for the car parking improvements;
 - b) The car parking will also support the general public's use of the area and is not solely being developed to support the parking need generated by the development; and
 - c) The construction of the car parking area will not compromise the streetscape or pedestrian access to the area.

Chinatown

- 4.7 The following clauses 4.8 to 4.14 apply to development within Chinatown.
- 4.8 Where a site is developed for residential purposes or for tourist accommodation, whether or not the site is used for other purposes, the parking for the residential and/or tourist accommodation uses shall be provided on-site. Cash-in-lieu of car parking will not be available for these land uses.

- 4.9 Properties that were vacant on 18 August 2005 will be entitled to provide a cash-in-lieu payment instead of the provision of on-site car parking for part or all of the car parking for the development of the property. The maximum amount of parking bays that can be provided as cash-in-lieu is determined by dividing the site area in square metres by 43.
- 4.10 Properties that were developed (not vacant) on 18 August 2005 are entitled to provide cash in lieu of the provision of on-site car parking for any subsequent development of the property provided at least 50 percent of the required parking is provided on site.
- 4.11 Properties that were developed (not vacant) on 18 August 2005 are entitled to credit for any car parking bays previously paid for as cash in lieu.
- 4.12 Properties that were developed (not vacant) on 18 August 2005 are entitled to:
- a) claim the existing provision of car parking (on-site and cash in lieu) is adequate for the existing development and only provide car parking for the net increase in gross leasable floor area; or
 - b) recalculate parking requirements to current standards, taking into account any previous cash payments in lieu of car parking provided.
- 4.13 If development cannot provide sufficient parking bays by:
- providing on-site parking;
 - previous cash payments in lieu of parking; or
 - new cash payments in lieu of parking under this Policy,
- then the additional parking must be provided as on-site bays on another property in Chinatown or through the purchase and transfer of cash-in-lieu credits in excess of requirements for another property in Chinatown. Appropriate legal instruments to facilitate this arrangement will be required, linking the property to the parking provided.
- 4.14 The cash in lieu value for each car parking bay is set by Council each year in the Schedule of Fees and Charges. For Chinatown, this amount only incorporates the estimated construction costs of the parking bays.

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.

FIGURE 1 – CHINATOWN



LOCAL PLANNING POLICY

8.10

TITLE:	DEVELOPMENT STANDARDS FOR DEVELOPMENT APPLICATIONS
ADOPTED:	OCM 18 June 1996 — Pages 46 - 49
REVIEWED:	OCM 20 July 1999 — Page 11 OCM 21 November 2000 — Page 87 OCM 24 September 2002 — Pages 38 - 40 OCM 14 October 2003 — Pages 35 - 38 OCM 15 February 2007 — Pages 116 - 119 OCM 2 September 2010 – Pages 44 - 46 OMC 30 July 2015 – Pages 28 – 40 OMC 17 December 2015 – Pages 110 - 121
ASSOCIATED LEGISLATION:	Planning and Development Act 2005 Shire of Broome 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 3.1.4

Objectives:

Establish minimum standard for development to maintain and enhance the amenity and natural environment.

Definitions:

Nil

Policy:

- 1.1 That all development applications be subject to a minimum set of basic standards for, landscaping, drainage and crossovers.
- 1.2 The standards applicable shall be based on the following:

Area	Application
Landscaping	<p><u>All zones</u></p> <ul style="list-style-type: none"> i) Landscaping plans are required to be submitted for the following types of planning applications: <ul style="list-style-type: none"> - Any grouped dwelling, multiple dwelling and/or residential building applications; - Any development proposing the construction of building/s on a vacant site (with the exception of single dwelling and ancillary structures); or - Any addition, modification and renovation to existing commercial or industrial developments valued at over \$100,000. ii) Where a landscaping plan is required, plants identified as pest plants by the Shire and listed in Schedule 1 of this Policy, are not permitted to be retained or established. iii) Where landscaping is proposed within the road verge, a deed of agreement prepared by the Shire's solicitors at the applicants cost, which include lodgment of a caveat on title, is to be prepared and executed prior to the development being occupied. The deed is to include that the owner agrees to maintain the landscaping within the road verge. iv) All landscaping plans submitted to the Shire of Broome must be drawn to scale and detail the following: <ul style="list-style-type: none"> a) The location and type of existing trees and plantings, including genus species name and whether they are to be retained. b) The location and type of new trees and shrubs that are proposed to be installed as part of the landscaping including genus species name. c) Any lawns, paths, hardscaping or other features to be established including construction materials to be used (i.e. brick paving, concrete). d) Any natural landscape areas to be retained. e) Those areas to be reticulated or irrigated including details on the type of reticulation. <p>To allow establishment of landscaping around existing trees</p>

	<p>and tree trunks adequate space depended upon the species should be maintained and kept clear of all impervious materials. Where a tree is positioned within 3m of less from a hardscape area, root control barriers should be installed.</p> <p>v) Any landscaping proposed within the verge must comply with Engineering Policy 3.1.16 – Verge Maintenance.</p> <p>vi) Landscaping treatments should aim to minimise water use through soil improvement and mulching to retain moisture, use of indigenous, native landscaping; installation of smart irrigation systems including monitors, controllers and subsurface irrigation.</p>
Crossovers	<p><u>All Zones</u></p> <p>vii) When any crossover is provided it shall be concrete, sealed or brick paving in accordance with Shire specifications including:</p> <ul style="list-style-type: none"> • Rural Road Priority Access/Crossover Standard; • Specification for Residential Crossover Locations; • Specification for Residential Concrete Crossover; • Specification for Commercial Concrete Crossover.
Drainage	<p><u>All Zones</u></p> <p>All sites shall comply with the basic requirement that any post-development discharges from the property should be equal to or less than the pre-development site for a design storm event, unless comprehensive hydrological catchment modeling at the developer's cost by a suitably qualified engineer proves otherwise.</p> <p>viii) Where development has been proposed in an area where the lots grade to the road as the legal point of discharge and the downstream system is designed with adequate capacity the following must be achieved:</p> <ul style="list-style-type: none"> • Flow across paved areas to road/drain or legal point of discharge; • All plans submitted for approval to show existing and proposed levels, and flow paths. <p>ix) In areas where lots are not adequately graded to the legal point of discharge (such as some areas in Old Broome) or the discharge system has limited capacity (Port Road Industrial area) the following must be met:</p> <p>a) The stormwater drainage system must be designed by a suitably qualified engineer and must demonstrate that there will be no impact to upstream or downstream</p>

	<p>properties within the catchment.</p> <p>b) All post development flows for a 1:50 year event must be compensated on site with only pre-development flows allowed to flow to the street/discharge point. Both pre and post development flow rates shall be calculated using the appropriate times of concentration to determine peak storm durations.</p> <p>c) Compensation shall be achieved by using swaled garden areas, depressed carparks or detention areas with low flow outlets, restricted orifices or weirs incorporated into the design. Soak wells cannot be used due to the nature of Broome soils.</p> <p>d) In the event that the outlet from the stormwater system becomes blocked then the storage volumes created on site must be large enough to contain the total flow from a post development 1:1 year storm.</p> <p>e) Provision shall be made for all storms in excess of 1:50 up to a 1:100 event to overflow the storage system and flow directly to the street drainage with floor levels of all buildings designed to prevent any flooding.</p> <p>x) During construction, measures should be implemented to ensure no discharge of dust or sediment from the site. To achieve this property verges should be protected with a 3 to 5m mulch bund to minimise the transport of sediment and prevent scouring.</p>
Finished Floor Levels	<p><u>All Residential Development</u> (in all zones as applicable)</p> <p>xi) Finished floor level of all residential buildings shall be a minimum of 400 mm above natural ground level [or approved finished ground level for those lots where subdivision works have altered the natural ground level].</p> <p>xii) Where it can be demonstrated that flooding to the building will not occur due to the slope of the lot and a local drainage system has been provided for, the floor height can be reduced to a minimum of 200 mm.</p> <p>xiii) In all cases, the minimum height is to be measured at the highest point of ground level, immediately adjacent to the building floor edge.</p> <p>xiv) Verandahs and Carports can be lower than the main building floor level, but must be still drained away from the building perimeter to an approved discharge point.</p> <p><u>Industrial/Commercial Development</u> -</p>

	xv) Finished Floor Levels shall be a minimum of 200mm above surrounding finished levels
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SCHEDULE ONE – PEST PLANTS

Common Name	Scientific Name
Coffee Bush	Leucaena leucocephala
Siratro	Macroptillium atropurpureum
Khaki Weed	Alternanthera pungens
Neem	Azadirachta indica
Hairy woodrose or Hairy morning glory	Merremia aegyptia and Merremia dissecta
Gallon's Curse	Cenchrus biformis
Bellyache Bush	Jatropha gossypifolia
Wild Passionfruit	Passiflora foetida
Caltrop	Tribulus terrestris
Mint Bush	Hyptis suaveolens
Buffel Grass	Cenchrus ciliaris
Mission Grass	Pennisetum Polystachion
Rhodes Grass	Chloris Gayana

SHIRE OF BROOME LOCAL PLANNING SCHEME No. 6 (LPS6) – LOCAL PLANNING POLICIES

This Policy is a Local Planning Policy adopted pursuant to Part 2, clause 4 of the deemed provisions 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 Part 2 clause 5 & 6 of the deemed provisions of LPS6 have been completed.

9.2.3 TRADING, OUTDOOR DINING AND STREET ENTERTAINMENT LOCAL LAW 2016

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	BYL12
AUTHOR:	Environmental Health Officer
CONTRIBUTOR/S:	Manager Emergency, Health and Ranger Services
RESPONSIBLE OFFICER:	Director Development Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	24 November 2016

SUMMARY: In June 2016 Council resolved to make a new *Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016* to replace the *Trading, Outdoor Dining and Street Entertainment Local Law 2003*. The proposed local law was advertised and submissions from interested parties were invited in accordance with Council's resolution at the June 2016 Ordinary Meeting of Council.

The purpose of this report is for Council to consider the submissions made during the submission period and, in accordance with the provisions of Section 3.12(4) of the *Local Government Act 1995*, make the *Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016*.

BACKGROUND*Previous Considerations*

OMC 14 October 2003	Item 9.1.9
OMC 20 January 2004	Item 9.1.8
OMC 29 September 2011	Item 9.1.4
OMC 14 June 2012	Item 9.4.10
OMC 30 June 2016	Item 9.2.4

Under the *Local Government Act 1995*, all Local Laws are required to be reviewed every 8 years. Whilst the existing *Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2003* (**existing Local Law**) is not due for review until 2020, feedback from Councillors, community members and Shire Officers indicated a need for a comprehensive review prior to 2020.

Proposed changes in the format of a draft Local Law were presented to Council at the June 2016 Ordinary Meeting of Council (**OMC**). Due to the scope of the changes, it was recommended that a new Local Law be adopted rather than amending the existing Local Law.

At the June 2016 OMC it was resolved:

That Council:

- (1) Proposes to make the *Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016* as attached to this report;
- (2) Advertises in accordance with section 3.12(3)(a) of the *Local Government Act 1995* the proposed *Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016* for a period of 42 days; and

(3) *In accordance with section 3.12(3)(b) of the Local Government Act 1995 forwards a copy of the advertisement and the proposed Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016 to the Minister for Local Government.*

The proposed *Trading, Outdoor Dining and Street Entertainment Local Law 2016* (**proposed Local Law**) was subsequently advertised for public submissions. The advertisements were placed in the *West Australian* on 16-17 July 2016 and the *Broome Advertiser* on 21 July 2016, as well as on the Shire's website and noticeboards at the Administration Building and Library.

The submission period closed on 2 September 2016. One public submission on the draft Local Law was received.

In accordance with section 3.12(3)(b) of the *Local Government Act 1995*, a copy of the advertisement and the proposed Local Law was required to be sent to the Minister for Local Government. The Department of Local Government and Communities (**DLGC**) responded on behalf of the Minister on 18 November 2016 with advice on editing and other comments on the proposed Local Law. The DLGC's comments have been considered and incorporated where appropriate.

COMMENT

Attachment 1 to this report contains the proposed Local Law with tracked changes showing amendments made in response to the submissions that were received. **Attachment 2** to this report contains the proposed Local Law with the tracked changes accepted.

The DLGC and the other submitter made comments that are not likely to alter the scope of the proposed Local Law. A schedule of the submissions received and Shire officers' recommendations in relation to how these submissions should be addressed has been included as **Attachment 3** to this report.

Nature of the proposed changes

The changes made to the propose Local Law in response to the submissions received are:

Contents:

- title changed from 'Arrangement' to 'Contents';
- clause headings inserted under each 'Part' due to the length of the Local Law;
- the words 'second schedule' were removed as the Local Law does not contain a second schedule; and
- enactment clause removed from table of contents page and placed on the next page, directly before 'Part 1'.

Part 1:

- cl 1.1 – delete the word 'Title' in the heading and replace with 'Citation';
- cl 1.1 – delete the words 'referred to' and insert 'cited';
- cl 1.4 – delete the phrase "by the Amendment Local Law published in the Government Gazette";
- cl 1.6 – amendments to, or addition of the following definitions:
 - 'event';
 - 'trading';
 - 'certificate of currency';
 - 'licence number';

- 'pavement or visual artist';
- 'public liability insurance policy';
- 'standard business card';
- 'proprietor'; and
- cl 1.6 – delete the following definitions as they are not used within the Local Law:
 - 'Liquor Act';
 - 'local planning scheme';
 - 'lot';
 - 'private property'; and
 - 'secured amount'.

Part 2:

- cl 2.3.2(f) – delete the words 'desirable or';
- cl 2.6.2 – insert 'the' before 'cancellation'.

Part 3:

- cl 3.5.1(c) – insert the phrase 'unless the variations are made by the local government in accordance with clause 2.4.4';
- cl 3.6.2 – delete the words 'to same'; and
- cl 3.7.2(a) – insert the word 'to' after 'adjacent'.

Part 4:

- cl 4.5.1(b) – insert the phrase 'unless the variations are made by the local government in accordance with clause 2.4.4'.

Part 5:

- cl 5.6.1(b) – insert the phrase 'unless the variations are made by the local government in accordance with clause 2.4.4';
- cl 5.7.1(c) – delete the words 'or police officer' as a police officer is included in the definition of authorised person; and
- cl 5.7.2(g) – replace the reference to 'paragraph (g)' with 'sub-clause (f)'.

Part 6:

- cl 6.1 – insert sub-clause (b) stating 'forms part of a market for which a licence has been granted by the local government under clause 4.4'.

Part 7:

- cl 7.2.1(b) – insert the word 'the'.

Part 9:

- cl 9.2.2 – delete the words 'the First' and insert '1' after the word 'Schedule'.

Schedule 1:

- item 7 – remove phrase 'outdoor dining operation' and replace with 'operation of an outdoor dining area';
- item 14 – remove offence of 'Failing to lodge copy of approved plans of street markets with Fire and Emergency Services Authority' as the offence is not within the Local Law;
- item 33 – delete the words 'or police officer' as a police officer is included in the definition of authorised person;
- item 63 – delete the phrase 'Failing to vacate approved street entertainment area when not performing' and replace with 'Failing to use the approved street entertainment area to perform during the days and times specified or vacate that area';

- item 65 – insert the phrase ‘the name of the licensee and’;
- item 66 – relocation and rewording of offence previously at item 73 to item 66 as ‘Failing to return the performance location to its former condition’; and
- changes to item and clause numbering to ensure that each offence references the correct clause within the Local Law.

Editing changes:

The DLGC, in their submission, recommended a number of minor editing changes which were also incorporated into the proposed Local Law.

Purpose and effect of the new Local Law

The purpose and effect of the *Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016* are:

Purpose: To provide for the regulation, control and management of outdoor dining areas, markets, trading (including door to door) and street entertainment, in any public place within the district.

Effect:

- To establish a regime for the licencing and regulation of outdoor dining areas, markets, trading (including door to door) and street entertainment in public places.
- To provide clarity around the requirements for undertaking outdoor dining, markets, trading and street entertainment in public places in the Shire of Broome

Summary

Overall, the amendments to the proposed Local Law in response to submissions is not considered to make the Local Law significantly different. Therefore, it is recommended that Council resolve to make the *Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016* as shown in **Attachment 2** to this report, and authorise the necessary statutory steps to have the Local Law take effect.

CONSULTATION

The proposed Local Law was advertised in accordance with section 3.12(3) of the *Local Government Act 1995* for public comment for a period of 42 days. A copy of the proposed Local Law was provided to the Department of Local Government for comment.

Subject to these changes, it is recommended that Council make the proposed Local Law.

STATUTORY ENVIRONMENT

The *Local Government Act 1995* provides the head of power for local governments to make local laws.

The process for the making of local laws is prescribed in section 3.12 of the *Local Government Act 1995*. This section states:

3.12. Procedure for making local laws

- (1) *In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.*
- (2) *At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.*
- (3) *The local government is to —*

- (a) give Statewide public notice stating that —
 - (i) the local government proposes to make a local law the purpose and effect of which is summarized in the notice; and
 - (ii) a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and
 - (iii) submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;
 and
 - (b) as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and
 - (c) provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.
- (3a) A notice under subsection (3) is also to be published and exhibited as if it were a local public notice.
- (4) After the last day for submissions, the local government is to consider any submissions made and may make the local law* as proposed or make a local law* that is not significantly different from what was proposed.
- * Absolute majority required.
- (5) After making the local law, the local government is to publish it in the Gazette and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.
- (6) After the local law has been published in the Gazette the local government is to give local public notice —
- (a) stating the title of the local law; and
 - (b) summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and
 - (c) advising that copies of the local law may be inspected or obtained from the local government's office.
- (7) The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.
- (8) In this section —
- making** in relation to a local law, includes making a local law to amend the text of, or repeal, a local law.

After the last day for submissions, the local government is to consider any submissions made, and may make the Local Law as proposed or make a Local Law that is not significantly different from what was proposed.

The Local Law is then published in the Government Gazette and a copy sent to the relevant Minister and the State Parliament Joint Standing Committee on Delegated Legislation.

The Local Law comes into effect 14 days after publication in the Government Gazette.

POLICY IMPLICATIONS

If the proposed Local Law is implemented then the following policies will require a review and possible amendment:

4.2.4 Commercial Activities on Cable Beach
4.2.12 Trading in Public Places
4.5.1 Commercial Camel Activities on Cable Beach
5.1.11 Events

It is noted that each of the above policies are currently under review. Further changes to these policies may be required when the new Local Law takes effect.

FINANCIAL IMPLICATIONS

Nil.

RISK

If the existing Local Law is not amended, Shire officers will continue to be at risk of not being able to adequately enforce the provisions of the Local Law. Modernisation and clarity needs to be added to ensure the legislation remains relevant and serves to achieve its purpose and effect.

The risk of the incorrect drafting of this Local Law is mitigated through submission of the approved draft to the DLGC and subsequent review by the Joint Standing committee on Delegated Legislation.

STRATEGIC IMPLICATIONS

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

Effective communication

Participation in recreational and leisure 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:

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

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:

Improved systems, processes and compliance

VOTING REQUIREMENTS

Absolute Majority

REPORT RECOMMENDATION:

That Council:

1. *Under the provisions of section 3.12 of the Local Government Act 1995:
 - (a) *makes the Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016; and*
 - (b) *publishes the Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016 in the Government Gazette and provides local public notice of the new Local Law.**
2. *Forwards a copy of the gazetted Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016 to the Minister for Local Government, and provides documentation supporting the new local law to the Joint Standing Committee on Delegated Legislation.*

(ABSOLUTE MAJORITY REQUIRED)

Attachments

1. Attachment 1- Trading Outdoor Dining and Street Entertainment Local Law 2016- Amended in response to submissions with tracked changes
2. Attachment 2- Trading Outdoor Dining and Street Entertainment Local Law 2016 Final no tracked changes
3. Attachment 3- Schedule of submissions with officer comment

LOCAL GOVERNMENT ACT 1995

SHIRE OF BROOME

TRADING, OUTDOOR DINING AND STREET ENTERTAINMENT LOCAL LAW 2016

(This copy of the Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016 is as published in the Government Gazette on [insert date] 2016)

**LOCAL GOVERNMENT ACT 1995
SHIRE OF BROOME**

TRADING, OUTDOOR DINING AND STREET ENTERTAINMENT LOCAL LAW 2016

Under the powers conferred by the Local Government Act 1995 and under all other powers enabling it, the Council of the Shire of Broome resolved to make the following local law on the [insert date] 2016.

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[6.2 Limitations on street entertainment](#)

[6.3 Licence application](#)

[6.4 Street entertainment licence](#)

[6.5 Term and validity of licence](#)

[6.6 Responsibilities of licensee](#)

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~~PART 7~~ PART 7 – SECURED SUM

~~Clauses 7.1 – 7.2~~

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SCHEDULE 1 – PRESCRIBED OFFENCES AND MODIFIED PENALTIES

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LOCAL GOVERNMENT ACT 1995
SHIRE OF BROOME

TRADING, OUTDOOR DINING AND STREET ENTERTAINMENT LOCAL LAW 2016

Under the powers conferred by the Local Government Act 1995 and under all other powers enabling it, the Council of the Shire of Broome resolved to make the following local law on [insert date] 2016.

PART 1 - PRELIMINARY

1.1 Title~~Citation~~

~~1.1~~ This local law may be ~~cited~~~~referred to~~ as the *Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016*.

1.2 Commencement

~~1.2~~ This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

1.3 Purpose

~~1.3~~ The purpose of this local law is to provide for the regulation, control and management of outdoor dining areas, markets, trading (including door to door) and street entertainment, in any public place within the district.

1.4 Repeal

~~1.4~~ The ~~Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2003~~ as published in the *Government Gazette* on 5 March 2004 and amended ~~by the Amendment Local Law published in the Government Gazette~~ on 31 July 2012, is repealed.

1.5 Application

~~1.5~~ This local law applies throughout the district.

1.6 Definitions

~~1.6~~ In this local law unless the context requires otherwise:

"Act" means the *Local Government Act 1995*;

"advertising device" means an object on which words, numbers or figures are written, placed, affixed or painted for the purpose of advertising any business, function, operation, event, undertaking, product, or thing and includes a vehicle or trailer or other similar object placed or located so as to serve the purpose of advertising a business, function, operation, event, undertaking, product or thing;

"applicant" means a person who has lodged an application for a licence;

"application fee" means the application fee referred to in subclause 2.2.2(d) and which relates to the lodgement, assessment and determination of an application for a licence but does not include the licence fee;

"approved area" means an approved outdoor dining area, approved street entertainment area, approved market area or approved trading area;

"approved market area" means the portion of a public place approved for the setting up or conduct of a market under a market licence;

"approved outdoor dining area" means the portion of a public place approved for the setting up or conduct of an outdoor dining area under an outdoor dining licence;

"approved street entertainment area" means the portion of a public place approved for street entertainment under a street entertainment licence;

- "approved trading area"** means the portion of a public place approved for the carrying on of trading under a trading licence, or in the case of a licensee who does not trade from a fixed location, the route or the areas approved for the carrying on of trading under a trading licence;
- "authorised person"** means:
- (a) a person appointed by the local government under section 9.10 of the Act to perform any of the functions of an authorised person under this local law; and
 - (b) any member of the Western Australian Police Force;
- "carriageway"** has the meaning given to it in the *Road Traffic Code 2000*;
- "certificate of currency"** is a document which outlines the currency of an insurance policy, it details the type of policy, sums insured, policy expiry date and the insurer;
- "Council"** means the council of the local government;
- "development approval"** means approval granted by the local government in accordance with the *Planning and Development Act 2005*;
- "district"** means the district of the local government;
- "event"** means:
- (a) an occurrence held within the [local government Shire of Broome](#) on private or public land, by a person(s)/group/organisation, where people assemble at a given time for entertainment, recreation or community purposes and includes but is not limited to:
 - (i) concerts and events run as a commercial activity;
 - (ii) ceremonies and processions;
 - (iii) sporting and competitor events such as marathons, triathlons, organised swims and other similar events;
 - (iv) shows and fairs including circuses, carnivals and other customised venue based events;
 - (v) festivals, exhibitions and expos; and
 - (vi) community events and fundraisers, and
 - (b) [an occurrence](#) approved by the local government in accordance with the [Shire of Broome Local Government Property and Public Places Local Law 2012](#);
- "food"** has the same meaning as that in section 9 of the *Food Act 2008*;
- "food premises"** means premises –
- (a) on which a food business as defined by the *Food Act 2008* is carried out; or
 - (b) that is the subject of a hotel licence, limited hotel licence, special facility licence or restaurant licence granted under the *Liquor Control Act 1988*;
- "footpath"** means an area that is open to the public that is designated for, or has as one of its main uses, use by pedestrians;
- "goods"** means goods, wares, merchandise and produce;
- "licence"** means a licence issued under this local law;
- "licence fee"** means the fee referred to in subclause 2.4.1(b) and which relates to the issue of a licence;
- "licence number"** means the licence reference number assigned to a licence by the local government;
- "licensee"** means the holder of a licence;
- "liquor"** has the meaning given to it in section 3 of the *Liquor Control Act 1988*;
- "Liquor Act"** means the *Liquor Control Act 1988*;
- "local government"** means the Shire of Broome;
- "local government property"** means anything:
- (a) which belongs to, is owned by or is under the care, control and management of the local government;
 - (b) which is an "otherwise unvested facility" within section 3.53 of the Act; or

- (c) of which the local government is a management body under the *Land Administration Act 1997*, but does not include a thoroughfare;

~~"local planning scheme" means a local planning scheme of the local government made under the *Planning and Development Act 2005*;~~

~~"lot" has the meaning given to it in the *Planning and Development Act 2005*;~~

"market" means a collection of stalls set up or conducted for the purpose of trading;

"market licence" means a licence issued under this local law to set up or conduct a market in a public place;

"nuisance" means:

- (a) any activity, thing, condition, circumstance or state of affairs caused or contributed to by a person which is injurious or dangerous to the health of another person of normal susceptibility, or which has a disturbing effect on the reasonable physical, mental or social state of another person;
- (b) any thing a person does or permits or causes to be done which interferes with or is likely to interfere with the reasonable enjoyment or safe use by another person of any public place; or
- (c) any thing a person does in or on a public place which unreasonably detracts from or interferes with the enjoyment or value of nearby land owned by another person;

"outdoor dining area" means an area in which tables, chairs and other structures are provided for the purpose of the supply of food or drink to the public or the consumption of food or drink by the public;

"outdoor dining licence" means a licence issued under this local law to set up and conduct an outdoor dining area in a public place;

pavement or visual artist means performance art whereby the artist renders artistic designs on pavement such as streets, footpaths and town squares or creates visual artworks such as painting, sculpting, drawing, photography etc;

"person" does not include the local government;

~~"private property" means a place that is not a public place;~~

~~"proprietor" government;~~

~~"proprietor" in relation to a food premises, means -~~

- (a) the person carrying on the food business or if that person cannot be identified, the person in charge of the food business; or
- (b) the holder of a hotel licence, a limited hotel licence, a special facility licence or a restaurant licence granted under the *Liquor Control Act 1988* in relation to the food premises;

public liability insurance policy means an insurance policy held with an insurance company that insures against all sums for which the policy holder may become legally liable by way of compensation for claims of personal injury or property damage that a third party suffers (or claims to have suffered) as a result of the policy holder's business operation/activities;

"public place" means any thoroughfare or local government property;

"public thoroughfare" means any thoroughfare which the public are allowed to use;

~~"secured amount" means the amount of the bond, bank guarantee or other security referred to in subclause 7.1.1;~~

"stall" means a movable or temporarily fixed structure, stand or table and includes a vehicle;

standard business card means a card made of paper or cardboard displaying the details of the licensee that is no larger than 8.5 centimetres by 5.5 centimetres in size;

~~"street entertainment" means any form of theatrical, artistic, musical, audio or visual performance, whether for reward or not, and includes busking;~~

"street entertainment licence" means a licence issued under this local law to engage in street entertainment in a public place;

"thoroughfare" means a road or other thoroughfare including parking areas, structures or other things appurtenant to the thoroughfare that are within its limits, and nothing is prevented from being a thoroughfare only because it is not open at each end;

"trading" includes:

- (a) the selling or offering for sale of goods or services in a public place; or
- (b) the hiring or offering for hire of goods; or
- (c) the soliciting of orders for goods or services in a public place; or
- (d) the undertaking of training or instruction, including fitness classes, in a public place, where:
 - (i) any person(s) receiving the training or instruction pay a fee to the person undertaking the training or instruction; and
 - (ii) the training or instruction operates primarily and regularly in public places; or
- (d) displaying goods in any public place for the purpose of:
 - (i) offering them for sale or hire;
 - (ii) inviting offers for their sale or hire;
 - (iii) soliciting orders for their sale or hire; or
 - (iv) carrying out any other transaction in relation to them; and
- (e) the going from place to place, whether or not public places, and:
 - (i) offering goods or services for sale or hire; or
 - (ii) inviting offers or soliciting orders for the sale or hire of goods or services, but does not include:
 - A. the delivery of pre ordered goods or services to the purchaser of those goods or services; or
 - B. the taking of further orders for goods or services from the purchaser of the pre ordered goods or services when those orders are taken at the same time as the previous order is being delivered;

but excludes the erection or placement of a sign advertising the selling or hiring of, the offering for sale or hire of or the soliciting of orders for goods or services in a public place approved in accordance with the [Shire of Broome Local Government Property and Public Places Local Law 2012](#);

"trading licence" means a licence issued under this local law to carry on trading; and

"vehicle" includes:

- (a) every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise; and
- (b) an animal being ridden, driven or led,

but excludes:

- (c) a wheel-chair or any device designed for use, by a physically impaired person on a footpath; and
- (d) a pram, stroller or similar device.

PART 2 - APPLICATION FOR LICENCE AND ISSUE OF LICENCE

[2.1](#) Planning consent

[2.1](#) The requirement for a licence under this local law is additional to the requirement, if any, for development approval.

[2.2](#) Application for licence

[2.2](#)

2.2.1 Where a person is required to obtain or hold a licence under this local law, that person must apply for the licence in accordance with subclause 2.2.2 and [2.2.3](#):

- (a) clause 3.3 in the case of an application for an outdoor dining licence;
- (b) clause 4.3 in the case of an application for a market licence;
- (c) clause 5.4 in the case of an application for a trading licence; and

- (d) clause 6.3 in the case of an application for a street entertainment licence.

2.2.2 An application for a licence under this local law must: —

- (a) be in the form determined by the local government;
- (b) be signed by the applicant;
- (c) provide the information required by the form or by any other clause of this local law; and
- (d) be forwarded to the local government together with the application fee.

2.2.3 The local government may refuse to consider or determine an application for a licence which is not in accordance with subclause 2.2.2 or any other clause containing requirements to be complied with when making an application for a licence.

2.3 Determination of application

2.3

2.3.1 The local government may, in respect of an application for a licence: —

- (a) refuse to approve the application; or
- (b) approve the application on such terms and conditions, if any, as it sees fit.

2.3.2 The local government may refuse to approve an application for a licence, where: —

- (a) it is not in accordance with clause 2.2 or any other clause containing requirements to be complied with when making an application for a licence;
- (b) the activity will have an unreasonable impact on an established shop or an activity undertaken under an existing licence;
- (c) the application does not comply with a policy of the local government adopted by the Council and relevant to that application;
- (d) the proposed activity or location in respect of which a licence is sought is considered by the local government to be undesirable;
- (e) the proposed stall is considered by the local government to be unsuitable in any respect for the activity or location for which the licence is sought;
- (f) the applicant is not a ~~desirable~~ or suitable person to hold a licence;
- (g) the applicant is an undischarged bankrupt or is in liquidation;
- (h) (h) the applicant has entered into any composition or arrangement with creditors;
- (i) a manager, an administrator, a trustee, a receiver or a receiver and manager has been appointed in relation to any part of the applicant's undertakings or property; or
- (j) there are other grounds on which the local government considers the application should be refused.

2.3.3 Where the local government approves an application for a licence, it may approve the application subject to conditions by reference to any policy of the local government adopted by the Council which contains conditions subject to which an application for a licence may be approved.

2.3.4 If the local government refuses to approve an application for a licence, it is to give written reasons for that refusal to the applicant.

2.4 Issue of licence

2.4

2.4.1 When —:

- (a) the local government approves an application for a licence; and
 - (b) the applicant pays the licence fee,
- then the local government will issue to the applicant a licence in the form determined by the local government.

2.4.2 A licence may include plans or other documents other than the form of licence.

2.4.3 A licence will not be valid until such time as any public liability insurance policy, if required as a condition of the licence, has been put into effect and a certificate of currency covering the period of the licence has been provided to the local government.

2.4.4 The local government may vary the terms or conditions of a licence and the licensee must comply with those terms and conditions as varied on and from the date of notification of the variation.

2.5 Licence renewal

2.5

2.5.1 Prior to the expiry of an outdoor dining licence, a market licence or a trading licence, the licensee may apply to the local government for the renewal of the licence.

2.5.2 Subject to subclause 2.5.3, the provisions of this local law which are relevant to the licence to be renewed apply to an application for the renewal of the licence.

2.5.3 Where the relevant details in relation to an activity have not changed since the licence was issued, the licensee is not required to resubmit details required at the time of the initial application with the application to renew the licence.

2.5.4 Where the local government approves an application under subclause 2.5.1:—

- (a) the licensee must pay the licence fee for the renewed licence prior to the issue of that licence; and
- (b) the renewed licence will be in the form determined by the local government.

2.6 Fees

2.6

2.6.1 All fees referred to in this local law will be imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.

2.6.2 In the event of the cancellation of a licence, a licensee will not be entitled to a refund of the licence fees for the remainder of the licence period unless the licence is cancelled under clause 2.7(g).

2.7 Cancellation of licence

2.7 The local government may cancel any licence if:—

- (a) the licensee does not comply with the conditions of the licence;
- (b) the licensee is convicted of an offence against this local law;
- (c) the licensee does not comply with subclause 8.6.1 where it is a condition of the licence that the licensee provide a public liability insurance policy;
- (d) the licensee does not comply with a notice given under Part 8;
- (e) the licensee fails to undertake the activity approved by the licence for a period of 12 months;
- (f) when relevant to the activity regulated by the licence:
 - (i) the licensee has become bankrupt or gone into liquidation;
 - (ii) the licensee has entered into any composition or arrangement with creditors; or
 - (iii) a manager, an administrator, a trustee, a receiver, or a receiver and manager is appointed in relation to any part of the licensee's undertakings or property; or
- (g) there are other grounds on which the local government considers the licence should be cancelled.

2.8 Suspension of licensee rights and privileges

2.8

2.8.1 Where a public liability insurance policy is required as a condition of a licence, the rights and privileges granted to a licensee on the issue of a licence will be taken to be suspended if that policy lapses, is cancelled or is no longer current.

2.8.2 The rights and privileges granted to a licensee on the issue of a licence may be suspended by the local government for the purpose and duration of any works proposed or done in or adjacent to the area subject of the licence, by or on behalf of a Government department, instrumentality of the Crown or the local government.

2.9 Rights of objection and appeal

2.9 When the local government makes a decision as to whether it will:—

- (a) grant a person a licence under this local law; or
- (b) renew, vary, transfer or cancel a licence that a person has under this local law,

the provisions of Division 1 of Part 9 of the Act and regulation 33 of the *Local Government (Functions and General) Regulations 1996* apply to that decision.

PART 3 - OUTDOOR DINING

3.1 Outdoor dining

3.1 A person must not establish an outdoor dining area in a public place without an outdoor dining licence, unless the outdoor dining area is established:—

- (a) in accordance with a development approval;
- (b) as part of an event; or
- (c) in accordance with an approval granted by the local government under another written law.

3.2 Limitations on outdoor dining

3.2 An outdoor dining licence:—

- 3.2.1 (a) may only be issued:—
 - (i) to the proprietor of a food premises, for use of land adjacent to the food premises;
 - (ii) where the positioning of tables and chairs is not in conflict with existing street furniture approved or installed by the local government; and
 - (iii) where the pedestrian flow on any footpath will not be unreasonably impeded; and
- (b) is only transferable with the approval of the local government and on payment of the transfer fee.

3.2.2 The issue of an outdoor dining licence does not give the licensee exclusive possession or use of the approved outdoor dining area.

3.3 Licence application

3.3

3.3.1 An applicant for an outdoor dining licence must comply with subclause 2.2.2.

3.3.2 The application for an outdoor dining licence must be forwarded to the local government together with:

- (a) a plan or plans to a scale of 1:50 showing:—
 - (i) the location and dimensions of the proposed outdoor dining area and the means by which the outdoor dining area will be separated from the rest of the public place;
 - (ii) the food premises to which the outdoor dining area is adjacent, including any indoor seating areas, the area of food preparation and any counter service, and the dimension, location and purpose of all entrances to the food premises;
 - (iii) the dimensions, levels and slope of the adjacent footpath and the location and nature of any street furniture, drainage and utilities in the immediate vicinity of the food premises;
 - (iv) the location and nature of any parking or service bays in the immediate vicinity of the food premises and the alignment of the adjacent carriageway;
 - (v) the number, position and dimensions of all tables, chairs and associated furniture and fixtures proposed to be placed in the outdoor dining area;
 - (vi) the position and description of any landscaping, bollards or other objects proposed to be used or displayed in the proposed outdoor dining area; and
 - (vii) any other information requested by the local government to assist with the assessment of the application;

- (b) a plan to a scale of 1:50 showing the location of the proposed outdoor dining area and all land and improvements within 30 metres of the boundaries of the eating area, and in particular:
 - (i) the development and use of adjoining properties, including the location of any pedestrian or service access to those sites, the alignment of the building facade and the location of any windows;
 - (ii) the footpath and carriageway alignment, vehicle crossovers and any on-street parking provision or restrictions; and
 - (iii) any street furniture or other structures situated in the verge area including any power poles, bollards, phone booths, bus shelters, fire hydrants, trees or free standing signage;
- (c) a management plan outlining the operations of the proposed outdoor dining area including:
 - (i) the manner in which food and other dining accessories will be conveyed to and protected from contamination in the proposed outdoor dining area;
 - (ii) the proposed days and times of operation of the outdoor dining area;
 - (iii) the nature of any advertising devices to be displayed on or within the proposed outdoor dining area;
 - (iv) the arrangements for serving liquor to customers in the proposed outdoor dining area;
 - (v) where tables, chairs, furniture and equipment to be used as part of the proposed outdoor dining area will be stored when the proposed outdoor dining area is not open for business;
 - (vi) the daily cleaning schedule for the proposed outdoor dining area which must include:
 - A. sweeping, washing or scrubbing the paved surface;
 - B. removing and disposing of all rubbish, food and cigarette ashes and butts; and
 - C. clearing the immediate surrounds of any rubbish, matter or things coming from or caused by patrons of the proposed outdoor dining area;
 - (vii) the type of table ornaments, including umbrellas and ashtrays, to be provided, noting that ashtrays must be such that the contents of the ashtray and the ashtray itself will not be blown onto the paved surface of the proposed outdoor dining area; and
 - (viii) details of how customers of the proposed outdoor area will be discouraged from throwing or disposing of rubbish, cigarette butts or food onto the paved surface of the proposed outdoor dining area.

3.4 Outdoor dining licence

3.4

3.4.1 An outdoor dining licence granted by the local government will include:

- (a) an endorsed copy of the plan or plans detailing the location and number of tables and chairs, plus any other furniture and equipment required for the operation of the outdoor dining area;
- (b) the management plan;
- (c) the days and hours of operation; and
- (d) details of any terms and conditions to be included as part of the licence.

3.4.2 The licensee must not commence trading until the local government is satisfied that all conditions imposed under subclause 2.3.1(b) have been met.

3.5 Term and validity of licence

3.5

3.5.1 An outdoor dining licence remains valid until:

- (a) 30 June of the financial year in which the licence was issued, noting that the licence fee for a licence may be calculated on a pro-rata basis;
- (b) the proprietor of the food premises changes and no transfer of the licence has been approved under subclause 3.2.1(b);
- (c) variations are made to the outdoor dining area, including an increase or reduction in the approved outdoor dining area or the type of furniture or equipment used in the operation, unless the variations are made by the local government in accordance with clause 2.4.4;

- ___(d) any public liability insurance policy required as a condition of the licence lapses, is cancelled or is no longer in operation; or
- ___(e) the licence is cancelled by the local government.

3.5.2 If any of the events specified in subclause 3.5.1 occur, then a new application for an outdoor dining licence must be made and a new outdoor dining licence issued before any outdoor dining area can be established.

3.6 Cancellation of an outdoor dining licence

3.6

3.6.1 Without limiting clause 2.7, the local government may cancel an outdoor dining licence where:

- ___(a) there is a lapse or cancellation of the food premises registration or licence issued to the proprietor under the *Food Act 2008*; or
- ___(b) the setting up or conduct of the outdoor dining area is determined by the local government to be detrimental to the interests of the public, any adjacent property owner or occupier or cause a nuisance because of the behaviour of customers.

3.6.2 A decision to cancel a licence under ~~sub-clause~~paragraph (b) will not be made without first having advised the licensee of the nature of any complaint or concern and having given the licensee an opportunity to respond ~~to same~~.

3.7 Responsibilities of licensee

3.7

3.7.1 The licensee must:___

- ___(a) comply with the conditions of the outdoor dining licence;
- ___(b) not permit the operation of the outdoor dining area to extend beyond the portion of a public place specified in the plans approved as part of the licence;
- ___(c) manage the approved outdoor dining area in accordance with the approved management plan submitted with the application, subject to any approved amendments or modifications by the local government;
- ___(d) keep the approved outdoor dining area free of any obstacle or matter likely to cause injury to persons or property;
- ___(e) ensure furniture and equipment remains within the approved outdoor dining area and the storage location approved as part of the licence and does not impede pedestrian flow or access;
- ___(f) repair any damage to the surface area or any fixtures, fittings or utility services in or on the approved outdoor dining area caused by or attributable to the conduct of the approved outdoor dining area;
- ___(g) pay all fees, charges, rates and taxes levied or incurred as a result of the establishment and operation of the approved outdoor dining area;
- ___(h) ensure trading within the approved outdoor dining area is limited to only the operating hours stated in the licence;
- ___(i) pay all and any costs associated with the alteration, repair, reinstatement or reconstruction of all or part of the approved outdoor dining area or adjacent public place required as a result of the operation of the outdoor dining area.

3.7.2 If the outdoor dining licence lapses or is cancelled, the licensee must:___

- ___(a) remove all furniture, equipment, structures and other things placed in or adjacent ~~to~~ the approved outdoor dining area; and
- ___(b) reinstate the area to the satisfaction of the local government or pay the costs of that reinstatement.

PART 4 - MARKETS

4.1 Markets

- 4.1 A person must not set up or conduct a market in a public place without a market licence, unless the market:—
- (a) forms part of an event; or
 - (b) is established in accordance with an approval granted by the local government under another written law.

4.2 Limitations on markets

- 4.2
- 4.2.1 A market licence is only transferable with the approval of the local government and on payment of the transfer fee.
- 4.2.2 The issue of a market licence does not give the licensee exclusive possession or use of the approved market area.

4.3 Licence application

- 4.3
- 4.3.1 An applicant for a market licence must comply with subclause 2.2.2.
- 4.3.2 An application for a market licence must be forwarded to the local government together with:—
- (a) a plan or plans to a scale of 1:50 showing:
 - (i) the location and dimensions of the proposed market;
 - (ii) the dimensions of the public place including any footpath, and the location and nature of any street furniture, trees, utilities, parking or service bays in the area of the proposed market; and
 - (iii) the position and dimensions of all proposed stalls;
 - (b) any other information requested by the local government to assist with the assessment of the application;
 - (c) a management plan outlining the operations of the proposed market including:
 - (i) the days and times of operation;
 - (ii) the type and form of any advertising devices to be displayed on or within the proposed market; and
 - (iii) details of how the operational responsibilities of the licensee will be met;
 - (d) the nature and extent of any activity relating to street entertainment; and
 - (e) details of the goods or services to be traded under the market licence.

4.4 Market licence

- 4.4 A market licence granted by the local government will include:—
- (a) a licence number;
 - (b) an endorsed copy of the plan or plans detailing the location where any stalls, furniture displays and other equipment may be placed for the operation of the market;
 - (c) the management plan;
 - (d) the days and hours of operation; and
 - (e) any terms and conditions of the licence.

4.5 Term and validity of licence

- 4.5
- 4.5.1 A market licence remains valid until:—
- (a) the expiry date stated in the licence is reached;
 - (b) variations are made to the market area, including an increase or reduction in the approved market area, unless the variations are made by the local government in accordance with clause 2.4.4;
 - (c) any public liability insurance policy required as a condition of the licence lapses, is cancelled or is no longer in operation; or

- (d) the licence is cancelled by the local government.

4.5.2 If any of the events specified in subclause 4.5.1 occur, then a new application for a market licence must be made and a new market licence issued before any market can be set up or conducted.

4.6 Responsibilities of licensee

4.6

4.6.1 The licensee must:

- (a) comply with the conditions of the market licence;
- (b) not permit the operation of the market to extend beyond the portion of a public place specified in the plans and approved as part of the licence;
- (c) prior to setting up or conducting the market, obtain the following further approvals and make arrangements as follows:
 - (i) where the market is to be set up or conducted on a public thoroughfare, obtain approval from the local government and Western Australian Police Service for the closure of the public thoroughfare to vehicular traffic or the part of it where the market is to be held during the hours of operation of the market;
 - (ii) ensure adequate refuse collection arrangements have been made to the satisfaction of the local government; and
 - (iii) where appropriate, have the necessary local government approvals under the *Health (Public Buildings) Regulations 1992*, including a:
 - A. certificate of approval under regulation 6 of those regulations; and
 - B. certificate of electrical compliance under regulation 10 of those regulations.

4.6.2 During the operation of the market and the setting up and dismantling of the market, the licensee must:

- (a) maintain pedestrian access through and beyond the approved market area;
- (b) maintain access to building entries adjacent to the approved market area;
- (c) retain access to existing or approved outdoor dining areas associated with the building entries referred to in [sub-clause paragraph \(b\)](#);
- (d) maintain adequate access for emergency vehicles through any thoroughfare of the approved market area;
- (e) stabilise all stalls, furniture and other equipment provided and used in the operation of the market at all times and remove stalls, furniture and equipment when not in use;
- (f) maintain noise levels from any associated music, announcements and the like, in accordance with any condition of the market licence, so as not to cause a nuisance; and
- (g) maintain the approved market area clean and free from rubbish.

4.6.3 The licensee must at the conclusion of the operation of each market, ensure that all stalls, furniture and other equipment used in the operation of the market, are removed and the area returned to the condition it was in before the commencement of the market, and to the satisfaction of the local government.

PART 5 – TRADING

5.1 Trading

- 5.1 A person must not undertake trading in a public place without a trading licence, unless the trading:
- (a) is undertaken as part of an event;
 - (b) is undertaken in accordance with a valid market licence;
 - (c) is undertaken in accordance with an approval granted by the local government under another written law; or
 - (d) is of a type or undertaken in a way that is specified as being exempt from the requirement for a trading licence under a policy adopted by the local government.

5.2 Limitations on trading

5.2

5.2.1 A trading licence is only transferable with the approval of the local government and on payment of the transfer fee.

5.2.2 The issue of a trading licence does not give the licensee exclusive possession or use of the approved trading area.

5.3 Exemption from requirement to pay fee

5.3

5.3.1 In this clause:

“**charitable organisation**” means an institution, association, club, society or body, whether incorporated or not, the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature and from which any member does not receive any pecuniary profit except where the member is an employee or the profit is an honorarium; ~~and~~

5.3.2 The local government may waive the application fee referred to in clause 2.2.2(d) or the licence fee referred to in clause 2.4.1(b) or both, or may return any such fee which has been paid, if trading is carried on:—

- (a) on a public place adjoining the normal place of business of the applicant for the trading licence; or
- (b) solely by members of a charitable organisation to raise funds for that charitable organisation.

5.4 Licence application

5.4

5.4.1 An applicant for a trading licence must comply with subclause 2.2.2.

5.4.2 An application for a trading licence must be forwarded to the local government together with:—

- (a) details of the number of persons to be employed or engaged in the trading at any one time;
- (b) a plan of the proposed location or, where the trading will not be conducted from a fixed location, a description of the route or areas from which the applicant proposes to trade;
- (c) details of the days and hours of operation;
- (d) details of the proposed goods or services to be traded under the trading licence;
- (e) if any stall will be used for trading, a detailed and accurate plan and description, including dimensions, of the stall; and
- (f) where the applicant is a corporation, the name and address of the person responsible for complying with any terms and conditions of the licence.

5.5 Trading licence

5.5

A trading licence granted by the local government will:—

- (a) include a licence number;
- (b) include the location, days and hours of operation and approved trading area;
- (c) detail the goods or services which can be traded under the trading licence;
- (d) specify the number of persons that may carry on trading at any time under the trading licence; and
- (e) detail any other terms and conditions imposed on the licence.

5.6 Term and validity of licence

5.6

5.6.1 A trading licence remains valid until:—

- (a) the expiry date stated in the licence is reached;
- (b) variations are made to the trading area or activities, including an increase, reduction or change in the approved trading area, unless the variations are made by the local government in accordance with subclause 2.4.4;
- (c) any public liability insurance policy required as a condition of the licence lapses, is cancelled or is no longer in operation; or
- (d) the licence is cancelled by the local government.

5.6.2 If any of the events specified in subclause 5.6.1 occur, then a new application for a trading licence must be made and a new trading licence issued before any trading can be carried out.

5.7 Responsibilities of licensee

5.7

5.7.1 The licensee must:—

- (a) comply with the conditions of the trading licence;
- (b) where a stall is being used for trading:
 - (i) display a sign indicating the name of the licensee and the licence number, with letters and numerals not less than 5 centimetres in height in a conspicuous place in the approved trading area;
 - (ii) ensure that the approved trading area is attended either by the licensee or a person employed or engaged in the trading activity at all times when trading is being undertaken;
 - (iii) keep the stall in a clean and safe condition and in good repair;
 - (iv) keep the approved trading area free from refuse and rubbish;
 - (v) remove any stall, goods, equipment and signs from the approved trading area and leave that location clean and vacant:—
 - A. at the conclusion of the permitted hours of operation specified in the trading licence; and
 - B. whenever trading is not taking place; and
- (c) have the trading licence available at all times trading is being undertaken, for inspection at the request of any authorised person ~~or police officer~~.

5.7.2 The licensee must not:—

- (a) permit any trading activity to extend beyond the approved trading area;
- (b) engage in or permit any trading in any goods or services other than those specified in the trading licence;
- (c) cause, permit or suffer any nuisance to exist, arise or continue on or from the approved trading area;
- (d) deposit, place or store any goods on any public place, other than within the trading area;
- (e) obstruct the free passage of pedestrians on any footpath or pedestrian accessway;
- (f) use or display or permit to be used or displayed any advertisement, placard, poster, streamer, sign or signboard on or about the approved trading area exceeding a total area of 0.5 square metres;
- (g) erect and maintain any signs in accordance with ~~sub-clause~~ paragraph (gf) so as to obscure any other signage on or adjacent to the approved trading area;
- (h) cry out or shout about, or permit any other person to cry out or shout about, any goods or services in any public place or from the trading area, to the detriment of or causing a nuisance to nearby traders or persons undertaking commercial activities; ~~or~~
- (i) use or permit to be used:—
 - A. any loud hailer, microphone, amplifier or other apparatus for making or transmitting sound, on or from the approved trading area, unless approved by the local government;
 - B. any record, tape, radio, bell, musical instrument or other instrument or device capable of being heard beyond the boundaries of the approved trading area unless approved by the local government;
 - C. any flashing or intermittent lighting apparatus or device on or from the approved trading area; or
 - D. an apparatus or device including a flap or shelf whereby the dimensions of the stall are increased beyond the dimensions specified in the trading licence.

PART - 6 - STREET ENTERTAINMENT

6.1 Street entertainment

6.4 A person must not engage in street entertainment in a public place without a street entertainment licence, unless the street entertainment:—

- (a) forms part of an event;
- (b) forms part of a market for which a licence has been granted by the local government under clause 4.4; or

(cb) is provided in accordance with an approval granted by the local government under another written law.

6.2 Limitations on street entertainment

6.2

6.2.1 A street entertainment licence is not transferable.

6.2.2 The issue of a street entertainment licence does not give the licensee exclusive possession or use of the approved street entertainment area.

6.3 Licence application

6.3

6.3.1 An applicant for a street entertainment licence must comply with subclause 2.2.2.

6.3.2 An application for a street entertainment licence must be forwarded to the local government together with:—

- (a) details of the nature of the proposed street entertainment;
- (b) details of any musical instrument or amplifier proposed to be used;
- (c) details of the number of people to be involved in the proposed street entertainment; and
- (d) any other information requested by the local government.

6.4 Street entertainment licence

6.4

A street entertainment licence issued by the local government will include:—

- (a) a licence number;
- (b) details of the location and equipment that can be used for the street entertainment;
- (c) the days and permitted times for the street entertainment; and
- (d) any other terms and conditions of the licence.

6.5 Term and validity of licence

6.5

6.5.1 A street entertainment licence remains valid until:—

- (a) the expiry time and date stated in the licence is reached;
- (b) any public liability insurance policy required as a condition of the licence lapses, is cancelled or is no longer in operation; or
- (c) the licence is cancelled by the local government.

6.5.2 If any of the events specified in subclause 6.5.1 occur, then a new application for street entertainment must be made and a new street entertainment licence issued before any street entertainment can take place.

6.6 Responsibilities of licensee

6.6

6.6.1 The licensee of the street entertainment licence must:—

- (a) comply with the conditions of the street entertainment licence;
- (b) not permit the street entertainment to extend beyond the specified portion of the public place approved in the street entertainment licence;
- (c) ensure that the conduct of street entertainment approved under the licence:
 - (i) does not prevent or impede pedestrian flow or access to and along footpaths, entry or exit to shops and other buildings;
 - (ii) does not prevent or impede vehicular flow or access to and along any thoroughfare or vehicular entry or exit to any shop or other building;
 - (iii) does not cause a nuisance to any other street entertainment or activity approved by the local government;
 - (iv) unless otherwise approved, does not have more than 4 people participating in any one e-performance;
 - (v) unless otherwise approved, does not include any person under the age of 14 years:—

- _____ A. during school hours, on school days;
- _____ B. between 7.00pm and 6.00am;
- _____ (vi) does not include, involve or permit:_____
 - A. anything that is offensive or obscene;
 - B. the use of fire;
 - C. any weapon or object with sharp edges, including knives or swords;
 - D. any motorised machinery that emits a loud noise in its operation or is not suitable in the location;
 - E. any other activity, object or matter whatsoever that endangers the safety of the public or the performer; or
 - F. cruelty to an animal;
- _____ (vii) does not include any amplification unless specifically approved and endorsed on the street entertainment licence;
- _____ (viii) ~~notwithstanding paragraphsub-clause~~ (vii), does not include any amplification between Monday to Saturday, 10.00pm to 7.00am and Sundays between 10.00pm and 9.00am; and
- _____ (ix) ~~complies~~ at all times with the *Environmental Protection (Noise) Regulations 1997*;
- _____ (d) use the approved street entertainment area to perform during the days and times specified in the licence or vacate that area;
- _____ (e) produce the street entertainment licence when requested to do so by an authorised person;
- _____ (f) display:_____
 - (i) a sign indicating the name of the licensee and the licence number with letters and numerals not less than 5 centimetres in height in a conspicuous place in the performance location; or
 - (ii) standard business cards;
- _____ (g) if the licensee is a performing pavement or visual artist, return the performance location, including the pavement surface, to its former condition on the completion of a performance; and
- _____ (h) comply at all times with a direction of an authorised person.

6.6.2 A licensee of a street entertainment licence must not:_____

- (a) reserve or attempt to reserve a performance location within the approved street entertainment area or leave equipment at a location used for performances unless immediately before, during or after a performance;
- (b) trade any goods or services without a licence issued for that purpose;
- (c) erect or display, or permit to be erected or displayed, at or near the performance location any sign:_____
 - (i) larger than 0.25 square metres in area, displaying the name of the performance; or
 - (ii) standard business cards;
- (d) perform in any one location for more than 60 minutes, unless specifically authorised in the licence, unless the performance is by a pavement or visual artist; and
- (e) if the licensee is a performing pavement or visual artist, use spray paint, crayons, felt tip pens or other indelible materials unless working on paper or card.

6.7 Cancellation or variation of street entertainment licence

6.7 Without limiting clause 2.7, the local government may cancel or vary the terms and conditions of a street entertainment licence in the event that:_____

- (a) a complaint is received about a performance or the amenity of a performance location;
- (b) an authorised person has concerns with the content or material used in the performance; or
- (c) the licensee fails to meet any of the responsibilities detailed in clause 6.6.

PART 7 - SECURED SUM

7.1 Security for restoration and reinstatement

7.1

7.1.1 The local government may require the payment of a bond, bank guarantee or other form of security acceptable to the local government for the purpose of ensuring that a public area is repaired, restored or reinstated.

7.1.2 A bond, bank guarantee or other form of security payable in accordance with subclause 7.1.1 may be required:—

- (a) as a condition of a licence;
- (b) before the issue of a licence; or
- (c) before the renewal or transfer of an outdoor dining licence, market licence or trading licence.

7.1.3 The local government will determine the amount payable as a bond, bank guarantee or other form of security payable in accordance with subclause 7.1.1.

7.1.4 If a bond is paid under subclause 7.1.1, the local government must deposit the bond into an account established by the local government for the purpose of holding bonds or other forms of security.

7.2 Use by the local government of secured sum

7.2

7.2.1 If a licensee fails to carry out or complete the restoration and reinstatement works required by the licence conditions or by a notice where the local government has given the licensee a notice requiring such works to be carried out ("the required restoration and reinstatement work"):—

- (a) within the time specified in those conditions;
- (b) where no such time has been specified, within a reasonable period of time from the expiration of the licence;
- (c) within 14 days of being given a notice or such other time as may be specified in the notice,

then the local government may carry out or cause to be carried out the required restoration and reinstatement work or so much of that work that has not been completed.

7.2.2 The licensee must pay to the local government on demand all administrative, legal, contractor and other costs actually incurred by the local government in carrying out and completing the required restoration and reinstatement work.

7.2.3 The local government may apply the proceeds of any bond, bank guarantee or other security provided by the licensee under clause 7.1 to meet the costs referred to in subclause 7.2.2.

7.2.4 The liability of a licensee to pay the costs referred to in subclause 7.2.2 is not limited to the amount, if any, secured under clause 7.1.

7.2.5 A person or a licensee is not entitled to make any claim by way of damages or otherwise, against an authorised person, local government employee, local government appointed sub-contractor or other person authorised by the local government to enter the land and carry out all or part of the required restoration and reinstatement work.

PART 8 - MISCELLANEOUS

8.1 Directions of authorised person

8.1

8.1.1 An authorised person may direct a person to stop doing anything which the authorised person considers on reasonable grounds the person is in the process of doing, which is contrary to this local law or the condition of a licence issued under this local law.

8.1.2 A person who is given a lawful direction under subclause 8.1.1 must comply with that direction.

8.2 Notice requiring works to be done to remedy breach

8.2

8.2.1 The local government may give notice to a licensee requiring the licensee:—

- (a) to rectify a breach of any condition or term of a licence or of a provision of this local law; or

- (b) to change the arrangement or operation of an approved area considered necessary to maintain public safety, facilitate public works to the public place or to protect the amenity of premises adjacent to an approved area;

8.2.2 A notice issued by the local government under subclause 8.2.1 will:—

- (a) outline—:
 - (i) details of the breach of the condition or term of the licence;
 - (ii) the provision of the local law; or
 - (iii) of the change in arrangement or operation required;
- (b) require the licensee to remedy the breach or to change the arrangement or operation as required within the time specified in the notice; and
- (c) advise that where the licensee fails to comply with the requirements of the notice within the time specified, the local government may remedy the breach or change the arrangement or operation as required.

8.2.3 Where the licensee fails to comply with the requirements of the notice within the time specified in the notice, the local government may by its employees, agents or contractors do all things necessary to remedy the breach of the condition or term of the licence or of the provision of this local law or to change the arrangement or operation which is required by the notice.

8.2.4 The local government may recover the expenses incurred in doing the works referred to in subclause 8.2.3:—

- (a) by deducting the expenses from the secured sum (if any), and where the secured sum is less than the expenses, the local government may recover the balance through a court of competent jurisdiction; or
- (b) from the licensee in a court of competent jurisdiction.

8.3 Notice to advise licensee of planned or emergency works

8.3

8.3.1 The local government will give 14 days notice of any works to be undertaken by the local government, that will require closure, part closure or access to an approved area.

8.3.2 Where the local government is to carry out emergency works in an approved area, the local government will give such a period of notice which it considers reasonable in the circumstances.

8.4 Works in public property

8.4 Where an applicant or a licensee is required to obtain the local government's permission under regulation 17 of the *Local Government (Uniform Local Provisions) Regulations 1996*, any licence issued under this local law to the applicant or licensee will not be taken to be a grant of that permission.

8.5 Serving of notice

8.5 Where a notice or other document is to be given to a person by the local government under this local law, it may be given to the person:—

- (a) by delivering it to the person personally;
- (b) where the person is an applicant or a licensee, by posting it by prepaid post to or leaving it at the address appearing on the application for a licence or the licence; or
- (c) where the person is not an applicant or a licensee, by posting it by prepaid post to or leaving it at the usual or the last known place of residence or business of the person.

8.6 Public liability insurance and indemnity

8.6

8.6.1 Where as a condition of a licence, the licensee is required to obtain public liability insurance, this public liability insurance must indemnify the local government against all actions, suits, claims, damages, losses and expenses made against or incurred by the local government arising from any activity, action or thing performed or erected under the licence.

8.6.2 The public liability insurance policy referred to in subclause 8.6.1 must be kept current for the duration of the licence and:—

- (a) must be in the name of the licensee and the local government for a minimum value of \$5,000,000 or such other amount as the local government considers appropriate to the risk involved;
- (b) include a clause which prevents the policy from being cancelled without the written consent of the local government;
- (c) include a clause which requires both the licensee and the insurance company to advise the local government if the policy lapses, is cancelled or is no longer in operation; and
- (d) be available for inspection by an authorised person.

8.6.3 A licensee who refuses or cannot provide a current certificate of insurance within 2 working days of a request under subclause 8.6.2(d) commits an offence.

PART –9- OFFENCES AND PENALTIES

9.1 Offences

9.1

- 9.1.1 A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing without reasonable excuse, commits an offence.
- 9.1.2 Whenever the local government gives a notice under this local law requiring a person to do anything, if the person fails to comply with the notice, the person commits an offence.
- 9.1.3 A person who commits an offence under this local law will be liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

9.2 Prescribed offences and modified penalties

9.2

- 9.2.1 An offence against a clause specified in ~~the First~~ Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.
- 9.2.2 The amount appearing in the final column of the table in Schedule 1 directly opposite an offence described in Schedule 1 is the modified penalty for that offence.
- 9.2.3 If the offence is of a continuing nature, the modified penalty of \$50 applies for the offences described in Schedule 1 for each day or part of a day during which the offence continues following the issue of an infringement notice for the amount calculated in accordance with subclause 9.2.2.

FIRST SCHEDULE

Schedule 1 - Prescribed Offences and Modified Penalties[cl 9.2]

Item No	Clause No	Nature of Offence	Modified Penalty \$
PART 3 – OUTDOOR DINING			
1	3.1	Establishing an outdoor dining area in a public place without an outdoor dining licence.	250
2	3.7.1(a)	Failing to comply with conditions of outdoor dining licence.	150
3	3.7.1(b)	Permitting operation of outdoor dining area to extend beyond approved area.	150
4	3.7.1(c)	Failing to manage outdoor dining area in accordance with approved management plan.	150
5	3.7.1(d)	Failing to keep licenced area free of any obstacle or matter likely to cause injury to persons or property.	150
6	3.7.1(e)	Failing to ensure furniture or equipment remains in approved outdoor dining area and does not impede pedestrian flow.	150
7	3.7.1(f)	Failing to repair damage to surface area, fixtures, fittings or utility services caused by <u>operation of an</u> outdoor dining <u>areaoperation</u> .	150
8	3.7.1(hg)	Failing to ensure trading in outdoor dining area is limited to operating hours stated in licence.	150
9	3.7.2	Failing to remove all equipment, structures and other things and reinstate area to satisfaction of local government on cessation of licence and pay reinstatement costs.	150
Part 4 –MARKETS			
10	4.1	Setting up or conducting market without licence	250
11	4.6.1(a)	Failing to comply with conditions of market licence	150
12	4.6.1(b)	Permitting operation of market area to extend beyond approved market area.	150
13	4.6.1(c)(i)	Failing to obtain approval from local government and Police to close public thoroughfare where market held during market times.	150
14	4.6.1(c)(ii)	Failing to lodge copy of approved plans of street markets with Fire and Emergency Services Authority.	150
144 5	4.6.1(c)(iiii)	Failing to make adequate refuse collection arrangements to satisfaction of local government.	150
161 5	4.6.1(c)(iiiv)A.	Failing to obtain approval under Health (Public Buildings) Regulations 1992 – Certificate of Approval.	150
164 7	4.6.1(c)(iiiv)B.	Failing to obtain approval under Health (Public Buildings) Regulations 1992 – Certificate of electrical compliance <u>compliance</u> .	150
174 8	4.6.2(a)	Failing to maintain pedestrian access through and beyond approved market area.	150
184 9	4.6.2(b)	Failing to maintain access to adjacent building entries.	150
192 0	4.6.2(c)	Failing to retain access to existing or approved outdoor dining areas with adjacent building entries.	150
202	4.6.2(d)	Failing to maintain adequate access for emergency vehicles	150

Item No	Clause No	Nature of Offence	Modified Penalty \$
4		through any thoroughfare of the approved market area.	
212 2	4.6.2(e)	Failing to stabilise all stalls and furniture and other equipment used in operation of market and remove same when not in use.	150
222 3	4.6.2(f)	Failing to maintain noise levels from music, announcements and the like so as not to cause a nuisance.	150
232 4	4.6.2(g)	Failing to maintain approved market area clean and free from rubbish.	150
242 5	4.6.3	Failing to remove all structures and equipment at conclusion of market.	150
PART 5 –TRADING			
252 6	5.1- 4	Trading without a licence.	250
26	5.7.1(a)	Failure to comply with conditions of trading licence.	150
27	5.7.1(ba)(i)	Failing to display sign indicating licensee name and licence number.	100
28	5.7.1(ba)(ii)	Failing to have approved trading area attended when trading.	100
29	5.7.1(ba)(iii)	Failing to keep any stall in clean, safe condition and good repair.	150
30	5.7.1(ba)(iv)	Failing to keep approved trading area free from refuse and rubbish.	150
31	5.7.1(ba)(v) A.	Failing to remove any stall, goods, equipment and signs and leave approved trading area clean at conclusion of operation hours.	150
32	5.7.1(ba)(v) B.	Failing to remove any stall, goods, equipment and signs and leave location vacant whenever trading is not taking place.	150
33	5.7.1(cb)	Failing to have licence available at all operation times for inspection at the request of any authorised person or police officer.	100
34	5.7.2(a)	Failing to comply with conditions of trading licence.	150
34 35	5.7.2(ab)	Trading beyond approved trading area.	150
35 36	5.7.2(cb)	Trading in any goods or services not specified in the licence.	150
36 37	5.7.2(cd)	Causing or permitting any nuisance to exist, arise, or continue from the approved trading area.	150
38 37	5.7.2(de)	Depositing, placing or storing any goods on any public place other than the approved trading area.	150
39 38	5.7.2(ef)	Obstructing free passage of pedestrians on footpath or accessway.	150
39 40	5.7.2(fg)	Using, displaying or permitting advertisement outside licence location, larger than approved size.	150
40 41	5.7.2(gh)	Erecting and maintaining signs so as to obscure other signage on or adjacent to the approved trading area.	150
41 42	5.7.2(hi)	Crying out or shouting about goods or services in public place.	150
42 43	5.7.2(ij)A.	Using or permitting use of loud hailer, microphone, amplifier or other sound apparatus, on approved trading area without approval.	150
43 44	5.7.2(ij)B.	Using or permitting use of any record, tape, radio or musical instrument capable of being heard outside approved trading area	150

Item No	Clause No	Nature of Offence	Modified Penalty \$
		without approval.	
4445	5.7.2(ji)C.	Using or permitting use of any flashing or intermittent lighting apparatus or device on or from approved trading area.	150
4546	5.7.2(ji)D.	Using or permitting use of any apparatus to increase dimensions of a stall beyond that specified in the licence.	150
PART 6 STREET ENTERTAINMENT			
4647	6.1	Engaging in street entertainment without a licence.	250
4748	6.6.1(a)	Failing to comply with conditions of street entertainment licence	150
4849	6.6.1(b)	Permitting street entertainment to extend beyond area approved as part of the licence.	100
4950	6.6.1(c)(i)	Permitting the performance to impede pedestrian flow or access to and along footpaths, entry or exit to shops or other buildings.	150
5051	6.6.1(c)(ii)	Permitting the performance to impede vehicular flow or access to and along any thoroughfare or vehicular entry or exit.	150
5152	6.6.1(c)(iii)	Permitting the performance to cause a nuisance to any other street entertainment or activity approved by the local government.	150
5253	6.6.1(c)(iv)	Having more than 4 people participating in any performance without approval.	150
5354	6.6.1(c)(v)A.	Permitting the performance to include persons under 14 years of age, during school hours on a school day, without approval.	150
5455	6.6.1(c)(v)B.	Permitting the performance to include persons under 14 years of age on school days between 7.00pm and 6.00am, without approval.	150
5556	6.6.1(c)(vi)A.	Permitting the performance to involve anything that is offensive or obscene.	150
5657	6.6.1(c)(vi)B.	Permitting the performance to involve the use of fire.	150
5758	6.6.1(c)(vi)C.	Permitting the performance to involve any weapon or object with sharp edges, including knives or swords.	150
5859	6.6.1(c)(vi)D.	Permitting the performance to involve any motorised machinery which emits a loud noise or is not suitable for the location.	150
5960	6.6.1(c)(vi)E.	Permitting the performance to involve any activity, object or matter whatsoever that endangers the safety of the public or performer.	150
6061	6.6.1(c)(vi)F.	Permitting the performance to involve cruelty to animals.	150
6162	6.6.1(c)(vii)	Permitting the performance to include amplification without specific approval.	150
6263	6.6.1(c)(viii)	Permitting the performance to include amplification outside permitted times.	150
6364	6.6.1(de)(x)	Failing to use the approved street entertainment area to perform during the days and times specified or vacate that area. Failing to vacate approved street entertainment area when not performing.	150
6465	6.6.1(ee)(xi)	Failing to produce the licence when requested by an authorised person.	100
6566	6.6.1(fe)(i)(xii)	Failing to display the name of the licensee and valid licence number during each performance.	150

Item No	Clause No	Nature of Offence	Modified Penalty \$
66	6.6.1(g)	Failing to return the performance location to its former condition	150
67	6.6.1(h)(he)(xiii)	Failing to comply with direction of an authorised person.	150
689	6.6.2(a)	Reserving or leaving equipment at performance location unless immediately before, during or after performance.	150
6970 69	6.6.2(b)	Trading any goods or services without licence for the purpose.	150
7040	6.6.2(c)(i)	Erecting or permitting to be erected or displayed a sign larger than specified.	150
7124	6.6.2(d)	Performing in same location for more than 60 minutes without approval.	150
7232	6.6.2(e)(h)	Use of spray paint, crayons, textures or other indelible materials, by a pavement or visual artist unless working on paper or card.	250
73	6.6.2(e)(ii)	Failure of a pavement or visual artist, to return the location including pavement, to its former condition.	250
7343 74	8.1.2	Failure to comply with a lawful direction under subclause 8.1.1.	200

Dated- [insert date] 2016

The Common Seal of Shire of Broome was affixed by the authority of a resolution of Council in the presence of –

R J JOHNSTON, Shire President
K R DONOHOE, Chief Executive Officer

LOCAL GOVERNMENT ACT 1995

SHIRE OF BROOME

TRADING, OUTDOOR DINING AND STREET ENTERTAINMENT LOCAL LAW 2016

(This copy of the Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016 is as published in the Government Gazette on [insert date] 2016)

**LOCAL GOVERNMENT ACT 1995
SHIRE OF BROOME**

TRADING, OUTDOOR DINING AND STREET ENTERTAINMENT LOCAL LAW 2016

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**LOCAL GOVERNMENT ACT 1995
SHIRE OF BROOME**

TRADING, OUTDOOR DINING AND STREET ENTERTAINMENT LOCAL LAW 2016

Under the powers conferred by the Local Government Act 1995 and under all other powers enabling it, the Council of the Shire of Broome resolved to make the following local law on [insert date] 2016.

PART 1 - PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016*.

1.2 Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

1.3 Purpose

The purpose of this local law is to provide for the regulation, control and management of outdoor dining areas, markets, trading (including door to door) and street entertainment, in any public place within the district.

1.4 Repeal

The Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2003 as published in the *Government Gazette* on 5 March 2004 and amended on 31 July 2012, is repealed.

1.5 Application

This local law applies throughout the district.

1.6 Definitions

In this local law unless the context requires otherwise:

Act means the *Local Government Act 1995*;

advertising device means an object on which words, numbers or figures are written, placed, affixed or painted for the purpose of advertising any business, function, operation, event, undertaking, product, or thing and includes a vehicle or trailer or other similar object placed or located so as to serve the purpose of advertising a business, function, operation, event, undertaking, product or thing;

applicant means a person who has lodged an application for a licence;

application fee means the application fee referred to in subclause 2.2.2(d) and which relates to the lodgement, assessment and determination of an application for a licence but does not include the licence fee;

approved area means an approved outdoor dining area, approved street entertainment area, approved market area or approved trading area;

approved market area means the portion of a public place approved for the setting up or conduct of a market under a market licence;

approved outdoor dining area means the portion of a public place approved for the setting up or conduct of an outdoor dining area under an outdoor dining licence;

approved street entertainment area means the portion of a public place approved for street entertainment under a street entertainment licence;

approved trading area means the portion of a public place approved for the carrying on of trading under a trading licence, or in the case of a licensee who does not trade from a fixed location, the route or the areas approved for the carrying on of trading under a trading licence;

authorised person means:

- (a) a person appointed by the local government under section 9.10 of the Act to perform any of the functions of an authorised person under this local law; and
- (b) any member of the Western Australian Police Force;

carriageway has the meaning given to it in the *Road Traffic Code 2000*;

certificate of currency is a document which outlines the currency of an insurance policy, it details the type of policy, sums insured, policy expiry date and the insurer;

Council means the council of the local government;

development approval means approval granted by the local government in accordance with the *Planning and Development Act 2005*;

district means the district of the local government;

event means:

- (a) an occurrence held within the local government on private or public land, by a person(s)/group/organisation, where people assemble at a given time for entertainment, recreation or community purposes and includes but is not limited to:
 - (i) concerts and events run as a commercial activity;
 - (ii) ceremonies and processions;
 - (iii) sporting and competitor events such as marathons, triathlons, organised swims and other similar events;
 - (iv) shows and fairs including circuses, carnivals and other customised venue based events;
 - (v) festivals, exhibitions and expos; and
 - (vi) community events and fundraisers, and
- (b) an occurrence approved by the local government in accordance with the *Shire of Broome Local Government Property and Public Places Local Law 2012*;

food has the same meaning as that in section 9 of the *Food Act 2008*;

food premises means premises –

- (a) on which a food business as defined by the *Food Act 2008* is carried out; or
- (b) that is the subject of a hotel licence, limited hotel licence, special facility licence or restaurant licence granted under the *Liquor Control Act 1988*;

footpath means an area that is open to the public that is designated for, or has as one of its main uses, use by pedestrians;

goods means goods, wares, merchandise and produce;

licence means a licence issued under this local law;

licence fee means the fee referred to in subclause 2.4.1(b) and which relates to the issue of a licence;

licence number means the licence reference number assigned to a licence by the local government;

licensee means the holder of a licence;

liquor has the meaning given to it in section 3 of the *Liquor Control Act 1988*;

local

government means the Shire of Broome;

local government property means anything:

- (a) which belongs to, is owned by or is under the care, control and management of the local government;
- (b) which is an “otherwise unvested facility” within section 3.53 of the Act; or

- (c) of which the local government is a management body under the *Land Administration Act 1997*, but does not include a thoroughfare;

market means a collection of stalls set up or conducted for the purpose of trading;

market licence means a licence issued under this local law to set up or conduct a market in a public place;

nuisance means:

- (a) any activity, thing, condition, circumstance or state of affairs caused or contributed to by a person which is injurious or dangerous to the health of another person of normal susceptibility, or which has a disturbing effect on the reasonable physical, mental or social state of another person;
- (b) any thing a person does or permits or causes to be done which interferes with or is likely to interfere with the reasonable enjoyment or safe use by another person of any public place; or
- (c) any thing a person does in or on a public place which unreasonably detracts from or interferes with the enjoyment or value of nearby land owned by another person;

outdoor dining area means an area in which tables, chairs and other structures are provided for the purpose of the supply of food or drink to the public or the consumption of food or drink by the public;

outdoor dining licence means a licence issued under this local law to set up and conduct an outdoor dining area in a public place;

pavement or visual artist means performance art whereby the artist renders artistic designs on pavement such as streets, footpaths and town squares or creates visual artworks such as painting, sculpting, drawing, photography etc;

person does not include the local government;

proprietor in relation to a food premises, means -

- (a) the person carrying on the food business or if that person cannot be identified, the person in charge of the food business; or
- (b) the holder of a hotel licence, a limited hotel licence, a special facility licence or a restaurant licence granted under the *Liquor Control Act 1988* in relation to the food premises;

public liability insurance policy means an insurance policy held with an insurance company that insures against all sums for which the policy holder may become legally liable by way of compensation for claims of personal injury or property damage that a third party suffers (or claims to have suffered) as a result of the policy holder's business operation/activities;

public place means any thoroughfare or local government property;

public thoroughfare means any thoroughfare which the public are allowed to use; **stall** means a movable or temporarily fixed structure, stand or table and includes a vehicle;

standard business card means a card made of paper or cardboard displaying the details of the licensee that is no larger than 8.5 centimetres by 5.5 centimetres in size;

street entertainment means any form of theatrical, artistic, musical, audio or visual performance, whether for reward or not, and includes busking;

street entertainment licence means a licence issued under this local law to engage in street entertainment in a public place;

thoroughfare means a road or other thoroughfare including parking areas, structures or other things appurtenant to the thoroughfare that are within its limits, and nothing is prevented from being a thoroughfare only because it is not open at each end;

trading includes:

- (a) the selling or offering for sale of goods or services in a public place; or
- (b) the hiring or offering for hire of goods; or
- (c) the soliciting of orders for goods or services in a public place; or
- (d) the undertaking of training or instruction, including fitness classes, in a public place, where:

- (i) any person(s) receiving the training or instruction pay a fee to the person undertaking the training or instruction; and
 - (ii) the training or instruction operates primarily and regularly in public places; or
- (d) displaying goods in any public place for the purpose of:
 - (i) offering them for sale or hire;
 - (ii) inviting offers for their sale or hire;
 - (iii) soliciting orders for their sale or hire; or
 - (iv) carrying out any other transaction in relation to them; and
- (e) the going from place to place, whether or not public places, and:
 - (i) offering goods or services for sale or hire; or
 - (ii) inviting offers or soliciting orders for the sale or hire of goods or services, but does not include:
 - A. the delivery of pre ordered goods or services to the purchaser of those goods or services; or
 - B. the taking of further orders for goods or services from the purchaser of the pre ordered goods or services when those orders are taken at the same time as the previous order is being delivered;

but excludes the erection or placement of a sign advertising the selling or hiring of, the offering for sale or hire of or the soliciting of orders for goods or services in a public place approved in accordance with the *Shire of Broome Local Government Property and Public Places Local Law 2012*;

trading licence means a licence issued under this local law to carry on trading; and

vehicle includes:

- (a) every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise; and
- (b) an animal being ridden, driven or led,

but excludes:

- (c) a wheel-chair or any device designed for use, by a physically impaired person on a footpath; and
- (d) a pram, stroller or similar device.

PART 2 - APPLICATION FOR LICENCE AND ISSUE OF LICENCE

2.1 Planning consent

The requirement for a licence under this local law is additional to the requirement, if any, for development approval.

2.2 Application for licence

2.2.1 Where a person is required to obtain or hold a licence under this local law, that person must apply for the licence in accordance with subclause 2.2.2 and—

- (a) clause 3.3 in the case of an application for an outdoor dining licence;
- (b) clause 4.3 in the case of an application for a market licence;
- (c) clause 5.4 in the case of an application for a trading licence; and
- (d) clause 6.3 in the case of an application for a street entertainment licence.

2.2.2 An application for a licence under this local law must —

- (a) be in the form determined by the local government;
- (b) be signed by the applicant;
- (c) provide the information required by the form or by any other clause of this local law; and
- (d) be forwarded to the local government together with the application fee.

2.2.3 The local government may refuse to consider or determine an application for a licence which is not in accordance with subclause 2.2.2 or any other clause containing requirements to be complied with when making an application for a licence.

2.3 Determination of application

2.3.1 The local government may, in respect of an application for a licence —

- (a) refuse to approve the application; or
- (b) approve the application on such terms and conditions, if any, as it sees fit.

2.3.2 The local government may refuse to approve an application for a licence, where -

- (a) it is not in accordance with clause 2.2 or any other clause containing requirements to be complied with when making an application for a licence;
- (b) the activity will have an unreasonable impact on an established shop or an activity undertaken under an existing licence;
- (c) the application does not comply with a policy of the local government adopted by the Council and relevant to that application;
- (d) the proposed activity or location in respect of which a licence is sought is considered by the local government to be undesirable;
- (e) the proposed stall is considered by the local government to be unsuitable in any respect for the activity or location for which the licence is sought;
- (f) the applicant is not a suitable person to hold a licence;
- (g) the applicant is an undischarged bankrupt or is in liquidation;
- (h) the applicant has entered into any composition or arrangement with creditors;
- (i) a manager, an administrator, a trustee, a receiver or a receiver and manager has been appointed in relation to any part of the applicant's undertakings or property; or
- (j) there are other grounds on which the local government considers the application should be refused.

2.3.3 Where the local government approves an application for a licence, it may approve the application subject to conditions by reference to any policy of the local government adopted by the Council which contains conditions subject to which an application for a licence may be approved.

2.3.4 If the local government refuses to approve an application for a licence, it is to give written reasons for that refusal to the applicant.

2.4 Issue of licence

2.4.1 When—

- (a) the local government approves an application for a licence; and
 - (b) the applicant pays the licence fee,
- then the local government will issue to the applicant a licence in the form determined by the local government.

2.4.2 A licence may include plans or other documents other than the form of licence.

2.4.3 A licence will not be valid until such time as any public liability insurance policy, if required as a condition of the licence, has been put into effect and a certificate of currency covering the period of the licence has been provided to the local government.

- 2.4.4 The local government may vary the terms or conditions of a licence and the licensee must comply with those terms and conditions as varied on and from the date of notification of the variation.

2.5 Licence renewal

- 2.5.1 Prior to the expiry of an outdoor dining licence, a market licence or a trading licence, the licensee may apply to the local government for the renewal of the licence.
- 2.5.2 Subject to subclause 2.5.3, the provisions of this local law which are relevant to the licence to be renewed apply to an application for the renewal of the licence.
- 2.5.3 Where the relevant details in relation to an activity have not changed since the licence was issued, the licensee is not required to resubmit details required at the time of the initial application with the application to renew the licence.
- 2.5.4 Where the local government approves an application under subclause 2.5.1—
- (a) the licensee must pay the licence fee for the renewed licence prior to the issue of that licence; and
 - (b) the renewed licence will be in the form determined by the local government.

2.6 Fees

- 2.6.1 All fees referred to in this local law will be imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- 2.6.2 In the event of the cancellation of a licence, a licensee will not be entitled to a refund of the licence fees for the remainder of the licence period unless the licence is cancelled under clause 2.7(g).

2.7 Cancellation of licence

The local government may cancel any licence if—

- (a) the licensee does not comply with the conditions of the licence;
- (b) the licensee is convicted of an offence against this local law;
- (c) the licensee does not comply with subclause 8.6.1 where it is a condition of the licence that the licensee provide a public liability insurance policy;
- (d) the licensee does not comply with a notice given under Part 8;
- (e) the licensee fails to undertake the activity approved by the licence for a period of 12 months;
- (f) when relevant to the activity regulated by the licence:
 - (i) the licensee has become bankrupt or gone into liquidation;
 - (ii) the licensee has entered into any composition or arrangement with creditors; or
 - (iii) a manager, an administrator, a trustee, a receiver, or a receiver and manager is appointed in relation to any part of the licensee's undertakings or property; or
- (g) there are other grounds on which the local government considers the licence should be cancelled.

2.8 Suspension of licensee rights and privileges

- 2.8.1 Where a public liability insurance policy is required as a condition of a licence, the rights and privileges granted to a licensee on the issue of a licence will be taken to be suspended if that policy lapses, is cancelled or is no longer current.
- 2.8.2 The rights and privileges granted to a licensee on the issue of a licence may be suspended by the local government for the purpose and duration of any works proposed or done in or adjacent to the area subject of the licence, by or on behalf of a Government department, instrumentality of the Crown or the local government.

2.9 Rights of objection and appeal

When the local government makes a decision as to whether it will—

- (a) grant a person a licence under this local law; or
- (b) renew, vary, transfer or cancel a licence that a person has under this local law,

the provisions of Division 1 of Part 9 of the Act and regulation 33 of the *Local Government (Functions and General) Regulations 1996* apply to that decision.

PART 3 - OUTDOOR DINING

3.1 Outdoor dining

A person must not establish an outdoor dining area in a public place without an outdoor dining licence, unless the outdoor dining area is established—

- (a) in accordance with a development approval;
- (b) as part of an event; or
- (c) in accordance with an approval granted by the local government under another written law.

3.2 Limitations on outdoor dining

An outdoor dining licence—

- 3.2.1 (a) may only be issued—
 - (i) to the proprietor of a food premises, for use of land adjacent to the food premises;
 - (ii) where the positioning of tables and chairs is not in conflict with existing street furniture approved or installed by the local government; and
 - (iii) where the pedestrian flow on any footpath will not be unreasonably impeded; and
- (b) is only transferable with the approval of the local government and on payment of the transfer fee.

3.2.2 The issue of an outdoor dining licence does not give the licensee exclusive possession or use of the approved outdoor dining area.

3.3 Licence application

3.3.1 An applicant for an outdoor dining licence must comply with subclause 2.2.2.

3.3.2 The application for an outdoor dining licence must be forwarded to the local government together with:

- (a) a plan or plans to a scale of 1:50 showing—
 - (i) the location and dimensions of the proposed outdoor dining area and the means by which the outdoor dining area will be separated from the rest of the public place;
 - (ii) the food premises to which the outdoor dining area is adjacent, including any indoor seating areas, the area of food preparation and any counter service, and the dimension, location and purpose of all entrances to the food premises;
 - (iii) the dimensions, levels and slope of the adjacent footpath and the location and nature of any street furniture, drainage and utilities in the immediate vicinity of the food premises;
 - (iv) the location and nature of any parking or service bays in the immediate vicinity of the food premises and the alignment of the adjacent carriageway;
 - (v) the number, position and dimensions of all tables, chairs and associated furniture and fixtures proposed to be placed in the outdoor dining area;
 - (vi) the position and description of any landscaping, bollards or other objects proposed to be used or displayed in the proposed outdoor dining area; and

- (vii) any other information requested by the local government to assist with the assessment of the application;
- (b) a plan to a scale of 1:50 showing the location of the proposed outdoor dining area and all land and improvements within 30 metres of the boundaries of the eating area, and in particular—
 - (i) the development and use of adjoining properties, including the location of any pedestrian or service access to those sites, the alignment of the building facade and the location of any windows;
 - (ii) the footpath and carriageway alignment, vehicle crossovers and any on-street parking provision or restrictions; and
 - (iii) any street furniture or other structures situated in the verge area including any power poles, bollards, phone booths, bus shelters, fire hydrants, trees or free standing signage;
- (c) a management plan outlining the operations of the proposed outdoor dining area including—
 - (i) the manner in which food and other dining accessories will be conveyed to and protected from contamination in the proposed outdoor dining area;
 - (ii) the proposed days and times of operation of the outdoor dining area;
 - (iii) the nature of any advertising devices to be displayed on or within the proposed outdoor dining area;
 - (iv) the arrangements for serving liquor to customers in the proposed outdoor dining area;
 - (v) where tables, chairs, furniture and equipment to be used as part of the proposed outdoor dining area will be stored when the proposed outdoor dining area is not open for business;
 - (vi) the daily cleaning schedule for the proposed outdoor dining area which must include:
 - A. sweeping, washing or scrubbing the paved surface;
 - B. removing and disposing of all rubbish, food and cigarette ashes and butts; and
 - C. clearing the immediate surrounds of any rubbish, matter or things coming from or caused by patrons of the proposed outdoor dining area;
 - (vii) the type of table ornaments, including umbrellas and ashtrays, to be provided, noting that ashtrays must be such that the contents of the ashtray and the ashtray itself will not be blown onto the paved surface of the proposed outdoor dining area; and
 - (viii) details of how customers of the proposed outdoor area will be discouraged from throwing or disposing of rubbish, cigarette butts or food onto the paved surface of the proposed outdoor dining area.

3.4 Outdoor dining licence

3.4.1 An outdoor dining licence granted by the local government will include—

- (a) an endorsed copy of the plan or plans detailing the location and number of tables and chairs, plus any other furniture and equipment required for the operation of the outdoor dining area;
- (b) the management plan;
- (c) the days and hours of operation; and
- (d) details of any terms and conditions to be included as part of the licence.

3.4.2 The licensee must not commence trading until the local government is satisfied that all conditions imposed under subclause 2.3.1(b) have been met.

3.5 Term and validity of licence

3.5.1 An outdoor dining licence remains valid until—

- (a) 30 June of the financial year in which the licence was issued, noting that the licence fee for a licence may be calculated on a pro-rata basis;
- (b) the proprietor of the food premises changes and no transfer of the licence has been approved under subclause 3.2.1(b);
- (c) variations are made to the outdoor dining area, including an increase or reduction in the approved outdoor dining area or the type of furniture or equipment used in the operation, unless the variations are made by the local government in accordance with clause 2.4.4;
- (d) any public liability insurance policy required as a condition of the licence lapses, is cancelled or is no longer in operation; or
- (e) the licence is cancelled by the local government.

3.5.2 If any of the events specified in subclause 3.5.1 occur, then a new application for an outdoor dining licence must be made and a new outdoor dining licence issued before any outdoor dining area can be established.

3.6 Cancellation of an outdoor dining licence

3.6.1 Without limiting clause 2.7, the local government may cancel an outdoor dining licence where —

- (a) there is a lapse or cancellation of the food premises registration or licence issued to the proprietor under the *Food Act 2008*; or
- (b) the setting up or conduct of the outdoor dining area is determined by the local government to be detrimental to the interests of the public, any adjacent property owner or occupier or cause a nuisance because of the behaviour of customers.

3.6.2 A decision to cancel a licence under sub-clause (b) will not be made without first having advised the licensee of the nature of any complaint or concern and having given the licensee an opportunity to respond.

3.7 Responsibilities of licensee

3.7.1 The licensee must—

- (a) comply with the conditions of the outdoor dining licence;
- (b) not permit the operation of the outdoor dining area to extend beyond the portion of a public place specified in the plans approved as part of the licence;
- (c) manage the approved outdoor dining area in accordance with the approved management plan submitted with the application, subject to any approved amendments or modifications by the local government;
- (d) keep the approved outdoor dining area free of any obstacle or matter likely to cause injury to persons or property;
- (e) ensure furniture and equipment remains within the approved outdoor dining area and the storage location approved as part of the licence and does not impede pedestrian flow or access;
- (f) repair any damage to the surface area or any fixtures, fittings or utility services in or on the approved outdoor dining area caused by or attributable to the conduct of the approved outdoor dining area;
- (g) pay all fees, charges, rates and taxes levied or incurred as a result of the establishment and operation of the approved outdoor dining area;
- (h) ensure trading within the approved outdoor dining area is limited to only the operating hours stated in the licence;
- (i) pay all and any costs associated with the alteration, repair, reinstatement or reconstruction of all or part of the approved outdoor dining area or adjacent public place required as a result of the operation of the outdoor dining area.

3.7.2 If the outdoor dining licence lapses or is cancelled, the licensee must—

- (a) remove all furniture, equipment, structures and other things placed in or adjacent to the approved outdoor dining area; and

- (b) reinstate the area to the satisfaction of the local government or pay the costs of that reinstatement.

PART 4 - MARKETS

4.1 Markets

A person must not set up or conduct a market in a public place without a market licence, unless the market—

- (a) forms part of an event; or
- (b) is established in accordance with an approval granted by the local government under another written law.

4.2 Limitations on markets

4.2.1 A market licence is only transferable with the approval of the local government and on payment of the transfer fee.

4.2.2 The issue of a market licence does not give the licensee exclusive possession or use of the approved market area.

4.3 Licence application

4.3.1 An applicant for a market licence must comply with subclause 2.2.2.

4.3.2 An application for a market licence must be forwarded to the local government together with—

- (a) a plan or plans to a scale of 1:50 showing:
 - (i) the location and dimensions of the proposed market;
 - (ii) the dimensions of the public place including any footpath, and the location and nature of any street furniture, trees, utilities, parking or service bays in the area of the proposed market; and
 - (iii) the position and dimensions of all proposed stalls;
- (b) any other information requested by the local government to assist with the assessment of the application;
- (c) a management plan outlining the operations of the proposed market including:
 - (i) the days and times of operation;
 - (ii) the type and form of any advertising devices to be displayed on or within the proposed market; and
 - (iii) details of how the operational responsibilities of the licensee will be met;
- (d) the nature and extent of any activity relating to street entertainment; and
- (e) details of the goods or services to be traded under the market licence.

4.4 Market licence

A market licence granted by the local government will include—

- (a) a licence number;
- (b) an endorsed copy of the plan or plans detailing the location where any stalls, furniture displays and other equipment may be placed for the operation of the market;
- (c) the management plan;
- (d) the days and hours of operation; and
- (e) any terms and conditions of the licence.

4.5 Term and validity of licence

4.5.1 A market licence remains valid until—

- (a) the expiry date stated in the licence is reached;
- (b) variations are made to the market area, including an increase or reduction in the approved market area, unless the variations are made by the local government in accordance with clause 2.4.4;

- (c) any public liability insurance policy required as a condition of the licence lapses, is cancelled or is no longer in operation; or
- (d) the licence is cancelled by the local government.

4.5.2 If any of the events specified in subclause 4.5.1 occur, then a new application for a market licence must be made and a new market licence issued before any market can be set up or conducted.

4.6 Responsibilities of licensee

4.6.1 The licensee must—

- (a) comply with the conditions of the market licence;
- (b) not permit the operation of the market to extend beyond the portion of a public place specified in the plans and approved as part of the licence;
- (c) prior to setting up or conducting the market, obtain the following further approvals and make arrangements as follows:
 - (i) where the market is to be set up or conducted on a public thoroughfare, obtain approval from the local government and Western Australian Police Service for the closure of the public thoroughfare to vehicular traffic or the part of it where the market is to be held during the hours of operation of the market;
 - (ii) ensure adequate refuse collection arrangements have been made to the satisfaction of the local government; and
 - (iii) where appropriate, have the necessary local government approvals under the *Health (Public Buildings) Regulations 1992*, including a:
 - A. certificate of approval under regulation 6 of those regulations; and
 - B. certificate of electrical compliance under regulation 10 of those regulations.

4.6.2 During the operation of the market and the setting up and dismantling of the market, the licensee must—

- (a) maintain pedestrian access through and beyond the approved market area;
- (b) maintain access to building entries adjacent to the approved market area;
- (c) retain access to existing or approved outdoor dining areas associated with the building entries referred to in sub-clause (b);
- (d) maintain adequate access for emergency vehicles through any thoroughfare of the approved market area;
- (e) stabilise all stalls, furniture and other equipment provided and used in the operation of the market at all times and remove stalls, furniture and equipment when not in use;
- (f) maintain noise levels from any associated music, announcements and the like, in accordance with any condition of the market licence, so as not to cause a nuisance; and
- (g) maintain the approved market area clean and free from rubbish.

4.6.3 The licensee must at the conclusion of the operation of each market, ensure that all stalls, furniture and other equipment used in the operation of the market, are removed and the area returned to the condition it was in before the commencement of the market, and to the satisfaction of the local government.

PART 5 – TRADING

5.1 Trading

A person must not undertake trading in a public place without a trading licence, unless the trading—

- (a) is undertaken as part of an event;
- (b) is undertaken in accordance with a valid market licence;
- (c) is undertaken in accordance with an approval granted by the local government under another written law; or
- (d) is of a type or undertaken in a way that is specified as being exempt from the requirement for a trading licence under a policy adopted by the local government.

5.2 Limitations on trading

5.2.1 A trading licence is only transferable with the approval of the local government and on payment of the transfer fee.

5.2.2 The issue of a trading licence does not give the licensee exclusive possession or use of the approved trading area.

5.3 Exemption from requirement to pay fee

5.3.1 In this clause:

charitable organisation means an institution, association, club, society or body, whether incorporated or not, the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature and from which any member does not receive any pecuniary profit except where the member is an employee or the profit is an honorarium.

5.3.2 The local government may waive the application fee referred to in clause 2.2.2(d) or the licence fee referred to in clause 2.4.1(b) or both, or may return any such fee which has been paid, if trading is carried on—

- (a) on a public place adjoining the normal place of business of the applicant for the trading licence; or
- (b) solely by members of a charitable organisation to raise funds for that charitable organisation.

5.4 Licence application

5.4.1 An applicant for a trading licence must comply with subclause 2.2.2.

5.4.2 An application for a trading licence must be forwarded to the local government together with—

- (a) details of the number of persons to be employed or engaged in the trading at any one time;
- (b) a plan of the proposed location or, where the trading will not be conducted from a fixed location, a description of the route or areas from which the applicant proposes to trade;
- (c) details of the days and hours of operation;
- (d) details of the proposed goods or services to be traded under the trading licence;
- (e) if any stall will be used for trading, a detailed and accurate plan and description, including dimensions, of the stall; and
- (f) where the applicant is a corporation, the name and address of the person responsible for complying with any terms and conditions of the licence.

5.5 Trading licence

A trading licence granted by the local government will—

- (a) include a licence number;
- (b) include the location, days and hours of operation and approved trading area;
- (c) detail the goods or services which can be traded under the trading licence;
- (d) specify the number of persons that may carry on trading at any time under the trading licence; and
- (e) detail any other terms and conditions imposed on the licence.

5.6 Term and validity of licence

5.6.1 A trading licence remains valid until—

- (a) the expiry date stated in the licence is reached;

- (b) variations are made to the trading area or activities, including an increase, reduction or change in the approved trading area, unless the variations are made by the local government in accordance with subclause 2.4.4;
- (c) any public liability insurance policy required as a condition of the licence lapses, is cancelled or is no longer in operation; or
- (d) the licence is cancelled by the local government.

5.6.2 If any of the events specified in subclause 5.6.1 occur, then a new application for a trading licence must be made and a new trading licence issued before any trading can be carried out.

5.7 Responsibilities of licensee

5.7.1 The licensee must—

- (a) comply with the conditions of the trading licence;
- (b) where a stall is being used for trading:
 - (i) display a sign indicating the name of the licensee and the licence number, with letters and numerals not less than 5 centimetres in height in a conspicuous place in the approved trading area;
 - (ii) ensure that the approved trading area is attended either by the licensee or a person employed or engaged in the trading activity at all times when trading is being undertaken;
 - (iii) keep the stall in a clean and safe condition and in good repair;
 - (iv) keep the approved trading area free from refuse and rubbish;
 - (v) remove any stall, goods, equipment and signs from the approved trading area and leave that location clean and vacant -
 - A. at the conclusion of the permitted hours of operation specified in the trading licence; and
 - B. whenever trading is not taking place; and
- (c) have the trading licence available at all times trading is being undertaken, for inspection at the request of any authorised person.

5.7.2 The licensee must not—

- (a) permit any trading activity to extend beyond the approved trading area;
- (b) engage in or permit any trading in any goods or services other than those specified in the trading licence;
- (c) cause, permit or suffer any nuisance to exist, arise or continue on or from the approved trading area;
- (d) deposit, place or store any goods on any public place, other than within the trading area;
- (e) obstruct the free passage of pedestrians on any footpath or pedestrian accessway;
- (f) use or display or permit to be used or displayed any advertisement, placard, poster, streamer, sign or signboard on or about the approved trading area exceeding a total area of 0.5 square metres;
- (g) erect and maintain any signs in accordance with sub-clause (f) so as to obscure any other signage on or adjacent to the approved trading area;
- (h) cry out or shout about, or permit any other person to cry out or shout about, any goods or services in any public place or from the trading area, to the detriment of or causing a nuisance to nearby traders or persons undertaking commercial activities; or
- (i) use or permit to be used—
 - A. any loud hailer, microphone, amplifier or other apparatus for making or transmitting sound, on or from the approved trading area, unless approved by the local government;
 - B. any record, tape, radio, bell, musical instrument or other instrument or device capable of being heard beyond the boundaries of the approved trading area unless approved by the local government;
 - C. any flashing or intermittent lighting apparatus or device on or from the approved trading area; or
 - D. an apparatus or device including a flap or shelf whereby the dimensions of the stall are increased beyond the dimensions specified in the trading licence.

PART 6 - STREET ENTERTAINMENT

6.1 Street entertainment

A person must not engage in street entertainment in a public place without a street entertainment licence, unless the street entertainment—

- (a) forms part of an event;
- (b) forms part of a market for which a licence has been granted by the local government under clause 4.4; or
- (c) is provided in accordance with an approval granted by the local government under another written law.

6.2 Limitations on street entertainment

6.2.1 A street entertainment licence is not transferable.

6.2.2 The issue of a street entertainment licence does not give the licensee exclusive possession or use of the approved street entertainment area.

6.3 Licence application

6.3.1 An applicant for a street entertainment licence must comply with subclause 2.2.2.

6.3.2 An application for a street entertainment licence must be forwarded to the local government together with—

- (a) details of the nature of the proposed street entertainment;
- (b) details of any musical instrument or amplifier proposed to be used;
- (c) details of the number of people to be involved in the proposed street entertainment; and
- (d) any other information requested by the local government.

6.4 Street entertainment licence

A street entertainment licence issued by the local government will include—

- (a) a licence number;
- (b) details of the location and equipment that can be used for the street entertainment;
- (c) the days and permitted times for the street entertainment; and
- (d) any other terms and conditions of the licence.

6.5 Term and validity of licence

6.5.1 A street entertainment licence remains valid until—

- (a) the expiry time and date stated in the licence is reached;
- (b) any public liability insurance policy required as a condition of the licence lapses, is cancelled or is no longer in operation; or
- (c) the licence is cancelled by the local government.

6.5.2 If any of the events specified in subclause 6.5.1 occur, then a new application for street entertainment must be made and a new street entertainment licence issued before any street entertainment can take place.

6.6 Responsibilities of licensee

6.6.1 The licensee of the street entertainment licence must—

- (a) comply with the conditions of the street entertainment licence;
- (b) not permit the street entertainment to extend beyond the specified portion of the public place approved in the street entertainment licence;
- (c) ensure that the conduct of street entertainment approved under the licence:

- (i) does not prevent or impede pedestrian flow or access to and along footpaths, entry or exit to shops and other buildings;
- (ii) does not prevent or impede vehicular flow or access to and along any thoroughfare or vehicular entry or exit to any shop or other building;
- (iii) does not cause a nuisance to any other street entertainment or activity approved by the local government;
- (iv) unless otherwise approved, does not have more than 4 people participating in any one performance;
- (v) unless otherwise approved, does not include any person under the age of 14 years -
 - A. during school hours, on school days;
 - B. between 7.00pm and 6.00am;
- (vi) does not include, involve or permit—
 - A. anything that is offensive or obscene;
 - B. the use of fire;
 - C. any weapon or object with sharp edges, including knives or swords;
 - D. any motorised machinery that emits a loud noise in its operation or is not suitable in the location;
 - E. any other activity, object or matter whatsoever that endangers the safety of the public or the performer; or
 - F. cruelty to an animal;
- (vii) does not include any amplification unless specifically approved and endorsed on the street entertainment licence;
- (viii) notwithstanding sub-clause (vii), does not include any amplification between Monday to Saturday, 10.00pm to 7.00am and Sundays between 10.00pm and 9.00am; and
- (ix) complies at all times with the *Environmental Protection (Noise) Regulations 1997*;
- (d) use the approved street entertainment area to perform during the days and times specified in the licence or vacate that area;
- (e) produce the street entertainment licence when requested to do so by an authorised person;
- (f) display—
 - (i) a sign indicating the name of the licensee and the licence number with letters and numerals not less than 5 centimetres in height in a conspicuous place in the performance location; or
 - (ii) standard business cards;
- (g) if the licensee is a performing pavement or visual artist, return the performance location, including the pavement surface, to its former condition on the completion of a performance; and
- (h) comply at all times with a direction of an authorised person.

6.6.2 A licensee of a street entertainment licence must not—

- (a) reserve or attempt to reserve a performance location within the approved street entertainment area or leave equipment at a location used for performances unless immediately before, during or after a performance;
- (b) trade any goods or services without a licence issued for that purpose;
- (c) erect or display, or permit to be erected or displayed, at or near the performance location any sign—
 - (i) larger than 0.25 square metres in area, displaying the name of the performance; or
 - (ii) standard business cards;
- (d) perform in any one location for more than 60 minutes, unless specifically authorised in the licence, unless the performance is by a pavement or visual artist; and
- (e) if the licensee is a performing pavement or visual artist, use spray paint, crayons, felt tip pens or other indelible materials unless working on paper or card.

6.7 Cancellation or variation of street entertainment licence

Without limiting clause 2.7, the local government may cancel or vary the terms and conditions of a street entertainment licence in the event that—

- (a) a complaint is received about a performance or the amenity of a performance location;
- (b) an authorised person has concerns with the content or material used in the performance; or
- (c) the licensee fails to meet any of the responsibilities detailed in clause 6.6.

PART 7 - SECURED SUM

7.1 Security for restoration and reinstatement

- 7.1.1 The local government may require the payment of a bond, bank guarantee or other form of security acceptable to the local government for the purpose of ensuring that a public area is repaired, restored or reinstated.
- 7.1.2 A bond, bank guarantee or other form of security payable in accordance with subclause 7.1.1 may be required—
- (a) as a condition of a licence;
 - (b) before the issue of a licence; or
 - (c) before the renewal or transfer of an outdoor dining licence, market licence or trading licence.
- 7.1.3 The local government will determine the amount payable as a bond, bank guarantee or other form of security payable in accordance with subclause 7.1.1.
- 7.1.4 If a bond is paid under subclause 7.1.1, the local government must deposit the bond into an account established by the local government for the purpose of holding bonds or other forms of security.

7.2 Use by the local government of secured sum

- 7.2.1 If a licensee fails to carry out or complete the restoration and reinstatement works required by the licence conditions or by a notice where the local government has given the licensee a notice requiring such works to be carried out ("the required restoration and reinstatement work")—
- (a) within the time specified in those conditions;
 - (b) where no such time has been specified, within a reasonable period of time from the expiration of the licence;
 - (c) within 14 days of being given a notice or such other time as may be specified in the notice,
- then the local government may carry out or cause to be carried out the required restoration and reinstatement work or so much of that work that has not been completed.
- 7.2.2 The licensee must pay to the local government on demand all administrative, legal, contractor and other costs actually incurred by the local government in carrying out and completing the required restoration and reinstatement work.
- 7.2.3 The local government may apply the proceeds of any bond, bank guarantee or other security provided by the licensee under clause 7.1 to meet the costs referred to in subclause 7.2.2.
- 7.2.4 The liability of a licensee to pay the costs referred to in subclause 7.2.2 is not limited to the amount, if any, secured under clause 7.1.
- 7.2.5 A person or a licensee is not entitled to make any claim by way of damages or otherwise, against an authorised person, local government employee, local government appointed sub-contractor or other person authorised by the local government to enter the land and carry out all or part of the required restoration and reinstatement work.

PART 8 - MISCELLANEOUS

8.1 Directions of authorised person

- 8.1.1 An authorised person may direct a person to stop doing anything which the authorised person considers on reasonable grounds the person is in the process of doing, which is contrary to this

local law or the condition of a licence issued under this local law.

8.1.2 A person who is given a lawful direction under subclause 8.1.1 must comply with that direction.

8.2 Notice requiring works to be done to remedy breach

8.2.1 The local government may give notice to a licensee requiring the licensee—

- (a) to rectify a breach of any condition or term of a licence or of a provision of this local law; or
- (b) to change the arrangement or operation of an approved area considered necessary to maintain public safety, facilitate public works to the public place or to protect the amenity of premises adjacent to an approved area;

8.2.2 A notice issued by the local government under subclause 8.2.1 will—

- (a) outline—
 - (i) details of the breach of the condition or term of the licence;
 - (ii) the provision of the local law; or
 - (iii) of the change in arrangement or operation required;
- (b) require the licensee to remedy the breach or to change the arrangement or operation as required within the time specified in the notice; and
- (c) advise that where the licensee fails to comply with the requirements of the notice within the time specified, the local government may remedy the breach or change the arrangement or operation as required.

8.2.3 Where the licensee fails to comply with the requirements of the notice within the time specified in the notice, the local government may by its employees, agents or contractors do all things necessary to remedy the breach of the condition or term of the licence or of the provision of this local law or to change the arrangement or operation which is required by the notice.

8.2.4 The local government may recover the expenses incurred in doing the works referred to in subclause 8.2.3—

- (a) by deducting the expenses from the secured sum (if any), and where the secured sum is less than the expenses, the local government may recover the balance through a court of competent jurisdiction; or
- (b) from the licensee in a court of competent jurisdiction.

8.3 Notice to advise licensee of planned or emergency works

8.3.1 The local government will give 14 days notice of any works to be undertaken by the local government, that will require closure, part closure or access to an approved area.

8.3.2 Where the local government is to carry out emergency works in an approved area, the local government will give such a period of notice which it considers reasonable in the circumstances.

8.4 Works in public property

Where an applicant or a licensee is required to obtain the local government's permission under regulation 17 of the *Local Government (Uniform Local Provisions) Regulations 1996*, any licence issued under this local law to the applicant or licensee will not be taken to be a grant of that permission.

8.5 Serving of notice

Where a notice or other document is to be given to a person by the local government under this local law, it may be given to the person—

- (a) by delivering it to the person personally;
- (b) where the person is an applicant or a licensee, by posting it by prepaid post to or leaving it at the address appearing on the application for a licence or the licence; or

- (c) where the person is not an applicant or a licensee, by posting it by prepaid post to or leaving it at the usual or the last known place of residence or business of the person.

8.6 Public liability insurance and indemnity

- 8.6.1 Where as a condition of a licence, the licensee is required to obtain public liability insurance, this public liability insurance must indemnify the local government against all actions, suits, claims, damages, losses and expenses made against or incurred by the local government arising from any activity, action or thing performed or erected under the licence.
- 8.6.2 The public liability insurance policy referred to in subclause 8.6.1 must be kept current for the duration of the licence and—
 - (a) must be in the name of the licensee and the local government for a minimum value of \$5,000,000 or such other amount as the local government considers appropriate to the risk involved;
 - (b) include a clause which prevents the policy from being cancelled without the written consent of the local government;
 - (c) include a clause which requires both the licensee and the insurance company to advise the local government if the policy lapses, is cancelled or is no longer in operation; and
 - (d) be available for inspection by an authorised person.
- 8.6.3 A licensee who refuses or cannot provide a current certificate of insurance within 2 working days of a request under subclause 8.6.2(d) commits an offence.

PART 9- OFFENCES AND PENALTIES

9.1 Offences

- 9.1.1 A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing without reasonable excuse, commits an offence.
- 9.1.2 Whenever the local government gives a notice under this local law requiring a person to do anything, if the person fails to comply with the notice, the person commits an offence.
- 9.1.3 A person who commits an offence under this local law will be liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

9.2 Prescribed offences and modified penalties

- 9.2.1 An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.
- 9.2.2 The amount appearing in the final column of the table in Schedule 1 directly opposite an offence described in Schedule 1 is the modified penalty for that offence.
- 9.2.3 If the offence is of a continuing nature, the modified penalty of \$50 applies for the offences described in Schedule 1 for each day or part of a day during which the offence continues following the issue of an infringement notice for the amount calculated in accordance with subclause 9.2.2.

Schedule 1 - Prescribed offences and modified penalties

[cl 9.2]

Item No	Clause No	Nature of Offence	Modified Penalty \$
PART 3 – OUTDOOR DINING			
1	3.1	Establishing an outdoor dining area in a public place without an outdoor dining licence.	250
2	3.7.1(a)	Failing to comply with conditions of outdoor dining licence.	150
3	3.7.1(b)	Permitting operation of outdoor dining area to extend beyond approved area.	150
4	3.7.1(c)	Failing to manage outdoor dining area in accordance with approved management plan.	150
5	3.7.1(d)	Failing to keep licenced area free of any obstacle or matter likely to cause injury to persons or property.	150
6	3.7.1(e)	Failing to ensure furniture or equipment remains in approved outdoor dining area and does not impede pedestrian flow.	150
7	3.7.1(f)	Failing to repair damage to surface area, fixtures, fittings or utility services caused by operation of an outdoor dining area.	150
8	3.7.1(h)	Failing to ensure trading in outdoor dining area is limited to operating hours stated in licence.	150
9	3.7.2	Failing to remove all equipment, structures and other things and reinstate area to satisfaction of local government on cessation of licence and pay reinstatement costs.	150
Part 4 –MARKETS			
10	4.1	Setting up or conducting market without licence	250
11	4.6.1(a)	Failing to comply with conditions of market licence	150
12	4.6.1(b)	Permitting operation of market area to extend beyond approved market area.	150
13	4.6.1(c)(i)	Failing to obtain approval from local government and Police to close public thoroughfare where market held during market times.	150
14	4.6.1(c)(ii)	Failing to make adequate refuse collection arrangements to satisfaction of local government.	150
15	4.6.1(c)(iii)A.	Failing to obtain approval under Health (Public Buildings) Regulations 1992 – Certificate of Approval.	150
16	4.6.1(c)(iii)B.	Failing to obtain approval under Health (Public Buildings) Regulations 1992 – Certificate of electrical compliance.	150
17	4.6.2(a)	Failing to maintain pedestrian access through and beyond approved market area.	150
18	4.6.2(b)	Failing to maintain access to adjacent building entries.	150
19	4.6.2(c)	Failing to retain access to existing or approved outdoor dining areas with adjacent building entries.	150
20	4.6.2(d)	Failing to maintain adequate access for emergency vehicles through any thoroughfare of the approved market area.	150
21	4.6.2(e)	Failing to stabilise all stalls and furniture and other equipment	150

Item No	Clause No	Nature of Offence	Modified Penalty \$
		used in operation of market and remove same when not in use.	
22	4.6.2(f)	Failing to maintain noise levels from music, announcements and the like so as not to cause a nuisance.	150
23	4.6.2(g)	Failing to maintain approved market area clean and free from rubbish.	150
24	4.6.3	Failing to remove all structures and equipment at conclusion of market.	150
PART 5 –TRADING			
25	5.1	Trading without a licence.	250
26	5.7.1(a)	Failure to comply with conditions of trading licence.	150
27	5.7.1(b)(i)	Failing to display sign indicating licensee name and licence number.	100
28	5.7.1(b)(ii)	Failing to have approved trading area attended when trading.	100
29	5.7.1(b)(iii)	Failing to keep any stall in clean, safe condition and good repair.	150
30	5.7.1(b)(iv)	Failing to keep approved trading area free from refuse and rubbish.	150
31	5.7.1(b)(v) A.	Failing to remove any stall, goods, equipment and signs and leave approved trading area clean at conclusion of operation hours.	150
32	5.7.1(b)(v) B.	Failing to remove any stall, goods, equipment and signs and leave location vacant whenever trading is not taking place.	150
33	5.7.1(c)	Failing to have licence available at all operation times for inspection at the request of any authorised person.	100
34	5.7.2(a)	Trading beyond approved trading area.	150
35	5.7.2(b)	Trading in any goods or services not specified in the licence.	150
36	5.7.2(c)	Causing or permitting any nuisance to exist, arise, or continue from the approved trading area.	150
37	5.7.2(d)	Depositing, placing or storing any goods on any public place other than the approved trading area.	150
38	5.7.2(e)	Obstructing free passage of pedestrians on footpath or accessway.	150
39	5.7.2(f)	Using, displaying or permitting advertisement outside licence location, larger than approved size.	150
40	5.7.2(g)	Erecting and maintaining signs so as to obscure other signage on or adjacent to the approved trading area.	150
41	5.7.2(h)	Crying out or shouting about goods or services in public place.	150
42	5.7.2(i)A.	Using or permitting use of loud hailer, microphone, amplifier or other sound apparatus, on approved trading area without approval.	150
43	5.7.2(i)B.	Using or permitting use of any record, tape, radio or musical instrument capable of being heard outside approved trading area without approval.	150
44	5.7.2(i)C.	Using or permitting use of any flashing or intermittent lighting	150

Item No	Clause No	Nature of Offence	Modified Penalty \$
		apparatus or device on or from approved trading area.	
45	5.7.2(i)D.	Using or permitting use of any apparatus to increase dimensions of a stall beyond that specified in the licence.	150
PART 6 STREET ENTERTAINMENT			
46	6.1	Engaging in street entertainment without a licence.	250
47	6.6.1(a)	Failing to comply with conditions of street entertainment licence	150
48	6.6.1(b)	Permitting street entertainment to extend beyond area approved as part of the licence.	100
49	6.6.1(c)(i)	Permitting the performance to impede pedestrian flow or access to and along footpaths, entry or exit to shops or other buildings.	150
50	6.6.1(c)(ii)	Permitting the performance to impede vehicular flow or access to and along any thoroughfare or vehicular entry or exit.	150
51	6.6.1(c)(iii)	Permitting the performance to cause a nuisance to any other street entertainment or activity approved by the local government.	150
52	6.6.1(c)(iv)	Having more than 4 people participating in any performance without approval.	150
53	6.6.1(c)(v)A.	Permitting the performance to include persons under 14 years of age, during school hours on a school day, without approval.	150
54	6.6.1(c)(v)B.	Permitting the performance to include persons under 14 years of age on school days between 7.00pm and 6.00am, without approval.	150
55	6.6.1(c)(vi)A.	Permitting the performance to involve anything that is offensive or obscene.	150
56	6.6.1(c)(vi)B.	Permitting the performance to involve the use of fire.	150
57	6.6.1(c)(vi)C.	Permitting the performance to involve any weapon or object with sharp edges, including knives or swords.	150
58	6.6.1(c)(vi)D.	Permitting the performance to involve any motorised machinery which emits a loud noise or is not suitable for the location.	150
59	6.6.1(c)(vi)E.	Permitting the performance to involve any activity, object or matter whatsoever that endangers the safety of the public or performer.	150
60	6.6.1(c)(vi)F.	Permitting the performance to involve cruelty to animals.	150
61	6.6.1(c)(vii)	Permitting the performance to include amplification without specific approval.	150
62	6.6.1(c)(viii)	Permitting the performance to include amplification outside permitted times.	150
63	6.6.1(d)	Failing to use the approved street entertainment area to perform during the days and times specified or vacate that area.	150
64	6.6.1(e)	Failing to produce the licence when requested by an authorised person.	100
65	6.6.1(f)(i)	Failing to display the name of the licensee and licence number during each performance.	150
66	6.6.1(g)	Failing to return the performance location to its former condition	150
67	6.6.1(h)	Failing to comply with direction of an authorised person.	150
68	6.6.2(a)	Reserving or leaving equipment at performance location unless	150

Item No	Clause No	Nature of Offence	Modified Penalty \$
		immediately before, during or after performance.	
69	6.6.2(b)	Trading any goods or services without licence for the purpose.	150
70	6.6.2(c)(i)	Erecting or permitting to be erected or displayed a sign larger than specified.	150
71	6.6.2(d)	Performing in same location for more than 60 minutes without approval.	150
72	6.6.2(e)	Use of spray paint, crayons, textures or other indelible materials, by a pavement or visual artist unless working on paper or card.	250
73	8.1.2	Failure to comply with a lawful direction under subclause 8.1.1.	200

Dated [insert date] 2016

The Common Seal of Shire of Broome was affixed by the authority of a resolution of Council in the presence of –

R J JOHNSTON, Shire President
S MASTROLEMBO, Acting Chief Executive Officer

Schedule of Submissions - Trading, Outdoor Dining and Street Entertainment Local Law 2016 (Local Law)

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
1	Daryl & Angela Roberson – Beach Hut	<p>1. Applicant Details and current position:</p> <p>Licence Holders Names: Daryl & Angela Roberson Business Name: Beach Hut Licence Number: 6/2014</p> <p>1.1. The Beach Hut has a current Shire of Broome “Licence to Trade in a Public Places”. This licence is governed by Local Government Laws; <ul style="list-style-type: none"> • Trading, Outdoor Entertainment and Street Entertainment 2003 • Local Government Property and Public Places Local Law 2012 </p> <p>1.2. Beach Hut owners Daryl and Angela Roberson have owned and operated under the Commercial Activities on Cable Beach Policy under the activity of “Hiring of Beach Gear” activity for 13 years</p> <p>1.3. Beach Hut’s current Trading Licence has 2 ½ years until it expires on 31st December 2018</p> <p>1.4. Daryl Roberson has more than 25 years of experience owning, operating, managing various Trading Licences on Cable Beach under the Shire of Broome’s Local Law</p>	Noted. Background information only.	No action required.
		<p>2. Beach Hut understands the need for Development Strategies, Law Reform and Policy reform</p> <p>2.1. We understand the Broome Shire as part of the newly adopted Cable Beach Development Strategy is encouraging more leisure activities on and around Cable Beach and promote more Public Trading Activities</p> <p>2.2. Beach Hut understands that the Shire of Broome are required to reviews Local Law every 8 years. The review of the <i>Trading, Outdoor Entertainment and Street Entertainment 2003</i> is not due for review for another 4 years.</p> <p>2.3. We understand that the Broome Shire seek to modify, streamline, modernise or remove certain areas of the Local Law to increase the number of Trading licences to better cater for Broome’s future Tourism and Trading industry</p> <p>2.4. The new local laws encourages the wording to be modernised and the Broome Shire claims that the new law will help to clarify and uses more simplified language for better understanding, although we do not see clarification on our current trading licence or the conditions of the licence in the law reform</p> <p>2.5. Not all areas of this law reform are consistent with being transparent and procedurally fair so, on these grounds we feel compelled to object to 4 clauses within the draft Trading, Outdoor Entertainment and Street Entertainment 2016 document. There is little in this new Law that protects an existing business and the conditions of their licence.</p>	<p>Noted.</p> <p>While there is an obligation on local government to review local laws every eight years, there is nothing that prevents a review happening sooner.</p>	No action required.
		<p>3. How this Law Reform affects Beach Hut and our current Licence</p> <p>3.1. There are some amendments to the <i>Trading, Outdoor Entertainment and Street Entertainment Local Law 2016</i> that would have a direct negative impact on Beach Hut’s current Trading Licence</p>	Noted. Specific concerns are outlined below.	No action required.

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>conditions. Beach Hut still has 2 ½ years left on its current trading licence if this Law is adopted in its current draft form, Beach Hut has 2 ½ years of uncertainty of our trading licence and the licence conditions.</p> <p>3.2. If the Law were to be amended and new trading licences to operate competing activities on Cable beach or in the carpark were being issued, then there would be a significant impact on our business. For example, all of the following scenarios would negatively affect our business:</p> <p>a) If a New business was issued with a licence to operate was operating too close to our business, or</p> <p>b) offered services similar in nature to our business, or alternatively</p> <p>c) if activities within Beach Hut's licence were varied, this could all negatively affect our business.</p> <p>The outcome of these scenarios would be that our revenue would jeopardised to the point that it may cause our business to become unviable.</p> <p>3.3. Beach Hut already has some degree of uncertainty to our income due to unfavourable weather conditions (wind & rain) and wildlife issues (stingers & crocs) when the beach has to close. However, to amend the law so that our licence conditions could possibly be varied (without our consent) and if new businesses are able to be approved to commence which are too close or similar in nature to our business could potentially cause us to discontinue our currently successful business. The major uncertainty and instability to our trading licence would cause us to re-evaluate our business and its viability.</p> <p>3.4. If more businesses were being given licences under the amended law then the Shire may see this as an opportunity to increase annual total revenue to the Shire and may possibly put the licences out for tender (this is what happened in 2006). For the Shire of Broome to increase licence fees or to put licences out for tender could cause a business to become unfeasible.</p> <p>3.5. We have lived in Broome for 25 years and have 3 young children. We have invested our family's future in our beach equipment hire business. We need stability and certainty with our trading licence for our business to continue to run successfully and to provide for our family here in Broome. The Law amendment causes our business serious instability and uncertainty, and possible financial losses, if not business closure.</p>		
		<p>4. Objection to the Amendment of Clause 2.3.2 (b) in the 'Draft' Trading, Outdoor Entertainment and Street Entertainment Local Law 2016</p> <p>We, Angela and Daryl Roberson of Beach Hut WA Pty. Ltd. UNDER SECTION 9.5 OF THE ACT Hereby OBJECT to the amending of the following: Amendment PART 2 – Determination of an Application, Clause 2.3.2 (b) From: 2003 Version <i>(b) "the needs of the area of the district for which the licence is sought are adequately catered for by an established shop or by a person who holds a valid licence;"</i> To: 2016 Version <i>(b) "the activity will have an unreasonable impact on an established shop or an activity undertaken under an existing licence;"</i></p> <p>4.1. Grounds of the Objection</p>	<p>Section 2.3.2 of the Local Law outlines the factors that "may" make the local government refuse an application for a licence and therefore the consideration of these factors is discretionary.</p> <p>The inclusion of "unreasonable impact" on existing business as a factor for refusing an application instead of the needs of an area being adequately catered for by an existing business was intended to give Council greater flexibility in exercising this discretion and considering new applications for trading licences.</p>	No action recommended.

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>Improper purpose and unworkable proposal</p> <p>The amendment to this law will significantly increase uncertainty for existing licence holders and put (local government employees?) in an impossible adjudicatory position tasked for the Shire of Broome to assess or determine to whether a new Trading licence application has an ‘unreasonable impact’ on an existing business. It will potentially generate numerous Objections and significantly increase the potential for legal proceedings for persons who are disgruntled with the Shire’s adjudicative processes. We contend the use of legislative power to promote competition is an improper purpose of the delegated legislative power</p> <p>Who within the Shire will make this assessment and how will it be determined that the impact is <i>unreasonable</i>”? We understand that local government employee’s will, in effect, be assessing what are at the end of the day commercial matters for small businesses, and by doing so, are operating beyond their area of expertise.</p> <p>This amendment does not define “<i>unreasonable impact</i>”, nor is any procedure or framework provided to determine this unknown ‘unreasonable’ impact on an existing business. This is unfair to an existing business if the <i>unreasonable</i> impact was confirmed and came to be, so that the existing business became no longer viable.</p> <p>There is no reference to the factors by which “unreasonableness” is assessed including proportion of turnover or profitability impact that may be “unreasonable”.</p> <p>4.2. Extraction or Amendment that should be made to clause 2.3.2(b)</p> <p>4.2.1 Extraction</p> <p>Extraction of the 2016 Clause 2.3.2(b) should be made and the original, clearly worded, 2003 version should remain.</p> <p>4.2.2 Amendments</p> <p>Clause 2.3.2(b) in the 2003 Version is required in the current version of the Local law, so that there is no businesses of the same activity in that area when the demand for such is already met.</p> <p>The meaning is clearly conveyed in the 2003 version.</p> <p>In the alternative, the proposed amendment ought to commence operation only when an existing licence holders term is about to expire (ie delayed commencement/ sunrise clause) that reads “<i>the activity will have an unreasonable impact on an established shop or an activity undertaken under an existing licence which has less than 3 months until its expiry. In all other cases, the requirement that the needs of the area of the district for which the licence is sought are adequately catered for by an established shop or by a person who holds a valid licence are to be considered</i>”.</p> <p>To introduce competing activities in circumstances where existing licence holders have (in reliance on the provisions of existing local laws) invested in specialised infrastructure or stock (eg camels/ boats etc) on the expectation that they would see a return on their capital investment is unfair for existing licence holders.</p> <p>Other Amendments could possibly be made to the 2016 Version of the <i>Trading, Outdoor Entertainment and Street Entertainment local Law</i> which will allow a fair and clear way of</p>	<p>While it is acknowledged that there is subjectivity involved in determining whether there has been an “unreasonable impact”, determining whether the needs of an area are adequately catered for is subjective also.</p> <p>Overall, providing scope for Council to consider allowing greater competition and new trading activities is considered worthwhile, with clause 2.3.2(c) still giving Council the ability to protect the interests of existing businesses.</p> <p>It should be noted that both the existing and proposed new Local Law state that Council is the decision maker in relation to whether an application should be refused due to it having an unreasonable impact on an existing business. The ability to make this decision may be delegated to Shire Officers, but it is Council’s decision whether it wishes for Officers to make this decision or whether sole decision making responsibility should remain with Council.</p>	

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		<p>determining the actual impact a new licence will have on an existing business. There should also be protections within the amended legislation for existing businesses including, but not limited to the obligation to consult in writing with the existing business to gain an opinion of any impact another business operator, in the same business/trade and/or location would have on the operations of the existing business. It could the demand cope with another competitor?</p> <p>4.3 Reasons for the Objection</p> <p>If the procedure for determining <i>unreasonable impact</i> is not clarified then this may potentially undermine the viability of existing businesses to the point that the business is no longer viable for both operators and that service/activity is lost. This would negatively impact on an existing highly visible service business for Broome which has operated consistently for decades.</p> <p>The effect of this change may be that the existing business may become unviable because the Shire of Broome were unable to determine the terms of “unreasonable impact”.</p> <p>Further impacts may result on the provision of an important service to visitors and residents of Broome alike.</p> <ul style="list-style-type: none"> • Sunrise clause – law reform ought not to be introduced till existing licence expires • We contend it is unsuitable that Public Servants be adjudicators of what will/won't make an “unreasonable” impact” on small business operations, which necessarily should involve some commercial consideration of turnover (?) profitability (?) viability(?) and the likely impact on earnings of small business. • If commercial factors are utilised in assessing “unreasonable impact” there are likely to be a host of “commercial in confidence” issues arising, with their accompanying potential for misuse and disclosure in subsequent legal proceedings. • inherently vague criteria – No real guidance as to who is the person who are exercising this decision making powers over 3rd party businesses • and little or no enshrining of affected operators rights to be “consulted” and the policies or processes that will govern this; 		
		<p>5. Objection to the Amendment of Clause 2.3.2 (c) in the ‘Draft’ Trading, Outdoor Entertainment and Street Entertainment Local Law 2016</p> <p>We, Angela and Daryl Roberson of Beach Hut WA Pty. Ltd.</p> <p>UNDER SECTION 9.5 OF THE ACT</p> <p>Hereby OBJECT to amending the following:</p> <p>Amendment PART 2 – Determination of an Application, Clause 2.3.2(c)</p> <p>From 2003 Version</p> <p><i>(c) “the application is for a trading licence or market licence which relates to the conduct of trading on Cable Beach and there is a valid trading licence or market licence under which goods or services are traded which in the opinion of the local government are similar to some or all of the proposed goods or services in the application”</i></p> <p>To: 2016 Version</p> <p><i>(c) “the application does not comply with a policy of the local government adopted by the Council and relevant to that application”</i></p> <p>5.1. Grounds for the Objection</p> <p>Bias and improper purpose - As the only current holder of a trading licence who is actually</p>	<p>The revisions to subclause 2.3.2(c) were not made to destabilise the submitters’ business. The changes were made so as to link the Local Law to the Cable Beach specific provisions applying to trading licences in the applicable Council Policy (currently Policy 4.5.3 Commercial Activities on Cable Beach).</p> <p>It is the view of Officers that legislative instruments should not seek to be anti-competitive. While the Local Law is right to include protection for existing businesses (see subclause 2.3.2(b)), it should not seek to protect a specific business’ interests.</p> <p>In any event, all that subclause 2.3.2(c) is seeking to do is refer to the relevant Council Policy, which contains provisions on the</p>	No action recommended.

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>operating on Cable Beach, we understand the purpose of this particular laws removal is targeted solely to destabilise our existing Trading Licence and business by introducing competitors. The amendment removes the existing rights of established Cable Beach traders to not have competing commercial activities offering similar goods and services and replaces it with a bland assertion that “<i>Trading applications must comply with Council policy</i>” It is not a “modernisation” of the law at all. It is a significant abrogation of the historical protections local established traders have enjoyed that was originally established to overcome the difficulties of attracting and retaining locally operated tourist enterprises in what is a remote location. The variation of our existing trading conditions by encouraging the introduction of (non locally operated?) competitors in circumstances where we are half way through a 5 year licence is biased and for the improper purpose for which local lawmaking powers are conferred. We contend the use of legislative power to promote competition is an improper purpose of the delegated legislative power</p> <p>This amendment to completely remove this clause from the 2016 Version is of grave concern to ourselves as the only affected existing licence holders. . Clause 2.3.2(c) has important areas of criteria for assuring that a business with an existing trading licence, which already caters for particular goods, service or activities is not negatively affected by a new licence competing with similar , some or all of the proposed goods or services.</p> <p>The 2003 Version contains very important criteria to protect existing businesses.</p> <p>5.2. Extraction or amendment that should be made to clause 2.3.2(b)</p> <p>5.2.1 Extraction</p> <p>Extraction of the 2016 Clause 2.3.2(c) should be made and the original clearly worded, 2003 version clause 2.3.2(c) should remain so there is clarity in recognising criteria for assuring that existing trading licence that already caters for that particular goods, service or activity are not negatively affected by a new licence. For example, where the market demand will not support the extra business.</p> <p>5.3. Reasons for the Objection</p> <p>Particularly biased and discriminatory to Beach Hut as only current trading operation on Cable Beach year round and with 2.5 years to run on existing licence; This is without doubt biased, unreasonable and unfair and for an improper purpose. One must query the reasons the Shire of Broome want to eliminate business protections for existing locally owned and operated licence holders in the legislation. Other points</p> <ol style="list-style-type: none"> 1. Maintenance of existing high standards requires profitability so that damaged equipment can be maintained and replaced regularly. 2. Necessity of profitability to maintain and replace high quality products 3. Proposed reform (must comply with council policy) is so obvious a consideration that it’s pointless making it. 4. SHOULD ONLY COMMENCE OPERATION AFTER BEACH HUTS EXISTING LICENCE EXPIRES; 5. Presumably the reasons why it was adopted in 2003, presumably to promote standards/continuity, assist locals to compete with larger state wide businesses, promote local employment, some certainty in who Council are dealing with and reduce “fly by nighters”. 6. Rather than promote diversity of service offerings, the effect invariably will lead to replication of offerings by multiple commercial providers as each seeks to expand their goods and services offering’s to reduce income loss to affected segments of business. eg. 	number and nature of trading licences that will be issued on Cable Beach.	

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>Beach Hut sell food to compete with food traders seeking to hire beach equipment.</p> <p>7. If the Shire approves too many new Trading Licences of a similar nature to some or all of the proposed goods and services, to that of existing Licences, then the viability of both the existing licence holders business and the newly issued licence business will be at risk. The existing licence holders need to know their brand and their livelihood are protected and this needs to be clearly stated in the local law</p>		
		<p>6. Objection to the Amendment of Clause 5.6.1 (b) in the 'Draft' Trading, Outdoor Entertainment and Street Entertainment Local Law 2016 We, Angela and Daryl Roberson of Beach Hut WA Pty. Ltd. UNDER SECTION 9.5 OF THE ACT Hereby OBJECT to amending the following: Amendment to: PART 5 – Trading, Terms and validity of licence, Clause 5.6.1 (b) From: 2003 Version Clause 5.7.1 (b) <i>(b) "variations are made to an existing licence, including an increase, reduction or change in the approved trading area"</i> To: 2016 Version Clause 5.6.1 (b) <i>(b) "variations are made to the trading area or activities, including an increase, reduction or change in the approved trading area"</i></p> <p>6.1. Grounds of the Objection</p> <p>a) Increased Business uncertainty and procedural unfairness/improper purpose - The amendment appears to be designed to remove some uncertainty on what types of Licence "variation" will invalidate a licence by adding the variation of "Trading activities" as a basis for invalidating an existing Trading Licence (in addition to varying the Prescribed Trading Area). Some flexibility in varying Trading Activities for existing Licences during the term is required. Any process of amending <i>Trading Activities</i> throughout the Licence should NOT invalidate an Existing Licence mid term. When read with 5.6, it is completely unreasonable for a Trading licence to be invalidated and have the Licence application process recommence from scratch every time an application for Trading Activities is lodged eg request to vary Trading activities by adding stand up paddleboards to the licence terms "offerings" should not invalidate existing Trading Licence</p> <p>b) Any legislative amendment that establishes processes that, prior to the expiry of the Licence term legislatively invalidates an Existing Trading licence as a consequence of the Shire (unilaterally?) varying <i>trading activities</i> of a Trading Licence by (presumably) Shire employees (with or without reference to Council) is</p> <p>a. procedurally unfair to the existing licence holders with terms still to run and</p> <p>b. does not promote the certainty that businesses need to invest in stock, hire employees or eg business investments (customised trailers/ vehicles etc).</p> <p>c. Places unreasonable compliance obligations on existing licence holders (who per the proposed amendments to Clause 5.6.2 will be forced to re-apply for their Trading Licence again after their Trading Areas are changed or their Trading Activities altered).</p> <p>c) For example- the actions of the Shire of Broome would be procedurally unfair if they were to vary the terms of an existing Trading licence to vary the prescribed trading area allow a new licence holder / business to sell, offer or hire the same or similar item within the same trading locality and then as a consequence of that variation require the affected Licence holder to apply again. This would negatively impact the viability and profitability of the existing business.</p>	<p>Noted. It is considered reasonable to use the licence application process to manage any requests to vary a licence. This process for varying a licence applies to all of the different licence types regulated through the Local Law, not just trading licences.</p> <p>Council has the ability to act to vary any of the licences issued under the Local Law under clause 2.4.4. The decision to make such a variation is Council's decision. The ability to make this decision may be delegated to Shire Officers, but it is Council's decision whether it wishes for Officers to make these sorts of decision or whether sole decision making responsibility should remain with Council.</p> <p>Officers agree however that Council's decision to vary a licence should not invalidate a licence. Therefore, it is proposed that clauses 3.5.1, 4.5.1 and 5.6.1 of the Local Law be amended so that a variation to a licence made by Council under clause 2.4.4 will not invalidate a licence.</p>	<p>That subclauses 3.5.1(c), 4.5.1(b) and 5.6.1(b) are amended to include the words "unless the variations are made by the local government in accordance with clause 2.4.4".</p>

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>6.2. Amendment that should be made to clause 5.6.1(b) and how to vary Trading activities</p> <p>This clause would be far more workable, procedurally fairer and more useable promote greater investment certainty, if the there was a mechanism promoting flexibility in varying “trading activities” without the procedural “red tape” and compliance headaches accompanying the applying for a new licence, currently proposed by clause 5.6.2. The majority of amendments to trading activities will be minor and generally the shire should have the flexibility to deal with these promptly without the delay of going to Council.</p> <p>We suggest original version of 5.6(b) the 2003 Law is simplified to read “<i>variations are made to an existing licence, including an increase in the or change in location of an approved trading area</i>”</p> <p>We also suggest change is made to 5.7 to simplify and clarify the process of varying trading activities for trading Licences by adding clause 5.7.3 as follows</p> <p><u>5.7.3 Variation of Trading activities on Trading Licences</u> <i>The Trading Activities on the Trading Licence terms may be varied upon application to the Shire of Broome who may (at the discretion of the CEO) vary the trading activities of the Licence Holder, subject to</i></p> <p><i>a. adequate risk management and insurance accompanying the written variation application;</i> <i>b satisfying themselves the variation application is for trading activities on Cable Beach and there is not an existing valid trading licence or market licence under which goods or services are traded which in the opinion of the local government are similar to some or all of the proposed goods or services in the variation application</i></p> <p>Varying the location (prescribed Trading Area) of or activities of a Trading Licence once issued is a significant impediment to business certainty, procedurally unfair and if changes were being implemented by the Shire of Broome to the Prescribed Trading Area at any time to the licences, then the compulsory process of applying for and issuing new licences under 5.6.2 would cause serious procedural irregularities.</p> <p>6.3. Reason for the Objection</p> <p>Some flexibility on the part of the Shire is required for varying trading activities in particular where increased competition appears to be the thrust of the legislative reforms (Please note we consider that thrust to be an improper purpose of legislative reform but that is another issue).</p> <p>Limits on legislative power over Trading licences and “legislative invalidation” of Trading licences where Trading activity variations are sought ought to be restricted where possible. Flexibility and a minimum of red tape and compliance headaches are required as often there are minor amendments to trading activities required throughout a term for any number of reasons (including the fact that the Shire may have made mistakes in transcribing the Applicants requested trading activities). Clause 5.6.1(b) as proposed is destabilising to persons in existing Cable beach businesses and procedurally unworkable as it requires in essence every flaw in the licence terms re Trading Activities to be the subject of application to Council and thereby imposing unreasonable obligations on Licence Holder. A Trading licence, once issued should only be “invalidated “ through some major gross and</p> <p>Varying Trading Areas generally</p>		

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>As an aside the Shire of Broome should not be allowed to invalidate a Trading licence merely from varying the approved <i>Trading area</i> without reference to Council, holder without due consultation and in agreement with the existing Licence holder.</p> <p>A “PRESCRIBED TRADING AREA”, ONCE ESTABLISHED SHOULD NOT BE ALLOWED TO BE VARIED TILL CONCLUSION OF LICENCE TERM, WITHOUT COUNCIL APPROVAL and only after due consultation and in agreement with the existing Licence holder. If there is Shire of Broome employees have the power and ability to vary trading licences and location at any time, it leaves the licence holder in an uncertain and unstable environment for their business operations as to what they will be allowed to sell/ offer/ hire or limited to hire in the future and where they will operate from. This is not a reassuring way to run a business. Licence Holders need to know there is certainty to the business and livelihoods.</p> <p>We have 2.5 years to run on our existing licence. We do not want existing Trading area or permitted place to be varied in next two years.</p> <ul style="list-style-type: none"> - Legislatively extending the invalidation of Trading licences to requested or forced variations on Trading activities is an inappropriate vesting of commercial power over small businesses activities with local government; - Need clearly articulated powers so that businesses can have some confidence that bureaucracy and compliance will not dominate their business activities and that there is flexibility in varying trading activities. - Need to promote certainty in business to establish confidence in local government—This is not done via arbitrary changes to trading terms, varying trading locations or changing the permitted activities of a business. 		
		<p>7. Objection to the Amendment of Clause 5.6.2 in the ‘Draft’ Trading, Outdoor Entertainment and Street Entertainment Local Law 2016</p> <p>We, Angela and Daryl Roberson of Beach Hut WA Pty. Ltd.</p> <p>UNDER SECTION 9.5 OF THE ACT</p> <p>Hereby OBJECT to amending the following:</p> <p>Amendment to: PART 5 – Trading, Terms and validity of licence, Clause 5.6.2</p> <p>From: 2003 Version Clause 5.6.2</p> <p><i>“If any of the events specified in subclause 5.6.1 occur then a new application for a trading licence must be made and a new licence issued before any trading can be carried out”</i></p> <p>To: 2016 Version Clause 5.6.2</p> <p><i>“If any of the events specified in subclause 5.6.1 occur then a new application for a trading licence must be made and a new licence issued before any trading can be carried out”</i></p> <p>7.1. Grounds of the Objection</p> <p>Effectively there is no change to clause 5.6.2, but the clause requires amendment when read with the proposed amendments to clause 5.6.1(b) and/or 2.3.2 If the goals sought by amending clause 2.3.2 (greater competition) are achieved, this will lead to more applications to vary licence terms and trading activities variations in particular to eg match competitor offerings. The clause leads to gross procedural unfairness and administrative “red tape” if eg mid licence trading terms are legislatively amended to include variations being made to the activities of a licence holder, as detailed below:</p>	See comments in relation to point 6 of this submission above.	That subclauses 3.5.1(c), 4.5.1(b) and 5.6.1(b) are amended to include the words “ <i>unless the variations are made by the local government in accordance with clause 2.4.4</i> ”.

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>When clause 5.6.1(b) and 5.6.2 clause 2.3.2 (greater competition) are read together it becomes clear the proposed law reform will greatly affect the existing licence holder, who may be affected by the Shire of Broome decisions regarding their licence. For example the mid term trading licence holder will not only be subject to the uncertainty of variation of their licence, but then having to re-apply to obtain their licence and not being able to operate business until their new licence is issued if their trading area is . It cannot be that because the Shire want to eg reduce Beach Hut's trading area, the Beach Hut has to re-apply for a licence and not be allowed to trade while the Shire assesses their application.</p> <p>7.2. Extraction or amendment that should be made to clause 5.6.2</p> <p>We have suggested previously the proposed amendment of clause 5.6.1(b) to invalidate licences where there was a variation in Trading activities be removed. We have suggested above a more flexible legislative amendment to allow minor variations in trading activities by established licence holders in consultation with local government employees where there are unlikely to be objections from competing trading activities. It was contemplated this be done without making application to Shire by Local Government employees.</p> <p>To include the ability of the Shire of Broome to make variations to the trading activities of a trading licence without notice or agreement, is procedurally unfair to the existing licence holder. If the Shire of Broome through the introduction of competitions necessitate variations to a licence (to survive financially), then clause 5.6.2 would then come into effect and the existing licence holder would need to re-apply for their existing Trading licence, without any certainty of their future ability to operate and additionally, would not be able to trade until the new licence is issued. It cannot be that because Beach Hut want to vary Beach Hut's trading terms (to correct Shire historical translation errors from its original application), Beach Hut has its licence statutorily invalidated, then having to reapply for a licence and be not be allowed to trade while the Shire assesses their application.</p> <p>Variations to trading activities are not a reason to make a Trading licence invalid and require a licence holder to re-apply for their licence and cease trading until issue a new one is issued;, then clause 5.6.2 would not be unreasonable and unfair.</p> <p>7.3. Reason for the Objection</p> <p>a) Clause 5.6.2 becomes procedurally unfair and is cause for procedural irregularities due to clause 5.6.1(b) not allowing variations to a licence's trading activities.</p> <p>b) A Trading Licence's prescribed Trading Area once issued should not be allowed to be varied, unless done so following proper procedures with due consultation and in agreement with the licence holder.</p> <p>c) To have to re-apply for a licence once for what would mostly be very minor variations to trading activities are made, and not be able to operate your business until a new licence is issued is procedurally unfair</p> <p>d) If the Shire of Broome has the power and ability to vary trading licences at any time, forcing the licence holder into having to reapply for the licence and not be able to operate your business until a new licence is issued this causes business uncertainty and instability. This is not a reassuring way to run a business. Licence Holders need to know there is certainty to their business and livelihoods.</p>		
		8. Concerns Regarding the Trading Licence Application Process	The process for issuing trading licences and the conditions that are likely to apply to a	No action recommended.

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>8.1. We also have concerns about the licence application process and/or trading conditions variation process not being clearly spelt out. The Trading licence application process is lacking or unclear in the legislation:</p> <p>We now understand the Application for a licence process works as a two part process. The problem is that it is not clear from the enabling legislation <u>how</u> this licencing process works and <u>who</u> makes the decisions at the various stages of the process.</p> <ol style="list-style-type: none"> 1. Step 1 This involves seeking permission from the Shire in principal to undertake a particular trading activity (Council approval); 2. Step 2 Thereafter the issuing of Licence after compliance with the conditions (issued by Shire employees). <p>We think that this simple 2 step process needs to be much clearer articulated in the amended regulations/ legislation. The reason for this are further explained below.</p> <p>8.2. Practical Difficulties</p> <p>Who is making decisions/ controlling the Trading Application Process & what Beach Hut WA Pty Ltd have learnt:</p> <ol style="list-style-type: none"> a) There is no doubt the thrust of the law reforms intend to give greater bureaucratic powers to Shire of Broome employees via their abilities to decide “unreasonable impact” and the “automatic invalidation” of Trading Licence terms for Trading Activity variations. This increase in powers ought to be avoided. We want to see the legislation reforms introduce flexibility for relatively minor decisions to be made at local government employee level to ease compliance costs on business, but understand there needs to be clarity to make it clearer exactly who has the power to execute the functions of local government and what types of Trading decisions need Council approval. b) Currently, we are going through a process (minor variation to licence conditions) where it is not obvious from the legislation whether we need Council approval or not. This isn’t spelt out anywhere in the legislation. c) We think any new legislation giving greater powers to local government officers should clearly spell out who make the licence decisions and what type of decisions have to be made by Council vote. eg in our case it seems silly that you have to (as a result of a Shire employees errors in transposing particulars from our original 2013 application), go back to a full Shire meeting to get Council approval for Broome Shire’s 2013 administrative errors. These ought to be correctable by the persons who made the errors, rather than the entire Council. Similarly applications for minor variation to licence terms ought not to go before the entire Council. d) Will this be the same in future or will the Director of Development Services or whichever Department trading licences are governed under be able to wield arbitrary powers over our Trading location and vary our trading conditions as has arguably occurred already? .In circumstances where litigation has been involved largely because of the uncertainty this exercise of “bureaucratic power” by the Director of Development Services (where they had little or no authority to make decisions regarding our licence terms), it would be helpful if there was some clear guidance for the likes of ourselves and/or shire employees in terms of when and in what circumstances eg shire employees can and can’t vary the terms of a Trading licence. e) This Legislation needs to properly articulate this application process, so future businesses applying for licences, the Shire of Broome employees and the Shire of Broome Councillors all fully understand the proper process and the stages involved in issuing a licence. Ensuring 	<p>licence are matters dealt with in the relevant Council policy, which is currently Policy 4.5.3 Commercial Activities on Cable Beach.</p> <p>It is considered reasonable to use the licence application process to manage any requests to vary a licence. This process for varying a licence applies to all of the different licence types regulated through the Local Law, not just trading licences.</p> <p>Decision making power under the Local Law lies with Council. The ability to make a decision may be delegated to Shire Officers, but it is Council’s decision whether it wishes for Officers to make any decisions under the Local Law or whether sole decision making responsibility should remain with Council. Further, the delegation of decision making power can be made subject to conditions as Council sees fit.</p> <p>The specific circumstances of the submitters trading licence and the litigation referred to are matters that sit outside the scope of the Local Law.</p>	

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		there is no room for error to the degree that Beach Hut has endured since applying for their Trading Licence in 2013.		
		<p>9. Conclusion</p> <p>9.1. It is crucial that we object and participate in this Trading law amendment, as we are the only existing Trading business on Cable Beach, south of the rocks currently operating under this law. The proposed amendments will directly affect our Trading Licence conditions and potentially have a negative impact on our brand and livelihood in circumstances where we have 2.5 years to run our Trading licence. We need to protect our business and the licence conditions under which we operate for the balance of that licence, but also see the bigger picture of poorly drafted legislative reforms harming business confidence and a lack of diversity affecting the tourist trade in particular. Ultimately we share the Shires goals in attracting people and tourists to Broome and Cable beach in particular.</p> <p>9.2. We have concerns that rather than promote a vibrant and diverse beach activities, the proposed changes to the Trading sections of the laws appear to be aimed at promoting competition on Cable Beach for existing offerings with no real focus on enhancing a diversity of trading offerings or sufficient flexibility to amend trading activities to promote diversity and as such ;</p> <p>(a) are (in relation to the removal of criteria protecting local established business) of the view discriminating and biased against us and promoting considerable uncertainty for all existing businesses;</p> <p>(b) will invariably lead to replicated offerings of the same products (ie lack of diversity)</p> <p>(c) in the case of competing applications, will be assessed by persons who (respectfully) are not appropriate judges of what is and is not an “unreasonable impact” on a business’s trading activities, bottom line and thus greater levels of disputation;</p> <p>(d) in the case of assessing competing applications concentrate unreasonable powers in the hand of unelected local government officials</p> <p>(e) enshrine the invalidating of existing Trading licenses for what may be fairly minor variations sought in trading activities</p> <p>(f) will erode the equality of product and services currently on offer and standards.</p> <p>(g) Fail to provide sensible and workable flexibility on trading conditions variations for existing businesses</p> <p>9.3. Beach Hut is a unique seasonal business that we work very hard to run successfully and have done so over the past 13 years. The Beach Hut provides products and services which are highly regarded and an essential service for visitors to Cable Beach. The success of our locally owned and operated business is due to the fact that we are able to operate our business so consistently, efficiently and professionally. If the law amendments were made this may cause our business to become uncertain or unviable, we could no longer provide this service, which would potentially affect Cable Beach and its image. Many tourists and locals alike come to the beach because the service our business offers is consistently provided. It is a much needed product and service to all beachgoers. Our Beach Hut equipment hire business enhances visitors’ Cable Beach experience, which benefits all of Broome.</p> <p>9.4. We have invested our family’s future in our business. The success of our locally owned and operated business depends on the certainty of the conditions of our Trading Licence. Consequently, the potential amendment to the law causes our business, and therefore our family, serious doubt and instability for our future. In addition, amending the law, would impact on this valuable service which we provide for visitors to Cable Beach.</p>	Noted. Summary of issues raised in submission.	No action required.

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
2	Department of Local Government and Communities	<p>1. Best drafting principles</p> <p>Clause numbering</p> <p>It is suggested for the local law's clause numbers to be moved to the same paragraph as the clause titles. For example:</p> <p>---</p> <p>1.1. Citation</p> <p>This local law may be cited as the <i>Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016</i>.</p> <p>---</p> <p>Italicise Acts, Regulations and other Legislation</p> <p>Titles of Acts, Regulations and other Legislation should be italicised to reflect good drafting principles. The Shire should amend the enactment clause, Clause 1.1, and the definitions for "event" and "trading" accordingly to reflect this.</p> <p>Page numbers and footers</p> <p>It is suggested the page numbers and footers be removed from the local law. The page numbers may no longer be accurate when the local law is published in the <i>Government Gazette</i>.</p> <p>In the event that the Shire chooses to maintain a public version of the local law in hard copy or electronic format, the Shire can choose to retain the local law with page numbers and footers.</p> <p>Defined terms</p> <p>State Law Publisher's current formatting for defined terms are that they should be bolded and <i>italicised</i> with no quotation marks. Amend clauses 1.6 and 5.3.1 accordingly to reflect this.</p> <p>References to "paragraph"</p> <p>The local law currently has references to clauses within the local law as "paragraph". It is suggested to replace this term with the words "clause" and "subclause" accordingly.</p> <p>Using a colon or an em-dash</p> <p>A large number of colons are used in the local law. Under best drafting practices, a colon should be replaced with a dash where a sentence branches off into multiple paragraphs, each of which reads as a complete sentence when flowing from the initial line of the clause.</p> <p>It is suggested that the local law be reviewed and dashes replaced with colons where the above applies. For example:</p> <ul style="list-style-type: none"> a) The colon on the first line of clause 2.2.2 should be changed to a dash, since paragraphs (a), (b), (c) and (d) all flow from the initial line of subclause 2.2.2. b) In clause 5.3.1, the colon is correctly used, as it is inserting a complete clause into the local law. 	The changes recommended all relate to minor formatting issues and should be made.	Amendments are made to the Local Law as recommended by the Submitter.
		<p>2. Contents</p> <ul style="list-style-type: none"> 1. Given the length of the local law, it may be beneficial to list the clause headings in the contents page. This may assist people who might use the contents page when they read the local law. 	The changes recommended all relate to minor formatting issues and should be made.	Amendments are made to the Local Law as recommended by the Submitter.

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>2. The Shire should ensure the table of contents accurately reflects the contents of the local law. For example there is no Schedule 2 in the local law, therefore the Shire should delete "SECOND SCHEDULE".</p> <p>3. It is recommended that, for ease of reading, clause titles be expressed in title case rather than all caps.</p> <p>4. Tables of contents are generally placed after the cover page and before the enactment clause of a local law, as they do not form an operative part of the local law itself. It is suggested that the Shire inserts a new page immediately after the cover page and places the table of contents there.</p>		
		<p>3. Clause 1.1 – Title</p> <p>In line with best drafting practices, the citation clause may be redrafted as:</p> <p>---</p> <p>1.1 Citation <i>This local law may be cited as the Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2016.</i></p>	The change recommended all relate to minor formatting issues and should be made.	Amendment made to the Local Law as recommended by the Submitter.
		<p>4. Clause 1.3 – Purpose</p> <p>Clause 1.3 sets out the purpose of the local law. This clause has no legislative effect and can be removed if the Shire wishes.</p> <p>While the <i>Local Government Act 1995</i> requires the purpose and effect to be included in the public notices relating to a proposed local law, there is no requirement to include the purpose in the local law itself.</p>	Although the clause has no legislative effect and can be removed, it is considered to assist in the interpretation of the Local Law and therefore should remain.	No action recommended.
		<p>5. Clause 1.6 – Definitions</p> <p>It is suggested the following terms be defined in the local law.</p> <p>a) "certificate of currency"; b) "licence number"; c) "pavement or visual artist"; d) "public liability insurance policy"; and e) "standard business cards".</p> <p>The following defined terms can be deleted as they are not used within the local law:</p> <p>a) "Liquor Act"; b) "local planning scheme"; c) "lot"; d) "private property"; and e) "secured amount".</p>	The changes recommended all assist in the interpretation of the Local Law and therefore the new definitions recommended have been included and the defined terms not used in the Local Law have been deleted.	Amendments are made to the Local Law as recommended by the Submitter.
		<p>6. Clause 2.2 – Application for licence</p> <p>The Shire should double check all references in the local law to ensure that they are current and correct. For example, subclause 2.2.1(a) refers to clause 3.3 of the local law in relation to an application for an outdoor dining licence. The relevant clause for applications for an outdoor dining licence is 3.4. This is not an exhaustive list, and the Shire will need to ensure that all references to both the local law itself, and other legislation, is correct. Further information in this regard is provided at Comment 7 below.</p>	All references in the Local Law have been checked. Where these are incorrect, they should be corrected.	All incorrect references have been corrected in the Local Law.
		<p>7. Schedules</p>	The changes recommended all relate to minor formatting issues and should be made.	Amendments are made to the Local Law as

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>It is suggested that the title “First Schedule”, be changed to “Schedule 1”, in line with best drafting practices, and that the table’s cells have borders.</p> <p>Schedule titles should also be bold, centralised with the heading followed by a bracketed reference to the relevant clause in the local law.</p> <p>---</p> <p style="text-align: center;">Schedule 1 – Prescribed offences and modified penalties [Clause 9.2]</p> <p>---</p> <p>It is critical that the correct clauses are referenced in Schedule 1. For example, Item 8 refers to clause 3.7.1(g) when it appears to actually relate to clause 3.7.1(h). Similarly, Item 14 relates to an offence that is not covered by the local law, Item 15 references the incorrect clause and Items 27-46 inclusive are also incorrect.</p> <p>If incorrect clauses are referenced as offences against the local law the Shire may find it is unable to issue penalties against those offences. While the Department has identified some errors in Schedule 1, this is not an exhaustive list and it is for the Shire to ensure all cross-references in the local law are accurate.</p>		recommended by the Submitter.
		<p>8. Minor edits</p> <p>The following minor edits are recommended:</p> <p>a) Enactment clause – delete “the” after “on”.</p> <p>b) Arrangement clause - Replace “ARRANGEMENT” with “Contents”, and replace “FIRST SCHEDULE” with “Schedule 1”.</p> <p>c) Clause 1.1 – Replace “Title” with “Citation”.</p> <p>d) Clause 1.2 – Place “Government Gazette” in italics. This comment also applies to clause 1.4.</p> <p>e) Clause 1.4 – Delete “by the Amendment Local Law published in the Government Gazette”, and insert a comma after “31 July 2012”.</p> <p>f) Clause 1.6 –</p> <p>i. a) In the definition for “event” replace “Shire of Broome” with “local government” and at (b) insert the words “an occurrence” at the beginning of the sentence and the words “<i>Shire of Broome</i>” before the cited local law – “<i>Shire of Broome Local Government Property and Public Places Local Law 2012</i>”. The local law should also be cited under that name in subclause (e) of the definition for “trading”.</p> <p>ii. b) In the definition for “trading” insert a semi-colon in subclause (b) after “goods” and in subclause (c) insert the word “or” after the semi-colon. At subclause (e) replace “the selling or hiring or” with “the selling or hiring of”.</p> <p>iii. c)</p> <p>g) Clause 2.3.2 – Place subclause 2.3.2(f) onto a separate line from subclause 2.3.2(e). The Shire may also wish to consider whether the term “desirable or suitable” in subclause 2.3.2(f) provides enough clarity for readers to know when a person may not be issued with a licence.</p> <p>h) Clause 2.6.2 – Insert “the” before “cancellation”.</p> <p>i) Clause 3.6.2 – Delete “to same”.</p> <p>j) Clause 3.7.2 – In subclause 3.7.2(a) insert “to” after “adjacent”.</p> <p>k) Clause 4.3.2 – Subclause 4.3.2(d) requires an application for a market licence to include the details of any street entertainment activity to be undertaken. Applications for a street entertainment licence are dealt with under Part 6 of the local law. Depending on the Shire’s intentions, subclause 4.3.2(d) should either be deleted or the local law should specify whether street entertainment conducted as part of a “market” requires a separate licence under Part 6 or can be conducted under a market licence issued under Part 4.</p> <p>l) Clause 4.6.1 – In subclause 4.6.1(b) replace the full stop with a semi-colon.</p> <p>m) Clause 5.3.1 – Replace “; and” with a full stop.</p>	<p>The changes recommended that relate to minor formatting issues and errors should be made.</p> <p>In relation to the use of “desirable or suitable” in subclause 2.3.2(f), it is considered that Council should have the ability to decide whether an applicant is suitable to hold a licence. Therefore, it is recommended that “desirable and suitable” is amended to “suitable” in this subclause.</p> <p>One of the aims of the proposed new Local Law is to prevent a person needing to obtain a number of different approvals for the same activity. Therefore, it is recommended that clause 6.1 be amended so that a person does not need a street entertainment licence if the activity forms part of a licenced market.</p>	<p>The Local Law is amended to correct minor formatting issues and errors as recommended by the Submitter.</p> <p>Amend subclause 2.3.2(f) to replace “desirable or suitable” with “suitable”.</p> <p>Amend clause 6.1 so that a person does not need a street entertainment licence if the street entertainment forms part of a licenced market.</p>

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<div><div>n) Clause 5.7.1 – In subclause 5.7.1(c) insert a comma after “undertaken” and delete the words “or police officer” as the definition of “authorised person” in clause 1.6 already includes members of the Western Australian Police Force.</div><div>o) Clause 5.7.2 – In subclause 5.7.2 (g) replace the reference to “paragraph (g)” with “paragraph (f)” and in 5.7.2 (h) insert a comma after both instances of “about” and replace the full stop at the end of (h) with “; or”.</div><div>p) Clause 6.3.2 – In subclause 6.3.2(c) insert “and” after the semi-colon, and delete the space between subclause 6.3.2(c) and 6.3.2(d).</div><div>q) Clause 7.2.1 – In subclause 7.2.1(b) replace “of licence” with “of the licence”.</div><div>r) Clause 8.6.2 – In subclause 8.6.2(d) replace “anauthorised” with “an authorised”.</div><div>s) Clause 9.2.1 – Replace “the First Schedule” with “Schedule 1”.</div><div>t) Schedule 1 –<div>a) Item 7 – replace “outdoor dining operation” with “operation of outdoor dining area”.</div></div></div>		

9.2.4 BROOME SURF LIFE SAVING CLUB BUILDING DEVELOPMENT - REQUEST FOR ASSISTANCE

LOCATION/ADDRESS:	Cable Beach Foreshore, Broome WA 6725
APPLICANT:	Broome Surf Life Saving Club
FILE:	LSS068, ONG29
AUTHOR:	Acting Director Community Development
CONTRIBUTOR/S:	Asset & Building Coordinator Property and Leasing Senior Officer Engineering Technical Officer
RESPONSIBLE OFFICER:	Acting Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	24 November 2016

PSUMMARY: The Broome Surf Life Saving Club is planning to redevelop the existing club rooms to create the North West Training Facility in its current location on the Cable Beach Foreshore. The club has requested assistance from the Shire to compliment the funding applications already submitted to the State and Federal Government and financial contribution from the club itself.

BACKGROUND

Previous Considerations

OMC 25 August 2016

Item 9.2.8

The Broome Surf Life Saving Club (BSLSC) has created plans to develop their existing clubroom located on the Cable Beach Foreshore Reserve to create the North West Training Facility.

The club has made multiple applications for funding to State and Federal Government bodies including:

- Department of Sport and Recreation (DSR)
- Lottery West
- Kimberley Development Commission

The application to DSR through the Community Sport and Recreation Facilities Fund (CSRFF) was supported by Council at the Ordinary Meeting of Council held on 25 August 2016. Council resolved the following at this meeting:

COUNCIL RESOLUTION: **(REPORT RECOMMENDATION)**

Moved: Cr D Male

Seconded: Cr H Tracey

That Council:

1. **Recommends the following application to the Department of Sport and Recreation's Community Sporting and Recreation Facilities Fund Forward Planning 2016/2017 for funding and be prioritised as follows:**

Applicant	Project Funding	Priority
Shire of Broome	A (Well planned and needed by Municipality)	One

2. ***Requests the Chief Executive Officer to inform the Department of Sport and Recreation accordingly.***

3. ***Requests the Chief Executive Officer to assist in the negotiation of a self supporting loan to a maximum of \$500,000 for the Broome Surf Life Saving Club through the West Australian Government Treasury Corporation if required.***

4. ***Notes that the final decision to enter into a self supporting loan with the Broome Surf Life Saving Club will be brought to Council for consideration and approval.***

CARRIED UNANIMOUSLY 8/0

At that time of this consideration there had not been a request for support from Council apart from the request to assist in the negotiation of a self supporting loan through the West Australian Treasury Corporation for up to \$500,000 if required.

The assessment of applications from the BSLSC by DSR and LotteryWest has resulted in queries as to the level of support that is being provided by the Shire of Broome, particularly as this facility is owned by the Shire, and once developed will continue to be a Shire asset.

Following the advice noted above, the BSLSC has now approached the Shire seeking consideration of formal commitment of support; either cash or in kind, or at the least a formal response to advise if there is no capacity for this support. BSLSC representatives presented to Council at a Workshop held on 22 November 2016 to discuss their request and followed up with correspondence confirming their request for support under three separate options (attached to this report). These options were tabled as follows:

Option 1

A \$500,000 cash contribution towards the project, to be budgeted in the 2017/2018 financial year.

Option 2

The waiving of building application fees, planning application fees, rubbish disposal fees or anything associated with the development that can add value toward the project.

Option 3

Commitment to the construction of a disabled access ramp to the public reserve and walkways next to the emergency ramp; for pedestrian safety.

COMMENT

The Shire of Broome Framework for the development of Sport and Recreation Facilities 2016 – 2025 (adopted by Council February 2014) identifies that there are a number of clubs that operate under a licence or lease agreement, including the Broome Surf Life Saving Club. It is noted that in the case of development projects for these facilities that:

It is proposed that the Shire's responsibility in this regard is limited mostly to planning assistance, offering support for funding applications and in some instances where

resources permit, a financial contribution to facility improvements considered on a case by case basis. The facilities currently identified in this category include Broome Bowling Club, Broome Surf Life Saving Club, Broome Fishing Club, Broome Sailing Club, Broome Golf Club, Broome Horse Riders Club, Broome Pistol Club, Broome Field and Game Club and Broome Speedway.

The officer's recommendation for the level of support and commitment into the development of the North West Training Facility is consistent with this philosophy and rationale.

The Long Term Financial Plan (LTFP) has recently been updated as part of the Corporate Business Plan through the review of the Integrated Planning and Reporting Framework. The BSLSC redevelopment was not considered in this process as at that point in time, a funding contribution had not been sought. The current economic climate has reduced the funds available for capital projects and a fiscal approach has been applied to maintain a balanced budget. With the current capital projects identified competing for priority, there is limited capacity to be able to make a cash contribution to this project.

The Shire has policies in place to manage requests for the reduction of fees for planning applications and for the disposal of rubbish at the Waste Management Facility. The policies allow not-for-profit or community organisations to apply for a 50% reduction in fees.

Engineering Policy 3.1.17 - Fee concessions at Waste Management Facility, while more difficult to quantify at this early stage, has the potential to have 50% of the fee waived for the disposal of non compacted construction and demolition waste.

Building approval fees do not have a policy of this nature, although there is a precedent of this occurring on one occasion within the Shire of Broome, and if approved by Council would enable this to occur.

The BSLSC currently holds a 21 year lease agreement on the Surf Life Saving Club Building located on reserve 36477. This current lease commenced in 2005 and expires on 1 February 2026. A new or extended lease cannot be provided until the expiration of the current lease approaches or if the current lease is relinquished and re-issued. The current lease fee is a peppercorn lease at a cost of \$5.00 per year - if demanded. If Council was to contribute financially to this project, it would be an option to renegotiate the lease and include a greater rental return.

The current lease is not clear in regards to the full responsibility for the structural maintenance of the building. The previous lease (expired 2005) was very explanatory in describing that the building belonged to the BSLSC and that at the end of the lease they were able to 'take down, remove and carry away any buildings, structures, improvements and plant the property of the Lessee'. It is suggested that should any development works occur, that the lease be reviewed from a legal perspective to ensure that the maintenance responsibilities and ownership are clearly defined.

The Disability Access and Inclusion Plan (2012 – 2017) identified a number of outcomes and strategies to identify barriers to access and propose solutions to ensure that people with disabilities have equality of access to services and facilities.

In regards to the provision of an access ramp to the public reserve fronting the Broome Surf Club, particular reference can be made to 'Outcome 2: Built Infrastructure - People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Broome', and 'Strategy: Ensure existing buildings, facilities and

infrastructure meet the standards for access as identified in the Access to Premises Standards and National Construction Code (formerly BCA)'.

The construction of an accessible ramp at this location will ensure that there is access for people of all abilities to one of the prime locations at Cable Beach to visit and view the beach and the sunset. It is recommended Council considers such as part of the 2017/18 budget deliberations.

When considering all of the above, it is considered that the officer's recommendation for the level of support and commitment into the development of the North West Training Facility is consistent with the Framework for the Development of Sport and Recreation Facilities 2016 – 2025, and the Disability Access and Inclusion Plan (2012 – 2017).

CONSULTATION

The Broome Surf Lifesaving Club was consulted in this process and presented their request for assistance to Council on 22 November 2016.

Internal consultation was undertaken to determine cost estimates for the waiving of fees and the in kind assistance requested.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Local Planning Policy 8.14 – Refunding and waiving/reducing of planning fees

Engineering Policy 3.1.17 – Fee concessions at Waste Management Facility

FINANCIAL IMPLICATIONS

Option 1

A \$500,000 cash contribution towards the project, to be budgeted in the 2017/2018 financial year.

Option 2

The waiving of building application fees, planning application fees, rubbish disposal fees or anything associated with the development that can add value toward the project.

The estimated project cost as per the pricing schedule provided is \$5,925,100. Development assessment fees would be calculated as shown below, with Local Planning Policy 8.14 – Refunding and waiving/reducing of planning fees enabling a decision to be made to waive 50% of the fees.

Similarly, Engineering Policy 3.1.17 - Fee concessions at Waste Management Facility; enables Council to consider providing 50% concession to community organisations wishing to dispose of waste at the Waste Management Facility. The actual amount waived will be determined by the amount of demolition waste created and needing to be disposed of.

Council does not have a policy in regard to building approval fees, although there is a precedence of this occurring within the Shire of Broome on one occasion.

Application type	Fees payable	50% contribution
Building approval	\$5,333	\$2,666.50
Development Approval	\$13,771	\$6,885.50
Waste transfer facility fees	\$53 per m3	\$26.50 per m3

Option 3

Commitment to the construction of a disabled access ramp to the public reserve and walkways next to the emergency ramp; for pedestrian safety.

Earlier this year, a project similar in nature to the proposed disabled access ramp was undertaken at the northern end of the Cable Beach foreshore precinct, adjacent to Zanders. The project was completed earlier this year at an approximate cost of \$70,000. The cost of a footpath from the existing access bridge to the top of the beach access stairs is estimated at \$20,000. If supported by Council, a project brief could be prepared by officers to request funds for these items through the 2017/18 budget process.

The continuation of the footpath alongside the beach access ramp would need further investigation and is expected to be a very high cost item.

Project	Approx cost	GL account
Access ramp at surf club	\$70,000	TBD – Project brief required
Pathway from access bridge to shower/top of stairs	\$20,000	TBD – Project brief required
Pathway adjacent to emergency access ramp	Very high cost – Further survey and design required	

RISK

Risk	Mitigation	Risk rating
That Council sets a precedent of assisting local clubs, creating an expectation that this will occur into the future.	Council should not divert from the content of the LTFP and provide assistance within existing policies and processes to ensure transparency and consistency.	Moderate/Possible = High
The CHRMAP identifies the site as not being suitable for development due to the risk of coastal hazards impacting on the site	The draft CHRMAP will undergo public consultation in early 2017.	Major/Possible = Extreme
That Council decides not to invest in this project and loses reputation in the community for appearing non supportive of community projects.	Decision making process to be clear and transparent, noting succinct reasons for direction taken.	Moderate/Possible = High

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

Accessible and safe community spaces

Participation in recreational and leisure 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

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

Core asset management to optimise Shire's 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:

Sustainable and integrated strategic and operational plans

Responsible resource allocation

Effective community engagement

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. *Receives the letter of request from the Broome Surf Life Saving Club and notes the support currently provided by the Shire of Broome to the Broome Surf Life Saving Club through the provision of a peppercorn lease, and the Council's previous resolution to assist with the negotiation of a self supporting loan of up to a \$500,000 through the West Australian Government Treasury Corporation if required;*
2. *Approves:*
 - (a) *A 50% reduction in Planning Application Fees as per Local Planning Policy 8.14 – Refunding and waiving/reducing of planning fees;*
 - (b) *A 50% reduction in Waste Management Fees associated with the project as per Engineering Policy 3.1.17 - Fee concessions at Waste Management*

Facility;

(c) A 50% reduction of building application fees;

3. *Considers the inclusion of the construction of a disability access ramp to the public reserve fronting the Broome Surf Life Saving Club, and a pathway from the vehicle access bridge to the top of the beach access stairs in the 2017/18 budget, following the submission of a project brief;*
4. *Requests the Chief Executive to advise the Broome Surf Life Saving Club accordingly.*

Attachments

1. Request for assistance - Broome Surf Life Saving Club
2. Cable Beach Foreshore - Proposed disability access ramp/pedestrian access to beach
3. BSLSC - Proposed plans North West Training Facility
4. Shire of Broome Framework for the Development of Sport and Recreation Facilities 2016 - 2025



Broome Surf Life Saving Club Inc.

P.O. BOX 1732,
BROOME, WESTERN AUSTRALIA, 6725

Shire of Broome
PO Box 44
Broome WA 6725

23rd Nov 2016

Dear Council,

Re: BSLSC redevelopment funding applications and the Shire of Broome

On Tuesday 22 November the Broome Surf Life Saving Club (BSLSC), presented a 20 minute presentation to the Shire Councillor Briefing meeting with an update on where we are with our funding applications for the North West Training Facility for BSLSC.

Currently we have applied for over \$3.5 million in grant applications. These include Lotterywest, Department of Sport and Recreation (DSR) and the Kimberley Development Commission. The next application will be the Regional Development Australia funding round, early in 2017.

Feedback from Lotterywest and DSR indicate that they are looking very favourably at our applications, **but** query why there is 'no' financial support (or in kind) from the Shire of Broome considering it is a Shire asset.

BSLSC are aware that budgets are tight but would like to put to the council a few options that would help us to attain the much needed funding dollars to build an iconic venue at Cable Beach to promote tourism and jobs. These options are suggestions for consideration and the BSLSC would welcome any feedback, combination or viable options of the below:

Option1: \$500,000 injection towards the project budgeted in the 2017/2018 budget which is a direct dollar for dollar match from the BSLSC.

Option 2: That building fees, planning fees, rubbish/tip fees or anything associated with the development that can value added and pledged toward the development.

Option 3: Commitment of a disabled access ramp to the public reserve we reside on and walkways next to the emergency ramp for pedestrian safety. This year we had over 125,000 visitors to Cable Beach and over half of the visitors would have walked down the emergency ramp and over the emergency access bridge into the reserve.

We appreciate the setup of a \$500,000 self-supporting loan, but we are already putting \$500,000 of our own club money behind the project of which we have fund-raised for over 25 years and we are weary of putting our future members into too much financial debt.



Broome Surf Life Saving Club Inc.

P.O. BOX 1732,
BROOME, WESTERN AUSTRALIA, 6725

We are asking you all as elected Shire Councillors to think about all options proposed and respond in writing to the BSLSC whether a positive conclusion for all involved can be reached.

We appreciate your time taken and all efforts from Shire Staff and council to consider this proposal. We know it's a tough economic environment but we are trying to create a new \$6 million training facility for the community of Broome overlooking the iconic Cable Beach. It will be a shire facility with minimal costs to the shire. A vibrant hub that could be built by the end of 2018.

Yours sincerely

Robert Aristei

President BSLSC

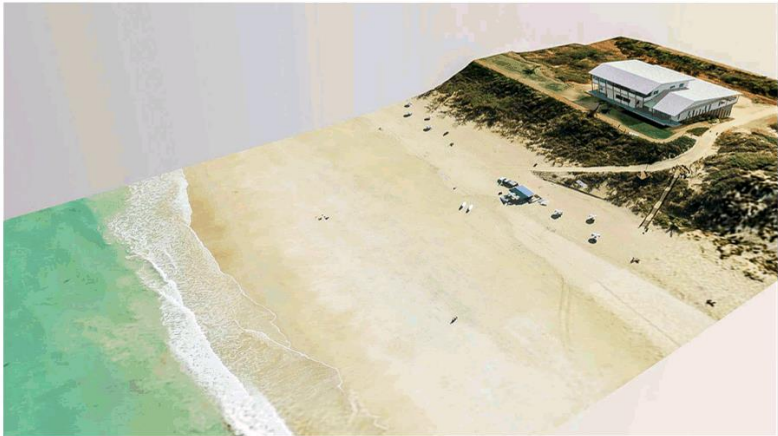




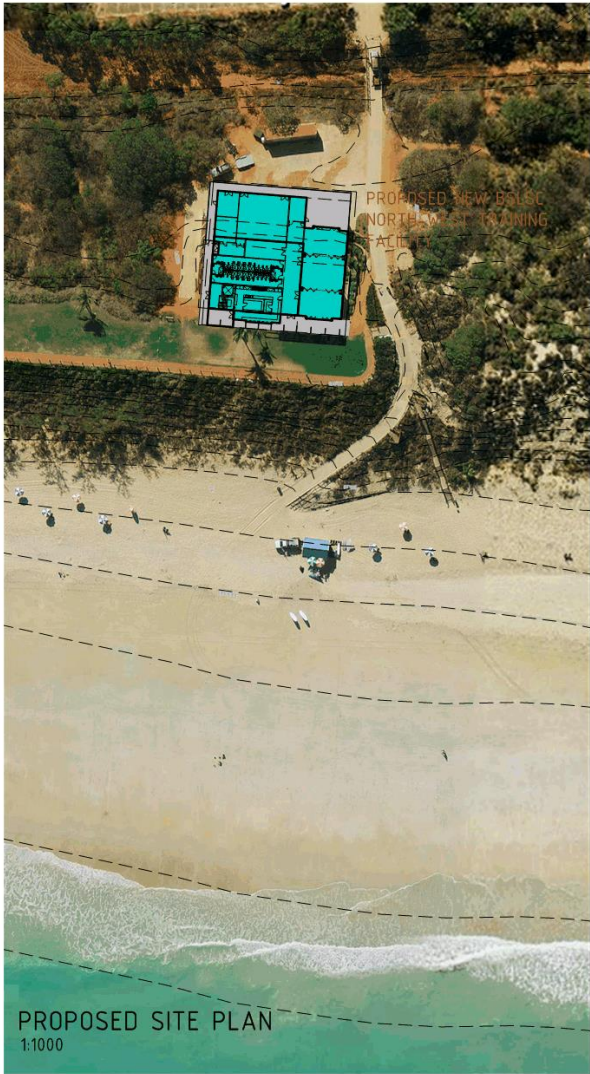
EXISTING AERIAL



MASSING MODEL: NORTH-WEST ELEVATION



MASSING MODEL: SOUTH-WEST ELEVATION



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LairdTranstudio
architecture + design
abn: 299 616 72 995
PO BOX 1047
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et mobile: 0401 573 623

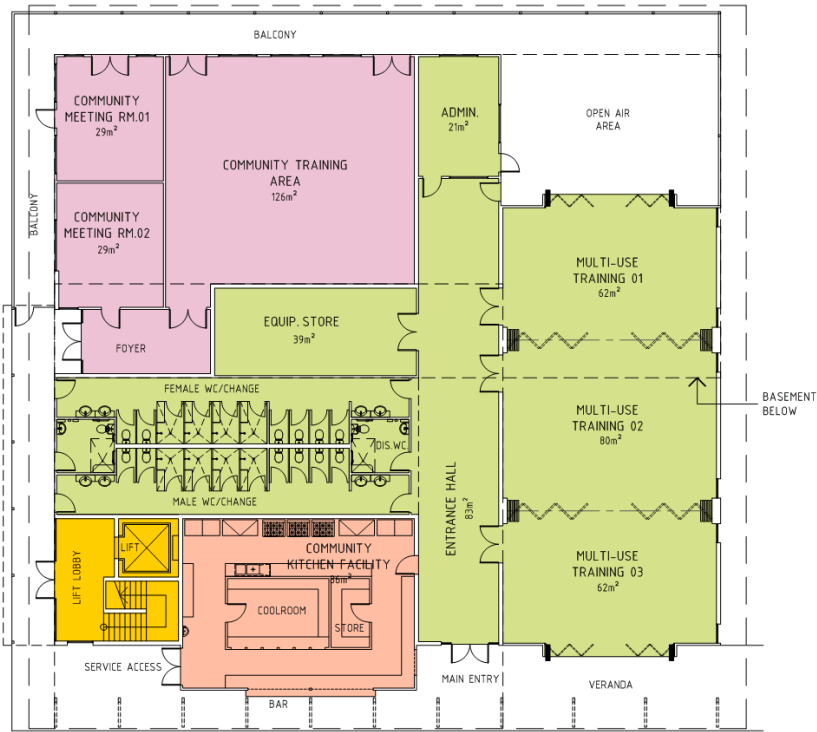
drawing:
A.001
revision:
B

CAD File No :-
Project Architect: **et**
Project No.: LT502-01_BSLSC
Scale: 1:1000 @ A3

project & address:
**PROPOSED NEW BROOME SLSC
NORTH-WEST TRAINING FACILITY**
drawing:
SITE PLAN + PERSPECTIVES

Rev.	Description	Date
A	FEASIBILITY DESIGN	13.05.15
B	FEASIBILITY DESIGN	08.06.15

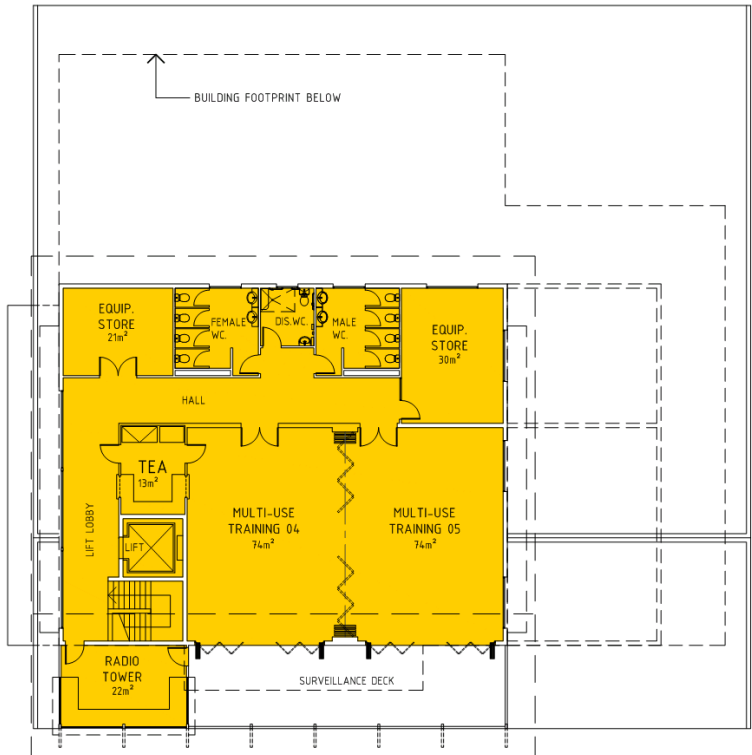
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Contractor to check and verify all dimensions, levels and angles on site before commencement of work. This is a CAD drawing. Do not scale.



GROUND FLOOR PLAN
1:200



- COMPARTMENT 02: 205sqm
- COMPARTMENT 03: 460sqm
- COMPARTMENT 04: 85sqm



FIRST FLOOR PLAN
1:200



- COMPARTMENT 05: 360sqm



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Broome 6125
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et mobile: 0401 573 623

drawing:
A.002
revision:
B

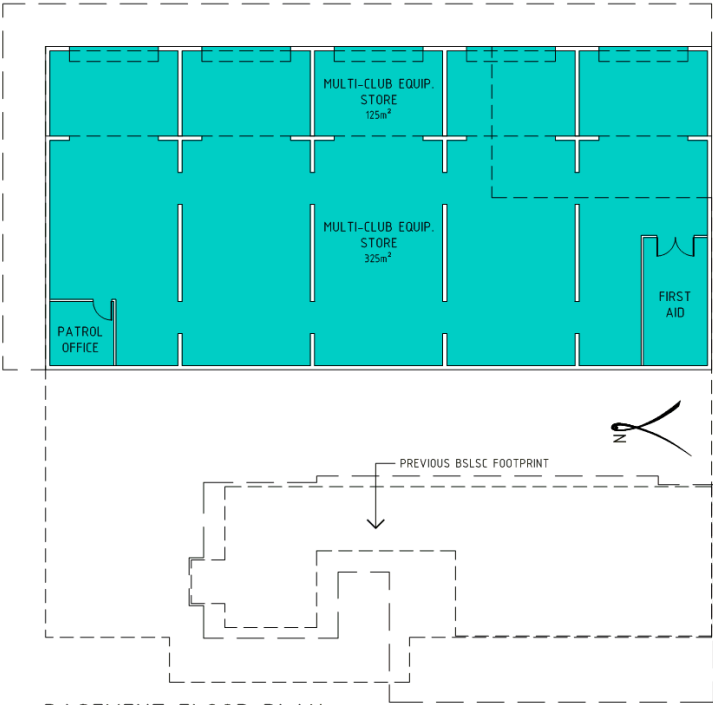
CAD File No : -
Project Architect : et
Project No : LT502-01_BSLSC
Scale: 1:200 @ A3

project & address:
PROPOSED NEW BROOME SLSC
NORTH-WEST TRAINING FACILITY
drawing:
FLOOR PLANS (GROUND + FIRST)

Rev.	Description	Date
A	FEASIBILITY DESIGN	13.05.15
B	FEASIBILITY DESIGN	08.06.15

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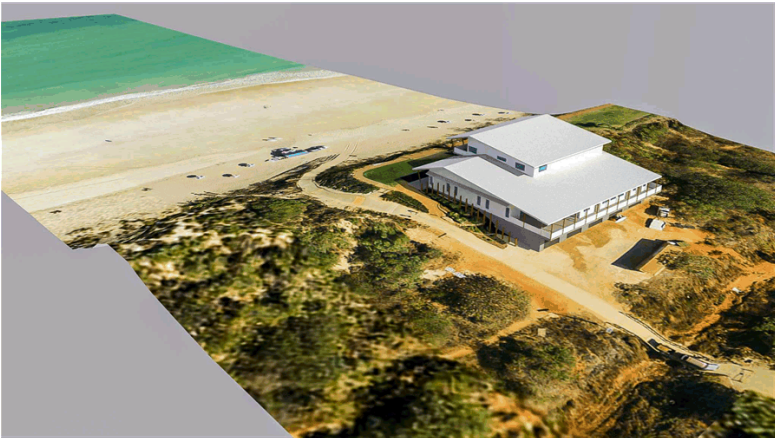
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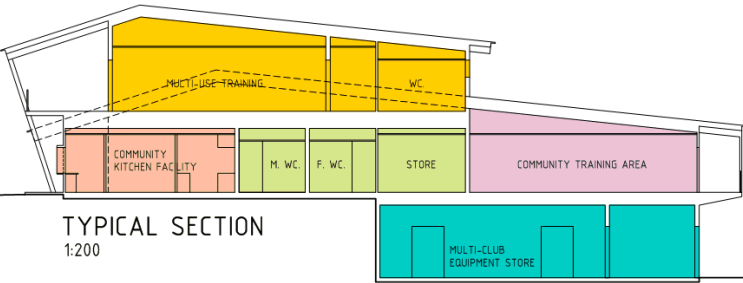
BASEMENT FLOOR PLAN
1:200



COMPARTMENT 01: 450sqm



MASSING MODEL: SOUTH-WEST ELEVATION



TYPICAL SECTION
1:200



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drawing:
A.003
revision:
B

CAD File No : -
Project Architect: **et**
Project No : LT502-01_BSLSC
Scale: 1:200 @ A3

project & address:
**PROPOSED NEW BROOME SLSC
NORTH-WEST TRAINING FACILITY**
drawing:
BASEMENT FLOOR PLANS + SECTION

Rev.	Description	Date
A	FEASIBILITY DESIGN	13.05.15
B	FEASIBILITY DESIGN	08.06.15

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SHIRE BROOME
FRAMEWORK FOR THE DEVELOPMENT OF
SPORT AND RECREATION FACILITIES
2016 - 2025



February 2015

Introduction

This framework provides a philosophy and rationale and guiding principles to guide decision-making regarding the development of sport and recreation facilities in the Shire of Broome for the ten year period 2016 – 2025. It also outlines the priorities for development during that timeframe. The Framework has been developed using as a foundation document the Draft Sport, Recreation and Leisure Plan developed by CCS Strategic (Dec 2013 – May 2014) but takes into account the Shire's revised Corporate Business Plan, Long Term Financial Plan and Strategic Community Plan.

Philosophy and Rationale

The following series of statements outline the philosophy and rationale brought to the exercise of determining what facility and service needs are to be met in Broome, current and forecast, from a Shire of Broome perspective. They have been prepared to provide a framework for the Shire to assess competing needs and requests for assistance. Each need or application can be measured against whether it satisfies the requirements of the framework and similarly competing applications or needs can be assessed one against the other in response to the framework. Individuals, clubs, or companies can of their own volition and at their own expense seek to provide additional or alternative experiences.

<i>Philosophy</i>	<i>Rationale</i>
<i>Broadest opportunity</i>	To provide as comprehensive an array of sport, recreation and leisure opportunities as possible in response to demonstrated demand and environmental, climatic, social and cultural influences.
<i>Multi-purpose and multi-faceted</i>	To develop facilities that allow for maximum flexibility and use for as wide a variety of purposes as possible.
<i>Diversity over sophistication</i>	To prioritise broad spectrum participation over elite provision (from a Shire perspective).
<i>Broome as a regional hub</i>	To recognise that Broome is a regional centre and should be able to host regional scale and size events.
<i>Basic facility provision by the Shire</i>	To provide a basic amenity of playing arena, toilet, shower and change areas, canteen/kiosk, first aid room and officials and spectator accommodations. Additional and more sophisticated development driven by clubs.
<i>Club delivery and club development</i>	To encourage the provision of sport, recreation and leisure experiences through community based clubs and organisations and to enable clubs to establish a home base.
<i>Improvements by Clubs</i>	To support clubs and community based organisations wishing to improve the standard scope and level of sophistication of facilities, e.g. competition lighting, specialist equipment, social amenities.
<i>Playing surface priority</i>	To prioritise playing amenity provision over social and spectator amenity.
<i>Shared social amenities</i>	To encourage shared use and flexible access to social and spectator amenity.
<i>Design for flexibility and senior participation</i>	To prioritise development that allows for senior participation.

Priority Developments

As with most growth communities, particularly those projecting large scale increases in population it is understandable that the existing level of provision will be inadequate to meet the future population's needs. This is certainly the case for Broome. The number and scale of new facilities required is significant and will require a long term staged investment strategy.

The immediate challenge, however, is to address the condition and capacity of those existing facilities that will be part of the future facilities mix in a bid to optimise their benefit to the community. In short, it is essential to make what is already provided work effectively. The next phase is to identify what new facilities should take priority.

The second part of the framework provides a classification for prioritisation of works. The key features are as follows:

Priority 1: Upgrade and optimise the performance of existing facilities

There are certain facilities that are unable to meet the current level of demand and will progressively lose their residual capacity to meet community need. It is these facilities, or the amenity that they provide, to which it is proposed the greatest priority is assigned. The requirement is to not only bring the facilities up to standard, or up to capacity, but to ensure their improvements are focused on the projected future population, noting that population growth and facility development will occur over time.

Key in this category are facilities provided and maintained by the Shire and include:

- aquatic facilities at BRAC
- lighting at Nipper Roe Sports Field
- hard courts at BRAC
- boat launching and mooring facilities (although included in the Plan, these facilities are being addressed as a separate project)

Remediation is essential to allow these facilities to continue to service the community and are proposed to take priority.

Priority 2: Independent club development under lease or license arrangements

This category identifies those facilities for which the Shire is most often landlord to community based groups that manage their own premises and operations. These facilities fall into the priority two categories in line with the philosophy and rationale described above promoting the delivery of sport, recreation and leisure experiences through community based clubs.

It is proposed that the Shire's responsibility in this regard is limited mostly to planning assistance, offering support for funding applications and in some instances where resources permit, a financial contribution to facility improvements considered on a case by case basis. The facilities currently identified in this category include Broome Bowling Club, Broome Surf Life Saving Club, Broome Fishing Club, Broome Sailing Club, Broome Golf Club, Broome Horse Riders Club, Broome Pistol Club, Broome Field and Game Club and Broome Speedway.

However, in the first instance, it is acknowledged that the relocation of the Broome Speedway is likely to be the only item to be considered in this category (which is being addressed as a separate project). Other facilities in this category will be considered by Council on an as needs basis.

Priority 3: Leisure opportunities and community amenity

This category addresses the general level of community amenity for non-sporting leisure pursuits. It is proposed that the principal focus is on providing within the local landscape an attractive and active series of interconnected nodes. Key among these nodes are Chinatown, Town Beach, Cable Beach and Gantheaume Point (the Port area is significant for boat launching). This includes facility and service provision by both the Shire and the commercial sector and extends to:

- Cycle and footpath connections between nodes
- Beach access including parking and pathways
- Landscaped parkland areas with toilets, rubbish bins and shade
- Neighbourhood parks and playground areas
- Community and civic celebration spaces and memorials and museums
- Tourist node developments including commercial hire opportunities such as camels, hovercraft, fishing, diving, boating, cycling, amusement parks and fairs

The Shire's Jetty to Jetty project is the first such initiative and is included in the proposed ten year expenditure horizon.

Priority 4: Accommodate new activities

This category relates to those facilities and amenities that will be needed as population grows and becomes more diverse in its requirements and includes activities such as:

- Mountain Bike/Freestyle riding
- Small wheel facility - Skatepark/BMX
- Fitness facilities (individual and group)
- Off-road motorised vehicle areas

This Framework proposes the development of a Youth Precinct at BRAC which could include riding and small wheel activities.

Priority 5: Expansion and specialisation

This category comprises those facilities that will be needed to accommodate a much larger population and may include:

- Additional playing fields complete with sports field lighting and clubhouse facilities
- More neighbourhood parks and playgrounds
- Additional indoor sports courts, air-conditioned and with a sprung floor
- Permanent accommodation for Pearl Coast Gymnastics
- Additional swimming opportunity at BRAC
- Suitable accommodation for Roller Derby
- Fitness facilities – gym for individual cardio and strength training and group exercise

During the ten year timeframe covered by this Framework, it is proposed that an additional playing field in Broome North will be the primary activity in this category. Officers have also submitted a project brief to the budget process for 2015/16 to investigate additional opportunities at BRAC which could encompass fitness facilities and will be considered by Council as a separate issue.

As discussed above, other upgrades/facilities may be considered by Council on an as needs basis.

Financial Implications

The following priorities have been included in the Shire's Long Term Financial Plan but are subject to funding and the Shire's annual budget process.

CORE PRIORITIES – 2016 - 2020

Works	Year	TOTAL COST	Developer Contrib.	Shire			Grant Funding
				Shire Funding	Reserves	Borrowings	
BRAC Aquatic - Remediate existing pool	2016	3,318,326	1,100,000		538,278	585,000	1,095,048
Town Beach Stage 1 – Jetty to Jetty Amenity Improvements & Fishing Platform	2020	4,100,000	550,000	550,000			3,000,000
BRAC Reserves – Lighting Nipper Roe	2020	1,100,000	244,492	355,508			500,000
Town Beach Stage 2 – Playground improvements	2020	800,000	180,000	180,000			440,000
First 5 year costs		\$9,318,326	\$2,074,492	\$1,085,508	\$538,278	\$585,000	\$5,035,048

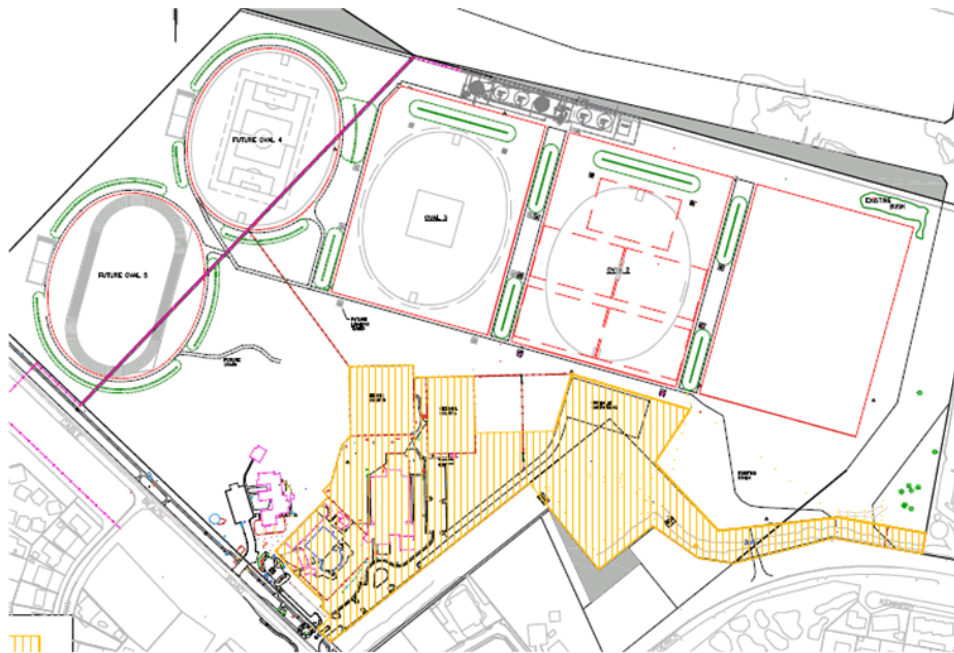
CORE PRIORITIES – 2021 - 2025

Works	Year	TOTAL COST	Developer Contrib.	Shire			Grant Funding
				Shire Funding	Reserves	Borrowings	
BRAC Access Improvements	2021	600,000	300,000	300,000			
BRAC Youth Precinct	2021	2,100,000	300,000	300,000			1,500,000
Broome North - Establish single playing field & construct player amenities	2021	4,900,000	3,000,000	900,000			1,000,000
Cable Beach Foreshore upgrades	2021	1,000,000	200,000	200,000			600,000
Male Oval Stage 1 – Spectator/Patron amenities	2022	583,298					583,298
BRAC Parking Improvements/Sealing	2023	1,600,000	200,000	1,400,000			
Male Oval Stage 2 – Event Utilities & Services	2023	142,686					142,686
Second 5 year costs		\$10,925,984	\$4,000,000	\$3,100,000	-	-	\$3,825,984
TOTAL 10 year costs		\$20,244,310	\$6,074,492	\$4,185,508	\$538,278	\$585,000	\$8,861,032

BRAC Reserve Master Plan

A key intent for this process was to develop a master plan for BRAC Reserve and the facilities within it. It is noted that there have been numerous plans developed for the BRAC Reserve which deal primarily with the provision of additional playing fields.

An example of the previous plan is shown below.



Specific elements in previous plans have included:

Additional playing fields (to the west of Nipper Roe Oval labelled Future Oval 4 and future Oval 5), both of which are serviced by amenities buildings

- Additional hardcourts (2 to the east of the existing 4 court installation).
- Sportsfield lighting to Nipper Roe Oval
- Formalised parking areas complete with drainage, line marking and lighting
- Formalised access roads.

The area to the east of Fr McMahon Oval (nominally the space allocated as Oval 1) has been claimed as a drainage basin. Further it is noted that all of the playing fields have been indicated as oval spaces (for Australian football) with perimeter mounding to assist spectator viewing. These design principles severely restrict the inclusion of rectangular playing fields for which forecast demand is strongest.

There is a need to address the growth of aquatic and indoor sports facilities as well as the provision of lighting to the current and proposed playing fields and the future development of tennis and hard court facilities. However, for the purposes of this Framework and its timeframe, projected solutions are limited to the priorities proposed for 2016-2025.

Therefore, observations of the current facilities within the BRAC Reserve are detailed below followed by a response to that observation within the context of this Framework.

BRAC Aquatic

Observation

- Existing facility requires remediation to address failing concourse, internal pool surface, plant room and filtration capacity (priority)
- Additional water space will be needed (medium term).

Framework Response

- Upgrade the existing facility to address failures
- Build a new plant room and install new plant

BRAC Stadium Indoors

Observation

- Lacking air-conditioned spaces
- Lacking sprung sports floor
- Lacking fitness centre
- Lacking (dedicated) crèche
- Limited alternate programming areas
- Inadequate squash provision
- Limited administration and reception space
- Lacking club and equipment storage.

Framework Response

- Construct community and club storage facility.

BRAC Hardcourts

Observation

- Tennis courts newly resurfaced – retain and provide access to club facilities
- Netball/Basketball courts in poor condition but being resurfaced in 2015.

Response

- Retain and resurface existing netball basketball courts

BRAC Playing Fields

Observation

- Fr McMahon Oval only field with small ball lights (500Lux)
- Poor viewing from Glenn and Pat Medlind pavilion
- No clubhouse - for social gathering and memorabilia display.

Framework Response

- Identify Fr McMahon Oval as the town's showcase venue and schedule showcase matches under lights as the priority use - all sports

- Allocate regular use of Fr McMahon to those sports that require high intensity lighting once additional lit playing fields are available – e.g. diamond sports and cricket

Joseph Nipper Roe

- Install lighting to 100Lux.

Player and spectator amenities

- Permit club tenancy of meeting room as development office

BRAC Parking and Access

Observation

- Lack of formalised parking
- Poor lighting in car parking areas
- Limited access and poor egress during peak periods

Framework Response

- Identify and implement a traffic management solution to improve access
- Undertake sealing of car parking adjacent to playing fields

9.2.5 BROOME GOLF CLUB COMMUNITY ENGAGEMENT FOR PROPOSED RE-DEVELOPMENT ON THE CLUBHOUSE RESERVE

LOCATION/ADDRESS:	RESERVE 33592. PORT DRIVE, BROOME WA
APPLICANT:	Nil
FILE:	LSS022
AUTHOR:	Property and Leasing Senior Officer
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Infrastructure
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	30 November 2016

SUMMARY: This report presents the findings of the community engagement carried out in regard to the re-development of the Broome Golf Club on Reserve 33592. Officers request that Council note the community engagement report which will be used by the Golf Club to further develop their detailed design, business case and funding strategy for a new Golf Clubhouse.

BACKGROUND

Previous Considerations

OMC 17 December 2015	11.1 (Notice of Motion)
OMC 15 October 2015	12.1 (Matters of Urgent Business)
OMC 24 April 2014	Item 9.1.3
OMC 21 March 2013	Item 9.2.2
OMC 4 May 2004	Item 9.5.1

The Broome Golf Clubhouse is situated on Reserve 33592 and is vested with the Shire of Broome for the purpose of “club and club premises”.

At the OMC held 21 March 2013, Council resolved to enter into a lease agreement with the Broome Golf Club to lease a portion of Reserves 29300 and 33592 for the purpose of recreation golf links, club and club premises, for a length of term not exceeding 15 years. At this time Council resolved that as a condition of the lease the Broome Golf Club achieve the following milestones within the first five years:

- a) Development of detailed plans for the construction of new clubhouse, these plans to be independently costed;
- b) Development of a funding strategy for construction of the new clubhouse. This would also need to include demonstrating attempting to secure funding or approaching financial institutions to secure loan facilities.
- c) A detailed financial business plan outlining how loan commitments support the construction of the facility will be achieved.

These conditions were accepted as part of the lease agreement by the Golf Club and a new 15 year lease was entered into on 12 September 2013, due to expire on 11 September 2028.

On 8 July 2015, the Broome Golf Club provided the Shire with a Business Case proposal for Broome Golf Club – Clubhouse redevelopment feasibility study and detailed design. The Golf Club submitted the Business Case proposal to satisfy the milestone conditions of the lease. This was presented to Council at OMC 15 October 2015 with a request for a new 21 year lease agreement.

Council resolved the following:

COUNCIL RESOLUTION:

Moved: Cr C Mitchell

Seconded: Cr H Tracey

That Council;

- 1. Acknowledges the business case provided by the Broome Golf club meets the obligation of the 5 year milestone relating to development of the clubhouse and enters into a new 21 year lease with Broome Golf Club.**
- 2. Consent to the sub lease to Serenbear Pty Ltd Pty Ltd for the similar period.**
- 3. Delegate authority to the Chief Executive Officer to determine the final lease terms and conditions and present such back to Council for approval.**

CARRIED UNANIMOUSLY 8/0

On 10 December 2015 Cr R Johnston submitted a Notice of Motion with officer comments from the Director Corporate Services and Director Infrastructure.

The proposed Notice of Motion was to revoke the decision made by Council on 15 October 2015 (Agenda Item 12.1) and propose a new motion on the matter.

At the OMC held 17 December 2015 Council resolved to revoke the Council decision made at the OMC held 15 October 2015 Agenda item 12.1.

Council resolved the following:

COUNCIL RESOLUTION:

Moved: Cr H Tracey

Seconded: Cr R Johnston

That Council;

- 1. Acknowledges that considerable effort has gone into the development of the Business Case provided by the Broome Golf Club.**
- 2. Considers the Business Case represents a first step towards meeting the milestones identified in the lease;**
- 3. Requests the Chief Executive Officer to work with the Broome Golf Club in preparing further details to address the issues below prior to Council considering whether the milestones have been achieved or entertaining any new lease being entered into:**
 - a) opportunities for the redevelopment to further realise the potential of the site;**
 - b) development of the concept plans into detailed design plans and these to**

- be independently costed**
- c) development of a funding strategy for the new Clubhouse and demonstration of attempts to secure funding for the construction.**
 - d) a detailed financial business plan for the construction and operation of the facility.**

- 4. Requests the Chief Executive Officer to seek funding through the next Finance and Costing Review once financial implications are clarified in regard to finalising the lease milestones.**

CARRIED UNANIMOUSLY 9/0

Reason: While the Council encourages and supports the Broome Golf Club the motion as carried clarifies matters for the Chief Executive Officer to work with the Broome Golf Club prior to Council considering any new lease arrangements.

COMMENT

Following the above resolution; the Chief Executive Officer established a CEO Advisory Group in February 2016 consisting of Council officers and Board Members of the Broome Golf Club.

Between February and July 2016 the CEO Advisory Group met on several occasions to develop an action plan and a scope of work for community engagement in regard to the proposed development and the 'best use' of the site. The report can then be used as a tool to progress the detailed design, business case and funding strategy that the Golf Club is required to submit to Council by September 2018. It was agreed that the engagement process would be carried out by an independent facilitator and funded by the Shire.

In August 2016 UDLA Pty. Ltd were appointed by the Shire of Broome to facilitate the community engagement and public workshops. The aim of the community engagement was to receive feedback from the public and key stakeholders on the following points:

- Would the community prefer a community run club or privately run club?
- The site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as parks, Recreation & Drainage. Does your vision fit in with this zoning?
- Do you believe the existing proposal is the 'best use' for this site?
- What are your visions for the site?
- Are you aware the Golf Club are undertaking a facility redevelopment proposal?
- What do you like about the proposal?
- What do you dislike about the proposal?
- Do your visions fit within the current proposal and zoning?

UDLA invited broad community input through two whole-of-community engagement sessions and four separate stakeholder meetings. These sessions were well attended following Shire and local media advertisement and provided a broad and focused response to the current proposal and other visions for the 'best use' of the site. In total 54 people were involved in the engagement sessions, UDLA also prepared a survey which was offered online and in hard copy format - 140 surveys were completed (**refer Attachment 1 & 2: UDLA Community Engagement Report and Attachment and Survey Results**).

UDLA noted the following in their conclusion / summary:

"The review of the survey indicates the large majority of the community broadly in support of the current scheme as a venue (with modifications) and believe that the model for construction and facility management must be re-visited. Other stakeholders have provided much more polar responses to the development, with some support of a large scale development and some in support of a conservative stance to the development that aligns closely with the Yawuru aesthetic and cultural values. It can be summarised that although outliers exist on either side of the spectrum, the current proposal can be seen as a compromise between the two poles that is broadly supported middle ground that safely provides needs of now and into the future. Design modifications and further stakeholder consultation through design development will ensure a more fully supported and rigorous scheme."

OFFICER COMMENT

After attending both workshops, and reviewing the survey results it is agreed that the clear majority of individuals supported the existing development proposal with minor amendments; however the Golf Club need to analyse the comments in greater detail and take this into consideration when finalising the detailed design of the project. The Golf Club will also need to consult further with the key stakeholders identified in this report including:

- Australia's North West Tourism
- Nyamba Buru Yawuru
- Broome Chamber of Commerce

It is recommended that Council note the community engagement report and overall support of the proposed development. The Golf Club will be required to meet the milestones of their lease agreement as outlined below:

- a) Development of detailed plans for the construction of new clubhouse, these plans to be independently costed;
- b) Development of a funding strategy for construction of the new clubhouse. This would also need to include demonstrating attempting to secure funding or approaching financial institutions to secure loan facilities.
- c) A detailed financial business plan outlining how loan commitments support the construction of the facility will be achieved.

It is also recommended that Council request the Chief Executive Officer to continue to work with the Golf Club to achieve the above-mentioned lease milestones as per the Council Resolution of 17 December 2015.

CONSULTATION

UDLA
Broome Golf Club
Broome Chamber of Commerce
Australia's North West Tourism
Nyamba Buru Yawuru
Public workshops and online surveys

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Policy 5.1.10 Community Engagement

FINANCIAL IMPLICATIONS

Nil

RISK

Nil

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

Accessible and safe community spaces

Participation in recreational and leisure 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

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

Core asset management to optimise Shire's 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 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:

Responsible resource allocation

Effective community engagement

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. *Notes the Community Engagement Reports prepared by UDLA as attached and requests the Broome Golf Club consider the outcomes of this report and incorporate such in the future detailed design, Business Case and Financial Business Plan as required by the current Lease Agreement.*
2. *Notes the Broome Golf Club has until September 2018 to meet the following milestones of their lease agreement:*
 - (a) *Development of detailed plans for the construction of a new clubhouse, these plans to be independently costed.*
 - (b) *Development of a funding strategy for construction of the new clubhouse. This would also need to include demonstrating attempting to secure funding or approaching financial institutions to secure loan facilities.*
 - (c) *Create a detailed financial business plan outlining how loan commitments to support the construction of the facility will be achieved.*
3. *Requests the Chief Executive Officer to continue to work with the Broome Golf Club to support the achievement of meeting the above-mentioned milestones in line with Council's resolution of 17 December 2015.*

Attachments

1. Golf Club Engagement Report 1
2. Golf Club Engagement Report 2

Broome Golf Club Community Engagement Report

Appendix

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1	Tourism Meeting	2
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9	Social Media	13



1 Tourism Meeting

1.1 Session Details

12th September 2016, 11:00 – 12:00

Australia's North West Tourism Office, Frederick Street, Broome.

1.2 Attendees

Jeremy Macmath	UDLA
Peter McBride	Shire of Broome
Glen Chidlow	Australia's North West Tourism
Darren Banfield	Australia's North West Tourism

1.3 Meeting Comments

- The Group were able to respond within a Kimberley Regional Marketing point of view, including Broome
- Basic answer is that a redevelopment will create more tourism
- Corporate groups worth looking at - currently Broome only has capacity for 200 person events (Civic Centre, Sam Male Room, and Convention Centre)
- 500 person venue may attract people, events and become an economic driver for the town
 - Perth Convention Bureau (and regional convention bureaus) would be helpful to discuss future convention events in Broome
- In the past, mobile event facilities have been set up for larger events, such as in Cable Beach Amphitheatre for CommBank event
- Kalgoorlie International Golf Course: World Class golf facility, attracting Asian Market. A flagship venue could bring people to town that otherwise wouldn't come to Broome
- Golf tourists in Broome:
 - 3 month extended holiday, travelling, brings own clubs - price is an issue
 - Pilbara & Kimberley tourists: no grass greens at Pilbara courses
 - Fly in resort visitors: book in for a day
- Would be benefits in developing and marketing 'the golf experience', and in light of this, the proposal need to be far reaching - for international tourists and growth of tourist and local golf interests in Broome over 10-15 years
- Largest visitor spend nationwide is China - while this hasn't yet filtered through to the Kimberley, it will do. Chinese tourists are large golfers - potentials here for BGC tourism
- BGC is currently a 'local establishment' and not growing
- 10 years ago a private development was voted down, but it was close - 2 votes
- Accommodation isn't an issue or shouldn't be a consideration for a redevelopment as there is ample accommodation close by
- Accommodation is also synonymous with exclusivity in Golf and will therefore deter many members
- Pro Am exists but could be better marketed and has little support to drive the event to a broader audience. The right people could put the event 'on the map' (getting bigger Pros)
- Members need to be brought along and are concerned about the increase in price
- Corporate Days could be better managed as events
- 'Hole in one par 3' tie the golf course into the club and give an interesting event opportunity
- From a retail perspective, having retail upstairs is a barrier
- Flip function room and restaurant
- Virtual golf could be an option for increased activities in club house
- The Tap Inn – Adelaide, golf themed bar



- Redeveloped golf club allows for another string in the bow
- The scheme brings people to golf club, will extend stays and doesn't bring only golf visitors
- BGC allows connection and access to the Bay
- Opportunities for environmental and cultural interpretation/signage
- Other functions (mountain bikes, etc) at other times of year/week
 - Incorporate events into site
- Proper change rooms are required. Currently only a few booths
- How can site be opened to more people?
- Parking area needs to be retained- trikes, buses, cruise ship periods
- View of Port and Broome - best site
- Gully erosion off of carpark is an issue that needs to be addressed

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2 Community Engagement Session 1

2.1 Session Details

12th September 2016, 17:00 – 18:30
BGC, Port Drive, Broome.

2.2 Attendees

Ann Smith
Barbara Haynes
Tony Cooling
Kevin Hatherley
George Chaffey
David Moyes
Cam Photopoulos
Judy Chappell
Pail Bullock
Allan McMullen
Brenton Davis
Ross Gogan
Brett Highlands
Greg Kent
John King
Mal Ovens
Krissie Dickman
C Amies
P Dunn
J Smith
Brian Smith
Al Bryce
Mark Asphar
Carol Howe
Peter McBride (SoB)
Vanessa Margetts (UDLA)
Jeremy Macmath (UDLA)

2.3 Questions raised in the Q&A Session

- Time period: Development into the future? Does it account for increased patronage and members? Design lifespan: 30 years
- Can footprint be grown or extended?
- Can café be a full time operations? Currently twice the size of Town Beach Café. Perhaps too large?
- Change rooms 2 men/2 female - no locker rooms
- Lot boundaries are under consideration
- Lower carpark: management plan for parking to take away parking from top level



2.4 Meeting Comments

2.4.1 What is main purpose for your visits to the Golf Club?

- Members
- Bringing visitors: best view in town
- Members priced drinks
- Staircase to the Moon
- Used to be a restaurant - BBQ Steakhouse

2.4.2 What is the best use for the golf club house site?

- More food options that are family friendly & self-supporting
- Tenders to run the kitchen
- Separate kitchen and function room
- Separate lease for the kitchen
- Space for weddings, private functions
- \$1000/year member's fees - real concern for what fees may become
- Difference between members bar and public bar
- Tourism - dies off in wet season, potentially hard to have a constant income

2.4.3 Extra Discussion Comments

- Members get what they want and can share with family and friends
- Breakfast service after 9 holes
- Opportunities for community and tourism go up
- 3 pods. looks good
- Pro shop needs to be with facilities - the nerve centre
- Shift ablutions to car park side
- Coastal Walk Trail - BGC used by people who access the beach to fish for fish and salmon
- Linking to recreation trails. Town beach – port jetty rest node BGC keen to get more Yawuru involvement in the club
- Afraid the club will become too commercial and lose the sense of community
- This is the best place in town
- Chicken and egg - which one comes first? (patronage)
- Café downstairs, restaurant upstairs
- Both facilities as one time (bar/function centre)
- Tuck shop down stairs to service golfers - juice, breakfast
- Juniors clinics



3 BCCI Meeting

3.1 Session Details

21st September 2016, 1.30-2.00pm
Biz Space 1, Broome.

3.2 Attendees

Jeremy Macmath	UDLA
Vanessa Margetts	UDLA
Charles Kleiman	Kimberley Ports Authority
Jael Napper	BCCI
Peter Taylor	BCCI President and property owner
Natasha Aristei	The Outdoor Furniture Specialists and Elgas
Elisabeth Lucke	Regional Media Specialists
Sue Donnelly	PRD Realty

3.3 Meeting Comments

- How is current plan going to activate the site in an economic way?
- Important that Yawuru are involved in the Consultation process
- A large 500 person function centre would be better, but would compete with what the surf club are proposing
- Is the cart coming before the horse? Requirements of community need to be better understood prior to concept design
- Once in a generation opportunity. This is a key location and requires a response that suits the location. Zander's an example of a botched opportunity at a prime location. Current scheme for site is inappropriate
- Focus of the design phase was focused on golf club committee, not members
- Resort Golf Club - opportunity to create a Destination Resort, including conference centre and golf
- Current proposal is short sighted - Concept missing the big picture
- Is this a staged approach? Or can this be stage 1 in a larger scheme?
- View staircase to the moon from here
- Why only one option presented? Want to see more options. Some National Organisations keen to put in proposals
- Is it successful commercially? Real concerns about viability
- Terms of lease aren't clear - perhaps it requires a revised lease
- Habitat resort is amazing, grow on resort next door
- Why is the community asset being outsourced to one small community group? Why not look a little further?
- Not critical of BGC, but decisions and developments of such scale shouldn't be put in their hands. Unrealistic of shire



4 Nyamba Buru Yawuru Meeting

4.1 Session Details

22nd September 2016, 10:30 – 12:00
NBY Offices, Reid Road, Broome.

4.2 Attendees

Luke Portellano	DPaW
Jimmy Dobson	DPaW
Dean Mathews	NBY
Julie Melbourne	NBY
Peter McBride	SoB
Jeremy Macmath	UDLA

4.3 Meeting Comments

- Is the over run on the Conservation Estate (CE) going to be a future request for CE surrender?
- Terms of Reference - what were the requirements for the brief & lease?
- Proposed footprint of 'up not out' design approach seems like a better method in principle
- CE perspective, concerns with drainage & access
- Access must be formalised - to be negotiated with Parks Council (linking in with CEMP, Rec Trails Masterplan, Jetty to Jetty etc) and BGC must engage NBY better to facilitate this
- Draft Yawuru Conservation Estate Management Plan: Key aesthetic values must be met, concerns with heights, style, colour & materials of buildings
- Buildings above the profile of the dunes are not appreciated
- Visual amenities - looking through the building (mesh) is good
- It is currently a low key recreation club: a major function centre, Bar and Restaurant is inappropriate and NBY believe this to be incongruous with the coastline
- Proposal needs to tie in appropriately with the landscape while still achieving the views
- Does the architecture fit within building codes for heights in sand dunes and cyclone?
- A compromise must be reached
- J2J walk - trails network - along beach resting point
- Cultural Heritage Values must also be met. Coastline has incredible historical and cultural significance - fishing, living areas in sand dunes. Interpretation must be developed with this in mind
- Drainage issues - drainage must be dealt with on site and fixed on sit and sent towards golf course rather than conservation estate. Channelled?
- Carpark can be prepared through civil design
- Exaggerated rooves - will they increase drainage requirements
- NBY support for improved access (no steps, but minimal environmental impacts). Must be lower key than Simpson beach
- Lease will need to be revised with new uses on site
- Lease has exclusive possession rights so have the ability to control access
- NBY very interested in being involved in future discussions and site planning



5 Community Engagement Session 02

5.1 Session Details

22nd September 2016, 5:00 – 6:00pm
Shire Offices, Haas Street, Broome.

5.2 Attendees

Krissy Dickman
Cate Gustavsson
Michelle Teoh
Leong Teoh
Matthew Adams
Peter McBride (SoB)
Vanessa Margetts (UDLA)
Jeremy Macmath (UDLA)

5.3 Meeting Comments

5.3.1 Comments from initial Discussion

- Pavilion idea not Laird Tran's - where did it come from?
- Decisions driven only by BGC Board
- NBY not engaged in the process to date
- Will it fit on one block?
- Car park needs shade
- Dinosaur Coast Management Group and Roebuck Bay Working Group must be consulted
- Events/sunset views - site must be maximised for this use
- What is the dollar return? Function centre and bar will be biggest money spinners

5.3.2 Question 1: What is main purpose for your visits to the Golf Club?

- Not golfer group - sometimes play socially
- Visit site mostly with guests/visitors from out of town. Great location
- Staircase to the moon location
- Hot site and facilities: would go more regularly and stay longer if facilities were better
- Mangrove Hotel and BGC - only sites overlooking the bay - unique

5.3.3 Question 2: What is the best use for the golf club house site?

- It is important that the facility remain community run. Appears there is a lot of ownership of the site and facilities that was not really understood prior to tonight's presentation
- Café adds elements – must remain a community use
- Proposal appears fit for purpose

5.3.4 Question 3: Thoughts on the current redevelopment proposal

- Site allows for growth
- Limited by design guidelines
- Proposal sits lightly on the landscape



- Echoes tropical/old Broome style
- Pavilions are good by allowing the development to be staged, and makes a smaller roof space
- Yawuru Elements should be developed
- Issues with dunes and building heights? Perhaps requires lower set buildings
- Materials must minimise glare
- Crank the function centre building 90 degrees- maximises views, lighter and opens the site
- Why is pro shop upstairs?
- Aspiration to see golf course from 'watch tower' is not relevant and unnecessary. Move pro shop downstairs
- Huge car parking issue - needs to be broken up, softened up and add landscaping. Break into pods
- Not all car parking at top of the hill - management method - buses, buzzer system
- Do not follow the same problems as seen at Cable Beach- do not make one of Broome's iconic sites a car park
- Events do not need top car park- they often enter by us, or should do so
- Car park on edge - steep site
- Functions on the hill - car park should be an area for people, not cars,
- Carts need to be parked/kept away from clubhouse
- Waste, skip bins need to be Back of House, not at entrance
- Air conditioner cassettes need to be located in back of house
- Rubbish trucks noise and rubbish would be best located down stairs
- Contamination to the Monsoonal Vine Thicket Ecosystem and Bay needs to be considered
- Appears to have good shade, ventilation - looks like old section of Church - open pavilion
- 11m tall- use landscape as buffer and to ground site
- Landscape design can assist in focusing views
- Pedestrian connection to Habitat resort is key - offers good trail through Monsoonal Vine Thickets
- Opening site up to mountain bike users is a good way to increase variety of users, increase cash flow
- Golf activities such as driving, chipping and putting ranges would assist- people want shorter recreation events and allows more users
- BGC should be connected to recreation trails and act as a key node
- BGC as an attractor and destination for recreation, exercise and cultural experiences



6 Meeting with Michael from Habitat Resort

6.1 Session Details

23rd September 2016, 8:00 – 9:00
Shire Offices, Haas Street, Broome.

6.2 Attendees

Peter McBride	SoB
Jeremy Macmath	UDLA
Michael Leake	Habitat Resort (HR)

6.3 Meeting Comments

- Remnant bush has high ecological value
- Symbiotic relationship between BGC and HR
- Money made from golf carts and bar
- In past developments, there has always been residential development tied in. Good to see that there isn't in this scheme as now is not the time to be building accommodation/housing
- HR offers conference facilities, 132 beds
- A BGC facilities manager would be required to operate what is constructed, one that is not 'driven by the white ball'- needs to be external
- Golf course committee not up to the challenge, lacks business acumen
- HR has provided in kind contributions to BGC for irrigation over the years, in return guests are offered free green fees
- Golf in decline - fewer players, with less time. Main stream interests are dying off
- Reciprocal rights with other golf clubs required- may influence golfing visitors
- Can construction be undertaken by another party and leased back to the BGC?
- Should it be Shire run, not for profit (BGC) run or commercially run?
- A detailed business plan and case are required prior to going ahead with further designs/concepts
- Design language of current concepts look fine generally...
- Spatially, reconfigure carpark - develop on carpark and move carpark. Maximise views and separate players and functions further
- Access road is dangerous- can it run on other side of the building
- Golf house bar is huge... it is a very 'golf centric' proposal for a facility that is supposed to service the broader community
- Central administration and offices will be a wasted space for a lot of the time. How much will this be used day to day?
- Is this a club house with events? Or an entertainment complex?
- long term viability needs more balanced use/purpose mix
- Re-evaluate location on lot, split car park up
- Given the decline in players globally, the business case needs to look at a more diverse multi use and balanced model of operation
- How well can the proposal expand/contract with the seasons?
- Needs strong access and connection to Conservations Estate
- Developments needs to be in proportion with town population projections
- Amphitheatre using the hill - performances, opera, ballet etc



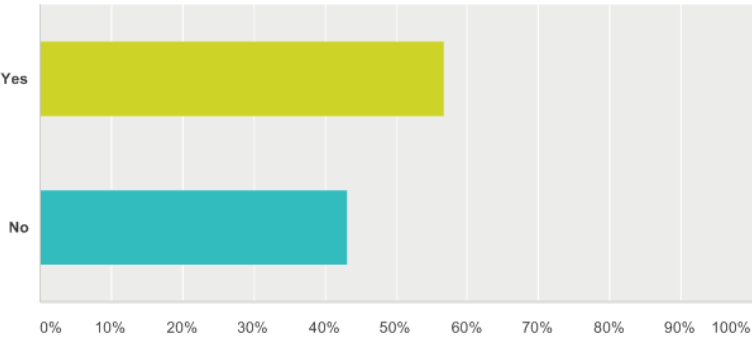
7 Survey Data – Survey Monkey

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Broome Golf Club Community Engagement

Q1 Are you a Golf Club member?

Answered: 104 Skipped: 1

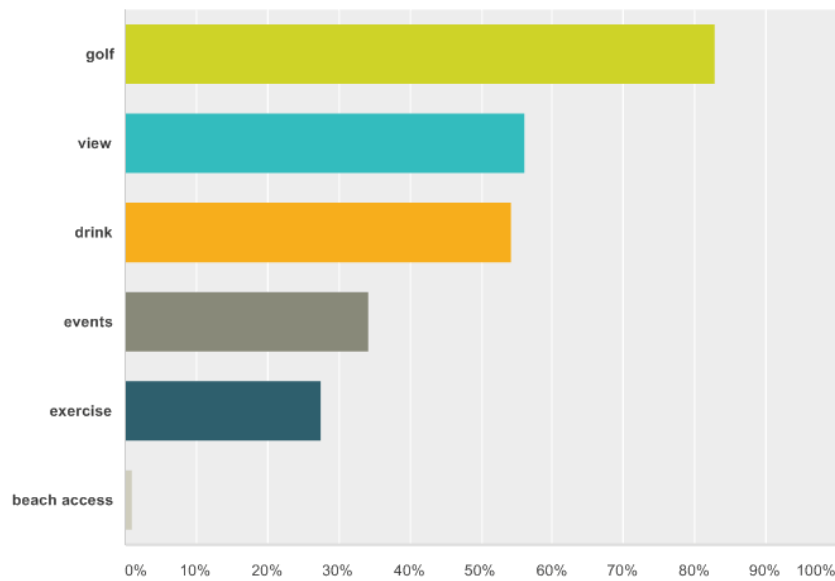


Answer Choices	Responses	
Yes	56.73%	59
No	43.27%	45
Total		104

Broome Golf Club Community Engagement

Q2 What is the purpose of your visits?

Answered: 105 Skipped: 0

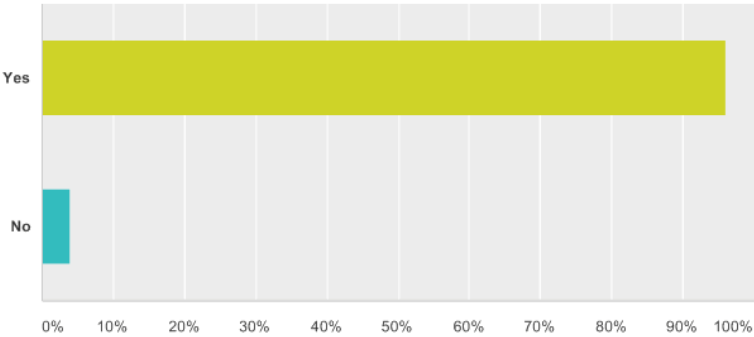


Answer Choices	Responses	
golf	82.86%	87
view	56.19%	59
drink	54.29%	57
events	34.29%	36
exercise	27.62%	29
beach access	0.95%	1
Total Respondents: 105		

Broome Golf Club Community Engagement

Q3 Do you bring friends and or tourists with you?

Answered: 102 Skipped: 3

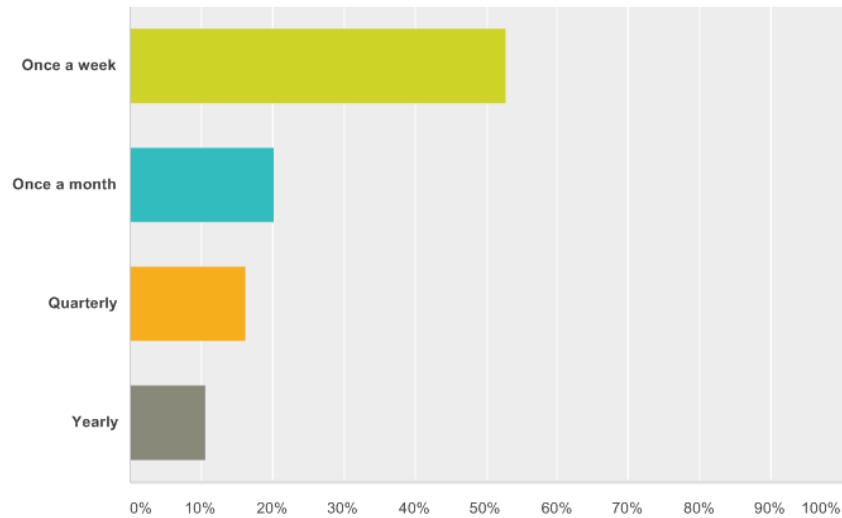


Answer Choices	Responses	
Yes	96.08%	98
No	3.92%	4
Total		102

Broome Golf Club Community Engagement

Q4 How many times a year do you visit the Golf Course

Answered: 104 Skipped: 1



Answer Choices	Responses
Once a week	52.88% 55
Once a month	20.19% 21
Quarterly	16.35% 17
Yearly	10.58% 11
Total	104

Broome Golf Club Community Engagement

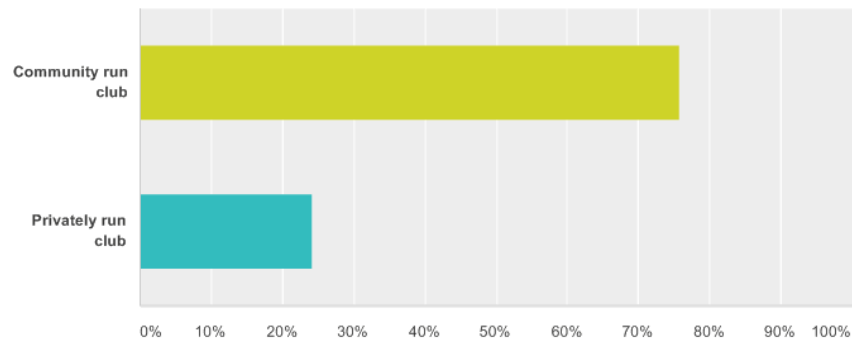
Q5 What would need to change to make you visit more often?

Answered: 93 Skipped: 12

Broome Golf Club Community Engagement

Q6 Are you happy with a community run club, or would you prefer a privately run club?

Answered: 103 Skipped: 2

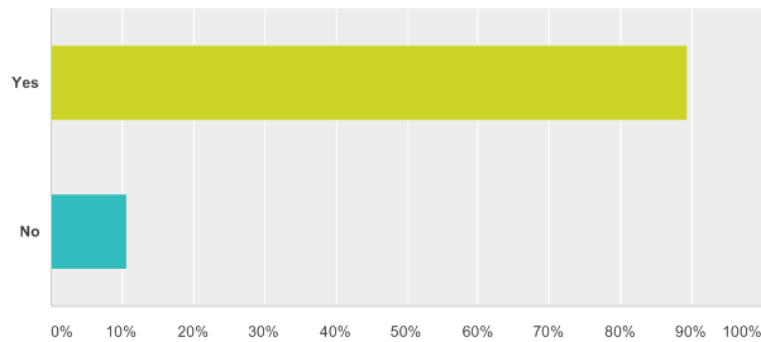


Answer Choices	Responses	
Community run club	75.73%	78
Privately run club	24.27%	25
Total		103

Broome Golf Club Community Engagement

Q7 The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning?

Answered: 104 Skipped: 1

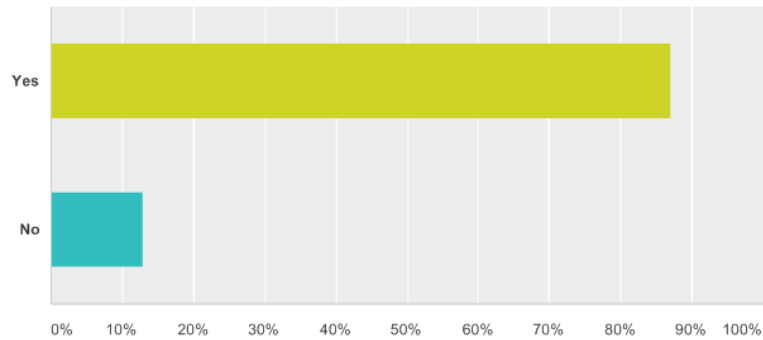


Answer Choices	Responses	
Yes	89.42%	93
No	10.58%	11
Total		104

Broome Golf Club Community Engagement

Q8 Do you believe the existing proposal is the best use for this site?

Answered: 101 Skipped: 4



Answer Choices	Responses	
Yes	87.13%	88
No	12.87%	13
Total		101

Broome Golf Club Community Engagement

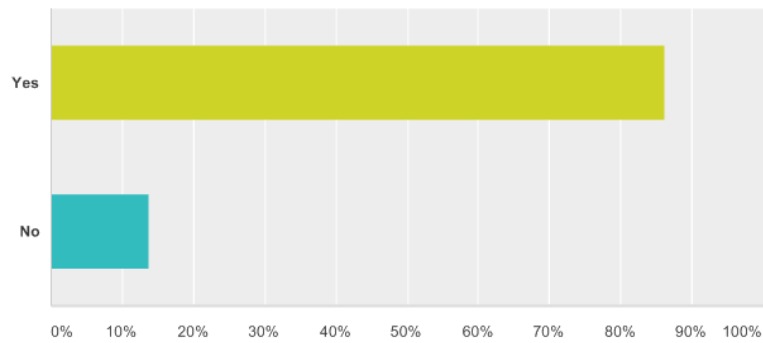
Q9 What are your visions for this site?

Answered: 81 Skipped: 24

Broome Golf Club Community Engagement

Q10 Were you aware the Golf Club are undertaking a facility redevelopment proposal?

Answered: 102 Skipped: 3



Answer Choices	Responses	
Yes	86.27%	88
No	13.73%	14
Total		102

Broome Golf Club Community Engagement

Q11 What do you like about this proposal?

Answered: 86 Skipped: 19

Broome Golf Club Community Engagement

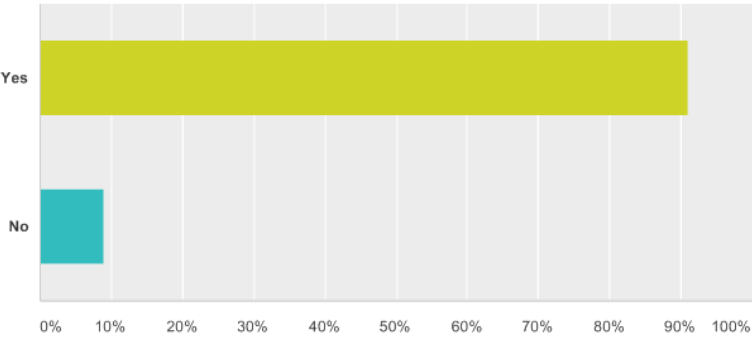
Q12 What do you not like?

Answered: 61 Skipped: 44

Broome Golf Club Community Engagement

Q13 Do your visions fit within the current proposal and zoning?

Answered: 90 Skipped: 15



Answer Choices	Responses	
Yes	91.11%	82
No	8.89%	8
Total		90

Broome Golf Club Community Engagement

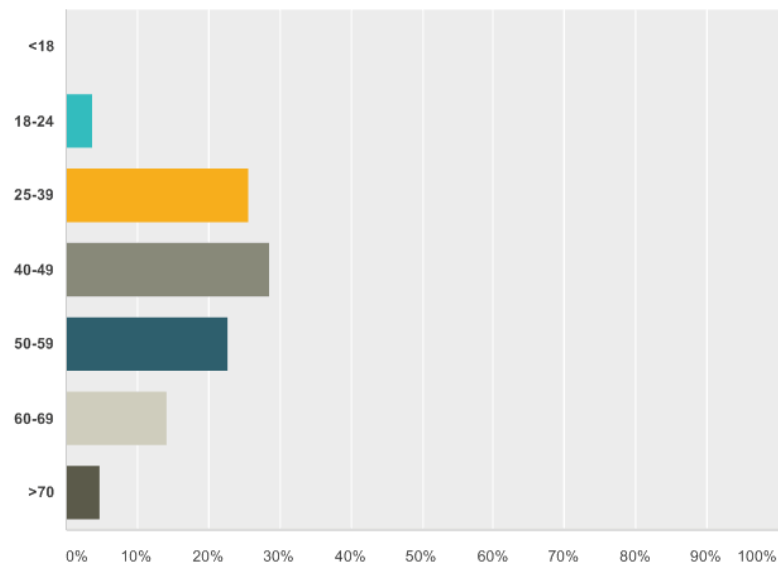
Q14 How do you think this proposal could be modified to meet your vision?

Answered: 54 Skipped: 51

Broome Golf Club Community Engagement

Q15 Age

Answered: 105 Skipped: 0

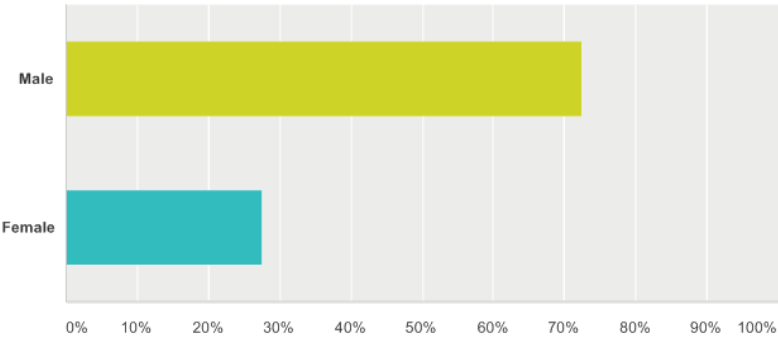


Answer Choices	Responses	
<18	0.00%	0
18-24	3.81%	4
25-39	25.71%	27
40-49	28.57%	30
50-59	22.86%	24
60-69	14.29%	15
>70	4.76%	5
Total		105

Broome Golf Club Community Engagement

Q16 Gender

Answered: 105 Skipped: 0

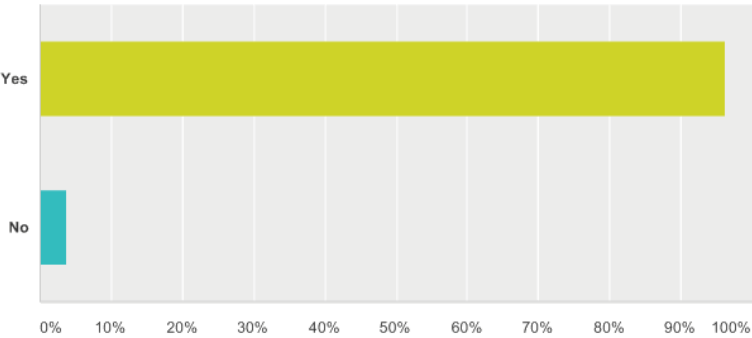


Answer Choices	Responses	
Male	72.38%	76
Female	27.62%	29
Total		105

Broome Golf Club Community Engagement

Q17 Do you live in Broome?

Answered: 104 Skipped: 1

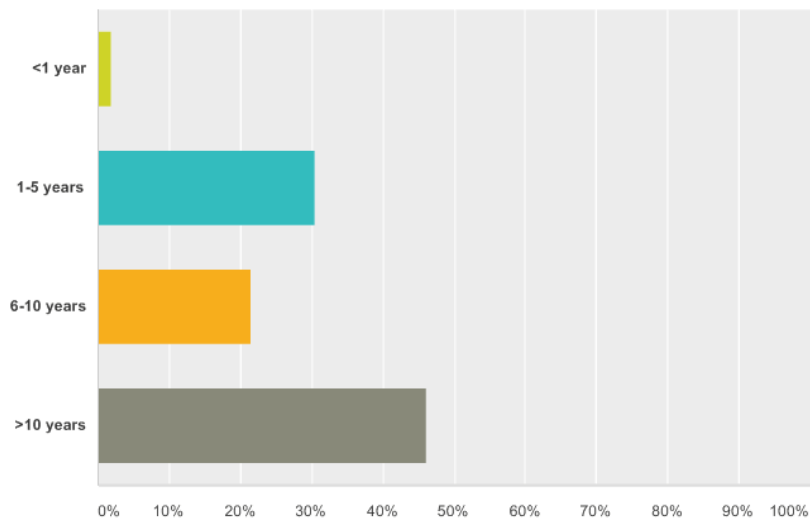


Answer Choices	Responses	
Yes	96.15%	100
No	3.85%	4
Total		104

Broome Golf Club Community Engagement

Q18 For how long?

Answered: 102 Skipped: 3



Answer Choices	Responses
<1 year	1.96% 2
1-5 years	30.39% 31
6-10 years	21.57% 22
>10 years	46.08% 47
Total	102

8 Survey Data – Paper Surveys

uclla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? **[y/n]**

2. What is the purpose of your visits? **[Tick all that apply]**

- | | |
|---|---------------------------------------|
| <input checked="" type="checkbox"/> Golf | <input type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? **[y/n]**

4. How many times a year do you visit the golf course?

- ☒ Once a week
☐ Once a month
☐ Quarterly
☐ Yearly

5. What would need to change to make you visit more often?

A Restaurant

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? **[y/n]**

8. Do you believe the existing proposal is the best use for the site? **[y/n]**

udla

9. What are your visions for this site?

improved facilities

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n]

11. What do you like about this proposal?

Better facilities

12. What do you not like?

13. Do your visions fit within the current proposal and zoning? [y/n]

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☐ 25 to 39
☒ 50 to 59
☐ 70 +

16. Gender [m/f]

17. Do you live in Broome? [y/n]

18. For how long? 10 years

urlla

Broome Golf Club Community Engagement Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n] *YES*

2. What is the purpose of your visits? [Tick all that apply]

- | | |
|--|---------------------------------------|
| <input checked="" type="checkbox"/> Golf | <input type="checkbox"/> View |
| <input type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? [y/n] *YES*

4. How many times a year do you visit the golf course?

- ☒ Once a week *AT LEAST*
- ☐ Once a month
- ☐ Quarterly
- ☐ Yearly

5. What would need to change to make you visit more often?

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run
- ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n] *YES*

8. Do you believe the existing proposal is the best use for the site? [y/n] *YES*

udla

9. What are your visions for this site?

"Come Run By The
MEMBER"

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n] *yes*

11. What do you like about this proposal?

A 1 APPROVING
IN PROGRESS

12. What do you not like?

/

13. Do your visions fit within the current proposal and zoning? [y/n] *yes*

14. How do you think this proposal could be modified to meet your vision?

N/A

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☒ 25 to 39
☐ 50 to 59
☐ 70 +

16. Gender [m/f] *M*

17. Do you live in Broome? [y/n] *yes*

18. For how long? *26 yrs.*

udla

Broome Golf Club Community Engagement Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n] *no*

2. What is the purpose of your visits? [Tick all that apply]

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> Golf | <input type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? [y/n]

4. How many times a year do you visit the golf course?

- ☒ Once a week
☐ Once a month
☐ Quarterly
☐ Yearly

5. What would need to change to make you visit more often?

new RESTAURANT UP STAIRS

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n]

8. Do you believe the existing proposal is the best use for the site? [y/n]

YES

udla

9. What are your visions for this site?

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n]

11. What do you like about this proposal?

12. What do you not like?

13. Do your visions fit within the current proposal and zoning? [y/n]

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☐ 25 to 39
☐ 50 to 59
☐ 70 +

16. Gender [m/f]

17. Do you live in Broome? [y/n]

18. For how long? _____



9. What are your visions for this site?

GREAT GOLF CLUBHOUSE FOR MEMBERS & VISITORS
GOOD CAFE - RESTAURANT & FUNCTION AREA

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. See artist impressions and Plan to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal? (y/n)

11. What do you like about this proposal?

GREAT DESIGN - BROOME STYLE
LOOKS FANTASTIC

12. What do you not like?

NOTHING

13. Do your visions fit within the current proposal and zoning? (y/n)

14. How do you think this proposal could be modified to meet your vision?

NO CHANGE

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☒ 25 to 39
☐ 50 to 59
☐ 70 +

16. Gender (m/f)

17. Do you live in Broome? (y/n)

18. For how long?

15/25

urlla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? *[y/n]*

2. What is the purpose of your visits? *[Tick all that apply]*

- | | |
|---|--|
| <input checked="" type="checkbox"/> Golf | <input type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input checked="" type="checkbox"/> Events |
| <input type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? *[y/n]*

4. How many times a year do you visit the golf course?

- ☒ Once a week - *3/4 times*
- ☐ Once a month
- ☐ Quarterly
- ☐ Yearly

5. What would need to change to make you visit more often?

more facilities - cafe

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? *[y/n]*

8. Do you believe the existing proposal is the best use for the site? *[y/n]*

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Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n] *YES*

2. What is the purpose of your visits? [Tick all that apply]

- | | |
|--|---------------------------------------|
| <input checked="" type="checkbox"/> Golf | <input type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input checked="" type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? [y/n] *YES*

4. How many times a year do you visit the golf course?

- ☒ Once a week *PLUS*
- ☐ Once a month
- ☐ Quarterly
- ☐ Yearly

5. What would need to change to make you visit more often?

6. Are you happy with a community run club, or would you prefer a privately run club?

☐ Community Run

RUN BY GOLF CLUB

~~☒ Privately Run~~

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n] *YES*

8. Do you believe the existing proposal is the best use for the site? [y/n] *YES*

UCLA

11/01/2019 10:00 AM

9. What are your visions for this site?

GOLF CLUB WITH PUBLIC FACILITIES

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. See artist impressions and Plan to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal (y/n) YES

11. What do you like about this proposal?

THE UPGRADE WILL HELP THE GOLF CLUB AND ALSO BECOME PEOPLE & VISITORS

12. What do you not like?

13. Do your visions fit within the current proposal and zoning? (y/n) YES

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

☐ 18 to 24

☐ 40 to 49

☐ 60 to 69

☐ 25 to 39

☐ 50 to 59

☒ 70 +

16. Gender (m/f) MALE

17. Do you live in Broome? (y/n) YES

18. For how long? 12 YEARS

udla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? *(y/n)*

2. What is the purpose of your visits? *[Tick all that apply]*

☒ Golf

☒ Drink

☐ Exercise

Other (comment)

☒ View

☒ Events

☐ Beach Access

Robertson

3. Do you bring friends tourists with you? *(y/n)*

4. How many times a year do you visit the golf course?

☒ Once a week

☐ Once a month

☐ Quarterly

☐ Yearly

5. What would need to change to make you visit more often?

Facility and Grass

6. Are you happy with a community run club, or would you prefer a privately run club?

☐ Community Run

☒ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? *(y/n)*

8. Do you believe the existing proposal is the best use for the site? *(y/n)*

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9. What are your visions for this site?

INTRODUCED BROOME Community
+ VISITORS

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal? ☒ [y/n]

11. What do you like about this proposal?

IT MODERNISES FACILITIES

12. What do you not like?

CARPARK
COMMUNITY AMENITIES
IT REVEALS IS ABOUT COMMUNITY
ASSET

13. Do your visions fit within the current proposal and zoning? ☒ [y/n]

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☒ 40 to 49
☐ 60 to 69

- ☐ 25 to 39
☐ 50 to 59
☐ 70 +

16. Gender ☒ [m/f]

17. Do you live in Broome? ☒ [y/n]

18. For how long? 35 YEARS

udla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n] ✓

2. What is the purpose of your visits? [Tick all that apply]

- | | |
|--|--|
| <input checked="" type="checkbox"/> Golf | <input checked="" type="checkbox"/> View |
| <input type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input checked="" type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |

Other (comment)

great view, to play golf.

3. Do you bring friends tourists with you? [y/n]

4. How many times a year do you visit the golf course?

- ☐ Once a week 4 to 5 times a week.
- ☐ Once a month
- ☐ Quarterly
- ☐ Yearly

5. What would need to change to make you visit more often?

New club house would make a difference.

6. Are you happy with a community run club; or would you prefer a privately run club?

☒ Community Run

☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n]

8. Do you believe the existing proposal is the best use for the site? [y/n] ✓

yes.

udla

9. What are your visions for this site?

~~Improve~~ would bring more people out. Maybe to play or a meal.

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n] ✓

11. What do you like about this proposal?

It's needed. Should make a huge difference

12. What do you not like?

13. Do your visions fit within the current proposal and zoning? [y/n] ✓

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

☐ 18 to 24

☐ 40 to 49

☒ 60 to 69

☐ 25 to 39

☐ 50 to 59

☐ 70 +

16. Gender [m/f] ✓

17. Do you live in Broome? [y/n] ✓

18. For how long? 5 years.

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Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? ☒ y ☐ n

2. What is the purpose of your visits? ☒ Tick all that apply

- | | |
|---|---------------------------------------|
| <input checked="" type="checkbox"/> Golf | <input type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? ☒ y ☐ n

4. How many times a year do you visit the golf course?

- ☒ Once a week
☐ Once a month
☐ Quarterly
☐ Yearly

5. What would need to change to make you visit more often?

Better facilities

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? ☒ y ☐ n

8. Do you believe the existing proposal is the best use for the site? ☒ y ☐ n

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9. What are your visions for this site?

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n]

11. What do you like about this proposal?

Improved facilities

12. What do you not like?

13. Do your visions fit within the current proposal and zoning? [y/n]

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☒ 40 to 49
☐ 60 to 69

- ☐ 25 to 39
☐ 50 to 59
☐ 70 +

16. Gender [m/f]

17. Do you live in Broome? [y/n]

18. For how long? 20+ Years.

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Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? *(yn)*

2. What is the purpose of your visits? *[Tick all that apply]*

- | | |
|--|--|
| <input checked="" type="checkbox"/> Golf | <input checked="" type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input checked="" type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? *(yn)*

4. How many times a year do you visit the golf course?

- ☒ Once a week
☐ Once a month
☐ Quarterly
☐ Yearly

5. What would need to change to make you visit more often?

Restaurant

Extended hours

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? *(yn)*

8. Do you believe the existing proposal is the best use for the site? *(yn)*

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9. What are your visions for this site?

Tourist attraction

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal? **[y/n]**

11. What do you like about this proposal?

Time for a change and
a move forward

12. What do you not like?

13. Do your visions fit within the current proposal and zoning? **[y/n]**

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☒ 25 to 39
☐ 50 to 59
☐ 70 +

16. Gender **[m/f]**

17. Do you live in Broome? **[y/n]**

18. For how long? 8 yrs

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Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? ☒ (y/n)

2. What is the purpose of your visits? ☐ [Tick all that apply]

- | | |
|---|--|
| <input checked="" type="checkbox"/> Golf | <input checked="" type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? ☒ (y/n)

4. How many times a year do you visit the golf course?

- ☐ Once a week
☒ Once a month
☐ Quarterly
☐ Yearly

5. What would need to change to make you visit more often?

Better facilities

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? ☒ (y/n)

8. Do you believe the existing proposal is the best use for the site? ☒ (y/n)

urlla

9. What are your visions for this site?

PROPOSAL

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal ☒ (y/n)

11. What do you like about this proposal?

BETTER FACILITIES

12. What do you not like?

NO

13. Do your visions fit within the current proposal and zoning? ☒ (y/n)

14. How do you think this proposal could be modified to meet your vision?

NO NEED

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☒ 25 to 39
☒ 50 to 59
☐ 70 +

16. Gender ☒ (m/f)

17. Do you live in Broome? ☒ (y/n)

18. For how long?

5 years

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Broome Golf Club Community Engagement Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? (y/n)

2. What is the purpose of your visits? [Tick all that apply]

- | | |
|---|--|
| <input checked="" type="checkbox"/> Golf | <input checked="" type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? (y/n)

4. How many times a year do you visit the golf course?

- ☐ Once a week
☒ Once a month
☐ Quarterly
☐ Yearly

5. What would need to change to make you visit more often?

Better facilities -

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? (y/n)

8. Do you believe the existing proposal is the best use for the site? (y/n)

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9. What are your visions for this site?

PROPOSAL

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal (y/n)

11. What do you like about this proposal?

BETTER FACILITIES

12. What do you not like?

DIL

13. Do your visions fit within the current proposal and zoning? (y/n)

14. How do you think this proposal could be modified to meet your vision?

NO NEED

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☐ 25 to 39
☒ 50 to 59
☐ 70 +

16. Gender (m/f)

17. Do you live in Broome? (y/n)

18. For how long? 5 MONTHS

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Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n]

2. What is the purpose of your visits? [Tick all that apply]



Golf



Drink



Exercise

Other (comment)



View



Events



Beach Access

3. Do you bring friends tourists with you? [y/n] YES

4. How many times a year do you visit the golf course?

☐ Once a week

☐ Once a month

☐ Quarterly

☐ Yearly

multiple

5. What would need to change to make you visit more often?

Better facilities

6. Are you happy with a community run club, or would you prefer a privately run club?



Community Run



Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n] YES

8. Do you believe the existing proposal is the best use for the site? [y/n] YES

urla

9. What are your visions for this site?

Better facilities

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. See artist impressions and Plan to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n] Yes

11. What do you like about this proposal?

Well designed building to fit site

12. What do you not like?

13. Do your visions fit within the current proposal and zoning? [y/n] Yes

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☒ 25 to 39
☒ 50 to 59
☐ 70 +

16. Gender [m/f] M

17. Do you live in Broome? [y/n] Yes

18. For how long? 25 years -

udla

9. What are your visions for this site?

MORE TOURIST AND GOLFERS!!
GOLFERS FROM OVERSEAS!

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal? ☒ (y/n)

11. What do you like about this proposal?

~~GRABBY~~
GREAT IDEA

12. What do you not like?

NOTHING EVERYTHING IS EXCELLENT

13. Do your visions fit within the current proposal and zoning? ☒ (y/n)

14. How do you think this proposal could be modified to meet your vision?

IT WOULD CREATE EMPLOYMENT
FOR LOCAL BUILDERS AROUND TOWN
IF THE DEVELOPMENT GO'S A HEAD

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☒ 25 to 39
☐ 50 to 59
☐ 70 +

16. Gender ☒ (m/f)

17. Do you live in Broome? ☒ (y/n)

18. For how long? 4 YRS

udla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? (y/n)

2. What is the purpose of your visits? [Tick all that apply]

- | | |
|--|---------------------------------------|
| <input checked="" type="checkbox"/> Golf | <input type="checkbox"/> View |
| <input type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? (y/n)

4. How many times a year do you visit the golf course?

- ☒ Once a week
☐ Once a month
☐ Quarterly
☐ Yearly

3 TIMES A WEEK 9/10 I LOVE IT!!!

5. What would need to change to make you visit more often?

CLUBHOUSE IS OUT DATED AND OLD
SCHOOL

6. Are you happy with a community run club, or would you prefer a privately run club?

☒ Community Run

☐ Privately Run

DO NOT GO PRIVATE

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? (y/n)

8. Do you believe the existing proposal is the best use for the site? (y/n)

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Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n] *No*

2. What is the purpose of your visits? [Tick all that apply]

- | | |
|--|--|
| <input checked="" type="checkbox"/> Golf | <input checked="" type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input checked="" type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? [y/n] *yes*

4. How many times a year do you visit the golf course?

- ☒ Once a week
☐ Once a month
☐ Quarterly
☐ Yearly

5. What would need to change to make you visit more often?

- *Better Food + Beverage facilities*
- *more time off work*
- *Driving range for public.*

6. Are you happy with a community run club, or would you prefer a privately run club?

☒ Community Run

☒ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n] *yes*

8. Do you believe the existing proposal is the best use for the site? [y/n]

yes, it leaves room for further development pending business depends.

udla

9. What are your visions for this site?

A more social club with a focus on development of youth, Innovation and a continuous goal to improve.

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. See artist impressions and Plan to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n] yes

11. What do you like about this proposal?

New is always better!

12. What do you not like?

That it has restrictions on Corporate involvement.

13. Do your visions fit within the current proposal and zoning? [y/n] yes

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

☒ 25 to 39
☐ 50 to 59
☐ 70 +

16. Gender [m/f] m

17. Do you live in Broome? [y/n] yes

18. For how long? 5 years

udla

Broome Golf Club Community Engagement Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? *(y/n)*

2. What is the purpose of your visits? *[Tick all that apply]*

☒ Golf

☒ Drink

☐ Exercise

Other (comment)

☒ View

☐ Events

☐ Beach Access

3. Do you bring friends tourists with you? *(y/n)*

4. How many times a year do you visit the golf course?

☒ Once a week

☒ Once a month

☐ Quarterly

☐ Yearly

5. What would need to change to make you visit more often?

Resort includes

6. Are you happy with a community run club, or would you prefer a privately run club?

☒ Community Run

☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? *(y/n)*

8. Do you believe the existing proposal is the best use for the site? *(y/n)*

udla

9. What are your visions for this site?

Reserve / bar.

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal? *(y/n)*

11. What do you like about this proposal?

*MAKES MORE OF A CLUBHOUSE TO
BRING THE FAMILY.*

12. What do you not like?

—

13. Do your visions fit within the current proposal and zoning? *(y/n)*

14. How do you think this proposal could be modified to meet your vision?

—

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☒ 25 to 39
☐ 50 to 59
☐ 70 +

16. Gender *(m/f)*

17. Do you live in Broome? *(y/n)*

18. For how long? *5 Yr*

udla

Broome Golf Club Community Engagement Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? ☒ y/n

2. What is the purpose of your visits? ☒ Tick all that apply



Golf



View



Drink



Events



Exercise



Beach Access

Other (comment)

Childrens golf lessons.

3. Do you bring friends tourists with you? ☒ y/n

4. How many times a year do you visit the golf course?



Once a week



Once a month



Quarterly



Yearly

5. What would need to change to make you visit more often?

hot pod available in afternoon / evening

6. Are you happy with a community run club, or would you prefer a privately run club?



Community Run



Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? ☒ y/n

8. Do you believe the existing proposal is the best use for the site? ☒ y/n

udla

9. What are your visions for this site?

a more modern building with kitchen facilities
but keeping a more community feel.

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n]

11. What do you like about this proposal?

It will be low key and within a family friendly
environment. But still down to earth.

12. What do you not like?

13. Do your visions fit within the current proposal and zoning? [y/n]

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

☐ 18 to 24

☒ 40 to 49

☐ 60 to 69

☐ 25 to 39

☐ 50 to 59

☐ 70 +

16. Gender [y/n]

17. Do you live in Broome? [y/n]

18. For how long?

20 yrs.

udla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n] *Y*

2. What is the purpose of your visits? [Tick all that apply]

- | | |
|--|--|
| <input checked="" type="checkbox"/> Golf | <input type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input checked="" type="checkbox"/> Exercise | <input checked="" type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? [y/n] *N*

4. How many times a year do you visit the golf course?

- ☐ Once a week *3 X WEEK (3 TIMES)*
- ☐ Once a month
- ☐ Quarterly
- ☐ Yearly

5. What would need to change to make you visit more often?

TAKE 20 YRS OFF MY AGE

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n] *Y*

8. Do you believe the existing proposal is the best use for the site? [y/n]

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9. What are your visions for this site?

PRETTY MUCH AS PRESENTED

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n] **y**

11. What do you like about this proposal?

EXCELLENT CONCEPT, FUNCTION / CAFE ETC.
PIVOTAL TO FINANCIAL ONGOING SUCCESS?

12. What do you not like?

NO GLARING ANOMALIES ARE APPARENT.
AT THIS STAGE.

13. Do your visions fit within the current proposal and zoning? [y/n] **y**

14. How do you think this proposal could be modified to meet your vision?

NOTHING COMES TO MIND

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☐ 25 to 39
☐ 50 to 59
☒ 70 +

16. Gender [m/f] **M**

17. Do you live in Broome? [y/n] **N**

18. For how long? **3 MONTHS / YEAR**

udla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? *(y/n)*

2. What is the purpose of your visits? *(Tick all that apply)*

- | | |
|--|--|
| <input checked="" type="checkbox"/> Golf | <input checked="" type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input checked="" type="checkbox"/> Events |
| <input checked="" type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? *(y/n)*

4. How many times a year do you visit the golf course?

- ☒ Once a week *LOTS*
- ☐ Once a month
- ☐ Quarterly
- ☐ Yearly

5. What would need to change to make you visit more often?

CAFE

FUNCTIONS

6. Are you happy with a community run club, or would you prefer a privately run club?

- THE NOT THE SHIRE* ☒ Community Run *WHO THE CLUB MEMBERS?* ☐ Privately Run *WHO FOR PROFIT?*

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? *(y/n)*

8. Do you believe the existing proposal is the best use for the site? *(y/n)*

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9. What are your visions for this site?

AS THE PLAN
GREAT

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n] ☒ y

11. What do you like about this proposal?

BROOME STYLE

12. What do you not like?

NOTHING

13. Do your visions fit within the current proposal and zoning? [y/n] ☒ y

14. How do you think this proposal could be modified to meet your vision? ☒ n

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☒ 25 to 39
☒ 50 to 59
☐ 70 +

16. Gender [m/f] ☒ m

17. Do you live in Broome? [y/n] ☒ y

18. For how long?

10

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Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n] YES

2. What is the purpose of your visits? [Tick all that apply]

- | | |
|--|--|
| <input checked="" type="checkbox"/> Golf | <input checked="" type="checkbox"/> View |
| <input type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? [y/n] YES

4. How many times a year do you visit the golf course?

- | | |
|---------------------------------------|--------------|
| <input type="checkbox"/> Once a week | TWICE A WEEK |
| <input type="checkbox"/> Once a month | |
| <input type="checkbox"/> Quarterly | |
| <input type="checkbox"/> Yearly | |

5. What would need to change to make you visit more often?

OPPORTUNITY FOR MEALS - DINNER BREAKFAST

6. Are you happy with a community run club, or would you prefer a privately run club?

- | | |
|---|---|
| <input checked="" type="checkbox"/> Community Run | <input checked="" type="checkbox"/> Privately Run |
|---|---|

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n] YES

8. Do you believe the existing proposal is the best use for the site? [y/n] YES

udla

9. What are your visions for this site?

AS PER THE SUBMISSION, 3 PODS
- GOLF
- MEALS
- EVENT

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. See artist impressions and Plan to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n] YES

11. What do you like about this proposal?

MODERN, FRESH, ENTICING TO TOURISTS & VISITORS
REPLACE/MODIFY TIRED SECTIONS OF THE CLUB

12. What do you not like?

N/A

13. Do your visions fit within the current proposal and zoning? [y/n] YES

14. How do you think this proposal could be modified to meet your vision?

N/A

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☒ 25 to 39
☐ 50 to 59
☐ 70 +

16. Gender [m/f] MALE

17. Do you live in Broome? [y/n] YES

18. For how long? 6 MTHS

udla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? *[y/n]* *yes*

2. What is the purpose of your visits? *[Tick all that apply]*

- | | |
|---|--|
| <input checked="" type="checkbox"/> Golf | <input checked="" type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? *[y/n]* *yes*

4. How many times a year do you visit the golf course?

- ☒ Once a week
☐ Once a month
☐ Quarterly
☐ Yearly

5. What would need to change to make you visit more often?

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? *[y/n]* *yes*

8. Do you believe the existing proposal is the best use for the site? *[y/n]* *yes*

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9. What are your visions for this site?

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n] *yes*

11. What do you like about this proposal?

MODERN

12. What do you not like?

13. Do your visions fit within the current proposal and zoning? [y/n] *yes*

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☐ 25 to 39
☐ 50 to 59
☒ 70 +

16. Gender [m/f] *M*

17. Do you live in Broome? [y/n] *yes*

18. For how long?

27 YEARS

udla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n] Y

2. What is the purpose of your visits? [Tick all that apply]

- | | |
|--|--|
| <input checked="" type="checkbox"/> Golf | <input type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input checked="" type="checkbox"/> Events |
| <input checked="" type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? [y/n] Y

4. How many times a year do you visit the golf course?

- ☒ Once a week
☐ Once a month
☐ Quarterly
☐ Yearly

5. What would need to change to make you visit more often?

ADD RESTAURANT FACILITIES

6. Are you happy with a community run club, or would you prefer a privately run club?

☒ Community Run

☒ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n] Y

8. Do you believe the existing proposal is the best use for the site? [y/n] Y

udla

3

9. What are your visions for this site?

TO HAVE A FULLY FUNCTIONAL GOLF CLUB TO SERVE
LOCAL AND VISITING PATRONS.
TO ENHANCE THE USE OF THE SITE TO ITS FULL POTENTIAL

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n] Y

11. What do you like about this proposal?

I LIKE THE SEPARATION OF THE RESTAURANT / FUNCTION
CENTRE AND THE MEMBERS CLUBHOUSE

12. What do you not like?

NOTHING WHAT

13. Do your visions fit within the current proposal and zoning? [y/n] Y

14. How do you think this proposal could be modified to meet your vision?

HAPPY WITH THE PROPOSAL

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☐ 25 to 39
☒ 50 to 59
☐ 70 +

16. Gender [m/f] M

17. Do you live in Broome? [y/n] Y

18. For how long? 3 YRS.

udla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n] *yes*

2. What is the purpose of your visits? [Tick all that apply]

- | | |
|--|--|
| <input checked="" type="checkbox"/> Golf | <input checked="" type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input checked="" type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? [y/n] *yes*

4. How many times a year do you visit the golf course?

- ☐ Once a week *3 x weekly*
- ☐ Once a month
- ☐ Quarterly
- ☐ Yearly

5. What would need to change to make you visit more often?

New clubhouse

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n] *yes*

8. Do you believe the existing proposal is the best use for the site? [y/n] *yes*

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9. What are your visions for this site?

GOLF

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n] **yes**

11. What do you like about this proposal?

Everything

12. What do you not like?

13. Do your visions fit within the current proposal and zoning? [y/n] **yes**

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☒ 60 to 69

- ☐ 25 to 39
☐ 50 to 59
☐ 70 +

16. Gender [m/f] **f**

17. Do you live in Broome? [y/n] **y**

18. For how long? **40 yrs**

udla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? ☒ (y/n)

2. What is the purpose of your visits? ☐ [Tick all that apply]

☒ Golf

☐

View

☒ Drink

☐

Events

☒ Exercise

☐

Beach Access

Other (comment)

3. Do you bring friends tourists with you? ☒ (y/n)

4. How many times a year do you visit the golf course?

☒

Once a week

☐

Once a month

☐

Quarterly

☐

Yearly

5. What would need to change to make you visit more often?

for food - eg restaurant

6. Are you happy with a community run club, or would you prefer a privately run club?

☒

Community Run

☐

Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? ☒ (y/n)

8. Do you believe the existing proposal is the best use for the site? ☒ (y/n)

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9. What are your visions for this site?

Exactly as shown in proposal in order
to bring up more people.

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. See artist impressions and Plan to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal? (y/n)

11. What do you like about this proposal?

The 2 story separation enabling golfers
and diners to remain separated as
need be

12. What do you not like?

That it hasn't happened and that

13. Do your visions fit within the current proposal and zoning? (y/n)

14. How do you think this proposal could be modified to meet your vision?

Get you to give them their land to
the golf club and expand car
park

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

☒ 18 to 24

☐ 40 to 49

☐ 60 to 69

☐ 25 to 39

☐ 50 to 59

☐ 70 +

16. Gender (m/f)

17. Do you live in Broome? (y/n)

18. For how long? 2 years

ulla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? *[y/n]*

2. What is the purpose of your visits? *[Tick all that apply]*

- | | |
|--|---------------------------------------|
| <input checked="" type="checkbox"/> Golf | <input type="checkbox"/> View |
| <input type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? *[y/n]*

4. How many times a year do you visit the golf course?

- ☐ Once a week
☐ Once a month
☐ Quarterly
☐ Yearly

5. What would need to change to make you visit more often?

I ATTEND 4 DAYS A WEEK

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? *[y/n]*

8. Do you believe the existing proposal is the best use for the site? *[y/n]*

urda

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9. What are your visions for this site?

THE CONTINUATION OF THE GOLF CLUB

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n]

11. What do you like about this proposal?

IT IS GOOD FOR THE COMMUNITY, AND FOR THE GOLF CLUB MEMBERS AT THE MOMENT

12. What do you not like?

13. Do your visions fit within the current proposal and zoning? [y/n]

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

☐ 18 to 24

☐ 40 to 49

☒ 60 to 69

☐ 25 to 39

☐ 50 to 59

☐ 70 +

16. Gender [m/f]

17. Do you live in Broome? [y/n]

18. For how long? 26 years

ulla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? ☒ Yes ☐ No

2. What is the purpose of your visits? **[Tick all that apply]**

- | | |
|--|--|
| <input checked="" type="checkbox"/> Golf | <input checked="" type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input checked="" type="checkbox"/> Events |
| <input checked="" type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? ☒ Yes ☐ No

4. How many times a year do you visit the golf course?

- ☒ Once a week
☐ Once a month
☐ Quarterly
☐ Yearly

5. What would need to change to make you visit more often?

~ more time off work!
~ Retirement

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? ☒ Yes ☐ No

8. Do you believe the existing proposal is the best use for the site? ☒ Yes ☐ No

udla

9. What are your visions for this site?

An awesome golf club / pro shop /
restaurant

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal? ☒ y ☐ n

11. What do you like about this proposal?

Everything

12. What do you not like?

Nothing

13. Do your visions fit within the current proposal and zoning? ☒ y ☐ n

14. How do you think this proposal could be modified to meet your vision?

Addition of driving range

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☒ 25 to 39
☐ 50 to 59
☐ 70 +

16. Gender ☒ m ☐ f

17. Do you live in Broome? ☒ y ☐ n

18. For how long? 8 years

udla

Broome Golf Club Community Engagement Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n] yes

2. What is the purpose of your visits? [Tick all that apply]

- | | |
|--|--|
| <input checked="" type="checkbox"/> Golf | <input checked="" type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input checked="" type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? [y/n] yes

4. How many times a year do you visit the golf course?

- ☐ Once a week twice weekly
- ☐ Once a month
- ☐ Quarterly
- ☐ Yearly

5. What would need to change to make you visit more often?

food, family activities

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n] yes

8. Do you believe the existing proposal is the best use for the site? [y/n] yes

udla

9. What are your visions for this site?

KIDS PLAY AREA , GOLF RELATED PUTT PUTT or SWING
SIMULATOR
DRIVING RANGE TO WATER.

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n] YES

11. What do you like about this proposal?

SIZE , FOOD / CAFE AVAILABLE
PARKING ,

12. What do you not like?

NO DRIVING RANGE TO WATER.

13. Do your visions fit within the current proposal and zoning? [y/n] YES

14. How do you think this proposal could be modified to meet your vision?

DRIVING RANGE.

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- | | |
|--|-----------------------------------|
| <input type="checkbox"/> 18 to 24 | <input type="checkbox"/> 25 to 39 |
| <input checked="" type="checkbox"/> 40 to 49 | <input type="checkbox"/> 50 to 59 |
| <input type="checkbox"/> 60 to 69 | <input type="checkbox"/> 70 + |

16. Gender [m/f] M.

17. Do you live in Broome? [y/n] YES

18. For how long? 14 YEARS

urlla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n]

2. What is the purpose of your visits? [Tick all that apply]

☒ Golf

☒ Drink

☒ Exercise

Other (comment)

☒ View

☒ Events

☒ Beach Access

3. Do you bring friends tourists with you? [y/n] Y

4. How many times a year do you visit the golf course?

☒ Once a week

☐ Once a month

☐ Quarterly

☐ Yearly

5. What would need to change to make you visit more often?

MY EMPLOYMENT STATUS, SO I COULD BE THERE MORE OFTEN!

6. Are you happy with a community run club, or would you prefer a privately run club?

☒ Community Run

☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n] Y

8. Do you believe the existing proposal is the best use for the site? [y/n] Y

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Unit 2/24 Dampier Terrace | PO Box 3498 | Broome WA 6725 | p: +61 8 9192 8531 | www.udla.com.au

9. What are your visions for this site?

A VENUE THAT WELCOMES GOLFERS, VISITORS
AND EVERYONE.

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal? **(y/n)** ✓

11. What do you like about this proposal?

IT CATERES FOR EVERYONE.

12. What do you not like?

13. Do your visions fit within the current proposal and zoning? **(y/n)** ✓

14. How do you think this proposal could be modified to meet your vision?

NO NEED

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☐ 25 to 39
☒ 50 to 59
☐ 70 +

16. Gender **(m/f)** F

17. Do you live in Broome? **(y/n)** ✓

18. For how long? SINCE 1994.

urlla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n]

yes

2. What is the purpose of your visits? [Tick all that apply]

- ☒ Golf
- ☒ Drink
- ☒ Exercise

Other (comment)

- ☒ View
- ☒ Events
- ☒ Beach Access

3. Do you bring friends tourists with you? [y/n]

yes

4. How many times a year do you visit the golf course?

- ☐ Once a week
- ☐ Once a month
- ☐ Quarterly
- ☒ Yearly

5. What would need to change to make you visit more often?

NEEDS A FOOD STALL OR SOMETHING
AFTER A GAME.

6. Are you happy with a community run club, or would you prefer a privately run club?

☒ Community Run

☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n]

yes

8. Do you believe the existing proposal is the best use for the site? [y/n]

yes

udla

9. What are your visions for this site?

Beautiful facilities

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n] *no*

11. What do you like about this proposal?

12. What do you not like?

13. Do your visions fit within the current proposal and zoning? [y/n] *yes*

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☐ 25 to 39
☐ 50 to 59
☒ 70 +

16. Gender [m/f] *m*

17. Do you live in Broome? [y/n] *yes*

18. For how long? *2011/12*

udla

Broome Golf Club Community Engagement Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n] **Y**
2. What is the purpose of your visits? [Tick all that apply]

<input checked="" type="checkbox"/> Golf	<input checked="" type="checkbox"/> View
<input checked="" type="checkbox"/> Drink	<input checked="" type="checkbox"/> Events
<input checked="" type="checkbox"/> Exercise	<input type="checkbox"/> Beach Access
Other (comment)	

3. Do you bring friends tourists with you? [y/n] **Y**
4. How many times a year do you visit the golf course?

TWICE A WEEK

<input type="checkbox"/> Once a week
<input type="checkbox"/> Once a month
<input type="checkbox"/> Quarterly
<input type="checkbox"/> Yearly
5. What would need to change to make you visit more often?

Better facilities

6. Are you happy with a community run club, or would you prefer a privately run club?

<input checked="" type="checkbox"/> Community Run	<input type="checkbox"/> Privately Run
---	--

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n] **Y**
8. Do you believe the existing proposal is the best use for the site? [y/n] **Y**

9. What are your visions for this site?

Restaurant/cafe + GOLF

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n] **Y**

11. What do you like about this proposal?

~~THE~~ PARTS GOOD.

12. What do you not like?

kitchen needs to be commercial size to allow for restaurant/cafe
Kitchenette too small

13. Do your visions fit within the current proposal and zoning? [y/n] **Y?**

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☐ 25 to 39
☒ 50 to 59
☐ 70 +

16. Gender [m/f] **M**

17. Do you live in Broome? [y/n] **Y**

18. For how long? **25 YEARS :**

udla

Broome Golf Club Community Engagement Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n] yes
2. What is the purpose of your visits? [Tick all that apply]
- | | |
|--|---------------------------------------|
| <input checked="" type="checkbox"/> Golf | <input type="checkbox"/> View |
| <input type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? [y/n] yes
4. How many times a year do you visit the golf course?

- ☒ Once a week 1/2/month
- ☐ Once a month
- ☐ Quarterly
- ☐ Yearly

5. What would need to change to make you visit more often?

Facilities for kids / family friendly

6. Are you happy with a community run club, or would you prefer a privately run club?

☒ Community Run

☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n] yes

8. Do you believe the existing proposal is the best use for the site? [y/n] yes

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9. What are your visions for this site?

Improved facilities with similar bars

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. See artist impressions and Plan to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n] Yes

11. What do you like about this proposal?

Improved facilities for a nice casual

12. What do you not like?

13. Do your visions fit within the current proposal and zoning? [y/n] Yes

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☒ 25 to 39
☐ 50 to 59
☐ 70 +

16. Gender [m/f]

Male

17. Do you live in Broome? [y/n]

Yes

18. For how long?

5 years

urlla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? **(y/n)**

2. What is the purpose of your visits? **[Tick all that apply]**

- | | |
|--|---------------------------------------|
| <input checked="" type="checkbox"/> Golf | <input type="checkbox"/> View |
| <input type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

SOCIAL

3. Do you bring friends tourists with you? **(y/n)**

4. How many times a year do you visit the golf course?

- ☒ Once a week **LOTS**
- ☐ Once a month
- ☐ Quarterly
- ☐ Yearly

5. What would need to change to make you visit more often?

CAFE

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? **(y/n)**

8. Do you believe the existing proposal is the best use for the site? **(y/n)**

udla

9. What are your visions for this site?

AS THE PLAN

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n]

11. What do you like about this proposal?

PLAN

12. What do you not like? NONE

13. Do your visions fit within the current proposal and zoning? [y/n]

14. How do you think this proposal could be modified to meet your vision?

NO

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☒ 60 to 69

- ☐ 25 to 39
☐ 50 to 59
☐ 70 +

16. Gender [m/f]

17. Do you live in Broome? [y/n]

18. For how long? 12y

udla

Broome Golf Club Community Engagement Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? ☒ [y/n]
2. What is the purpose of your visits? ☒ [Tick all that apply]

- | | |
|--|--|
| <input checked="" type="checkbox"/> Golf | <input checked="" type="checkbox"/> View |
| <input type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? ☒ [y/n]
4. How many times a year do you visit the golf course?

- ☒ Once a week
☐ Once a month
☐ Quarterly
☐ Yearly

5. What would need to change to make you visit more often?

Cafe / simple food service

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? ☒ [y/n]
8. Do you believe the existing proposal is the best use for the site? ☒ [y/n]

udla

9. What are your visions for this site?

Cafe
More stocked pro shop.

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal (y/n)

11. What do you like about this proposal?

like the proposal as is

12. What do you not like?

13. Do your visions fit within the current proposal and zoning? (y/n)

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

☐ 18 to 24

☒ 40 to 49

☐ 60 to 69

☐ 25 to 39

☐ 50 to 59

☐ 70 +

16. Gender (y/n)

17. Do you live in Broome? (y/n)

18. For how long? 10 yrs

udla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? [y/n] *YES*

2. What is the purpose of your visits? [Tick all that apply]

- | | |
|--|---------------------------------------|
| <input checked="" type="checkbox"/> Golf | <input type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input type="checkbox"/> Events |
| <input checked="" type="checkbox"/> Exercise | <input type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? [y/n] *YES*

4. How many times a year do you visit the golf course?

- ☒ Once a week *MORE*
- ☐ Once a month
- ☐ Quarterly
- ☐ Yearly

5. What would need to change to make you visit more often?

BETTER CLUB HOUSE FACILITIES & MORE OPTIONS FOR ENTERTAINMENT

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? [y/n] *YES*

8. Do you believe the existing proposal is the best use for the site? [y/n] *YES*

udla

9. What are your visions for this site?

IMPROVED GOLFING FACILITIES

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. See artist impressions and Plan to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal [y/n] YES

11. What do you like about this proposal?

GOOD CLUB ROOMS, SEPARATE ENTERTAINMENT FACILITIES

12. What do you not like?

LACK OF COMMUNITY SUPPORT

13. Do your visions fit within the current proposal and zoning? [y/n] YES

14. How do you think this proposal could be modified to meet your vision?

N/A

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☒ 40 to 49
☐ 60 to 69

- ☐ 25 to 39
☐ 50 to 59
☐ 70 +

16. Gender [m/f] M

17. Do you live in Broome? [y/n] YES

18. For how long? 16 years.

udla

Broome Golf Club Community Engagement

Survey Questions

1 PART ONE: CONNECTION TO GOLF COURSE & CLUB

1. Are you a golf club member? ☒ (y/n)
2. What is the purpose of your visits? ☒ [Tick all that apply]

- | | |
|--|--|
| <input checked="" type="checkbox"/> Golf | <input checked="" type="checkbox"/> View |
| <input checked="" type="checkbox"/> Drink | <input checked="" type="checkbox"/> Events |
| <input checked="" type="checkbox"/> Exercise | <input checked="" type="checkbox"/> Beach Access |
| Other (comment) | |

3. Do you bring friends tourists with you? ☒ (y/n)
4. How many times a year do you visit the golf course?

- ☒ Once a week
☐ Once a month
☐ Quarterly
☐ Yearly

5. What would need to change to make you visit more often?

6. Are you happy with a community run club, or would you prefer a privately run club?

- ☒ Community Run ☐ Privately Run

2 PART TWO: SITE ASPIRATIONS

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning? ☒ (y/n)
8. Do you believe the existing proposal is the best use for the site? ☒ (y/n)

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9. What are your visions for this site?

MORE USABLE Facilities

3 PART THREE: CURRENT PROPOSAL

The golf club has presented a facility redevelopment proposal to Shire Council that includes a new club room / bar, pro shop, café, function centre, ample storage and balconies to ocean and green views. **See artist impressions and Plan** to assist in answering the following questions.

10. Were you aware the golf club are undertaking a facility redevelopment proposal? ☒ [Y/N]

11. What do you like about this proposal?

IT VASTLY IMPROVES THE FACILITIES
and TO THE OVERALL COMMUNITY

12. What do you not like?

THE LONG DELAYS TO THE
DEVELOPMENT PROCESS

13. Do your visions fit within the current proposal and zoning? ☒ [Y/N]

14. How do you think this proposal could be modified to meet your vision?

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☐ 25 to 39
☒ 50 to 59
☐ 70 +

16. Gender ☒ [M/F]

17. Do you live in Broome? ☒ [Y/N]

18. For how long? 6 1/2 Years

[Signature]

urlla

visions for this site?

MORE SPACE FOR VISITORS + TOURISTS TO
RELAX & TAKE REFRESHMENTS ETC.

THREE: CURRENT PROPOSAL

presented a facility redevelopment proposal to Shire Council that includes
/ bar, pro shop, café, function centre, ample storage and balconies to ocean
ws. See artist impressions and Plan to assist in answering the following

10. Were you aware the golf club are undertaking a facility redevelopment proposal ☒ YES

11. What do you like about this proposal?

MORE ROOM & BETTER CONDITIONS.

12. What do you not like?

NEED MORE ROOM FOR MOBILITY IMPAIRED.

13. Do your visions fit within the current proposal and zoning? ☒ YES

14. How do you think this proposal could be modified to meet your vision?

PARKING ELDERLY & DISABLED UP TOP

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☐ 25 to 39
☐ 50 to 59
☒ 70 +

16. Gender ☒ M.

17. Do you live in Broome? ☒ YES

18. For how long? 12 YEARS.

udla

visions for this site?

MORE SPACE FOR VISITORS + TOURISTS TO
RELAX & TAKE REFRESHMENTS ETC.

THREE: CURRENT PROPOSAL

presented a facility redevelopment proposal to Shire Council that includes
/ bar, pro shop, café, function centre, ample storage and balconies to ocean
ws. See artist impressions and Plan to assist in answering the following

10. Were you aware the golf club are undertaking a facility redevelopment proposal ☒ YES

11. What do you like about this proposal?

MORE ROOM & BETTER CONDITIONS.

12. What do you not like?

NEED MORE ROOM FOR MOBILITY IMPAIRED.

13. Do your visions fit within the current proposal and zoning? ☒ YES

14. How do you think this proposal could be modified to meet your vision?

PARKING ELDERLY & DISABLED UP TOP

4 PART FOUR: GENERAL/DEMOGRAPHICS (optional)

15. Age

- ☐ 18 to 24
☐ 40 to 49
☐ 60 to 69

- ☐ 25 to 39
☐ 50 to 59
☒ 70 +

16. Gender ☒ M.

17. Do you live in Broome? ☒ YES

18. For how long? 12 YEARS.

udla

9 Social Media



Broome Golf Club Redevelopment Proposal

Community Engagement Report



Prepared by UDLA for the Shire of Broome
17th October 2016
REV A

udla

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1 Introduction

UDLA was engaged by the Shire of Broome (SoB) to undertake a Community Engagement process as a part of the Broome Golf Club Redevelopment project.

In December 2013 Broome Golf Club's (BGC) 15 year lease was executed with a clause that states a 'Business Case Proposal' (BCP) for new or upgraded golf clubhouse must be completed within five years. The BCP was prepared, presented and ultimately refused approval by the SoB in late 2015, as it was deemed not sufficient to meet requirements outlined in the lease, as follows:

- *completed BCP for construction of new or upgrade of existing clubhouse*
- *written evidence that BGC has develop funding strategy for construction (grant, financial institution, both)*

The purpose of this document is to outline the BGC Community Engagement process and to summarise community opinions, ideas and comments regarding the BGC Redevelopment Proposal and the 'best use' of the site.

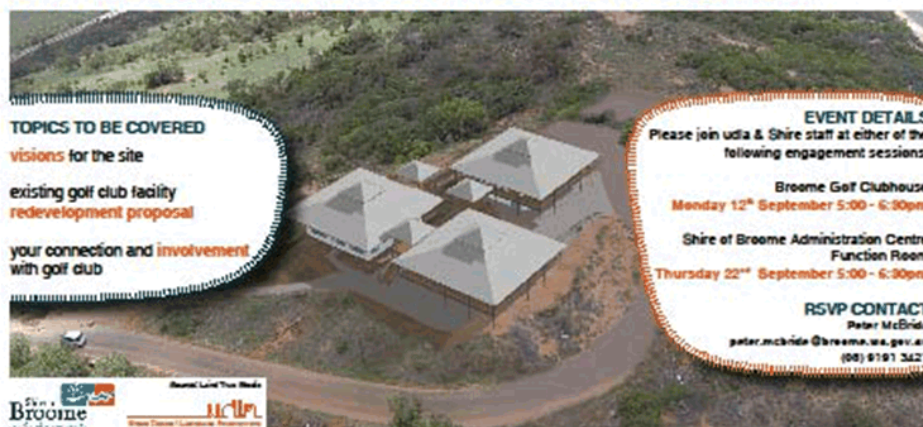
2 Engagement Process

The engagement process aimed to capture the voice of a broad spectrum of the community. There were three main approaches adopted to ensure the community had the opportunity to be involved, these included:

- *Public community workshops*
- *One-on-one meetings and designated meetings with key stakeholder organisations*
- *Surveys (on-line and paper)*

UDLA facilitated and recorded the findings the engagement process and the findings from the workshops, meetings and surveys are summarised below. A full record of meeting minutes and presentation material can be found in *Appendix A*.

BROOME GOLF CLUB COMMUNITY ENGAGEMENT



Web Flyer: Source UDLA

2.1 Public Community Workshop 1

Date: 12th September

Location: BGC

No. of participants: 27

Description/format of session: The session was advertised in the Broome Advertiser, SoB Website and Facebook. It was well attended with most participants being BGC Members. An introduction and background to the project was given by the SoB and UDLA. Sports Biz gave a background of the Golf Club and LairdTran presented the architectural concept plans for the redevelopment. Participants broke into three groups to informally discuss the following four questions:

1. *What is main purpose for your visits to the Golf Club?*
2. *What is the best use for the golf club house site?*
3. *Thoughts on the current redevelopment proposal:*
 - a. *what it looks like/the character of the buildings?*
 - b. *the layout of the facilities?*
 - c. *are you happy with the components shown?*
 - d. *how it sits on the site and it's presence to neighboring places*
4. *Based on answer to question 3, how would you change the current proposal to suit your views?*

Key findings:

- *People go to the site for golf, socializing and to show visitors the view*
- *The golf club should remain a public golf club*
- *An upgrade to the existing facilities is much needed*
- *The proposed plan was endorsed generally, people felt it suited Broome and the golf club purpose. Some elements for review:*
 - *Inclusion of lockers*
 - *Rotating the buildings 90 degrees to allow better view of beach*
- *There were some concerns about how to fund the construction*
- *The golf club management agreed to investigate ways to be financially sustainable such as leasing out part of the facility for a restaurant, café and conference facility*



2.2 Public Community Workshop 2

Date: 22nd September

Location: SoB Offices, Haas Street, Broome

No. of participants:8

Description/format of session: The session was advertised in the Broome Advertiser, SoB Website, Facebook and on ABC Local and Spirit radios. Most participants weren't BGC Members. An introduction and background to the project was given by UDLA. Sports Biz gave a background of the Golf Club and LairdTran presented the architectural concept plans for the redevelopment. UDLA led an informal discussion addressing the same four questions as in Workshop 1.

Key findings:

- *People go to the site with visitors to show them the view, to watch staircase to the moon and social events*
- *The group agreed they would stay longer if there was better facilities*
- *The golf club should remain a public community facility*
- *The proposal was well supported, people felt it allowed for growth, was light and open to capture breezes.*
- *Some elements for consideration/review included:*
 - *Minimise carpark footprint at top of hill – investigate options for alternative overflow parking and/or busses/buggies to the top*
 - *Consider landscape treatments for softening the building and carpark*
 - *The Function Centre building should be rotated so it gets ocean and bay views*
 - *Ensure the back of house facilities are well hidden e.g. rubbish, air conditioner cassettes*
 - *Consider an alternative for long pedestrian entrance ramp*
 - *Solar energy generation*
- *Investigate options for economic revenue e.g. visitation by cruise ship passengers*
- *Encourage partnerships with cultural/environmental bodies to provide a cultural tourism produce such as walks through the vine thickets.*
- *Investigate alternative golf activities that might be appealing in hotter weather such as driving range, putting green etc.*

2.3 Australia's North West Tourism

Date: 12th September 2016

Location: Australia's North West Tourism Office, Frederick Street, Broome.

No. of participants: 4

Description/format of session: UDLA attended a meeting at ANWT office, gave a brief outline of the project and asked for comment on the current use of the site and the proposed concept plans. The overall discussion was focused on the tourism use and opportunities for the site.

Key findings:

- *A redeveloped BGC will potentially increase tourism, gives Broome 'another string in the bow' and allows a more specific 'golf tourism' product to be developed.*
- *The proposed new scheme will attract more visitors to the golf club, will extend stays and attract a more diverse range of visitors through the inclusion of new facilities.*
- *Accommodation isn't an issue or shouldn't be a consideration for a redevelopment as there is ample accommodation close by and is also synonymous with exclusivity in golf and will therefore deter many members.*
- *Additional site uses need to be considered to allow a more diverse mix of users and tourists. Examples such as recreational and cultural trails (the connection to Roebuck Bay is important).*
- *The BGC is a small local establishment that with some assistance, could be better marketed and supported to drive the club and its events to a broader audience.*

2.4 Nyamba Buru Yawuru

Date: 22nd September

Location: NBY Offices, Reid Road, Broome.

No. of participants: 6

Description/format of session: UDLA attended a meeting at Nyamba Buru Yawuru (NBY) office, gave a brief outline of the project and asked for comment of the use of the site and the proposed concept plans. The discussion had a focus on the development and the adjoining Conservation Estate that is jointly managed by Park Council (NBY, Department of Parks and Wildlife and the SoB).

Key findings:

- *NBY have concerns relating to drainage & access issues into the Conservation Estate.*
- *The key aesthetic values outlined in Draft Yawuru Conservation Estate Management Plan must be considered. Concerns were raised with building heights, style, colour & materials of buildings.*
- *The BGC should remain a low key recreation club: a major function centre, Bar and Restaurant is inappropriate and incongruous with the coastline.*
- *Cultural Heritage Values must also be met. The coastline has incredible historical and cultural significance- fishing, living areas in sand dunes. Interpretation must be developed with this in mind.*

2.5 Broome Chamber of Commerce and Industry (BCCI)

Date: 21st September

Location: Biz Space, Carnarvon Street, Broome.

No. of participants: 6

Description/format of session: UDLA attended a BCCI meeting, gave a brief outline of the project and asked for comment of the use of the site and the proposed concept plans.

Key findings:

People visit the site mainly for the view and agree it is a one of the best locations in Broome.

- *The group agreed the proposed scheme was limited in scale and scope and would like to see alternative proposals. The group suggested inviting international organisations to submit proposals for the site – this might include high end/international golf resort and accommodation facilities.*
- *Currently many conference facilities in Broome cater for approximately 200 people. They would like a review with requirement for larger conference facilities (500 people).*
- *There was concern about the economic viability of the proposed scheme.*
- *There was concern that staging the construction process would cost more for the BGC.*

2.6 Habitat Resort Broome

Date: 23rd September 2016

Location: SoB Offices, Haas Street, Broome

No. of participants: 3

Description/format of session: UDLA attended a meeting at SoB office, gave a brief outline of the project and asked for comment of the use of the site and the proposed concept plans.

Key findings:

- *The surrounding remnant bush has high ecological value and should be retained and restored.*
- *Symbiotic relationship between BGC and Habitat Resort (HR) exists: HR assists with donations, BGC provides greens fees to guests*
- *A business case needs to examine a more diverse multi use and balanced model of operation for long term viability. It should consider development with respect to Broome's population projections and the current decline in golfers globally (fewer players, less time available).*
- *HR raised concerns relating to the BGC committee making decisions that affect the broader community. Can construction be undertaken by another party and leased back to the BGC?*
- *With a new development, a facilities manager would be required to operate what is constructed. This would need to be an external party to the BGC.*

2.7 Survey Data

A survey was established by UDLA, SoB and BGC, this was distributed online via Survey Monkey and in paper format at the GC. The Survey results can be found in Appendix A. Also in the appendix are some comments from the noticeboard that were linked to the advertising of the on-line survey. A total of 104 surveys were filed out (105 filed out online surveys and 35 paper).

Below is a summary of the results, please note that not everyone answered every question.

1. Are you a Golf Club Member?

- Yes 86 / 63%
- No 51 / 51%
- Total Responses 137

2. What is the purpose of your visits?

(People could tick all that apply)

- Golf 121 / 86%
- Drink 86 / 61%
- Exercise 79 / 56%
- View 79 / 56%
- Event 39 / 28%
- Beach Access 5 / 4%
- Other 4 / 3%
- Total Responses 140

3. Do you bring friends/tourists with you?

- Yes 129 / 96%
- No 6 / 4%
- Total Responses 135

4. How many times a year do you visit the golf course?

- Once a week (or more) 86 / 62%
- Once a month 24 / 17%
- Quarterly 17 / 12%
- Yearly 12 / 9%
- Total Responses 139

5. What would need to change to make you visit more often? (ordered by response frequency)

- Better facilities / Facility upgrade / New club house
- Restaurant / café / meals
- More time off work
- Driving Range
- Total Responses 123



6. Are you happy with a community run club, or would you prefer a privately run club?

- *Community Run* 12 / 81%
- *Privately Run* 26 / 19%
- *Total Responses* 138

** We believe that some respondents may have misinterpreted this question; some respondents may have believed that a membership is synonymous with a privately run club. Even with this concern in mind, the data suggests that respondents are overwhelming in favor of a community run club.

7. The Site is Crown Land, vested in the Shire and zoned in Local Planning Scheme No. 6 (LPS 6) as Parks, Recreation & Drainage. Does your vision fit within current zoning?

- *Yes* 126 / 92%
- *No* 11 / 8%
- *Total Responses* 137

8. Do you believe the existing proposal is the best use for the site?

- *Yes* 121 / 86%
- *No* 13 / 9%
- *Total Responses* 134

9. What are your visions for this site? (ordered by response frequency)

- *The current proposal*
- *Improved facilities / modern building*
- *Community space for all of Broome / club run by community for community*
- *More social club / youth golf activities / learning opportunities*
- *Café / bar / restaurant*
- *Attract more tourism*
- *World class facilities / accommodation / resort*
- *Total Responses* 112

10. Were you aware the golf club are undertaking a facility redevelopment proposal?

- *Yes* 121 / 89%
- *No* 15 / 11%
- *Total Responses* 136

11. What do you like about this proposal? (ordered by response frequency)

- *Improved/better/modern facilities*
- *Café / restaurant*
- *Design to suit Broome and site*
- *Good views*
- *More space*
- *Inviting for community (non golfers)*
- *Somewhere to bring tourists*
- *Everything / all / good plan*
- *Total Responses* 119

12. What do you not like? (ordered by response frequency)

- *Nothing*
- *Community awareness*
- *Carpark*
- *Lack of corporate involvement*
- *It hasn't happened yet*
- *No driving range*
- *Kitchen too small*
- *Total Responses 76*

13. Do your visions fit within the current proposal and zoning?

- *Yes* 116 / 94%
- *No* 8 / 6%
- *Total Responses* 124

14. How do you think this proposal could be modified to meet your vision? (ordered by response frequency)

- *No Change / it is already meeting my vision / all good*
- *Addition of a driving range*
- *More parking up top*
- *More investigation into funding opportunities, economic sustainability of BGC facilities and cost of construction*
- *More Yawuru involvement*
- *Total Responses 63*

15. Age

- *18 to 24* 4 / 5%
- *25 to 39* 35 / 25%
- *40 to 49* 35 / 25%
- *50 to 59* 34 / 24%
- *60 to 69* 20 / 14%
- *70 +* 11 / 8%
- *Total Responses* 140

16. Gender

- *Male* 103 / 74%
- *Female* 36 / 26%
- *Total Responses* 139

17. Do you live in Broome?

- *Yes* 133 / 96%
- *No* 5 / 4%
- *Total Responses* 138



18. How long have you lived in Broome?

- <1 year 5 / 4%
- 1-5 years 39 / 30%
- 6-10 years 28 / 20%
- >10 years 62 / 46%
- Total Responses 134

2.7.1 Survey Data Analysis

Data gathered from the 142 surveys demonstrates that the majority of people who participated in the survey supported the proposed scheme and have very minor suggestions for changes. 86% believe the existing proposal is the best use for the site, people said that upgraded facilities would mean they would go there more often and stay for longer.

The data has been summarised within the following categories:

The Golf Club

The large majority of visitors attend the club to play golf, secondly to have a drink. This is attested to the fact that 2/3 of respondents are golf club members. 96% of respondents take visitors to the club, which provides a good indication that the club is a community facility but also a tourism asset to Broome.

The New Proposal

An overwhelming 89% of respondents were aware that the Proposal was underway while a similar 90% of respondents believe that in general, the current scheme is the best use of the site. Respondents generally were interested in improved facilities, addition of a café and facilities for tourism opportunities. A driving range was also suggested by many as a modification.

Demographics

Of the approximately 140 respondents 74% are male and 96% are Broome residents. 74% are aged between 25-59.

3 Key Findings

Data from surveys and engagement session has been reviewed and analysed. These findings have been selected for their frequency in response and reoccurrence of similar themes and concerns. Key findings have been listed below as statements based upon engagement findings:

- *BGC is an iconic Broome location with fantastic view that should be enhanced*
- *BGC is generally used for golf, socializing and to show visitors the view*
- *BGC should remain a public asset with a strong membership base and a welcoming community spirit*
- *Upgrade to facilities is necessary*
- *Strong endorsement for a café/food facility at the site. This seen as way to retain members longer, encourage public use of the facility and is the key revenue stream for offsetting or repaying the cost of the development.*
- *Proposed design well endorsed generally, people felt it suited Broome building language, sat lightly on the site and adequately addressed BGC requirements. Some elements for review:*
 - *Rearrange café and conference building to gain views of Roebuck Bay and Cable Beach*
 - *Addition of driving range*
 - *Break up the large carpark with landscape treatments*
 - *Investigate opportunities to relocate some parking off the top of the hill*
 - *Back of house facilities to be located away from top of the hill*
 - *Use materials that mitigate visual impact of the development from Roebuck Bay.*
 - *Inclusion of lockers and better change room facilities*
- *Concern was raised as to how much the construction would cost, how it was going to be funded and how the ongoing running costs of the facility would be addressed.*
- *Facility redevelopment and future facility management methods need to be further considered*
- *BCCI were in strong opposition to the development, believing to be too short sighted and not taking into account potential for larger development potentials*
- *NBY were not in objection to the notion of developing the BGC however were in strong opposition to the proposed scheme as they believe that it was too large and did not abide by aesthetic and cultural values of the Conservation Estate*
- *Further Yawuru involvement in the development and ongoing relationship with the BGC*



Source: Laird Tran Studio

4 Conclusion

Following a SoB Council directive, UDLA were engaged to undertake a community engagement process for the BGC's redevelopment Proposal. UDLA invited broad community input through two whole-of-community engagements sessions and five separate stakeholder meetings. These sessions were well attended following Shire and local media advertisement and provided broad and focused response to the current proposal and other visions for 'best use' of the site. In total 54 people were involved in the engagement sessions. UDLA also prepared a survey which was offered online and in hard copy format and 140 surveys were completed.

The review of the survey indicates the large majority of the community is broadly in support of the current scheme as a venue (with modifications) and believe that the model for construction and facility management must be revisited. Other stakeholders have provided much more polar responses to the development, with some in support of a large scale development and some in support of a conservative stance to development that aligns closely with Yawuru aesthetic and cultural values. It can be summarised that although outliers exist on either side of the spectrum, the current proposal can be seen as a compromise between the two poles that is a broadly supported middle ground that safely provides needs of now and into the future. Design modifications and further stakeholder consultation through design development will ensure a more fully supported and rigorous scheme.

9.2.6 PROPOSED LANEWAY CLOSURES - COMMUNITY ENGAGEMENT PLAN

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	COM15
AUTHOR:	Engineering Technical Officer
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Infrastructure
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	30 November 2016

SUMMARY: There have been many requests from the public to close particular laneways throughout the suburbs of Old Broome and Cable Beach. A selection of laneways proposed to be closed has been produced. This report provides details of the Community Engagement Plan that has been developed to obtain stakeholder comment on the proposed laneway closures.

BACKGROUND*Previous Considerations*

OMC 24 November 2016

Item 9.1.2

The Shire has received multiple requests from residents and businesses to close a range of laneways throughout the suburbs of Old Broome and Cable Beach due to the crime and antisocial behaviour that some of the laneways attract. Laneways are typically adjacent to residences where antisocial behaviour causes disruption to people's private lives. Common problems are:

- litter and broken glass;
- graffiti;
- vandalism and fires;
- drinking;
- loitering;
- fighting;
- vehicles using the laneway;
- burglary; and
- destruction of property.

At the Ordinary Meeting of Council (OMC) held 24 November 2016, Council resolved the following:

COUNCIL RESOLUTION:
(REPORT RECOMMENDATION)

Moved: Cr C Mitchell

Seconded: Cr P Matsumoto

That Council:

- 1. Adopts the Shire of Broome Community Safety Plan as attached to this report as an informing strategy to the Shire's Integrated Planning and Reporting Framework; and**

2. Requests the Chief Executive Officer to schedule a meeting of the Community Safety Working Group on Tuesday 6 December 2016 to:

- a) Thank the Community Safety Working Group for their efforts and input into the development of the Community Safety Plan; and**
- b) Seek a review of the Terms of Reference for the Community Safety Working Group to define the role of the group in community safety to be presented back to Council for their consideration.**

CARRIED UNANIMOUSLY 7/0

Actions 4.3 and 4.4 within the Community Safety Plan involve undertaking a strategic review of all laneways and implementing the laneway closures identified in the laneway audit.

A laneway audit which focused on the suburbs of Old Broome and Cable Beach was completed to identify which laneways are problematic and to gain an understanding of their functionality. Although some laneways have attracted crime, they are a useful and functional part of the pedestrian network providing access to parks, beaches, shops and schools. Some also form part of the drainage network and/or are used as service corridors for utility providers.

Approximately 50 laneways were inspected and considered against a list of criteria. They were ranked against:

- their significance on the pedestrian network;
- the level of amenity, i.e. overall feeling of safety – well lit and open;
- evidence of crime and antisocial behaviour;
- presence of utilities; and
- cost of closure.

Feedback from local police and Shire clean up workers and complaints from residents were also considered (**refer Attachment 1: Laneway Audit Spreadsheet**).

The two methods of closing laneways are amalgamation and fencing. The amalgamation method permanently closes the laneway by incorporating the land into the adjacent properties by amending the property boundaries. This method is not always possible due to drainage or utility requirements, it is a costly and time consuming process, and can take six to twelve months to implement; and it eliminates the possibility of reopening the laneway in future if the amenity of the neighbourhood ever improves due to urban redevelopment or the like.

The second method of laneway closure is by using fencing. This creates a barrier so the laneway cannot be used. It is a relatively cheap way of closing a laneway, keeps access available for utility services, and allows the laneway to be reopened at a later date if desired.

Fencing was decided to be the preferable option given the cost benefit and ability to reopen the laneways if urban redevelopment were to occur.

The results of the audit were discussed at a workshop with Councillors on 6 October 2016. The outcome of the workshop identified the following proposed laneway closures:

- Puertollano Place
- Plancania Place

- Martin Court
- Cox Place
- Wing Place
- Ellies Court
- McKenzie Road
- Pryor Drive

(Refer Attachment 2: Proposed Laneway Closures – Location Plans and Attachment 3: Proposed Laneway Closures – Details).

COMMENT

A community engagement plan has been developed to notify and consult with the community and stakeholders who may be affected by the proposed laneway closures **(refer Attachment 4: Laneway Closures - Community Engagement Plan).**

A submission form has been developed to assist stakeholders and the community to make comments on the proposed laneways **(refer Attachment 5: Laneway Closures – Submission Form).**

CONSULTATION

Letters from residents requesting laneway closures
 Consultation with WA Police
 Consultation with Shire clean up workers
 Councillor workshop

STATUTORY ENVIRONMENT

Land Administration Act 1997
 Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Service: Advertising for Proposed Laneway Closures Community Engagement

Laneway Closures Community Engagement	Cost	Remarks
Advertising in Broome Advertiser	\$300	Public notice in Broome Advertiser.
Corflute notice at laneways	\$500	Two corflute notices at each of the proposed laneways to be closed.
TOTAL	\$800	

Funding Source: Advertising for Proposed Laneway Closures Community Engagement

Funding Type	Expense	Funding Details	Account Number
Budget	\$800	Advertising – Op Exp – Engineering Office	143036
TOTAL	\$800		

RISK

Although there are benefits to closing some of the laneways, it will potentially cause an inconvenience to members of the public. If the community are not consulted it is “almost certain” this would have a “medium” impact to the Shire's reputation; the overall risk to the Shire is “extreme”.

This risk to the Shire's reputation would be mitigated by the execution of the Community Engagement Plan prior to the lane closures being made.

STRATEGIC IMPLICATIONS

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

Effective communication

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:

That Council:

1. *Endorses in principal the following laneway closures by erecting fencing subject to outcomes of the community consultation:*
 - a) *Puertollano Place;*
 - b) *Plancania Place;*
 - c) *Martin Court;*
 - d) *Cox Place;*
 - e) *Wing Place;*
 - f) *Ellies Court;*
 - g) *McKenzie Road; and*
 - h) *Pryor Drive.*
2. *Endorses the Community Engagement Plan, with submission period of 22 December 2016 to 17 February 2017, and submission form for the proposed laneway closures.*
3. *Notes that the responses of the community engagement process and amended proposed lane closures will be presented to Council.*

Attachments

1. Laneway Audit Spreadsheet
2. Proposed Laneway Closures - Location Plans

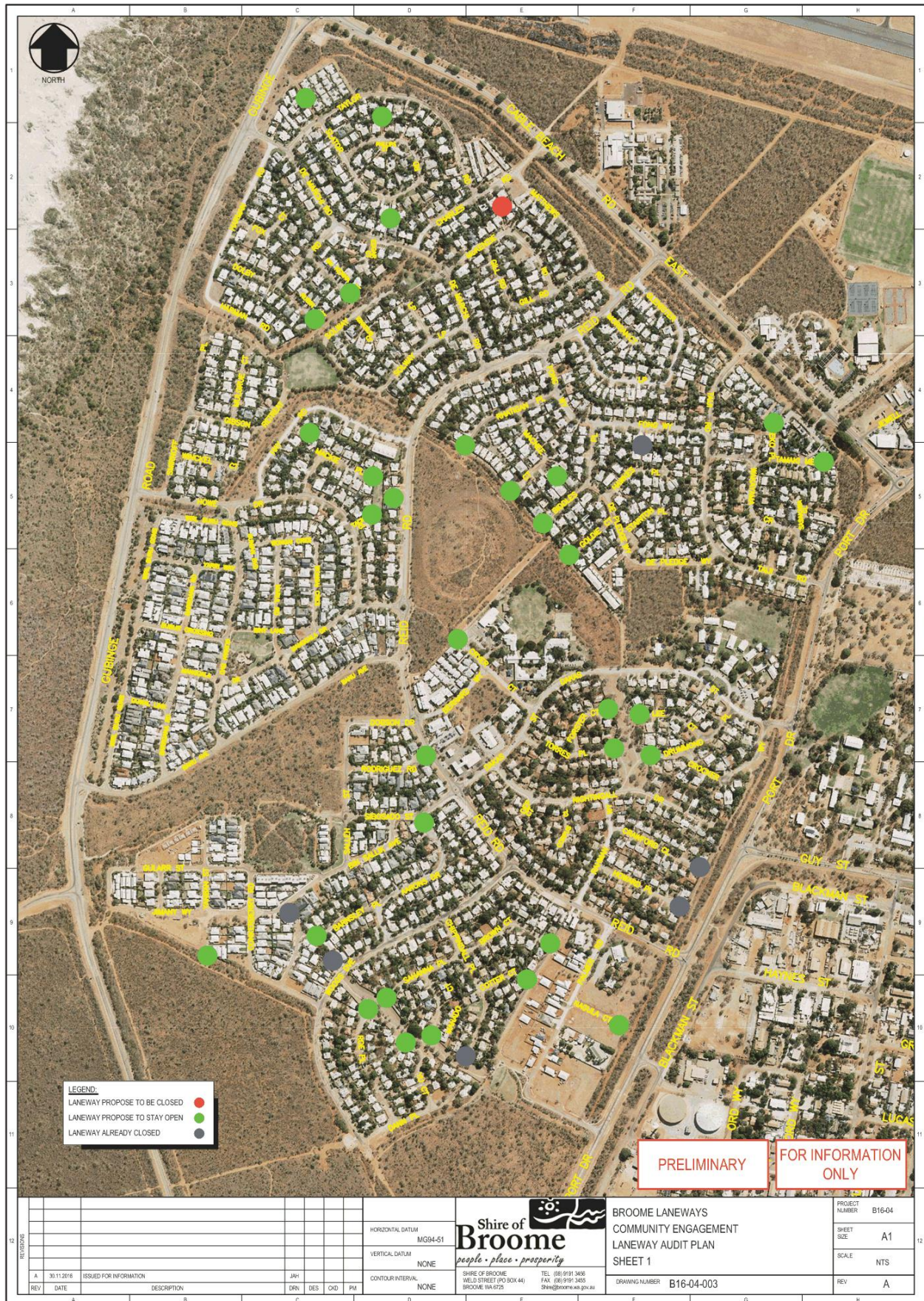
3. Proposed Laneway Closures - Details
4. Laneway Closures - Community Engagement Plan
5. Laneway Closures - Submission Form

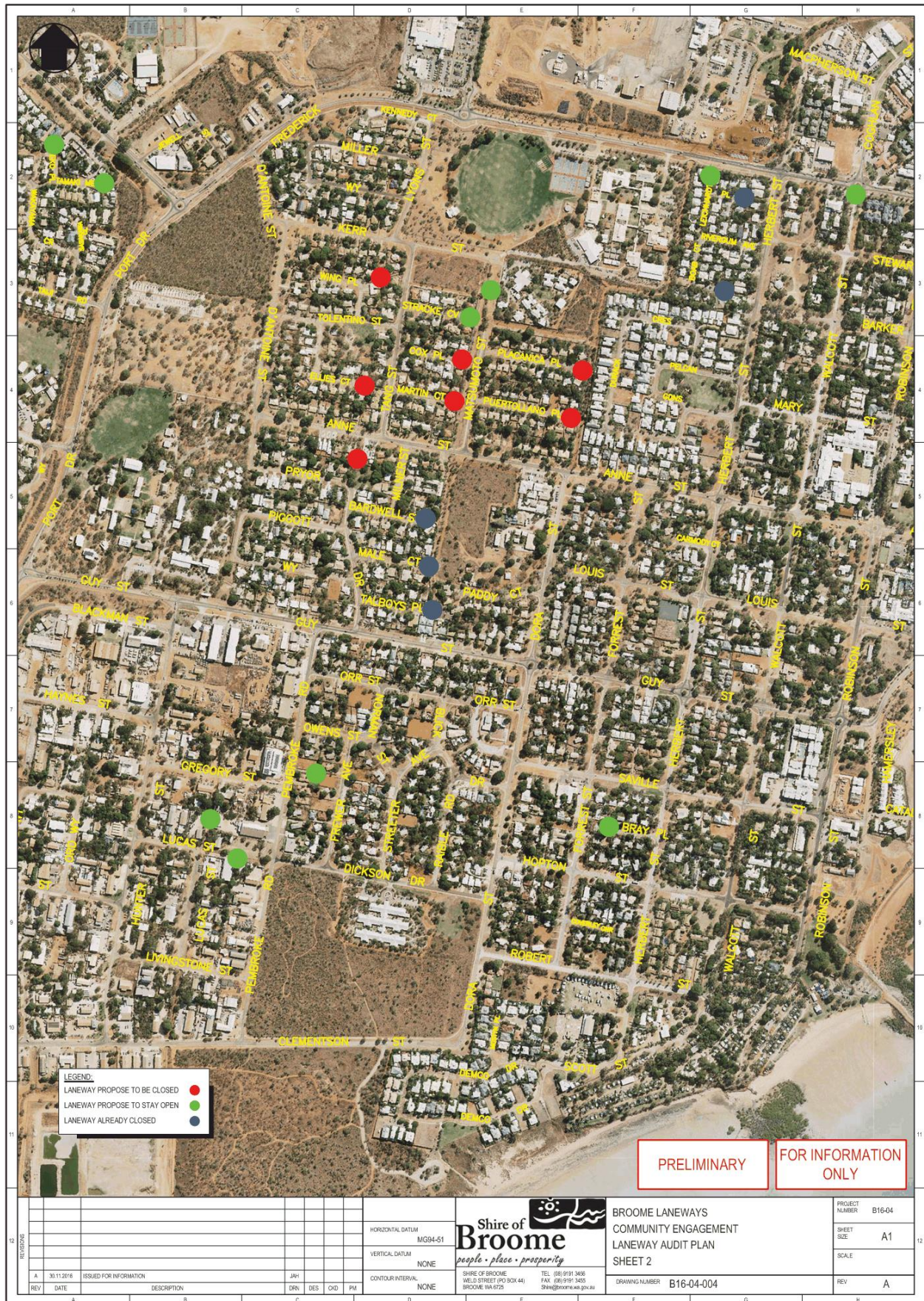
Item 9.2.6 - PROPOSED LANEWAY CLOSURES - COMMUNITY ENGAGEMENT PLAN

Name of laneway	Primary Purpose	Infrastructure	Amenity	Overall amenity and feeling of safety (5 excellent, 1 poor)	Adjoining Properties	Distance between adjoining fences	Condition of existing fencing (5 excellent, 1 poor)	Significance of laneway for pedestrian network (5 important, 1 not important)	Utilities	Officer Recommendation Leave Open / Close / Already Closed	Comments	Recommendation after Workshop with Councilors
Leichardt Place	Pedestrian walkway, drainage	Footpath, lights x 1, drainage channel, 2 trees near start of lane, bike bollards	Nil	5	Fencing	5 meters	4	5		Leave Open	Provides good access to pedestrian network. No evidence of antisocial behaviour. Provides access to the Trails Master Plan.	
Walcott Street	Pedestrian walkway, drainage	Footpath, lights, drainage channel (pits)	Nil	5	NA	NA	NA	5		Leave Open	Not possible to close; no fencing. Provides good access to pedestrian network. No evidence of antisocial behaviour. Provides access to the Trails Master Plan.	
Bray Place	No purpose	Trees x 1, overgrown vegetation	Untidy	3	Fencing	26 meters	2	1		Leave Open	Private property. No evidence of antisocial behaviour.	
Puertollano Place	Pedestrian walkway, primarily drainage	Footpath, lights x 1, drainage channel, services (water?)	Graffiti, broken glass, rubbish	3	Fencing	8 meters	3	1		Close	Does not provide access to pedestrian network; connects to drain. Strong evidence of antisocial behaviour.	Close
Placinta Place	Pedestrian walkway, primarily drainage	Footpath, lights x 1, drainage channel, water, bollard	Graffiti, broken glass, rubbish	3	Fencing	8 meters	3	1		Close	Does not provide access to pedestrian network; connects to drain. Strong evidence of antisocial behaviour.	Close
Matsumoto	Pedestrian walkway	Footpath, trees, bollards, rocks etc.	Graffiti, broken glass, rubbish	3	Fencing on one side	NA	4	5	Water services	Leave Open	Provides good access to pedestrian network, in particular Broome Senior High School.	
Martin Court	Pedestrian walkway, primarily drainage	Footpath, lights x 1, drainage channel	Graffiti, broken glass, rubbish, burnt	3	Fencing	5 meters	2	1		Close	Does not provide access to pedestrian network; connects to drain. Strong evidence of antisocial behaviour.	Close
Cox Place	Pedestrian walkway, primarily drainage	Footpath, lights x 1, drainage channel, trees	Graffiti, broken glass, rubbish	2	Fencing	5 meters	2	1		Close	Does not provide access to pedestrian network; connects to drain. Strong evidence of antisocial behaviour.	Close
Stracke Place	Pedestrian walkway, primarily drainage	Footpath, lights x 1, drainage channel	Graffiti, broken glass, rubbish	3	Fencing	5 meters	1	4		Leave Open	Does not provide access to pedestrian network; connects to drain. Strong evidence of antisocial behaviour. Fencing will result in trespassing due to very low fences. Laneway should be closed if adjacent property owners upgrade their fences.	
Wing Place	Primarily pedestrian walkway, drainage	Footpath, lights x 1, drainage channel	Graffiti, broken glass, rubbish	2	Fencing	5 meters	3	1		Close	Does not provide access to pedestrian network; connects to drain. Strong evidence of antisocial behaviour.	Close
Ellies	Pedestrian walkway, drainage	Footpath, lights x 1, drainage channel	Graffiti, broken glass, rubbish	2	Fencing	5 meters	3	2	Water services running through the laneway, closure will need to have access gates.	Close	Does not provide access to pedestrian network; connects to drain. Strong evidence of antisocial behaviour.	Close
Nagula Court	Drainage	Footpath, lights x 1, drainage channel, bollard	Nil	4	Will be fenced either side	3 meters	NA	1		Leave Open	Not possible to close; no fencing. Does not provide access to pedestrian network; connects to drain.	
Cotter Court	Pedestrian walkway, drainage	Footpath, drainage channel	Some rubbish	4	Fencing on one side	24 meters	4	4		Leave Open	No evidence of antisocial behaviour. Provides good access to pedestrian network.	
Brown Court	Pedestrian walkway	Footpath, lights x 1, water	Nil	5	Fencing	20 meters	4	4		Leave Open	No evidence of antisocial behaviour. Provides good access to pedestrian network.	
Chippendale	Drainage	Drainage channel, closed with garrison fence	Nil	4	NA	NA	NA	1		Already Closed	Could argue to reopen this to enable access to the park. Provides access to the Trails Master Plan.	
Manado Court	Pedestrian walkway, drainage	Footpath, drainage channel, landscaping rocks	Graffiti, broken glass, rubbish	3	Fencing	25 meters	3	3		Leave Open	Provides access to park. Some evidence of antisocial behaviour. Provides access to the Trails Master Plan.	
Sahanna	Pedestrian walkway, drainage	Footpath, drainage channel, bollard, landscaping rocks	Graffiti, broken glass, rubbish	3	Fencing	10 meters	3	3		Leave Open	Provides access to park. Some evidence of antisocial behaviour. Provides access to the Trails Master Plan.	
Roe	Pedestrian walkway	Footpath, trees, bollards, rocks etc.	Graffiti, broken glass, rubbish	3	Fencing	38 meters	3	3		Leave Open	Provides access to park. Some evidence of antisocial behaviour. Provides access to the Trails Master Plan.	
Yu Court	Pedestrian walkway	Footpath, trees, bollards, rocks etc.	Graffiti, broken glass, rubbish	3	Fencing	95 metres	3	3		Leave Open	No possible to close; distance between fences too great. Provides access to park. Some evidence of antisocial behaviour. Provides access to the Trails Master Plan.	
Barnsley Place	Pedestrian walkway, drainage	Footpath, lights x 1, drainage channel, trees	Nil	5	Fencing	28 meters	4	4		Leave Open	Provides good access to pedestrian network. No evidence of antisocial behaviour. Long distance to be fenced. Provides access to the Trails Master Plan.	
Aarons Drive	Pedestrian walkway, drainage	Footpath, garden beds, drainage channel, 2 bollards, landscaping rocks	Graffiti	4	Fencing	17 meters	4	5		Leave Open	Provides good access to pedestrian network. No evidence of antisocial behaviour. Good amenity and feeling of safety.	
Yanban	Pedestrian walkway	Footpath, drainage channel, bollard, landscaping rocks	Nil	3	Fencing on one side	NA	5	2		Leave Open	Fencing not possible; adjoins reserve. No evidence of antisocial behaviour. Dumping of rubbish has occurred in the past. Provides good access to pedestrian network.	
Rodriguez	Pedestrian walkway	Footpath, trees, services (water), bollards	Graffiti, rubbish	4	Fencing	25 meters	3	5		Leave Open	No evidence of antisocial behaviour. Good amenity and feeling of safety. Long distance between fences.	
Howard Place	Drainage	Lights, drainage channel, overgrown vegetation (maintenance required)	Graffiti, rubbish	2	Fencing	5 meters	3	1		Already Closed		
Crawford	Drainage	Drainage channel	Graffiti rubbish	2	Fencing on one side	NA	3	1		Already Closed		
Forster	Pedestrian walkway, drainage	Footpath, drainage channel, trees, bollards	Graffiti, broken glass, rubbish	3	Fencing	26 meters	3	5	Access to sewer with manhole	Leave Open	Provides direct access to Kerr Park. Long distance between fences.	
Torres Place	Pedestrian walkway, drainage	Footpath, lights x 1, drainage channel, trees, bollard	Graffiti, rubbish	3	Fencing	31 meters	3		Access to sewer with manhole Horizon low voltage line	Leave Open	Provides direct access to Kerr Park. Long distance between fences.	
Drummond Place	Pedestrian walkway, drainage	Footpath, lights x 1, drainage channel, trees, bollards	Graffiti, broken glass, rubbish	3	Fencing	40 meters	3	5	Access to sewer with manhole Horizon low voltage lines	Leave Open	Provides direct access to Kerr Park. Long distance between fences. Have had complaints from residents of antisocial behaviour.	

Item 9.2.6 - PROPOSED LANEWAY CLOSURES - COMMUNITY ENGAGEMENT PLAN

Name of laneway	Primary Purpose	Infrastructure	Amenity	Overall amenity and feeling of safety (5 excellent, 1 poor)	Adjoining Properties	Distance between adjoining fences	Condition of existing fencing (5 excellent, 1 poor)	Significance of laneway for pedestrian network (5 important, 1 not important)	Utilities	Officer Recommendation Leave Open / Close / Already Closed	Comments	Recommendation after Workshop with Councillors
Lee	Pedestrian walkway, drainage	Footpath, lights x 1, garden beds, drainage channel, trees, bollards	Rubbish	3	Fencing	24 meters	2	5	Access to sewer with manhole	Leave Open	Provides direct access to Kerr Park. Long distance between fences.	
Cryer	Drainage	lights x 1, drainage channel, trees, bollard	Nil	4	Fencing	31 meters	3	4	Sewer with manhole	Leave Open	Provides good access to pedestrian network, in particular Cable Beach Primary School. No evidence of antisocial behaviour. Long distance between fences.	
Hay/Mackie	Pedestrian walkway, drainage	Footpath, lights x 1 around blind corner, water	Graffiti	1	Fencing	5 meters	3	2	Sewer with manhole	Leave Open	Good access to pedestrian network; connects residents to Solway Park, Mackie Park, Reid Road and Cable Beach. Questionable feeling of safety. Evidence of antisocial behaviour.	
Mackie/Tack/Reid	Pedestrian walkway	Footpath, lights x 1, grass, bollards	Nil	4	Fencing	15 meters	4	3		Leave Open	Provides direct access to Mackie Park.	
Macnee	Pedestrian walkway	Footpath, large rendered wall	Nil	3	Fencing	3 meters	5	1	Horizon low voltage lines	Close	No impact to pedestrian network. Questionable feeling of safety. No evidence of antisocial behaviour.	Leave Open
Macnee (to McMahon Reserve)	Pedestrian walkway, primarily drainage	Footpath, lights x 1, garden beds, drainage channel	Graffiti	4	Fencing	18 meters	3	4	Access to sewer with manhole Access to Horizon high voltage lines	Leave Open	Provides good access to pedestrian network; connects to McMahon Reserve and Primary Schools. Small amount of evidence of antisocial behaviour. Provides access to the Trails Master Plan.	
Rhatigan	Drainage	Footpath, lights x 1, drainage channel, bollards	Steep drop off to drain	3	Fencing	24 meters	4	3	Access to sewer with manhole Access to Horizon high voltage lines	Leave Open	Provides good access to pedestrian network; connects to McMahon Reserve and Primary Schools. Small amount of evidence of antisocial behaviour. Provides access to the Trails Master Plan.	
Biddies	Pedestrian walkway	Footpath, lights, x 1, bollards	Graffiti	3	Fencing	10 meters	3	3	Access to sewer with manhole Access to Horizon high voltage lines	Leave Open	Provides good access to pedestrian network; connects to McMahon Reserve and Primary Schools. Small amount of evidence of antisocial behaviour. Provides access to the Trails Master Plan.	
Goldie	Pedestrian walkway	Footpath, lights x 1	Nil	4	Fencing	10 meters	5	4	Water Horizon high voltage lines	Leave Open	Provides good access to pedestrian network; connects to McMahon Reserve and Primary Schools. Small amount of evidence of antisocial behaviour. Provides access to the Trails Master Plan.	
Seko	Other	Nil	Nil	2	Fencing	3 meters	3	1		Leave Open	Not an official laneway, just a gap in the fence. Simple to fence off. Provides access to the Trails Master Plan.	
Tamaki	Drainage	Nil	Nil	2	Fencing	6 meters	3	1		Leave Open	Not an official laneway, it is a drain that is difficult to walk down, could not imagine it attracts many pedestrians. Provides access to the Trails Master Plan.	
McKienna	Pedestrian walkway, drainage (?)	lights x 1, water, telstra	Nil	3	Fencing	6 meters	2	2	Horizon low voltage line	Leave Open	Minimal impact to pedestrian network; connects to a drain. No evidence of antisocial behaviour.	
Rubin	Pedestrian walkway	lights x 1	Nil	2	Fencing	4 meters	3	1		Leave Open	Minimal impact to pedestrian network; connects to a drain. No evidence of antisocial behaviour.	
Slater North	Pedestrian walkway, drainage	Footpath, lights x 1, drainage channel, bollards	Nil	3	Fencing	5 meters	4	2	Sewer with manhole	Leave Open	Does not provide access to pedestrian network; connects to drain. No evidence of antisocial behaviour. Overall feeling of safety ok.	
Slater South	Pedestrian walkway, drainage	Footpath, drainage channel	Nil	3	Fencing	5 meters	3	3	Water Sewer with manhole Telstra Horizon low voltage line	Leave Open	Does not provide access to pedestrian network; connects to drain. No evidence of antisocial behaviour. Overall feeling of safety ok. Provides access to the Trails Master Plan.	
Taylor	Pedestrian walkway, drainage	Footpath, lights x 1, drainage channel	Rubbish	3	Fencing	9 meters	3	2	Telstra	Leave Open	Moderate impact to pedestrian network. Questionable feeling of safety. Dumped rubbish.	
McKenzie	Pedestrian walkway	Footpath, lights, bollard	Graffiti	3	Fencing	3 meters	3	1	Horizon low voltage line	Close	Small impact to pedestrian network. Questionable feeling of safety. Evidence of antisocial behaviour. Complaints of antisocial behaviour and motorbikes using the laneway.	Close
Anne/Pryor	Pedestrian walkway, drainage	Footpath, lights, drainage channel, trees, services (hydrant)	Graffiti, broken glass, shopping trolleys	2	Fencing	7 meters	3	4		Leave Open	Provides good access to pedestrian network; direct access to park. Strong evidence of antisocial behaviour. Provides access to the Trails Master Plan.	Close
Pembroke/Frewer	Pedestrian walkway, drainage	Footpath, lights, drainage channel	Graffiti, rubbish	2	Fencing	7 meters	3	1		Close	Minimal impact to pedestrian network. Questionable feeling of safety. Evidence of antisocial behaviour.	Leave Open
Pembroke/Lucas	Pedestrian walkway, drainage	Footpath, drainage channel, Telstra services	Graffiti, broken glass, rubbish	2 (very long, no lights)	Fencing	10 meters	2	2	Telstra	Close	Minimal impact to pedestrian network. Questionable feeling of safety. Evidence of antisocial behaviour.	Leave Open
Lucas/Gregory	Pedestrian walkway, drainage	Footpath, drainage channel, trees	Graffiti	2	Fencing	10 meters	2	2		Close	Minimal impact to pedestrian network. Questionable feeling of safety. Evidence of antisocial behaviour.	Leave Open





Puertollano Place

Does not provide access to pedestrian network.

Connects to drain.

Strong evidence of antisocial behaviour.

Adjacent fencing is low and in poor condition – risk people will trespass if laneway is fenced.

Gap between fences is 8m = \$6,400



Plancania Place

Does not provide access to pedestrian network.

Connects to drain.

Strong evidence of antisocial behaviour.

Adjacent fencing is low – risk people will trespass if laneway is fenced.

Gap between fences is 8m = \$6,400



Martin Court

Does not provide access to pedestrian network.

Connects to drain.

Strong evidence of antisocial behaviour.

Adjacent fencing is low and in poor condition – risk people will trespass if laneway is fenced.

Gap between fences is 5m = \$4,000



Cox Place

Does not provide access to pedestrian network.

Connects to drain.

Strong evidence of antisocial behaviour.

Adjacent fencing is low and in poor condition – risk people will trespass if laneway is fenced.

Gap between fences is 5m = \$4,000



Wing Place

Minimal impact to pedestrian network.

Strong evidence of antisocial behaviour.

Adjacent fencing in fair condition – fencing off will be effective.

Gap between fences is 5m(x2) = \$8,000



Ellies Court

Minimal impact to pedestrian network.

Strong evidence of antisocial behaviour.

Adjacent fencing in fair condition – fencing off will be effective.

Water service – fencing will need access gates.

Gap between fences is 5m(x2) = \$8,000



McKenzie Road

Small impact to pedestrian network.

Evidence of antisocial behaviour.

Resident complaints.

Adjacent fencing in good condition – fencing off will be effective.

Gap between fences is 3m(x2) = \$4,800



Pryor Drive

Provides good access to the pedestrian network, including access to the park and access to the Trails Masterplan

Strong evidence of antisocial behaviour

Forms part of the drainage network

Adjacent fencing in fair condition – fencing off will be effective.

Gap between fences is 7m = \$5,600



COMMUNITY ENGAGEMENT PLAN

Project name:	Laneway Closures
Project owner:	Shire of Broome
Project manager:	Engineering Technical Officer

IDENTIFY TARGET STAKEHOLDERS

A stakeholder is defined as someone who may be affected by or have a specific interest in the decision or issue under consideration.

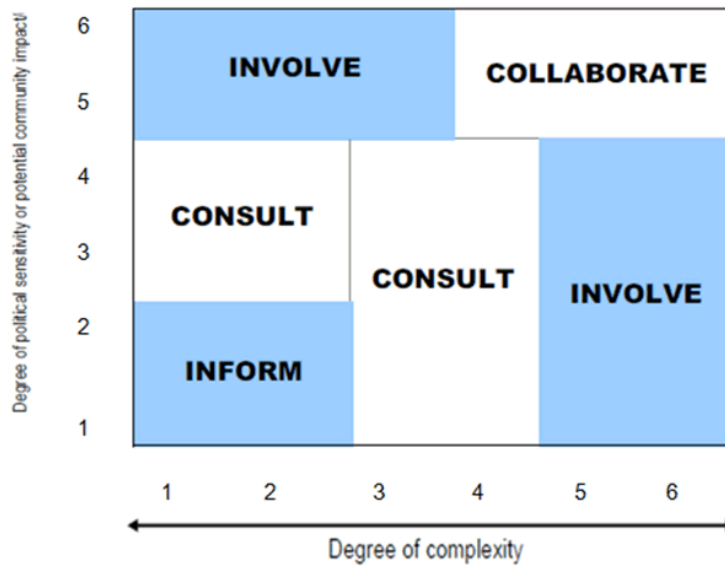
Primary Stakeholders
<i>Property owners within 400m walkable access of each laneway</i> <i>Water Corporation</i> <i>Horizon Power</i> <i>Telstra</i>
Secondary Stakeholders <i>(those who have a general interest in a project or issue)</i>
<i>Yawuru</i> <i>Department of Housing</i>
Tertiary Stakeholders <i>(those that do not always fit neatly into the primary or secondary)</i>
<i>Residents of the Shire of Broome</i>

DETERMINE LEVEL OF ENGAGEMENT**Project Scores**

	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.	2
Degree of potential community impact and political sensitivity	The project will have little effect on stakeholders and they will hardly notice any changes. The project has acceptance throughout the community.	The project will fix a problem that will benefit stakeholders and the change will cause minor inconvenience. There are groups who may see potential in raising the profile of a project to gain attention for their cause.	The project will create a change that will have an impact on stakeholders and the living/working environment and the degree of impact/outrage and acceptance will vary. Stakeholder 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.	4

Engagement Matrix

COMMUNITY ENGAGEMENT PLAN



The engagement level for this project is: Consult.

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.

COMMUNITY ENGAGEMENT PLAN**ENGAGEMENT ACTION PLAN**

Use the Toolkit to complete the table below with all the activities / tools for your Community Engagement. This action plan will be a snapshot of what will happen when and by whom.

Date	Tool/Activity	Stakeholders involved	Person Responsible	Budget	Status	Communication /message
16 Dec	Approval of Community Engagement Plan	EMG	Engineering Technical Officer	Nil	0%	Present final version of community engagement action plan to EMG for approval, as per Community Engagement Framework.
22 Dec	Public Notice in Broome Advertiser	All stakeholders	Engineering Technical Officer Media and Promotions Officer	\$300	0%	Place advertisement in newspaper to advise that the proposed laneway closures are available for submissions.
22 Dec	Corflute notice at the laneways	All stakeholders	Engineering Technical Officer	\$300	0%	Place a corflute notice at each of the laneways proposed to be closed.
22 Dec	Flyer placed at Reid Road shops	All stakeholders	Engineering Technical Officer	\$0	0%	Place a flyer on the community noticeboard at the Reid Road shops.
22 Dec	Send letters to all primary and secondary stakeholders	Primary and Secondary Stakeholders	Engineering Technical Officer	Nil	0%	Draft and send a letter to primary and secondary stakeholders to request submissions on the proposed laneway closures.
22 Dec	Submission form on Shire of Broome website	All stakeholders	Engineering Technical Officer	Nil	0%	Set up a form for submissions/submissions email address on the Shire of Broome website.

FEEDBACK ACTION PLAN

Complete the table below to identify targets for evaluation and feedback to stakeholders.

Date	Tool/Activity	Stakeholders involved	Person Responsible	Budget	Status	Communication /message
22 Dec – 17 Feb	Submission Period	All Stakeholders	Engineering Technical	Nil	0%	Period for submissions from the public and all primary and secondary stakeholders. The minimum thirty (30) day consultation period was

COMMUNITY ENGAGEMENT PLAN

			Officer Committee			used as a guide from the Department of Lands Guidelines.
17 Feb – 9 Mar	Review Submissions		Engineering Technical Officer	Nil	0%	Review all submissions and prepare a report to Council on the outcome of the public submission period.
30 Mar	Ordinary Meeting of Council		Engineering Technical Officer	Nil	0%	Present a table of submissions and responses to Council. Provide feedback to all submitters following the Council meeting.

Laneway Closures Community Engagement Submission Form



Submitter:

Postal Address:

Residential Address:

Phone Number:

Email Address:

Comments

Please provide your comments on the proposed laneway closures below.

Puertollano Place

Support ☐ Object ☐ Undecided ☐

Comments:

Plancania Place

Support ☐ Object ☐ Undecided ☐

Comments:

Martin Court

Support ☐

Object ☐

Undecided ☐

Comments:

Cox Place

Support ☐

Object ☐

Undecided ☐

Comments:

Wing Place

Support ☐

Object ☐

Undecided ☐

Comments:

Ellies Court

Support ☐

Object ☐

Undecided ☐

Comments:

McKenzie Road

Support ☐

Object ☐

Undecided ☐

Comments:

Pryor Drive

Support ☐

Object ☐

Undecided ☐

Comments:

General Comments on Laneway Closures or additional suggestions

Comments:

9.2.7 CONSENT TO EASEMENT TO ENERGY DEVELOPMENTS PTY LTD FOR NATURAL GAS TRANSMISSION PIPELINE FROM BROOME FUEL STORAGE FACILITY TO BROOME POWER STATION

LOCATION/ADDRESS:	Part of Lots 551, 552, 553, 554, 555, 556 and 1193
APPLICANT:	Energy Developments Pty Ltd
FILE:	LSS.101
AUTHOR:	Asset & Building Coordinator
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Infrastructure
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	30 November 2016

SUMMARY: To gain Council's approval for the Shire of Broome to affix the Common Seal as Consensor to an Easement in Gross over Crown land at the request of Energy Developments Pty Ltd (**EDL**) and the Minister for Lands for the gas transmission pipeline owned by Energy Developments Pty Ltd from Broome Fuel Storage Facility to Broome Power Station.

BACKGROUND

Previous Considerations

Nil

COMMENT

On 30 November 2016 EDL wrote to the Shire of Broome seeking that the Shire consent to a Easement in Gross from the Minister for Lands to EDL for the gas transmission pipeline from Broome Fuel Storage Facility to Broome Power Station (**refer Attachment 1 – EDL Letter**). The pipeline was constructed in 2007 in conjunction with the Broome Fuel Storage Facility.

EDL owns and operates Broome's sole electricity generating plant. EDL currently lease land from the Shire of Broome at the Waste Management Facility for the Broome Fuel Storage Facility. The gas transmission pipeline runs along Crown land containing Shire dedicated road reserves, hence the need for the Shire to consent to the Easement.

From the storage tanks located at the Waste Management Facility the pipe initially runs beside Buckleys Road, then into Broome North through Magabala Road and Dalmatio Street before crossing Gubinge Road in to the Roebuck Estate side. The pipe runs down Gubinge Road to Cable Beach Road East then follows Cable Beach Road East to Port Drive, and leaves Port Drive at McDaniel and then on to the Power Station.

EDL noted that the Easement in Gross documentation was originally developed in mid 2007 but the matter was never progressed for a number of reasons laid out in their letter. Recently EDL have worked with the Department of Lands to complete the required documentation (**refer Attachment 2 – Easement in Gross, Attachment 3 Pipeline Deposited Plan (1), Attachment 4 Pipeline Deposited Plan (2)**).

The gas transmission pipeline runs through the various roads reserves listed below between the Broome Fuel Storage Facility to Broome Power Station.

The Easements requested relate to the lots as shown in Attachment 4:

- Lot 550 on Deposited Plan 71439 as shown as Easement 'A' on Deposited Plan 71439;
- Lot 551 on Deposited Plan 71439 as shown as Easement 'A' on Deposited Plan 71439;
- Lot 552 on Deposited Plan 71439 as shown as Easement 'A' on Deposited Plan 71439;
- Lot 553 on Deposited Plan 71439 as shown as Easement 'A' on Deposited Plan 71439;
- Lot 554 on Deposited Plan 71439 as shown as Easement 'A' on Deposited Plan 71439;
- Lot 555 on Deposited Plan 71439 as shown as Easement 'A' on Deposited Plan 71439; and
- Lot 556 on Deposited Plan 71439 as shown as Easement 'A' on Deposited Plan 71439.

As the Easement is through Crown Land there is no risk to the Shire. Section 5.2 (c) of the Easement in Gross provides that if the Shire of Broome needs to move the pipeline because of works it needs to carry out on the road, if the Shire of Broome is not required to pay the costs of relocation by law (e.g. resumption laws), then EDL must indemnify the Shire of Broome for their reasonable costs.

The process for execution of the Easement in Gross document is that EDL first sign, thereafter the Shire of Broome signs, EDL pay the stamp duty and the Easement in Gross document is returned to Department of Lands who will arrange the Minister's sign off and lodgement of the Easement in Gross.

CONSULTATION

Department of Lands

STATUTORY ENVIRONMENT

Land Administration Act 1997
Transfer of Land Act 1893

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RISK

Should Council decline to consent to the Easement in Gross there is reputational risk to the Shire in their dealings with State Government as the State Government is seeking to formalise the arrangement with the gas transmission pipeline.

No construction risk exists through the Easement as EDL must indemnify the Shire of Broome for their reasonable costs if the pipeline impacts on Shire roads works.

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:

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

Core asset management to optimise Shire's 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

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:

Responsible resource allocation

Effective community engagement

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. *Notes the Easement in Gross from the Minister for Lands to EDL for the purpose of gas transmission pipeline from Broome Power Station to Broome Fuel Storage Facility.*
2. *Endorse the Easements to be created over Lots as shown in Attachment 4:*
 - (a) *Lot 550 on Deposited Plan 71439 as shown as Easement 'A' on Deposited Plan 71439;*
 - (b) *Lot 551 on Deposited Plan 71439 as shown as Easement 'A' on Deposited Plan*

71439;

- (c) Lot 552 on Deposited Plan 71439 as shown as Easement 'A' on Deposited Plan 71439;
- (d) Lot 553 on Deposited Plan 71439 as shown as Easement 'A' on Deposited Plan 71439;
- (e) Lot 554 on Deposited Plan 71439 as shown as Easement 'A' on Deposited Plan 71439;
- (f) Lot 555 on Deposited Plan 71439 as shown as Easement 'A' on Deposited Plan 71439; and
- (g) Lot 556 on Deposited Plan 71439 as shown as Easement 'A' on Deposited Plan 71439.

3. Authorises the Shire President and Chief Executive Officer to affix the Common Seal as Consensor to the Easement in Gross.

Attachments

1. EDL Letter
2. Pipeline Deposited Plan (1)
3. Pipeline Deposited Plan (2)
4. Easement in Gross



Building 17
2404 Logan Road
PO Box 4046
Eight Mile Plains Qld 4113
Australia
Main Tel 61 7 3275 5555
Main Fax 61 7 3341 5150

30 November 2016

Sam Mastrolembro
Acting Chief Executive Officer
Shire of Broome
Cnr Weld and Haas St
Broome
WA 6725

By email: shire@broome.wa.gov.au

Dear Mr Mastrolembro

APPLICATION FOR PIPELINE EASEMENT IN BROOME.

EDL makes a formal request of the Broome Shire to establish an Easement in Gross (Easement) in accordance with the attached documents. The purpose of the Easement is to secure tenure for the pipeline that transports gas from the Broome Fuel Storage Facility (located adjacent to the Broome Waste Disposal and management Facility) to fuel the Broome Power Station, located at McDaniel Rd Broome.

The Broome Fuel Storage Facility and the Broome Pipeline were installed in mid 2007. EDL's intention had been to make application for the Easement as part of the development process for the Broome Power Station and works were undertaken at that time to complete surveying in support of the application. Unfortunately some of this work was lost by the surveyors, delaying the process. EDL then lost key staff, causing the process to stall. A recent internal review of required land tenure highlighted that the Easement application had not been completed. EDL is seeking to rectify this situation through the current application and has been working with the Department of Lands to progress the matter.

If you have any further questions in respect of these works, please contact myself on 0400 528 586

Yours sincerely

A handwritten signature in blue ink, appearing to read "Geoff Hobley".

Geoff Hobley
Senior Commercial Manager
Energy Developments, Remote Energy



EDL Group Operations Pty Ltd ABN 39 055 555 416 a subsidiary of Energy Developments Limited

Page 1 of 1

AMENDMENTS TABLE

VERSION	AMENDMENT	AUTHORISED BY	DATE
2	AUDIT REQUIREMENTS	B. GILLET	17/10/2011

LANDGATE USE ONLY, COPY OF ORIGINAL NOT TO SCALE

LOTS 550-556 (DEDICATED ROAD)

DISTRICT DAMPER
TOWNSITE BROOME

R.O.L. FILE NO. 50271-2005-08
LOCALITY BLINDING BROOME CABLE BEACH
LOCAL AUTHORITY SHIRE OF BROOME

S.S.A. NO. FORMER TENURE
SEE FORMER TENURE TABLE

FIELD BOOK COMPILED
INDEX COPIES TO BE KEPT

SURVEYOR'S CERTIFICATE - COMPILED
I, Gregory Gillett, hereby certify that this is a correct and accurate representation of the survey of the subject land, and that it is in accordance with the relevant laws in relation to which it is lodged.
Signed: Gregory Gillett
2012.05.30 14:53:08

surveynorth
P.O. Box 6426, BROOME, WA 6725
Tel: 08 9152 5256
Fax: 08 9152 5256
Email: info@surveynorth.com.au
Surveyor's Licence No. 1250
Surveyor's Registration No. 1250

DATE: 12-Sep-11
FILED: N/A
ADDRESS: N/A
APPROVED BY: N/A
WESTERN AUSTRALIAN PLANNING COMMISSION
EXEMPT FROM MAP APPROVAL
IN ORDER FOR DEALINGS
Sec 144 LAA Easement
31-5-2012
APPROVED:
INSPECTOR OF PLANS & SURVEYS / AUTHORIZED LAND OFFICER

Landgate
Western Australian Land Information Authority

DEPOSITED PLAN
71439
SHEET 1 OF 6 SHEETS
VERSION 2

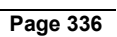
INTERESTS AND NOTIFICATIONS

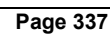
SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURIED	BENEFIT TO	COMMENTS
④	EASEMENT	SEC 144 OF THE LAA	DOC	LOTS 550-556	EIR NOD (WV) PTY LTD	

FORMER TENURE TABLE

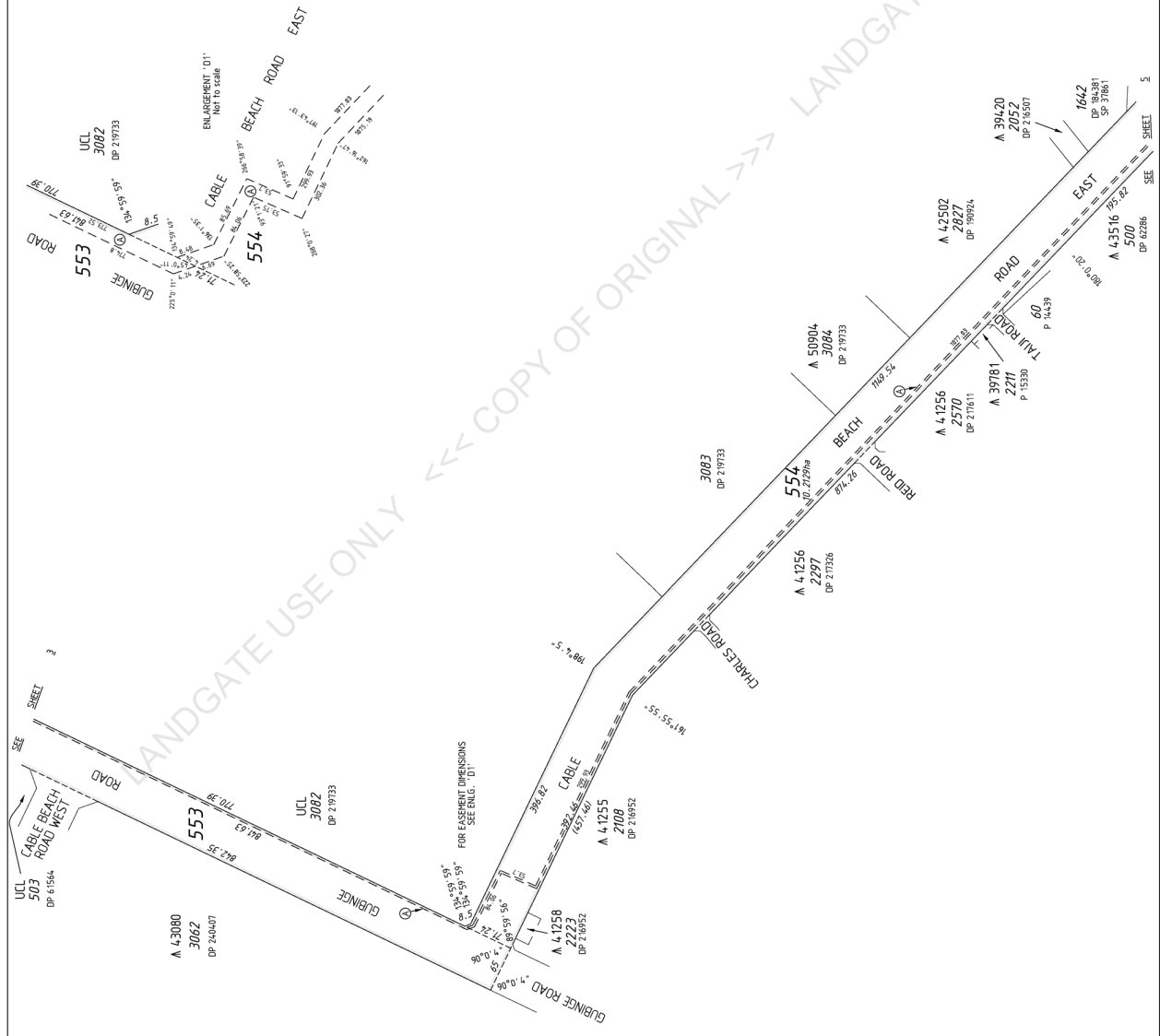
LOT	FORMER TENURE	ON R/W / DEDICATED	TITLE
550	BUCKLEY ROAD	DP 214500	
551	FAIRWAY DRIVE	DP 214500, DP 217578	
552	MAGABALA ROAD	DP 189462	
553	GUBINGE ROAD	DP 210955, DP 217580, DP 217440	
554	CABLE BEACH ROAD EAST	DP 210993, DP 210955	
555	MURRAY ROAD	DP 213567	

HELD BY LANDGATE IN DIGITAL FORM ONLY.





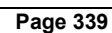
HELD BY LANDGATE
IN DIGITAL FORM ONLY.



FOR HEADING SEE SHEET 1

FOR INTERESTS AND NOTIFICATIONS
SEE SHEET 1

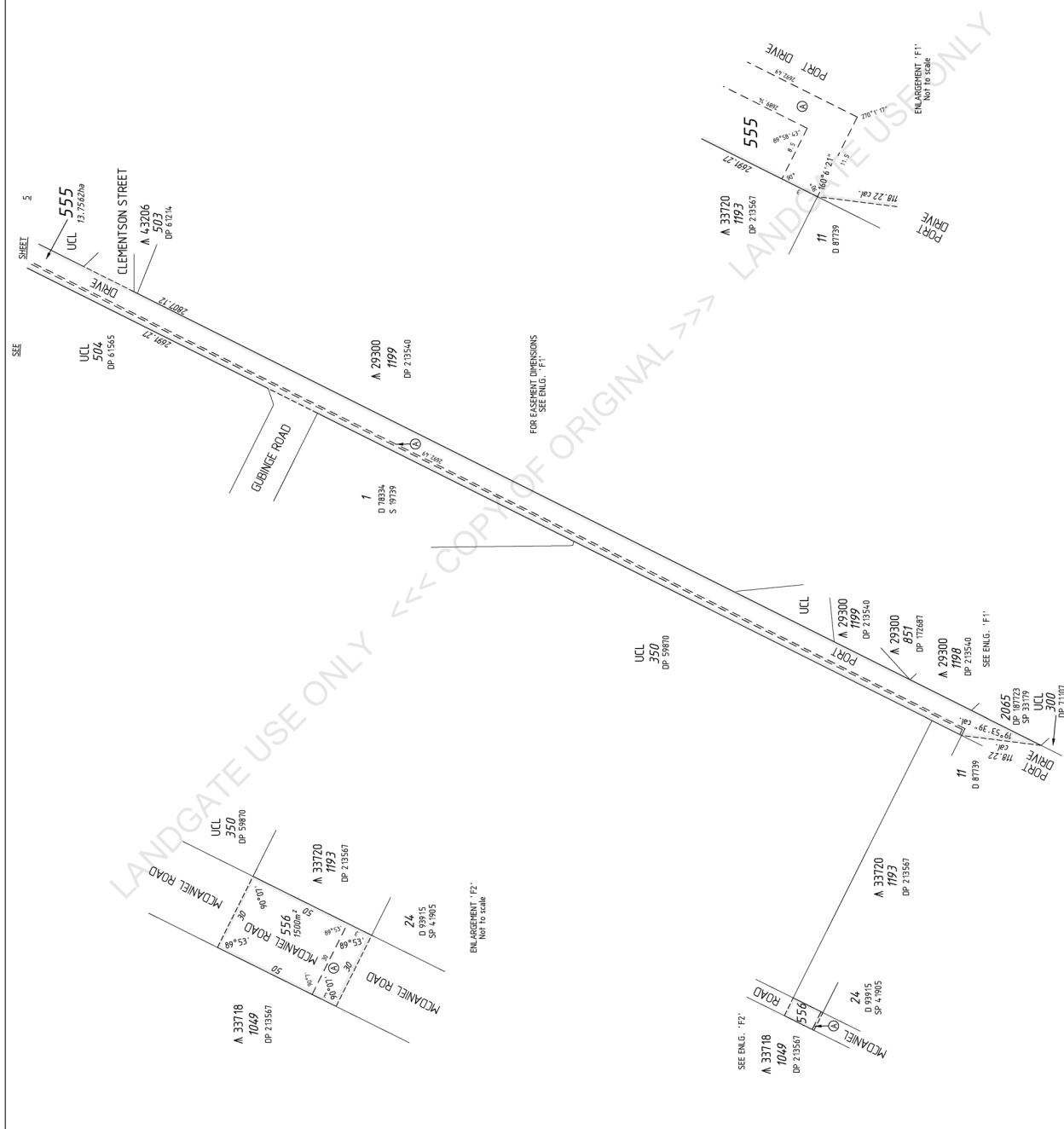




00 0 300
SCALE 1 : 4000 @ A2
ALL DISTANCES ARE IN METRES

FOR HEADING SEE SHEET 1

FOR INTERESTS AND NOTIFICATIONS
SEE SHEET 1



HELD BY LANDGATE
IN DIGITAL FORM ONLY.

FORM LAA-1060A

SECTION 144 & 147
TENURE CODE: N/A

WESTERN AUSTRALIA
LAND ADMINISTRATION ACT 1997 as amended
TRANSFER OF LAND ACT 1893 as amended

EASEMENT IN GROSS (E)

SERVIENT TENEMENT (NOTE 1)

See Annexure

EXTENT

VOLUME

FOLIO

LIMITATIONS, INTERESTS, ENCUMBRANCES and NOTIFICATIONS (NOTE 2)

Nil

GRANTOR

State of Western Australia acting through the Minister for Lands, a body corporate under the Land Administration Act 1997, care of Department of Lands, Level 2, 140 William Street, Perth, Western Australia 6000.

CONSIDERATION (NOTE 3)

Twenty Five Thousand Dollars (\$25,000) plus 10% GST

PURPOSE OF EASEMENT (NOTE 4)

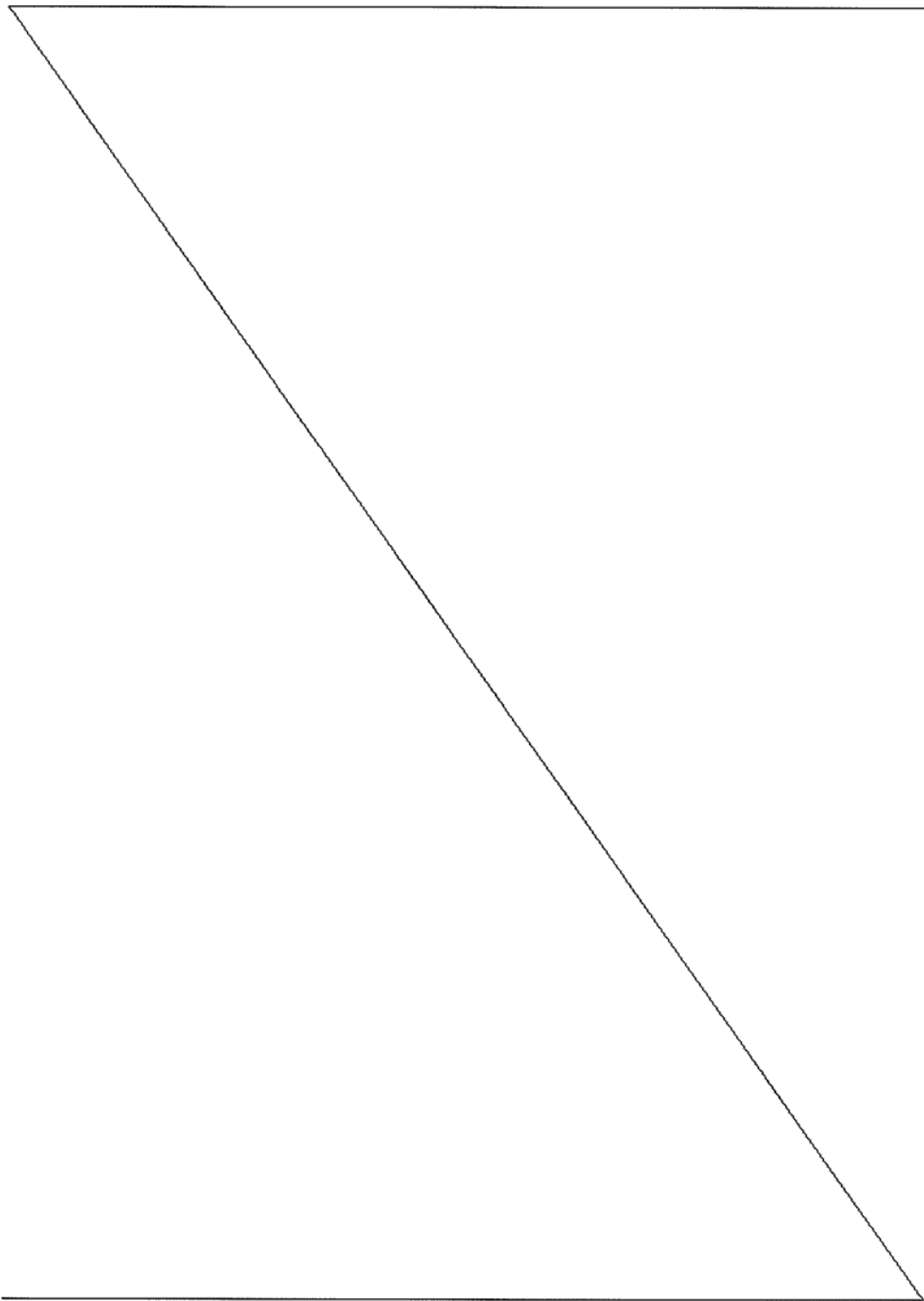
"Natural Gas Transmission Pipeline"

GRANTEE/S (NOTE 5)

EDL NGD (WA) PTY LTD (ABN 070 941 721) of Building 17, 2404 Logan Road, Eight Mile Plains, Queensland

THE MINISTER FOR LANDS, ACTING IN THE NAME AND ON BEHALF OF THE GRANTOR, FOR THE ABOVE CONSIDERATION, BY THIS DEED HEREBY GRANTS TO THE GRANTEE THE RIGHTS HEREIN SET OUT OVER THE SERVIENT TENEMENT FOR THE PURPOSE (S) SPECIFIED ABOVE, SUBJECT TO:

1. THE ENCUMBRANCES SHOWN HEREON;
2. THE COVENANTS AND POWERS IMPLIED UNDER THE LAND ADMINISTRATION ACT 1997 AND THE TRANSFER OF LAND ACT 1893 AS AMENDED (UNLESS HEREBY NEGATED OR MODIFIED); AND
3. THE COVENANTS AND CONDITIONS CONTAINED HEREIN.



<p>FORM B1</p> <p>WESTERN AUSTRALIA</p> <p>TRANSFER OF LAND ACT 1893 AS AMENDED</p> <p>ANNEXURE / ADDITIONAL PAGE TO EASEMENT IN GROSS (E)</p>
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SERVIENT TENEMENT (NOTE 1)	EXTENT	VOLUME	FOLIO
Lot 550 on Deposited Plan 71439 shown as Easement 'A' on Deposited Plan 71439	Part	0000	000
Lot 551 on Deposited Plan 71439 shown as Easement 'A' on Deposited Plan 71439	Part	0000	000
Lot 552 on Deposited Plan 71439 shown as Easement 'A' on Deposited Plan 71439	Part	0000	000
Lot 553 on Deposited Plan 71439 shown as Easement 'A' on Deposited Plan 71439	Part	0000	000
Lot 554 on Deposited Plan 71439 shown as Easement 'A' on Deposited Plan 71439	Part	0000	000
Lot 555 on Deposited Plan 71439 shown as Easement 'A' on Deposited Plan 71439	Part	0000	000
Lot 556 on Deposited Plan 71439 shown as Easement 'A' on Deposited Plan 71439	Part	0000	000
Portion of Lot 1193 on Deposited Plan 213567 and shown as Easement 'A' on Deposited Plan 72031	Part	3002	422

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THIS DEED OF EASEMENT is made:

I between the Grantor and the Grantee described in the Easement Form which is attached to and forms part of this Deed;

II at the request of the Guarantor; and

III with the consent of the Consensor.

RECITALS:

- A. The Grantor may under Part 8 of the LAA grant easements over Crown land subject to and in accordance with the provisions of the LAA.
- B. The Servient Tenement is Crown land.
- C. The Grantee is the registered proprietor of the Dominant Tenement.
- D. The Grantee has requested the Grantor to grant to it, pursuant to the LAA, an easement for a limited time over the Easement Area for the purposes of the operation, inspection, repair, maintenance and replacement of a natural gas transmission pipeline for the supply of natural gas to the Dominant Tenement.
- E. The Grantor has agreed to grant in favour of the Grantee the Easement over the Easement Area in accordance with section 144 of the LAA upon the terms and conditions set out in this Deed.
- F. The Grantee has paid to the Grantor in consideration of the grant of this Easement the amount shown in the consideration panel of the Easement Form.

COVENANTS AND CONDITIONS

THE PARTIES AGREE AS FOLLOWS:

1. DEFINITIONS AND INTERPRETATION

1.1 Definitions

In this Deed unless the contrary intention appears the expression:

Access Easement means the easement granted by the Grantor to the Grantee in respect of access to and egress from the Grantee's fuel storage facility and registered as document number J590135E

Authorisation includes a consent, authorisation, permit, licence, approval, agreement, certificate, authority or exemption from, by or with a Governmental Agency or required under any Written Law and all conditions attached to an authorisation.

Consensor means the consensor described in Annexure B, if any.

Contamination is the state of being contaminated, as that term is defined in the CSA.

Crown means the Crown in right of the State of Western Australia.

CSA means the *Contaminated Sites Act 2003* even though all of its provisions may not have come into operation as at the date of this Deed.

Deed means the deed of easement constituted by this document and any amendments or variations of it and includes the Easement Form and any annexures.

Dominant Tenement means the land or interest in land described in the panel with that heading in the Easement Form.

Easement means the easement created by this Deed and its registration.

Easement Area means that portion of the Servient Tenement described in Annexure "A".

Easement Fee means the first amount shown in the consideration panel of the Easement Form.

Easement Form means the approved form under the LAA which is attached to and forms part of this Deed.

Environmental Harm has the same meaning as that term is defined in the *Environmental Protection Act 1986*.

Environmental Law means all planning, environmental, Contamination or Pollution laws and any regulations, orders, directions, ordinances or all requirements, permission, permits or licences issued thereunder.

Environmental Notice means any notice, direction, order, demand or other requirement to take any action or refrain from taking any action from any Governmental Agency, whether written or oral and in connection with any Environmental Law.

Governmental Agency means any government or any governmental, semi-governmental, administrative, fiscal or judicial body, department, commission, authority, tribunal, agency, statutory authority or entity.

Grantee means the grantee described in the panel with that heading in the Easement Form and includes the successors in title of the Grantee to the Dominant Tenement.

Grantee's Authorised Users means:

- (a) the employees, agents, contractors, workmen, sublessees, licensees and invitees of the Grantee;
- (b) the employees, agents, contractors, workmen, under sublessees, licensees and invitees of any sublessee of the Grantee; and
- (c) anyone visiting the Dominant Tenement with the express or implied consent of any of the persons referred to in paragraphs (a) and (b).

Grantor means the grantor described in the panel with that heading in the Easement Form and includes the Crown and the successors in title of the Crown to the Easement Area.

Grantor's Authorised Users means all persons reasonably required or permitted by the Grantor to use the Easement Area and who are expressly authorised by the Grantor to do so.

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April Current copy of body of Gas pipeline easement amended AFG1.4.2016.doc

Guarantor means the party or parties described in Annexure "C", if any, and where more than one means all of them jointly and severally.

LAA means the *Land Administration Act 1997*.

Minister means the Minister for Lands, being a body corporate existing under section 7(1) of the LAA and being the Minister to whom administration of the LAA is committed from time to time.

Parties means the Grantor and the Grantee.

Party means the Grantor or the Grantee as the context requires.

Pollution means any thing that is pollution within the meaning of that term as defined in the *Environmental Protection Act 1986* that is not authorised under any Written Law.

Public Utility means every body established or continued under a Written Law which authorises that body to set up, establish, use and enjoy, maintain, repair and replace any works and undertakings, in, on, under, over, through or across the Easement Area for any authorised purpose.

Relevant Land means the Easement Area and the Surrounding Area.

Services means all utility services including water supply, gas sewerage, waste disposal, drainage, electricity, gas retraction and telecommunications facilities.

Servient Tenement means the land described in the panel with that heading in the Easement Form.

Surrounding Area means any land or water adjacent to or in the vicinity of the Easement Area and the air generally above the Easement Area but excludes the land which is comprised in the Dominant Tenement.

Written Law means every present or future Act of the Parliament of the Commonwealth and the State of Western Australia and includes regulations, by-laws, proclamations, codes or orders made pursuant to an Act or regulation.

1.2 Interpretation

In this Deed:

- (a) clause headings are for convenient reference only and shall have no effect in limiting or extending the language of the provisions to which they refer;
- (b) a reference to a clause, schedule or annexure is a reference to a clause or schedule or annexure to the document in which the reference appears;
- (c) a reference to any written law includes consolidations, amendments, re-enactments or replacements of it;
- (d) the singular includes the plural, the plural includes the singular and any gender includes each other gender;
- (e) if a period of time is specified and dates from a given day or the day of an act or event, it is to be calculated exclusive of that day;

- (f) the word "person" includes a firm, a body corporate, an unincorporated association or a Governmental Agency;
- (g) covenants in this Deed by two or more persons as a party to the Deed shall be deemed joint and several;
- (h) "including" is deemed to be followed by the words "but not limited to";
- (i) all acts and things which the Grantor or the Minister is required or empowered to do under this Deed may be done by the Minister or the Minister's delegate appointed under section 9 of the LAA; and
- (j) a reference to this Deed or another instrument includes any variation of either of them.

2. GRANT OF EASEMENT

2.1 Grant

In consideration of payment to the Grantor of the Easement Fee and the covenants on the part of the Grantee in this Deed, the Grantor, subject to the temporal restriction specified in clause 10, hereby grants to the Grantee a non-exclusive right for the Grantee and the Grantee's Authorised Users to operate, inspect, repair, maintain and replace within the Easement Area a natural gas transmission pipeline for the supply of natural gas to the Dominant Tenement.

2.2 Conditions which apply to the Easement

The Easement is subject to the right of:

- (a) the Grantor;
- (b) the Grantor's Authorised Users; and
- (c) all other persons lawfully entitled to use the Easement Area from time to time, to use or continue to use the Easement Area in any manner which is not inconsistent with the Easement.

2.3 Benefit and Burden of Easement

The benefit of this Easement is for and runs with the Dominant Tenement. The burden of this Easement runs with and binds the Servient Tenement.

3. GRANTEE'S COVENANTS

3.1 Use of Easement Area

The Grantee hereby covenants with the Grantor that the Grantee:

- (a) must not use nor permit the use of the Easement Area for any purpose other than specified in this Deed;
- (b) must not cause or permit the obstruction of the Easement Area;

- (c) must not permit or cause any damage to the Relevant Land;
- (d) must not do nor permit any act, matter or thing within the Easement Area which would constitute a nuisance or fire hazard or which could cause injury or damage to any improvement on the Relevant Land;
- (e) must, where maintenance or other works to be carried out within the Easement Area are other than of an emergency nature or of a minor routine nature (in which case no notice is required), give notice in writing to the Grantor of the nature of and the estimated duration of those works;
- (f) must carry out and complete any work commenced by the Grantee or the Grantee's Authorised Users at any time and for any purpose within the Easement Area in a proper and workmanlike manner with all proper speed and:
 - (i) fill in, consolidate and level off any holes or trenches made by those works within the Easement Area;
 - (ii) carry away all rubbish and excess earth;
 - (iii) reinstate and make good the surface area of the Easement Area within a reasonable period to the satisfaction of the Grantor; and
 - (iv) if required by the Grantor, restore and regenerate the trees and vegetation within the Easement Area (as near as reasonably practical) to the state and condition they were in before use by the Grantee of the Easement Area pursuant to this Deed or replant with trees and vegetation of similar species as to those within the Easement Area before such use;
- (g) must, while the soil or surface of the Easement Area is open during the progress of any work, ensure that the same is properly guarded and affix adequate signs or notices for the warning of persons likely to be endangered by such work;
- (h) must immediately fill, compact and level any part of the Easement Area which may have suffered any subsidence;
- (i) must not, unless required by any Written Law, fence off the Easement Area without the prior written consent of the Grantor, but may construct and maintain in a proper manner a gate or gates as the Grantee shall require in any fence or fences now or hereafter crossing the Easement Area;
- (j) must not cut down or remove any standing timber unless with the prior approval in writing of the Grantor;
- (k) must comply with all Written Laws that apply to the Easement Area;
- (l) must exercise its rights in respect of the Easement Area in a manner that does not prevent or prejudice the use of the Easement Area by other persons who use the Easement Area;
- (m) must upon expiry, cancellation, termination or surrender of the Easement, remediate the Easement Area in accordance with best industry practice existing at the time of such expiry, cancellation, termination or surrender

provided that the Grantor acknowledges that best industry practice may not necessarily include the removal of any or all pipelines constructed by the Grantee within the Easement Area; and

- (n) must comply with any reasonable directions of the Grantor or its employees as to the manner in which the Grantee's rights or the rights of the Grantee's Authorised Users under this Deed are exercised to the extent to which such directions do not derogate from the grant of the Easement.

3.2 Environmental Obligations

- (a) In addition to the obligations in clause 3.1, the Grantee:
 - (i) must obtain any Authorisation required for any conduct, activity or use undertaken by the Grantee or the Grantee's Authorised Users within the Easement Area, including the purpose specified in this Deed before that conduct, activity or use is undertaken and keep all such Authorisations in full force and effect during the continuance of this Easement;
 - (ii) must use and only permit the use of the Easement Area in a manner which complies with each Environmental Law and each Authorisation held by the Grantee in accordance with paragraph (a)(i);
 - (iii) must not do or omit to do any act or permit the doing or omission of any act which might directly or indirectly result in the revocation, suspension or modification of an Authorisation in relation to the Easement Area or any conduct or activity relating to the use of the Easement Area;
 - (iv) must not cause or permit any Contamination, Pollution or Environmental Harm of the Relevant Land;
 - (v) must notify the Grantor immediately on becoming aware of:
 - (A) the existence of any Contamination of the Relevant Land;
 - (B) any Pollution affecting the Relevant Land;
 - (C) an Environmental Notice being served on the Grantee or the Grantee's Authorised Users which arises from the use by the Grantee or the Grantee's Authorised Users of the Easement Area; or
 - (D) the making of a complaint to any person including, but not limited to, the Grantee or the Grantee's Authorised Users or the commencement of proceedings against the Grantee or the Grantee's Authorised Users relating to an alleged failure by the Grantee or the Grantee's Authorised Users to observe or perform an obligation under an Environmental Law in respect of the Relevant Land; and
 - (vi) must, at the Grantee's cost, comply with every Environmental Notice issued in respect of, or relating to, the use by the Grantee or the Grantee's Authorised Users of the Easement Area except to the extent caused by the negligence of the Grantor or the Grantor's Authorised

Users, whether the notice is served on the Grantor or the Grantee or one or more of or the Grantee's Authorised Users.

- (b) Without affecting:
 - (i) the obligations of the Grantee in this clause; or
 - (ii) limiting any right of, or indemnity in favour of, the Grantor,if any Contamination, Pollution or Environmental Harm occurs in breach of paragraph (a), the Grantee must do everything necessary to minimise the effect of the Contamination, Pollution or Environmental Harm as soon as reasonably practicable and must remediate any resultant damage and harm, to the reasonable satisfaction of the Grantor and in compliance with any Environmental Notice or Environmental Law.
- (c) The obligations of the Grantee under this clause continue after the expiration or earlier determination of this Easement.

3.3 Maintenance of Easement Area

- (a) The Grantee must at its own cost be responsible for the full and proper maintenance, care and upkeep of the Easement Area during the subsistence of this Easement.
- (b) The Grantee acknowledges that the Grantor shall not be responsible for the maintenance, care or upkeep of the Easement Area.

3.4 Dealings with Dominant Tenement

- (a) If the Grantee intends to transfer, or grant a lease over, or grant a mortgage or charge of, the Dominant Tenement (**Dealing**):
 - (i) the Grantee must, prior to any Dealing, advise the Grantor in writing of this intention; and
 - (ii) the Grantor may, at the Grantor's absolute discretion require that the Grantee arrange for the proposed transferee, lessee, mortgagee or chargee, as the case may be (**Third Party**) of the Dominant Tenement to execute a deed (which is to the Minister's sole satisfaction) in favour of the Minister and the Grantor by which the Third Party:
 - (A) if a proposed transferee or lessee, acknowledges that it is bound by the terms of this Deed and will observe and perform the obligations of the Grantee under this Deed, including this clause; and
 - (B) if a proposed mortgagee or chargee, acknowledges that during any period in which it:
 - (1) takes control or possession of the Grantee including as a result of the exercise of its powers on default under such mortgage or charge (as the case may be) and
 - (2) exercises the rights of the Grantee under this Deed

it will observe and perform the obligation of the Grantee under this Deed, including this clause.

- (b) If paragraph (a) is not complied with, and without derogating from any other rights of the Grantor for the cancellation or termination of easements, the Grantor may terminate the Easement.

4. INDEMNITY, RELEASE AND INSURANCE

4.1 Indemnity and Release

- (a) The Grantee hereby covenants with the Grantor and the Consensor to indemnify and keep indemnified, and release and keep released, the Grantor and all Ministers of the Crown, the Crown and all instrumentalities thereof and all officers, servants, workmen, agents and contractors of such Ministers of the Crown and its instrumentalities and the Consensor (the **Indemnified Parties**) from and against all actions, claims, costs, proceedings, suits, demands and judgments whatsoever (whether based in contract, tort, statute or otherwise howsoever or any combination thereof) which may at any time be brought, maintained or made against all or any one or more of them:

- (i) in respect of any destruction, loss (including loss of use), injury or damage of any nature or kind of or to property of any person whether or not within the Easement Area and including the property of:

- (A) any of the Indemnified Parties; and
(B) the Grantee, its contractors and subcontractors and all officers, servants and agents of any of them;

to the extent to which such destruction, loss, injury or damage:

- (1) was caused by the Grantee or the Grantee's Authorised Users; and
(2) was not caused by the negligence of any of the Indemnified Parties; and

- (ii) in respect of any death of, or injury or illness sustained by any person and including:

- (A) the Indemnified Parties; and
(B) the Grantee, its contractors and subcontractors and all officers, servants and agents of any of them,

to the extent directly or indirectly caused by:

- (C) the use of the Easement Area by the Grantee or the Grantee's Authorised Users;
(D) any work carried out by, or on behalf of, the Grantee or the Grantee's Authorised Users under the Easement;

(E) the exercise or enjoyment by the Grantee or the Grantee's Authorised Users of any of the rights conferred on one or more of them under this Deed; or

(F) any:

(1) Contamination;

(2) Pollution; or

(3) Environmental Harm

caused to the Relevant Land by the Grantee or the Grantee's Authorised Users;

(G) any default by the Grantee in the due and punctual performance of or compliance with any of the covenants contained in this Deed or any provisions of any Written Law; or

(H) any negligent or other tortious act or omission of the Grantee or of the Grantee's Authorised Users,

which was not caused by the negligence of any of the Indemnified Parties or the Grantor's Authorised Users.

(b) The obligations of the Grantee under this clause:

(i) are unaffected by the obligation of the Grantee to take out insurance, and the obligations of the Grantee to indemnify are paramount; and

(ii) continue after the expiration or earlier determination of the Easement, including termination in accordance with clause 10, in respect of any act, deed, matter or thing occurring before the expiration or earlier determination of this Easement.

4.2 Insurance

(a) The Grantee must effect, maintain and keep current with a reputable insurer, a public liability insurance policy in the amount of \$20 million for any one claim or any other amount reasonably required by the Grantor from time to time consistent with usual prudent commercial practice and which, subject to the policy terms and conditions, covers all claims and losses howsoever arising from, or caused by, the use of the Easement Area by the Grantee, the Grantee's Authorised Users or one or more of them, in respect of which, and to the extent to which, the Grantee has covenanted to indemnify and release the Grantor under clause 4.1.

(b) Subject to paragraph (a), any policy of insurance effected pursuant to this clause must contain such conditions, endorsements and exclusions as are reasonably acceptable to the Grantor, the Grantor's agreement not to be unreasonably withheld, having regard to insurance commonly effected for the risks in question.

(c) The Grantee must during the continuance of this Easement effect, maintain and keep current and ensure that if applicable each of the Grantee's Authorised Users maintains and keeps current an employer's indemnity

insurance, including workers compensation insurance, in respect of all employees employed around or within the Easement Area.

- (d) The Grantee is to submit evidence to the Grantor on the date of execution of this Deed and on each anniversary of the date of execution of this Deed, or as otherwise requested by the Grantor, which shows that the insurance policies effected pursuant to paragraphs (a) and (c) are and remain current.
- (e) With respect to the Easement Area, the Grantee is:
 - (i) not to, and is not to permit any person to, do anything which adversely affects the continuation, validity, extent of cover or ability to make a claim under any insurance policy effected pursuant to paragraphs (a) and (c);
 - (ii) to notify the Grantor immediately if an event occurs which gives rise or might give rise to a claim under any insurance policy or which could prejudice any insurance policy effected pursuant to paragraphs (a) and (c);
 - (iii) to comply with the requirements of any Governmental Agency, the Insurance Council of Australia and any insurer in relation to fire protection of any improvements on the Easement Area, when they are being, or are constructed;
 - (iv) to waive all rights of subrogation to ensure that under the insurance policies the insurer has no rights of subrogation against the Minister, the Crown or the Grantor, and the Grantee indemnifies the Minister, the Crown and the Grantor against any loss arising from a breach of this paragraph;
 - (v) to ensure that all premiums in respect of all insurance policies and renewals of insurance policies are paid punctually; and
 - (vi) to ensure that if the Grantee or any one or more of the Grantee's Authorised Users brings anything onto the Easement Area where the rate of premium on any insurance will be liable to be increased, the Grantee will obtain insurance cover for such increased risk and pay all additional premiums required on account of the additional risk caused by the use to which the Easement Area is put by the Grantee or any one or more of the Grantee's Authorised Users.

5. NON-EXCLUSIVE EASEMENT

5.1 Other Easements or Interests

- (a) The Grantee acknowledges that the Grantor and the Minister may, in their absolute discretion, grant other easements or interests in, on, under, over, through or across the Easement Area to any Public Utility or other persons provided that the rights and privileges conferred on the Grantee by this Deed will not be materially interfered with.
- (b) The Grantee hereby consents to the Grantor and the Minister granting other easements or interests in respect of the Easement Area as described in paragraph (a). If any further evidence of such consent is required for registration or other purposes, then the Grantee undertakes it will sign all

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further documents, if any, and do all things necessary to show that such consent is provided.

5.2 Roads

- (a) The Grantee acknowledges that part of the Servient Tenement comprises roads under the care, control and management of the Consensor. The Grantee undertakes to exercise its rights under this Easement in a manner which will not interfere with the care, control and management of such roads.
- (b) The Grantee will not at any time use, occupy or conduct any works or activities upon any part of the Servient Tenement which is constituted by road pavement for traffic without the prior written consent of the Consensor and will at all times observe, perform and comply with the directions of the Consensor with respect to the use and occupation of that part of the road pavement required for traffic.
- (c) The Grantee will indemnify the Consensor from and against all costs reasonably incurred by the Consensor and which the Consensor is not otherwise obliged to pay to the Grantee by law (including any laws relating to the resumption of property or compulsory acquisitions or similar) in relocating or protecting the natural gas transmission pipeline of the Grantee located within the Easement Area ("Relocation/Protection Work") where same is necessary as a result of works, including road construction, upgrading or widening, carried out by or on behalf of the Consensor to any of the roads or road reserves forming part of the Servient Tenement provided that the nature and scope of the Relocation/Protection Work is agreed between the Grantee and the Consensor, both acting reasonably and the Consensor has all necessary consents, approvals and permits for the Relocation/Protection Work.

5.3 Existing or New Services

The Grantee acknowledges that there may be existing Services within the Servient Tenement. The Grantee acknowledges that one or more Public Utilities may have statutory powers to install and operate Services within the Servient Tenement. The Grantee undertakes to exercise its rights under the Easement in a manner which will not interfere with such existing or future Services (once installed).

6. INCONSISTENCY

The Grantor and the Grantee mutually covenant and agree that to the extent that there is any inconsistency between this Easement and the Access Easement, the provisions of this Easement will prevail.

7. GENERAL PROVISIONS

7.1 Severance

If a Court determines that a word, phrase, sentence, paragraph or clause in this Deed is unenforceable, illegal or void then it shall be severed and the other provisions of this Deed shall remain operative.

7.2 Continuing Indemnities

The indemnities contained in clause 4 operate with full force and effect notwithstanding that the Easement may never be registered or may terminate for some reason, including termination in accordance with clause 10.

7.3 Applicable Law

This Deed shall be construed and interpreted in accordance with the laws in force in the State of Western Australia and the Parties submit to the jurisdiction of the courts of that State.

7.4 Waiver and Variation

A provision or a right created under this Deed may not be:

- (a) waived except in writing signed by the Party granting the waiver; or
- (b) varied except in writing signed by the Parties.

7.5 Grantee's Cost

Except if expressly stated otherwise in this Deed, anything required to be done by the Grantee is at its cost and risk.

7.6 Stamp Duty and Registration Fees

The Grantee must pay any stamp duty, penalties or fines assessed on this Deed and any copies of this Deed or other documents entered into under the terms of this Deed under the *Stamp Act 1921* and any registration fees payable in respect of this Deed or other documents entered into under the terms of this Deed.

8. NOTICE PROVISIONS

- (a) Any notice, consent or other writing authorised or required by this Deed to be given or sent shall be deemed to have been duly given or sent:
 - (i) by the Grantor if signed by the Director General or by any senior officer of the Department for Planning and Infrastructure acting by the direction of the said Director General and forwarded by prepaid post to the Grantee at its said address; and
 - (ii) by or on behalf of the Grantee if signed by the Grantee or by any Director, Executive Officer or other duly authorised officer for the time being of the Grantee or any other person proven to be authorised by the Grantee and forwarded by prepaid post to the Director General of the Department for Planning and Infrastructure.
- (b) If the Easement Area shall become freehold land under the *Transfer of Land Act 1893* all notices, consents or writings required by this Deed must be sent to the proprietor thereof at its address shown in the register book kept under the *Transfer of Land Act 1893* or other address of the proprietor then last known to the Grantee and any such notice, consent or writing shall on proof of posting be deemed to have been duly given or sent on the day on which it would be delivered in the ordinary course of post.

9. GOODS AND SERVICES TAX

9.1 Definitions

In this clause the following terms have the following meanings:

GST has the meaning given in section 195-1 of the GST Act;

GST Act means *A New Tax System (Goods and Services Tax) Act 1999* and any legislation substituted for or amending that Act;

GST law has the meaning given in section 195-1 of the GST Act;

Tax Invoice has the meaning given in section 195-1 of the GST Act; and

Taxable Supply has the meaning given in section 195-1 of the GST Act.

9.2 Easement Fee Exclusive of GST

The Easement Fee is exclusive of GST, and GST is payable in addition to the amount of the Easement Fee.

9.3 Tax Invoice

Where GST is payable, the Grantor shall provide to the Grantee a Tax Invoice in the format and form required as set out in the GST law.

9.4 Notification is Conclusive

A written notification given to the Grantee by the Grantor of the amount of GST that the Grantor is liable to pay on a Taxable Supply made or to be made under the Easement is conclusive between the Parties except in the case of an obvious error.

9.5 The Grantee must pay GST at same time

The Grantee must pay to the Grantor, against receipt from the Grantor of a Tax Invoice in respect thereof, the amount of any GST that the Grantor is liable to pay in respect of any Taxable Supply under this Easement at the same time as the Grantor is obliged to pay such GST.

9.6 Apportionment of GST

Where a Taxable Supply is not separately supplied to the Grantee, the liability of the Grantee for any amount for GST, in relation to that Taxable Supply, is determined on the same basis as the Grantee's proportion of that Taxable Supply is determined.

10. TEMPORAL RESTRICTION

This Easement will terminate on the earlier of:

- (a) the expiry or sooner determination of the lease described in the Dominant Tenement panel in the Easement Form (the **Lease**) except that the Lease shall not be deemed to have expired on the expiration of the initial term if the option of renewal for the further period specified in clause 3.2(c) of the Lease is exercised; and
- (b) the expiry of 30 years from the date of execution of this Deed.

11. GUARANTEE AND INDEMNITY

11.1 Guarantee

In consideration of the Grantor entering into this Easement with the Grantee at the request of the Guarantor, the Guarantor:

- (a) GUARANTEES:
 - (i) payment by the Grantee of the Easement Fee and all other money payable by the Grantee to the Grantor by reason of the Grantee's covenants under this Easement; and
 - (ii) the observance and performance by the Grantee of the Grantee's covenants under this Easement.
- (b) AGREES that if any money payable by the Grantee to the Grantor pursuant to the Grantee's covenants under this Easement is not recoverable from the Guarantor under this guarantee by reason of any legal limitation, disability or incapacity on or of the Grantee, any avoidance of the liability of the Grantee or any other fact or circumstance the Guarantor will hold the Grantor fully indemnified at all times against all loss or damage which the Grantor suffers or incurs by reason of that limitation, disability, incapacity, failure, fact or circumstance.

11.2 Guarantor to pay all money

The Guarantor COVENANTS AND AGREES with the Grantor as follows:

- (a) to pay all money due and payable to the Grantor by the Grantee under this Easement;
- (b) that the liability of the Guarantor will not be affected by:
 - (i) the granting of time or other indulgence by the Grantor to any person;
 - (ii) any compounding, compromise, release, abandonment, waiver or variation of the rights of the Grantor or the renewal or extension of the term of this Easement or any omission;
 - (iii) the avoidance of any payment by the Grantee or the Guarantor to the Grantor; or
 - (iv) any other dealing, matter or thing which but for this provision operates to affect the liability of the Guarantor;
- (c) that this guarantee is an irrevocable and continuing guarantee and will remain in effect for the benefit of the Grantor in respect of all liabilities of the Grantee arising from this Easement both before and after the expiry or earlier termination of this Easement;
- (d) that any benefit or money received by the Grantor from or to the account of the Grantee capable of being applied by the Grantor in reduction of money owing to the Grantor will be taken and applied by the Grantor as payment in gross without any right of the Guarantor to claim any benefit from the benefit or money so received by the Grantor;

- (e) that upon liquidation or bankruptcy of the Guarantor the Grantor may prove for the total indebtedness of the Grantee under this Easement for its duration notwithstanding that the Easement Fee or other money payable by the Grantee to the Grantor under this Easement is not due and payable at the date of such liquidation or bankruptcy of the Guarantor;
- (f) that the indemnity given in this clause by the Guarantor is a principal obligation and may be enforced against the Guarantor without any responsibility on the part of the Grantor to proceed against the Grantee or any other person;
- (g) that upon liquidation or bankruptcy of the Grantee the Guarantor will not prove in competition with the Grantor and the Guarantor authorises the Grantor to prove for all money which the Guarantor has paid under this Easement and retain or appropriate at the Grantor's discretion any amount received by it;
- (h) that to give effect to this Easement the Guarantor waives in favour of the Grantor all rights of the Guarantor against the Grantee;
- (i) that the liabilities of the Guarantor created by this clause will not be affected by reason of any security taken by the Grantor being or becoming void or defective; and
- (j) that if any part of this Easement is severed in accordance with the provisions in that behalf contained or implied in this Easement the Guarantor may not rely on or claim the benefit of that severance.

11.3 Bankruptcy or Other Incapacity of Guarantor

If at any time during the term of this Easement any Guarantor:

- (a) brings his estate within the operation of any law relating to bankrupts including but without limitation, by becoming a bankrupt, committing an act of bankruptcy or execution of a deed of arrangement or deed of assignment under the provisions of the *Bankruptcy Act 1966* of the Commonwealth;
- (b) dies or becomes a patient (as defined by the provisions of the *Mental Health Act 1996*); or
- (c) has a guardian appointed pursuant to the *Guardianship and Administration Act 1990*;

then, within 3 days after the Grantee becomes aware of such occurrence the Grantee shall give written notice thereof to the Grantor and the Grantee shall within 21 days from the date of the Grantee's notice cause a further person first approved by the Grantor (such approval not to be unreasonably withheld) to execute a deed of covenant prepared by the Grantor's solicitors at the expense of the Grantee by which such further person agrees to be bound by each of the terms, covenants and conditions contained in this Easement and on the part of the Guarantor to be observed and performed as if such further person had been a party to this Easement and referred to in this Easement as the Guarantor.

12. GRANTOR'S COVENANTS

The Grantor covenants with the Grantee that the Grantor shall not and shall not authorise any person, including the Grantor's Authorised Users, to do any thing which

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April Current copy of body of Gas pipeline easement amended AFG1.4.2016.doc

does, or is likely to, significantly or materially prevent or hinder the Grantee or the Grantee's Authorised Users in the exercise of their rights and privileges under this Deed.

ANNEXURE "A"

DESCRIPTION OF EASEMENT AREA

1. That part of Lot 550 on Deposited Plan 71439 as shown marked "A" on Deposited Plan 71439
2. That part of Lot 551 on Deposited Plan 71439 as shown marked "A" on Deposited Plan 71439
3. That part of Lot 552 on Deposited Plan 71439 as shown marked "A" on Deposited Plan 71439
4. That part of Lot 553 on Deposited Plan 71439 as shown marked "A" on Deposited Plan 71439
5. That part of Lot 554 on Deposited Plan 71439 as shown marked "A" on Deposited Plan 71439
6. That part of Lot 555 on Deposited Plan 71439 as shown marked "A" on Deposited Plan 71439
7. That part of Lot 556 on Deposited Plan 71439 as shown marked "A" on Deposited Plan 71439
8. That part of Lot 1193 on Deposited Plan 213567 as shown marked "A" on Deposited Plan 72031

ANNEXURE "B"

CONSENTOR

The Shire of Broome, a body corporate created under the *Local Government Act 1995* of PO
Box 44, Broome, WA 6725

Executed as a Deed on the day of 2011-11-04

The Common Seal of the]
SHIRE OF BROOME was]
hereunto affixed by authority]
of a resolution of the Council]
in the presence of:

President

Name of President (print)

Chief Executive Officer

Name of Chief Executive Officer (print)

Date

ANNEXURE "C"


GUARANTOR

Energy Developments^{pty} Limited ABN 84 053 410 263, of Building 17, 2404 Logan Road, Eight
Mile Plains, Queensland

EXECUTED BY)
ENERGY DEVELOPMENTS^{pty} LIMITED)
ABN 84 053 410 263)

in accordance with section 127 of the
Corporations Act (Cth)


Director


Director/Secretary

Greg Pritchard
Name (Please print)

Glen Marshall
Name (Please print)

Date

ATTESTATION SHEET

Dated this _____ day of _____ in the year _____

GRANTOR TO SIGN HERE (NOTE 6)

Signed

**Signed for the STATE OF WESTERN AUSTRALIA
For and on behalf of the MINISTER FOR LANDS by**

.....
(Print full name)

Position:

**Department of Lands
pursuant to a delegation of the Minister for Lands' powers
under section 9 of the Land Administration Act 1997
in the presence of:**

.....
(Signature of witness)

.....
(Print full name)

Position
Department of Lands

GRANTEE/S TO SIGN HERE (NOTE 6)

Signed

Executed by EDC NGS Pty Ltd
ABN 35 070 941 721


In the
presence of

in accordance with s127 of
the Corporations Act 2001 (Cth):
signature
name: Greg Pritchard
Director

Signed

In the
presence of

signature
name: Glen Marshall
~~Director~~ / company secretary

INSTRUCTIONS	Office Use Only
<p>1. If insufficient space in any section, Additional Sheet Form B1 should be used with appropriate headings. The boxed sections should only contain the words "See Annexure".</p> <p>2. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by parties.</p> <p>3. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the person signing this document and their witnesses.</p> <p style="text-align: center;">NOTES-</p> <p>1. SERVIENT TENEMENT Lot and Diagram/Plan number or Location name and number to be stated. Extent - Whole, part or balance of the land comprised in the Certificate of Crown Land Title to be stated. The Certificate of Crown Land Title Volume and Folio number to be stated.</p> <p>2. LIMITATIONS, INTERESTS, ENCUMBRANCES and NOTIFICATIONS. In this panel show (subject to the next paragraph) those limitations, interests, encumbrances and notifications affecting the land for the easement that are recorded on the crown land title: a) in the second schedule; b) if no second schedule, that are encumbrances. (Unless to be removed by action or document before registration hereof) Do not show any: (a) Easement Benefits or Restrictive/Covenant Benefits; or (b) Subsidiary interests or changes affecting a limitation, etc, that is to be entered in the panel (eg, if a lease is shown, do not show any sub-lease or any document affecting either). The documents shown are to be identified by nature and number. The plan/diagram encumbrances shown are to be identified by nature and relevant plan/diagram. If none show "nil".</p> <p>3. CONSIDERATION If a sum of money only, to be expressed in figures and in every other case to be concisely stated in words.</p> <p>4. PURPOSE OF EASEMENT Describe the purpose of the easement being granted.</p> <p>5. GRANTEE State the full name of the Grantee/Grantees and the address/addresses to which future notices can be sent. If a minor state date of birth.</p> <p>6. EXECUTION A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an Adult Person. The full name, address and occupation of the witness must be stated.</p>	<p style="text-align: center;">EASEMENT IN GROSS (E)</p> <p>ADDRESS DoL - Kimberley - Box 98C</p> <p>PHONE No. _____ FAX No. _____</p> <p>REFERENCE No. Term Gariside File: 50271-2005 Ph: 65524497 Fax: 65524417</p> <p>PREPARED BY: Department of Lands (Name to be entered)</p> <p>ADDRESS DoL - Kimberley - Box 98C (Name to be entered)</p> <p>PHONE No. _____ FAX No. _____</p> <p>INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY</p> <p>TITLES, LEASES, DECLARATIONS ETC LODGED HEREWITH</p> <p>1. _____ Received Items 2. _____ Nos. 3. _____ 4. _____ Receiving Clerk 5. _____ 6. _____</p>
<p>EXAMINED</p>	<p style="text-align: center;">100574-007</p>  <p>Registered pursuant to the provisions of the TRANSFER OF LAND ACT 1893 as amended on the day and time shown above and particulars entered in the Register.</p>

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.

9.3.1 CHINATOWN REVITALISATION PROJECT - CULTURAL & INTERPRETIVE CENTRE FEASIBILITY PROJECT

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	PLA94
AUTHOR:	Special Projects Coordinator
CONTRIBUTOR/S:	Acting Projects Coordinator
RESPONSIBLE OFFICER:	Deputy Chief Executive Officer/Director Community & Economic Development
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	9 October 2016

SUMMARY: This report provides information regarding the Cultural and Interpretive Centre Feasibility Project (CICFP) which is one of the key projects within the broader Broome Chinatown Revitalisation Project (CRP).

Specifically, the report:

- Presents the Terms of Reference of the Cultural and Interpretive Centre Working Group (CICWG) for Council's consideration and endorsement within the broader Chinatown Revitalisation Governance Terms of Reference Document;
- Notes an offer of \$100,000 from Tourism WA's Tourism Demand Driver Infrastructure (TDDI) funding program to be allocated towards the delivery of the CICFP in addition to the Department of Regional Development Royalties for Regions (RfR) funding and requests Council accept the additional funding; and
- Presents a Grant Agreement from Tourism WA setting out the terms and conditions of the funding arrangement for consideration and endorsement by Council.

BACKGROUND

Previous Considerations

OMC 26 June 2014	Item 9.3.1
OMC 30 April 2015	Item 9.2.7
OMC 2 June 2015	Item 9.2.5
OMC 27 August 2015	Item 9.3.1
OMC 26 November 2015	Item 9.4.5
SMC 17 June 2016	Item 6.2.1
OMC 25 August 2016	Item 9.1.6

Project 3 of the CRP is the Feasibility and Design of a Cultural and Interpretive Centre. The project will comprise the community and stakeholder engagement, site services investigation, planning, tenure and detailed analysis of the capital, operational and governance requirements for a Broome Cultural and Interpretive Centre. The final task will be to undertake a detailed design and finalise architectural plans and site selection.

At the Ordinary Council Meeting held 25 August 2016, Council resolved Items 2, 3, and 4 in respect of the Cultural and Interpretive Centre Working Group:

COUNCIL RESOLUTION: **(REVISED REPORT RECOMMENDATION)**

Moved: Cr C Mitchell
That Council:

Seconded: Cr H Tracey

- 1. Delegates authority to the Chief Executive Officer to make decisions and execute documents on behalf of the Shire in relation to the Chinatown Revitalisation Project in accordance with;**
 - (a) Sections 5.42 and 9.49A (4) of the Local Government Act 1995;**
 - (b) The Funding Assistance Agreement with the Department of Regional Development;**
 - (c) The MOU with Kimberley Development Commission and Landcorp; and**
 - (d) The approved Governance Structure for the project.**
- 2. Notes the intended establishment of a Cultural Centre Working Group and its proposed membership and endorses the decision to invite the Chief Executive Officer of Nyamba Buru Yawuru to chair the working group.**
- 3. Notes that the goal of the working group is to develop a concept with a sound business case for the development of an iconic cultural centre that is a major new attraction for visitors and locals alike, presenting the full diversity and depth of all Broome's and the region's history, art and culture.**
- 4. Requests the Chief Executive Officer to;**
 - (a) draft Terms of Reference for the Working Group that reflects the above purpose in consultation with the members of the Chinatown Steering Group for Council's consideration and endorsement at the September Ordinary Meeting of Council; and**
 - b) include a representative of the WA Museum in the Terms of Reference for the Working Group.**
- 5. Notes the resignation of Anthea Demin as a Community Representative on the Chinatown Stakeholder and Community Reference Group and thanks her for her contribution to date.**
- 6. Requests the Chief Executive Officer to advertise publicly for expressions of interest to fill the vacancy on the Chinatown Stakeholder and Community Reference Group for Council's consideration.**

CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0

This report seeks to address Item 4 (four) of this resolution in providing a Terms of Reference and partner funding for the CICFP.

COMMENT

The CICWG has met twice and includes the following members:

- Chief Executive Officer – Nyamba Buru Yawuru (Chair)
- Chief Executive Officer – Shire of Brome
- Chief Executive Officer – Kimberley Development Commission
- Regional Manager Northern and Goldfields Regions– LandCorp
- Director Destination Development and Projects – Tourism WA
- Nominee of WA Museum

- Other members as appointed by the Chinatown Steering Committee

In accordance with Item 4 of the above resolution, officers together with representatives of the CRP partnership have drafted the proposed Terms of Reference for the CICWG as attached to this report (as an insert of the broader Governance Terms of Reference document).

Cultural Centre Feasibility – Tourism WA Partner Funding

Tourism WA have provided the Shire of Broome with an opportunity to add \$100,000 TDDI funding to the CICFP. The funding would be matched by the recipient funding provided to the Shire by the Department of Regional Development through RfR funding.

At the Chinatown Revitalisation Project Steering Committee meeting on the 22 September 2016 the members agreed to the following:

Approves the project budget being designated as the source of a matching contribution to secure the proposed Tourism WA contribution of \$100k for the feasibility study.

Accordingly, a Grant Agreement governing the terms and conditions of the funding has been included with this report, for consideration and endorsement by Council.

CONSULTATION

Tourism WA
Nyamba Buru Yawuru
Kimberley Development Commission
Landcorp
Department of Regional Development

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Policy 1.1.1 Application of Common Seal

FINANCIAL IMPLICATIONS

The inclusion of the funding from Tourism WA does not require any further funding commitment. It requires a commitment to leverage the funding already allocated to the CICFP to secure the additional funding from Tourism WA. As part of this arrangement, the Shire would need to enter into a funding agreement with Tourism WA to deliver the project. No additional project outcomes are required as part of this. There will be additional reporting requirements as shire officers will be required to report on and acquit two grants.

The table below outlines funding sources for the capital and lifecycle costs.

Funding Source: Cultural Centre Feasibility and Design Project

Funding Type	Capital or Start Up	Life Cycle Costs (Annual)		Funding Details (eg	Account Number
		Cost \$	*Cost Type		

	Expense			RLCIP)	
Grant Department of Regional Development	\$750,000			RfR	
Grant Tourism WA	\$100,000			TDDI	
Budget					
TOTAL	\$850,000				
*Cost Type – Asset: New, Upgrade, Renewal, Maintenance, Operating. Service: Start up and Operating					

RISK

A risk to the project at this stage involves the identification of a fatal flaw during the fatal flaw analysis of the project which would see the project not meet its identified milestones and not proceed any further. In this instance, the Grant Agreement sets out provisions in respect to recovery of funding. This risk will be mitigated by a robust governance structure and clear project guidelines and planning. The inclusion of Tourism WA in the working group will also ensure that open and transparent communication is occurring throughout the project.

There is also a risk to the project delivery through a high number of participants in the project governance. To ensure a coordinated approach a CICWG, has been established, consisting of representatives of these organisations. The working group terms of reference have been included as an attachment to this 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

Accessible and safe community spaces

Participation in recreational and leisure 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

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

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

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:

That Council:

1. *Endorses the Cultural and Interpretive Centre Working Group Terms of Reference as attached to this report;*
2. *Accepts the Tourism WA TDDI funding of \$100,000 and match it against the existing Cultural and Interpretive Centre Feasibility Project funding by the Department of Regional Development; and*
3. *Approves the Tourism WA TDDI Grant Agreement and authorises the Chief Executive Officer to engross all documentation as required.*

Attachments

1. Tourism WA Funding Letter
2. Tourism WA TDDI Funding Grant Agreement
3. Cultural Interpretive Centre Working Group Terms of Reference



Our Ref: D16/4019
Tourism WA File: IPD/1596

2 Mill Street
PERTH WA 6000
GPO Box X2261
PERTH WA 6847
Telephone +61 8 9262 1700
Facsimile +61 8 9262 1702
info@tourism.wa.gov.au
tourism.wa.gov.au

Mr Kenn Donohoe
Chair, Chinatown Revitalisation Steering Committee
Shire of Broome
PO Box 44
Broome WA 6725
Email: ceoshire@broome.wa.gov.au

cc. Simon Proud, Landcorp Broome

Kenn

Dear ~~Mr Donohoe~~,

Thank you for your letter dated 1 September 2016, regarding the Broome Cultural/Interpretive Centre (Cultural Centre) and seeking Tourism Western Australia's (Tourism WA) participation on the Working Group that will drive the feasibility, design and business case development.

Tourism WA is delighted that the Cultural Centre investigation project has been identified within the Chinatown Revitalisation program. Tourism WA had previously committed up to \$100,000 in Tourism Demand Driver Infrastructure (TDDI) grant funding to partner Nyamba Buru Yawuru to deliver a demand and feasibility investigation for a Cultural Centre. This project was not progressed in its initial form but rather was repackaged into the Chinatown Revitalisation program with an expanded partnership including Nyamba Buru Yawuru, Shire of Broome, Landcorp and Kimberley Development Commission.

Given the purpose of the Cultural Centre investigation project has not changed, Tourism WA is keen to continue its funding commitment to the investigatory stage of this initiative. The funding, which is part of a Commonwealth Government tourism grant program, requires the investment to be allocated to the demand and feasibility activities. I trust that this requirement can be met.

The TDDI funding release dates are also prescribed with up to \$33,000 available in 2016-17 and up to \$67,000 in 2017-18. Given the project has secured significant Chinatown Revitalisation program funding means the Commonwealth's criteria of a matching financial contribution has been met. Tourism WA will require confirmation of this matching financial support.

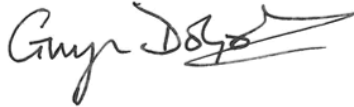
Please contact Ms Renata Lowe, Director of Destination Development and Projects should the Shire of Broome and project partners be keen to accept this TDDI funding opportunity.

Tourism WA is pleased to nominate Ms Lowe to join the Broome Cultural / Interpretive Centre Working Group. I would also like to nominate Destination Development Project Managers Mr Gary Taylor and Kane Boardman to serve as proxies when required. Both Mr Taylor and Mr Kane Boardman work within Ms Lowe's project team so there will be a continuation and consistency of project knowledge.



Tourism WA is very pleased to participate in this Working Group to offer our tourism knowledge and expertise to support the creation of a truly dynamic and iconic tourism and community asset.

Yours sincerely



GWYN DOLPHIN
A/Chief Executive Officer

16 September 2016

Grant Agreement (TWA1516064)

between

Tourism Western Australia

and

Shire of Broome

for the

Chinatown Cultural Interpretive Centre
Feasibility Study

This Grant Agreement is made on the _____ day of _____ 20____.

1. PARTIES

WESTERN AUSTRALIAN TOURISM COMMISSION a body corporate under the *Western Australian Tourism Commission Act 1983 (WA)* of Level 9, 2 Mill Street, Perth, Western Australia, 6000, ABN 95 468 665 668 (**Tourism WA**).

and

SHIRE OF BROOME, a local government authority under the *Local Government Act 1995 (WA)* of Weld Street, Broome, Western Australia, 6725, ABN 94 526 654 007 (**Shire of Broome**).

2. RECITALS

- (a) Tourism WA is responsible for promoting Western Australia as an attractive holiday, event, convention and incentive travel destination to the intrastate, interstate and international markets to enhance the tourism industry, infrastructure and product base.
- (b) Shire of Broome's role generally includes infrastructure and property services, including local roads, bridges, footpaths, drainage, waste collection and management and the provision of recreational facilities, such as parks, sports fields and stadiums, golf courses, swimming pools, sport centres, halls, camping grounds and caravan parks.
- (c) To enable the Parties to conduct a study into the feasibility of establishing a Chinatown Cultural Interpretative Centre in Broome; Tourism WA will provide Funding to Shire of Broome toward the cost of engaging a suitable consultant(s). The funding being provided by Tourism WA as part of this agreement was originally provided to the State from the Commonwealth and will be added to the funding provided through Royalties for Regions. The Chinatown Cultural Interpretative Centre Feasibility study is being managed by a Working Group chaired by Nyamba Buru Yawuru. The Western Australian Government has vested authority and responsibility for this and other Chinatown Revitalisation projects with the Chinatown Revitalisation Project Steering Committee (CRPSC).
- (d) The Parties agree that the following terms and conditions will apply to the payment of Funding by Tourism WA to the Shire of Broome for the Parties to undertake the Project.

3. DEFINITIONS AND INTERPRETATION

3.1 Definitions

In this Agreement the following definitions apply unless the context otherwise requires:

Additional/New Milestones has the meaning given to it in clause 8.1(c).

Acknowledgement means a written or verbal acknowledgement in the form specified by Tourism WA of the contribution and assistance provided by Tourism WA for the Project, and which includes, but is not limited to the use of Tourism WA's Logo and associated advertising materials.

Agreement means this Agreement, including its recitals, schedules and annexures.

Acquittal occurs when Tourism WA has advised that the reports and financial information provided by the Shire of Broome in accordance with Schedule Four are satisfactory.

Associates means officers, members and employees.

Auditor means an accountant who is a member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants and who is independent from the Shire of Broome.

Auditor General means the Auditor General for the State of Western Australia.

Business Day means a day other than a Saturday, Sunday or a public holiday in Western Australia.

Commencement Date means the date when this Agreement is entered into.

Commonwealth means Commonwealth of Australia.

Department means Department of Regional Development.

Final Report means the final report described in Item 1 of Schedule Four.

Funding means the amount or amounts specified in Items 5 and 6 of Schedule One.

Insolvency Event means:

- (a) the occurrence of an event or circumstance that has or may have an adverse effect on the commercial or financial viability of a Party, the ability of a Party to perform its Obligations or the ability of a Party to enforce its rights against the other Party under or in connection with the Agreement; or
- (b) without limiting paragraph (a) when a Party is unable, or is deemed by any Law to be unable, to pay its debts as and when they fall due, or places itself or is placed, under any form of external administration.

IPR means intellectual property rights.

Law means all applicable present and future laws including:

- (a) all acts, ordinances, regulations by-laws, orders, awards and proclamations of Tourism WA of Western Australia or the Commonwealth;
- (b) Authorisations;
- (c) Principles of law or equity;
- (d) Standards, codes, policies and guidelines; and
- (e) the ASX listing rules.

Milestones means the milestones set out in Schedule Three, with each milestone in relation to an Obligation being the date by which that Obligation must be completed, and includes the Date for Project Completion.

Obligations means an obligation in this Agreement.

Party means each of Tourism WA, or the Shire of Broome as the context requires, and Parties means both of them.

Project means the initiative or activities to be undertaken with the Funding described in Item 3 of Schedule One.

Project Budget means the budget for the Project set out in Schedule Two.

Schedule means any schedule to, and forming part of, this Agreement.

Special Conditions means the conditions in Schedule Four.

State means the State of Western Australia.

Term means duration of this Agreement.

Termination Date means the date specified as such at Item 4 of Schedule One.

Tourism Demand Driver Infrastructure Grant means the Grant described at Item(s) 3 and 5 of Schedule One of this Agreement.

3.2 Interpretation

In this Agreement, unless the contrary intention appears:

- (a) headings are for convenience only and do not affect the interpretation of this Agreement;
- (b) the singular includes the plural and vice versa;
- (c) other grammatical forms of defined words or expressions have corresponding meanings;
- (d) a reference to a clause, paragraph, schedule or annexure is a reference to a clause or paragraph of, or schedule or annexure to, this Agreement and a reference to this Agreement includes any schedules and annexures;
- (e) a reference to a clause, document or agreement, including this Agreement, includes a reference to that clause, document or agreement as novated or amended from time to time;
- (f) a reference to a statute, ordinance or by-law includes regulations and other instructions under it and consolidations, amendments, re-enactments or replacements of any of them;
- (g) a reference to a party includes executors, administrators, permitted assigns and successors of that party;
- (h) 'including' means 'including without limitation';
- (i) a reference to a thing includes each and every part of that thing and a reference to a group of things includes one or more members or parts of that group;
- (j) a reference to one gender includes the other gender and the neutral gender;

- (k) all provisions and stipulations expressly or impliedly set out in any schedule to this agreement are hereby included as terms of this Agreement and therefore enforceable in accordance with their express or implied terms; and
- (l) a reference to dollars or \$ means Australian Dollars.

4. WARRANTIES

4.1 The Shire of Broome acknowledges and warrants to Tourism WA that:

- (a) as at the Commencement Date the Shire of Broome is free to, and has the authority to, enter into this Agreement;
- (b) the Shire of Broome has taken all necessary action to authorise the execution, delivery and performance of this Agreement in accordance with its terms;
- (c) all information provided to Tourism WA by or on its behalf in connection with this Agreement, the transactions contemplated by this Agreement, and its assets, business and affairs are true and correct in all material respects and are not, whether by omission or otherwise, misleading or deceptive; and
- (d) it has not withheld from Tourism WA any document, information or other fact material to the decision of Tourism WA to enter into this Agreement on its terms.

4.2 The Shire of Broome acknowledges that Tourism WA has entered into this Agreement in reliance on the representations and warranties in, or given under, this Agreement.

5. TERM

This Agreement commences on the Commencement Date and terminates on the Termination Date.

6. SCOPE OF AGREEMENT

6.1 The Shire of Broome must:

- (a) conduct, carry out and manage all aspects of the Project and fulfil its Obligations in a competent, diligent, satisfactory and professional manner, and to a high standard;
- (b) comply with this Agreement; and
- (c) provide funding and other resources, including human resources, adequate to properly meet its Obligations.

6.2 Tourism WA must pay the Shire of Broome the Funding in the manner set out in Item 5 of Schedule One which must be used by the Shire of Broome to carry out the Project and for no other purpose. For avoidance of doubt, and without in any way limiting Tourism WA's rights under this Agreement, Tourism WA has no obligation to pay any part of the Funding to the Shire of Broome until each Party has complied with its Obligations in clause 8.9.

6.3 The Shire of Broome must notify Tourism WA:

- (a) of any actual, pending or threatened claim, against one or more of the Shire of Broome, a related body corporate or a senior staff member as soon as practicable after the Shire of Broome becomes aware of that claim;
- (b) immediately if the Shire of Broome is in breach of any Law, receives an audit qualification, or breaches, fails to obtain or is under scrutiny through an inquiry or decree in respect to (as applicable) any consent, registration, approval, license or permit or agreement, order

or award binding on the Shire of Broome or which the Shire of Broome requires in order to carry out one or both of the Project or its business; and

- (c) immediately if the Shire of Broome becomes aware of any fraud or corruption in relation to the Project, the Funding, any interest which accrues on the Funding, or this Agreement.

6.5 The Shire of Broome must:

- (a) ensure that all records of income, expenditure, work, activities, progress, setbacks, problems, business and commercial arrangements and dealings in relation to either or both of this Agreement and the Project as kept are CRPSC approved, accurate, complete, up-to-date and properly detailed. Promptly provide Tourism WA with information or documentation (relating in any way to the Project or this Agreement) requested by Tourism WA. The Shire of Broome must ensure that all such information or documentation (as the case may be) is CRPSC approved, accurate, complete, up-to-date, properly detailed and not in any way misleading or deceptive;
- (b) provide Tourism WA within five (5) Business Days of any such request with written evidence (to the satisfaction of Tourism WA in its absolute discretion) that the Shire of Broome receiving such request is solvent and financially viable and secure and has the expertise and operational capability and capacity to carry out the Project; and
- (c) establish a separate account or cost centre within its financial system solely for the Funding and any interest which accrues on the Funding.

7. PAYMENT OF FUNDING

Subject to the terms and conditions of this Agreement, Tourism WA will pay to Shire of Broome the Funding in accordance with the total funding specified in Item 5 of Schedule One.

8. PARTIES OBLIGATIONS

8.1 Use of Funding

- (a) The Shire of Broome must use the Funding (and any interest which accrues on the Funding) for carrying out of the Project in accordance with this Agreement and the Project Budget. All of this expenditure must be effected in a commercially prudent, sensible and reasonable manner.
- (b) In carrying out the Project, the Shire of Broome must comply with and meet all Milestones including completing the Project by the Completion Date.
- (c) Without in any way limiting Tourism WA's rights under this Agreement, including under clause 13, or under Law, if the Shire of Broome fails to comply with or meet a milestone, Tourism WA may at any time impose additional milestones in relation to any aspect of the Project or replace any milestones with new milestones (additional/new milestones). Tourism WA has absolute discretion as to whether to impose additional milestones, or replace existing milestones, and as to what those new or replacement milestones will be and what aspects of the Project or Agreement they will relate to. In carrying out the Project, the Shire of Broome must comply with and meet all additional/new milestones or

any further milestones set by Tourism WA, Tourism WA has the same rights as set out above to at any time impose new or replacement milestones in its absolute discretion without in any way limiting Tourism WA's rights under this Agreement, including under clause 13, or under Law.

- (d) The Shire of Broome acknowledges and agrees that the Funding must not be used for projects or components of projects that are:
- i. marketing, advertising or product promotion; regular repairs and maintenance;
 - ii. upgrading or developing facilities predominately for local communities;
 - iii. engaging or paying permanent employees; and
 - iv. administrative or running costs that are normally the responsibility of a business, state or territory administration or local council.

8.2 No Changes

The Shire of Broome must not make any changes to the Project or any agreed budget (including the Project Budget) without the prior written consent of the CRPSC and Tourism WA. Tourism WA has absolute discretion in granting or withholding its consent.

8.3 No Endorsement

The Shire of Broome agrees that nothing in this Agreement constitutes an endorsement by Tourism WA of any goods or services provided by a Party.

8.4 Acknowledgement of Tourism WA

- (a) Any communications in relation to either or both of, the Project and this Agreement including presentations, publications, signage, articles, newsletters, other literary works relating to the Project must:
- i. equally represent the Parties when Project logos are displayed, including containing Tourism WA's logo, the Shire of Broome's logo and/or the State Government logo and names in an equally prominent position; and
 - ii. all logo use and placements must be approved by Tourism WA before publication. Tourism WA will provide appropriate logos in relevant formats with guidelines for use.
- (b) The respective roles of Tourism WA and the Shire of Broome must be acknowledged as relevant for conferences, and project launches where the Project is promoted.
- (c) The Parties shall:
- i. work cooperatively at the senior management and officer levels;
 - ii. maintain open communication, both formal and informal, to progress the objectives of this Agreement;
 - iii. share information and knowledge as practicable; and
 - iv. advise any stakeholders in the Project about arrangements between the Parties.

- (e) The Shire of Broome must coordinate joint communications when dealing with the media and stakeholders in the Project in relation to the Project on issues of significance or mutual concern, including circulating draft media statements, advertising proposals and advertisements between the Parties for comment prior to publication.
- (f) The Shire of Broome must liaise with Tourism WA and the CRPSC prior to releasing, and gain the prior written approval of Tourism WA to the release of, any media statement, advertising proposal or advertisement by a Party in relation to the Project.

8.5 Requests for Information

The Shire of Broome is to promptly provide Tourism WA with any documents or information relating to this Agreement or the Project on request. Each Party must ensure that all such documents and information are accurate, comprehensive, sufficiently detailed, up-to-date and in no way misleading or deceptive.

8.6 Accounts and Reporting

- (a) The Shire of Broome must provide Tourism WA with annual and progress reports containing the information and within the timeframes set out in Item 1 of Schedule Four of this Agreement.
- (b) The Shire of Broome must provide Tourism WA with a Final Report within three (3) months after receipt by the Shire of Broome of any written request from Tourism WA to do so or of any earlier termination of this Agreement.
- (c) This clause 8.6 survives termination of this Agreement.

8.7 General Undertakings

The Shire of Broome must

- (a) at all times duly perform and observe its Obligations and must promptly inform Tourism WA of any occurrence that might adversely affect its ability to do so in a material way;
- (b) undertake its Obligations with integrity, good faith and probity in accordance with good corporate governance practices;
- (c) not, nor attempt to, sell, transfer, assign, mortgage, charge or otherwise dispose of or deal with any of its rights, entitlements and powers or Obligations under this Agreement;
- (d) comply with all Laws; and
- (e) cooperate fully with Tourism WA in the administration of this Agreement.

8.8 Negation of Employment, Partnership and Agency

- (a) The Shire of Broome must not represent itself, and must ensure that its employees, contractors, sub-contractors or agents do not represent themselves, as being an employee, partner or agent of Tourism WA or as otherwise able to bind or represent Tourism WA.

- (b) The Shire of Broome will not, by virtue of this Agreement, be or for any purpose be deemed to be, an employee, partner, or agent of Tourism WA, or have any power or authority to bind or represent Tourism WA.

8.9 Insurance

- (a) The Shire of Broome shall for the Term of this Agreement at its own cost, effect and keep current:
 - i. Workers' Compensation / employers indemnity insurance in accordance with the provisions of the *Workers Compensation and Injury Management Act 1981 (WA)*, including cover for common law liability for an amount not less than \$50,000,000 for any one event in respect of workers of the Shire of Broome; and
 - ii. Public Liability insurance for a minimum amount of \$20,000,000 in respect of any one claim and unlimited in the aggregate.
- (b) Following a written request from or on behalf of Tourism WA the Shire of Broome receiving the request, shall provide to Tourism WA certificates of currency for the insurance policies or a declaration in a form satisfactory to Tourism WA from the Shire of Broome's insurer confirming that the insurance requirements under this Agreement have been met.
- (c) It is the sole responsibility of the Shire of Broome to ensure that any personnel employed or engaged for the purposes of meeting its Obligations are adequately insured for the nature of services or work to be performed or provided by them.

9. REPAYMENT AND RETENTION OF FUNDING

Within twenty (20) Business Days from receipt by the Shire of Broome of any written request from Tourism WA to provide a Final Report or any earlier termination of this Agreement, the Shire of Broome must remit to Tourism WA any Funding that Tourism WA has paid to the Shire of Broome that has not been spent or committed in accordance with this Agreement and any interest which accrued on that Funding. This clause 9 does not limit clause 13.3 in any way.

10. LIMITATION OF LIABILITY

- 10.1** Tourism WA is not responsible or liable in any way for the success or otherwise of the Project or for any losses suffered by the Shire of Broome in undertaking the Project. The Shire of Broome releases Tourism WA from all liability in relation to one or more of the Project, this Agreement and any related matter and agrees that neither it nor any related body corporate will make a claim against Tourism WA or any of Tourism WA's Associates arising directly or indirectly in relation to one or more of the Project, this Agreement and any related matter. This clause 10 may be pleaded by Tourism WA or its Associates as a bar to any proceedings commenced by the Shire of Broome against Tourism WA or its Associates in relation to one or more of the Project, this Agreement and any related matter.
- 10.2** If the Funding (and any interest which accrues on the Funding) is insufficient for the Shire of Broome to properly fulfil all of its Obligations, then the Shire of Broome must still fulfil its Obligations at its own cost.

10.3 The Shire of Broome must indemnify Tourism WA and must keep it indemnified and hold it and its officers, employees and agents harmless from and against all loss, damage, claims liability, suffered or incurred by or brought against Tourism WA or any of its respective officers, employees and agents whether before or after the date of this Agreement caused by, arising out of or relating directly or indirectly to any:

- (a) breach of any Obligation by the Shire of Broome;
- (b) act or omission of the Shire of Broome, or its employees, contractors, officers or agents; or
- (c) breach of a Law of the Shire of Broome or any of its employees, contractors, officers or agents.

10.4 This clause 10 survives the termination of this Agreement.

11. FREEDOM OF INFORMATION ACT 1992 AND FINANCIAL MANAGEMENT ACT 2006

11.1 The Shire of Broome acknowledges and agrees that this Agreement and information regarding it is subject to the *Freedom of Information Act 1992* and that Tourism WA may publicly disclose information in relation to this Agreement, including its terms and the details of the Shire of Broome.

11.2 The Parties acknowledge and agree that, despite any provision of this Agreement to the contrary, the powers and responsibilities of the Auditor General under the *Auditor General Act 2006* and the *Financial Management Act 2006* are not limited or affected by this Agreement.

11.3 The Shire of Broome must allow the Auditor General, or an authorised representative, to have access to and examine the Shire of Broome's records and information concerning this Agreement.

12. NOTICES

Any notice request, direction or other communication that may or must be given under this Agreement:

- (a) must be in writing;
- (b) may be given by an authorised officer of the Party giving notice;
- (c) must be:
 - i. hand delivered or sent by prepaid post to the address of the Party receiving the notice as set out in clause 12(f); or
 - ii. sent by electronic mail transmission to the email address of the Party receiving the notice as set out in clause 12(f);
- (d) subject to clause 12(e), is taken to be received:
 - i. in the case of hand delivery, on the date of delivery;
 - ii. in the case of post, on the third Business Day after posting;

- iii. in the case of electronic mail transmission on receipt of the whole of the Notice in the “in-box” on the date of transmission; and
- (e) if received after 5.00 pm or on a day other than a Business Day, is taken to be received on the next Business Day.
- (f) Notice Addresses:
 - i. Tourism WA
 - Registered Mail: GPO Box X2261, Perth WA 6847
 - Email: contractnotices@westernaustralia.com
 - ii. Shire of Broome
 - Registered Mail: PO Box 44, Broome WA 6725
 - Email: shire@broome.wa.gov.au

13. DEFAULT AND TERMINATION

13.1 Event of Default by the Shire of Broome

An Event of Default occurs if:

- (a) The Shire of Broome breaches any of its Obligations, which (if remediable) continues without remedy for ten (10) Business Days after notice in writing has been served on the Shire of Broome subject to the Event of Default by Tourism WA. This subclause does not limit any other part of this clause 13.1 in any way; or
- (b) The Shire of Broome breaches any Obligation of this Agreement and such breach cannot be remedied. This subclause does not limit any other part of this clause 13.1 in any way; or
- (c) The Shire of Broome fails to comply with or meet a Milestone, an Additional/New Milestone or any other milestone set by Tourism WA in accordance with this Agreement; or
- (d) The Shire of Broome suffers, or is or becomes subject to, an Insolvency Event; or
- (e) Tourism WA believes, in its absolute discretion, that the Shire of Broome is unwilling or unable to comply with any one or more of the Obligations; or
- (f) The Shire of Broome repudiates the Agreement; or
- (g) a material warranty given by or representation made by the Shire of Broome is or becomes untrue; or
- (h) The Shire of Broome makes a notification to Tourism WA of the type set out in clause 6.3; or
- (i) The Shire of Broome fails to comply with clause 8.9; or
- (j) The Shire of Broome fails to comply with any aspect of this Agreement is or is held to be void, unenforceable, or invalid for whatever reason; or

- (k) The Shire of Broome persistently, regularly, consistently or continually breaches the Obligations. This subclause does not limit any other part of this clause 13.1 in any way; or
- (l) where this Agreement provides for or contemplates the Parties reaching further agreement in relation to either or both of this Agreement and the Project, such further agreement is not reached and recorded in writing within a reasonable time.

13.2 Effect of Event of Default

- (a) If an Event of Default occurs, Tourism WA may terminate the Agreement by providing notice in writing to the Shire of Broome and the Agreement is then terminated from the date specified in that notice.
- (b) Without limiting Tourism WA's rights under clause 13.2(a), if the Shire of Broome is in breach of this Agreement, Tourism WA may suspend the performance of its Obligations until such time as it is satisfied in its absolute discretion that the Party has remedied that breach.
- (c) Tourism WA may terminate the Agreement by providing notice in writing to the Shire of Broome if, in the opinion of Tourism WA exercisable in its absolute discretion, the Project is no longer necessary for any reason and the Agreement is then terminated from the date specified in that notice, although in this instance only, clause 13.3(c) of this Agreement does not apply.
- (d) If Tourism WA terminates this Agreement in accordance with this clause 13.2 or otherwise, or this Agreement otherwise comes to an end clauses 4, 6.3, 8.4, 8.5, 8.6, 8.7, 8.8, 8.9, 9, 10, 11, 12, 13.3 and 17 will survive termination of this Agreement.

For the avoidance of doubt, this sub-clause 13.2(d) does not set out an exhaustive list of clauses, rights and obligations that will survive termination and any other clauses, rights and obligations that survive at common law are also intended by the Parties to, and do, survive the termination of this Agreement.

13.3 No Further Funding and Recovery of Funding

If this Agreement is terminated under clause 13.2, or terminated unlawfully by the Shire of Broome:

- (a) Tourism WA has no further obligation to pay the Shire of Broome any part of the Funding which has not yet been paid to the Shire of Broome;
- (b) The Shire of Broome must remit to Tourism WA within twenty (20) Business Days from the date of termination all Funding paid to the Shire of Broome under the Agreement that has not been spent or committed in accordance with this Agreement by the date of termination and any interest which has accrued on that Funding; and
- (c) Subject to clause 13.2(c), if requested by Tourism WA in writing, the Shire of Broome must remit to Tourism WA within twenty (20) Business Days from the date of Tourism WA's request all Funding paid to the Shire of Broome under the Agreement that has been spent or committed and any interest which has accrued on that Funding. If

Tourism WA only requests the Shire of Broome to remit part of those monies, the Shire of Broome must remit that part of those monies within twenty (20) Business Days from the date of Tourism WA's request.

14. ENTIRE AGREEMENT

This Agreement constitutes the entire, full and complete understanding and agreement between the Parties in relation to its subject matter and supersedes all prior communications, negotiations, arrangements and agreements between the Parties with respect to the subject matter of this Agreement.

15. VARIATION

Any modification, amendment or other variation to this Agreement must be made in writing, and must, unless Tourism WA in its absolute discretion directs in writing otherwise, be duly executed by both Parties.

16. GOODS AND SERVICES TAX (GST)

16.1 For the purposes of this Agreement, including this clause 16 the terms "GST", "registered", "supply", "tax invoice" and "taxable supply" have the same meanings as in the GST Act.

16.2 Subject to clause 16.3 below, if GST is or becomes payable by a Party (Supplier) in relation to any supply that it makes under, in connection with, or resulting from, this Agreement, then (unless consideration for that supply is expressly stated to include GST) in addition to any consideration provided by a Party (Supplied Party) for that supply, the Supplied Party must pay to the Supplier the amount of any GST for which the Supplier is liable in relation to that supply (Additional Amount) at the same time as the relevant consideration of any part of it is provided.

16.3 Subject to clause 16.5 below, the obligation in clause 16.2 above to pay the Additional Amount only arises once the Supplier has issued a tax invoice to the Supplied Party in respect of the Additional Amount.

16.4 If the Funding is consideration for the supply of anything under, in connection with, or resulting from, this Agreement which is a taxable supply under the GST Act, the Funding is exclusive of GST.

16.5 If the Funding is consideration for the supply for anything under, in connection with, or resulting from, this Agreement which is a taxable supply under the GST Act:

- (a) the Shire of Broome warrants that it is registered for GST and will notify Tourism WA as soon as practicable of any change to the Shire of Broome registration;
- (b) Tourism WA warrants that it is registered for GST and will notify the Shire of Broome as soon as practicable of any change to Tourism WA's registration.

17. INTELLECTUAL PROPERTY

17.1 All IPR in any material which is produced by or on behalf of a Party during the Term and any variation of such material vests in that Party on creation.

17.2 Each Party acknowledges and agrees that it:

- (a) has no right, title or interest in any of the other Party's trademarks or logos, except to use those trademarks or logos as provided for in this Agreement;
- (b) shall not take action to the detriment of the rights or interest of the other Party in their trademarks or logos during the Term; and
- (c) shall not cause, influence, assist or procure in any manner whatsoever any other person or entity either during or after the Term to assert the invalidity of, or contest the other Party's trademarks or logos without the other Party's prior written approval.

18. CONFIDENTIAL INFORMATION

18.1 Each Party must keep confidential information of the other Party ("Confidential Information") acquired by it or by virtue of, or in connection with, this Agreement both during and after the Term.

18.2 Each Party must not:

- (a) directly or indirectly make or allow, permit or suffer anybody else to make use of, other than for the purposes of this Agreement, the Confidential Information; and
- (b) disclose to any other person the Confidential Information, other than those of its employees, officers, agents, auditors and legal, business and financial advisers who legitimately and reasonably require such Confidential Information in order to properly discharge the duties:
 - i) they were employed or engaged to discharge; and
 - ii) which they would ordinarily and reasonably be expected to discharge on account of such employment or engagement.

18.3 The preceding provisions of this clause 18 do not apply to a Party if:

- (a) it is required to disclose the Confidential Information under any Law in operation in Australia;
- (b) in the case of Tourism WA it is required to disclose the Confidential Information by virtue of a request or an order or direction given to it by or on the part of any Minister or the government of the State or the Parliament of the State or any committee or subcommittee of that parliament; or
- (c) the Parties agree in writing to disclose the Confidential Information.

18.4 Each Party will ensure that its officers, employees, agents and auditors comply with the preceding provisions of this clause 18 (subject to any exceptions therein).

19. CONFLICT OF INTEREST

If a conflict of interest arises in respect of a Party, that Party must:

- (a) promptly notify the other Party that the conflict has arisen and provide full details; and

- (b) take reasonable steps in consultation with the other Party to agree on the strategy or strategies to be implemented to manage and or resolve the conflict.

20. WAIVER

- 20.1** No right under this Agreement shall be deemed to be waived except by notice in writing signed by both Parties.
- 20.2** A waiver by either Party will not prejudice that Party's rights in relation to any further breach of this Agreement by the other Party.
- 20.3** Any failure to enforce any part of this Agreement, or any forbearance, delay or indulgence granted by one Party to the other Party, will not be construed as a waiver of any rights under this Agreement or under any Law.

21. ASSIGNMENT

- 21.1** The Shire of Broome must not, without the prior written consent of Tourism WA (which consent may be withheld in its sole discretion), sell, transfer, assign or otherwise dispose of, or part with, or attempt or agree to sell, transfer, assign or otherwise dispose of, or part with, any of its rights, entitlements or Obligations under, or interest in, this Agreement. Tourism WA may at any time, in its absolute discretion, assign or transfer its rights and Obligations under this Agreement as it sees fit.
- 21.2** In considering whether to provide consent under clause 21 Tourism WA may require the Shire of Broome to produce to Tourism WA such information and documents in relation to the expertise, experience, creditworthiness and business standing of the proposed purchaser, transferee, assignee, or recipient of the Shire of Broome's rights, entitlements or Obligations under, or interest in, this Agreement (as the case may be) as it considers appropriate.

22. GOVERNING LAW

This Agreement is governed by the laws in force in Western Australia. Each Party irrevocably submits unconditionally to the non-exclusive jurisdiction of the Courts of Western Australia and of all Courts competent to hear appeals therefrom in relation to any legal action, suit or proceeding arising out of or with respect to the Agreement.

23. ACCESS TO LAND

If the Project is being undertaken on land (whether freehold or Crown land) that is not owned, leased or managed by the Shire of Broome, the Shire of Broome must obtain and have in place for the duration of this Agreement the written consent of the person owning or leasing that land to undertake the Project on that land.

24. SCHEDULES

- 24.1** Any express or implied provision of any Schedule to this Agreement is hereby deemed to be a provision of this Agreement and therefore must be complied with (by the relevant Party) in accordance with its terms.
- 24.2** Without limiting the preceding provisions of this clause 24, the Shire of Broome agrees to comply with the Special Conditions, if any.

25. EXECUTION

Executed as an Agreement.

<p>SIGNED for and on behalf of the WESTERN AUSTRALIAN TOURISM COMMISSION by a duly authorised signatory:</p> <p>_____</p> <p>Gwyn Dolphin A/Chief Executive Officer Western Australian Tourism Commission</p> <p>_____</p> <p>Date</p> <p>In the presence of:</p> <p>_____</p> <p>Witness signature</p> <p>_____</p> <p>Witness name</p> <p>_____</p> <p>Date</p>	<p>SIGNED for and on behalf of the SHIRE OF BROOME by a duly authorised signatory:</p> <p>_____</p> <p>Sam Mastrolembo Acting Chief Executive Officer Shire of Broome</p> <p>_____</p> <p>Date</p> <p>In the presence of:</p> <p>_____</p> <p>Witness signature</p> <p>_____</p> <p>Witness name</p> <p>_____</p> <p>Date</p>
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SCHEDULE ONE

GRANT (PROJECT) DETAILS

Shire of Broome Contact Details		
Item 1	Name	Shire of Broome
	Address	PO Box 44 Broome 6725
	Contact Name	Sam Mastrolembo
	Email	Sam.mastrolembo@broome.wa.gov.au
	Phone	(08) 9191 3456
Item 2	Name of the Grant (Project)	Chinatown Cultural Interpretive Centre Feasibility Study
Item 3	Grant (Project) Details	<p>Funding will deliver the Chinatown Cultural Interpretive Centre feasibility investigation comprising stakeholder engagement, demand analysis and benchmarking study.</p> <p>Related activity (out of scope) comprises Concept design and Business Case development for the proposed Centre.</p>
Item 4	Termination Date	30 September 2018.
Item 5	Grant (Project) Funding Details	<p>Total Funding of \$100,000 (+ GST) from TDDI funds will be made available as follows:</p> <p>\$33,000 (+ GST) in the 2016/17 financial year</p> <p>\$67,000 (+GST) in the 2017/18 financial year</p> <p>Project works will be completed by 30 June 2018.</p> <p>Funding will be made as per milestones detailed in Schedule Three.</p>
Item 6	Total Grant (Project) Funding Amount	\$100,000 excluding GST

SCHEDULE TWO

PROJECT BUDGET

Table One

Item of Expenditure	Amount \$	Source of Funds	
		Tourism WA (TDDI)	Shire of Broome (RfR provided funds held on behalf of the Chinatown Revitalisation Project) *
Chinatown Cultural Interpretive Centre	\$850,000	\$100,000	\$750,000
1. Feasibility Study (in scope)			
2. Concept Design (out of scope)			
3. Business Case (out of scope)			
Total Budget (ex GST)	\$850,000	\$100,000	\$750,000

*The Parties acknowledge that the Shire of Broome recipient funding is subject to the terms and conditions set out in the Financial Assistance Agreement between the State Government and the Shire of Broome dated 24 June 2016.

SCHEDULE THREE

PROJECT MILESTONES

Obligations (Deliverables)		Milestone
A	Appointment of a consultant to undertake feasibility study	\$33,000 from the TDDI allocation by June 30 2017.
B	Completion of the feasibility study	<p>\$67,000 from 2017/18 TDDI allocation will be paid upon receipt of a copy of the Final Feasibility Study, deemed satisfactory by the CRPSC.</p> <p>Payment will be made by 30 June 2018.</p>
Completion of the Project related to TDDI funding, including all of the Obligations		By 30 September 2018

SCHEDULE FOUR

SPECIAL CONDITIONS OF GRANT

Item 1 Reporting Requirements

- 2.1 The Shire of Broome must provide Tourism WA with progress reports annually.
- 2.2 Tourism WA intends to provide relevant templates to assist the Shire of Broome in completing its reporting Obligations.
- 2.3 If annual financial and project reports are required, these should be submitted within three (3) months after the end of the financial year to which the annual report relates.
- 2.4 Within three (3) months after completion of the Project the Shire of Broome must provide Tourism WA with the following reports:
 - (a) Final Report that shows precisely how the Grant Funds were spent and the extent to which Project outcomes were achieved, which should include the information set out in 2.7 (Final Report). The Final Report should be supported with photographs/details/maps.
 - (b) Statement of Income and Expenditure that shows receipts and payments related to this Agreement. The Statement of Income and Expenditure is to include any interest accrued on the funding and confirming the amount of funding spent which should include the information set out in 2.6 (Income and Expenditure).
- 2.5 The reports must be certified by the Chief Financial Officer or Accountable Officers of the Shire of Broome.
- 2.6 The above reports must be accurate, comprehensive, sufficiently detailed, up-to-date and in no way misleading or deceptive.
- 2.7 The information listed below is indicative of the information requested by Tourism WA and may be varied from time to time in its absolute discretion.

Final Report

- (a) Describe what the Parties set out to achieve as part of the Project(s).
- (b) To what degree has Shire of Broome achieved objectives in fulfilling its Obligations.
- (c) Outline the target milestones for the reporting period.
- (d) Outline the actual achievement or outcomes for the reporting period.
- (e) Provide an explanation of variances between target and actual achievements, including reasons why milestones were not achieved, impediments encountered, action taken to overcome these and potential future impediments (if any).
- (f) Provide details outlining what the Funding received has been spent on.

- (g) Local Suppliers – provide details of all services delivered by local businesses within the Project(s) region. Including the percentage of grant funding that was spent on procuring services from local businesses within the region.
- (h) Provide copies of contracts entered into between the Shire of Broome and any other party in relation to the Project, including third party agreements.

Income and Expenditure

- (a) Total funding for the project.
- (b) Initial estimated cost of the Project.
- (c) Amount of interest earned on the Funding and on any income generated by the Project.
- (d) Total amount of Leveraged Funding from other sources.
- (e) Actual payments to date. Provide details of all expenditure related to your Project(s) (refer to Schedule 2 of your Grant Agreement), and detail final expenditure for each item.
- (f) Total cost to complete the Project, including cash and in-kind contributions.
- (g) Explanation of budget variances – what was the extent of variations from the original budget (if any).
- (h) Attach all supporting documentation to the Income and Expenditure report. This will include invoices relating to the Project(s), and additionally may include photographs, media statements, evaluation reports or references.



Chinatown Revitalisation - Governance

Terms of Reference - November 2016 (revised)

Chinatown Revitalisation Governance Terms of Reference

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Background and Introduction

The Shire of Broome, Kimberley Development Commission and LandCorp have entered into a Memorandum of Understanding (MOU) to undertake joint projects together.

The first such significant capital project is the revitalisation of Chinatown.

This document outlines the agreed governance model for this joint project and the terms of reference for the governance bodies established.

This document builds on the Business Case and preliminary project planning which has been prepared to unlock the State Government funding for this project.

Below is an extract of from the Business Case (section 3.3 Project Governance) providing reference to the Project Governance:

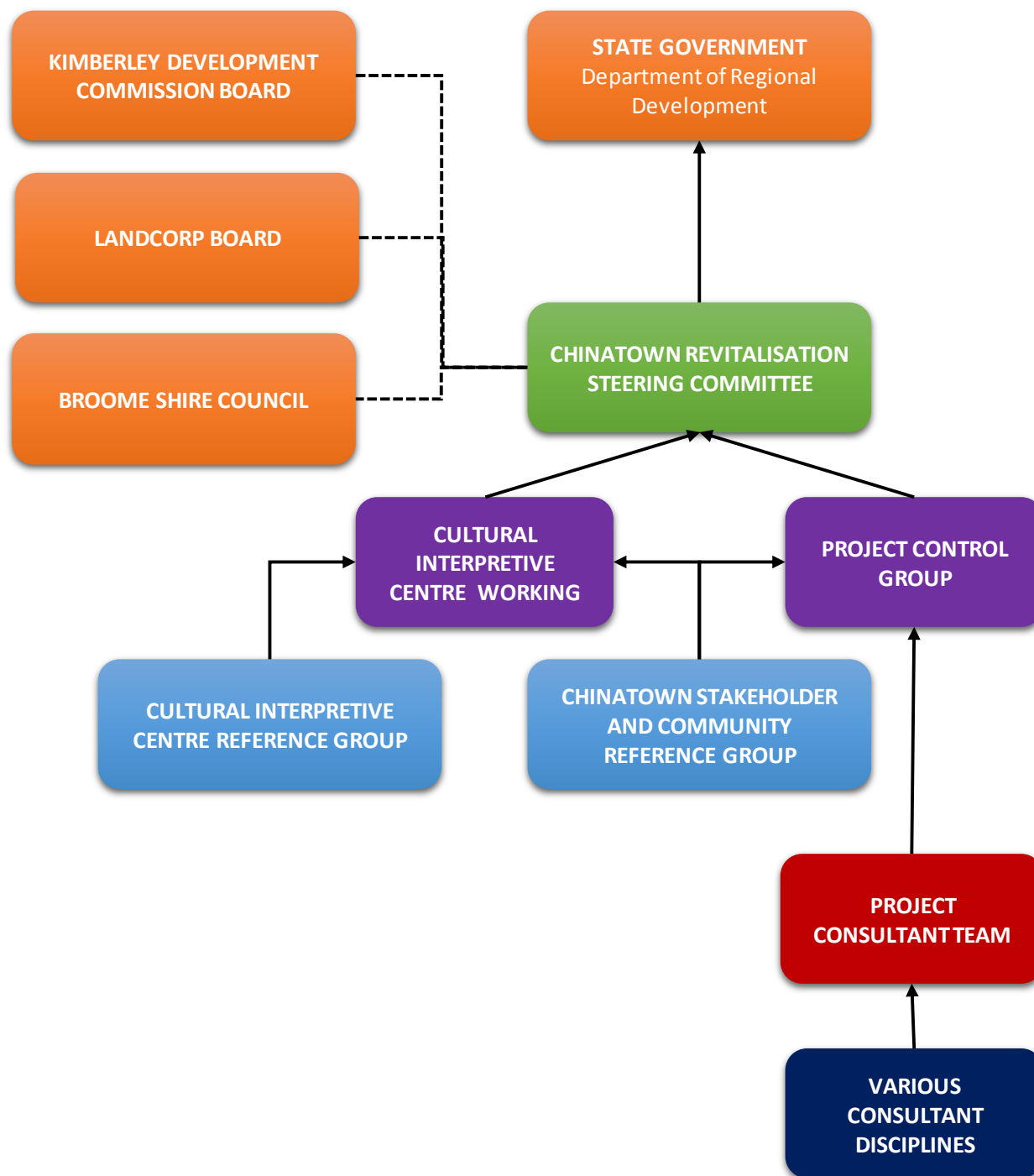
BUSINESS CASE SECTION 3.3. Project Governance

The ultimate purpose of the application of \$10m to Chinatown is to act as a stimulus for the reinvigoration of the area and as an attractor for other investors to participate in its future. To ensure that the initial funding is appropriately managed and that other investors are continually lured into the project, a "Governance Structure" has been agreed. This builds on an existing MoU between the three parties. In summary, the structure proposed is:

- **A Project Steering Committee** (comprising CEO's of Shire of Broome, Kimberley Development Commission and LandCorp's Regional Manager Northern and Goldfields Regions) with final authority and responsibility for all aspects of the program. The Shire of Broome will report to the Department of Regional Development on behalf of the three organisations.
- **A Project Control Group** comprising one senior staff member from each of the same three organisations, reporting to the Project Steering Committee. This group will have responsibility for managing implementation of the overall program and the individual projects that comprise the revitalisation business case.
- **Project Leads** (Manager) for each individual project. Each individual project will have a nominated Lead. The project lead will be the first contact point, oversee each project and report to the Project Control Group. The project leads will be divided between LandCorp who will undertake the feasibility projects and the Shire of Broome for the construction and place based projects.
- **A Stakeholder and Community Reference Group** has been established with community members appointed to provide input and community feedback into each project.

The Governance Model

The following diagram represents the governance model:



The Chinatown Steering Committee

Membership	- Chief Executive Officer – Shire of Broome Chief Executive Officer – Kimberley Development Commission Regional Manager Northern and Goldfields Regions– LandCorp
Proxies	Each member may delegate a proxy to attend in their place providing the Chairperson is advised in writing or by email.
Chairperson	CEO Shire of Broome.
Meeting Schedule	- Monthly or more frequently as required.
Meeting Location	- Meetings will normally be held at the Shire of Broome. Meetings may be held at other locations by mutual agreement. Members may participate by tele or video conference.
Secretariat	- The Secretariat functions will be provided by the consultant Project Director or LandCorp.
Quorum	- Three Members
Purpose	<p>The Steering Committee's role and responsibility is:</p> <ul style="list-style-type: none">- To ensure the effective and efficient implementation of the approved projects;- To approve and manage the individual project plans as they are developed by the Project Director and Project Control Group, identifying any required milestones, dependencies or gateway reviews tied to funding;- To provide governance oversight and approval of milestone reporting to the Department of Regional Development as specified in the funding agreement.- To approve and manage the release of funds in accordance with agreed budget, process, timelines and milestones within each project and within standard government accountability guidelines;- Should any project fail to proceed for any reason or be deemed to have encountered a fatal flaw, to act as the approving authority to redistribute funds between existing projects and/or to elevate the next most appropriate project into the funded process;- To determine the optimal method of delivery in relation to the projects within the Business Case in recognition of the skills and resources of each project partner- To actively foster the involvement of other leveraged funds and private investment into the Chinatown project;- To incorporate into the project additional funds as they are activated and prioritise the use of such funds;- To ensure that the key stakeholders of Chinatown are informed of the progress of the overall project, specific approved projects and engage them in the economic and social activation of Chinatown ; and- To approve the community engagement plans and communication plans and protocols.

The Project Control Group

Membership	<ul style="list-style-type: none">- Deputy Chief Executive Officer – Shire of Broome- Director Regional Planning and Project Delivery – Kimberley Development Commission- Senior Development Manager– LandCorp <p>Representatives from member organisations or consultants can attend as required.</p>
Proxies	Each member may delegate a proxy to attend in their place providing the Chairperson is advised.
Chairperson	<p>Senior Development Manager– LandCorp</p> <p>The Chairperson is to ensure that Minutes of the Meeting are kept of the meetings proceedings. The minutes will be prepared by the consultant Project Director.</p>
Meeting Schedule	<ul style="list-style-type: none">- Monthly or more frequently as required.
Meeting Location	<ul style="list-style-type: none">- Meetings will normally be held at the Shire of Broome. Meetings may be held at other locations by mutual agreement. Members may participate by tele or video.
Secretariat	<ul style="list-style-type: none">- The Secretariat functions will be provided by the consultant Project Director or LandCorp.
Quorum	<ul style="list-style-type: none">- Three Members
Purpose	<ul style="list-style-type: none">- The Project Control Group's role and responsibility is to address and direct all elements of the delivery of the project, including:<ul style="list-style-type: none">- Ensure the agreed projects and actions of the Steering Committee are implemented on time and budget and monitoring of all associated project parameters.- Stakeholder Engagement with input from Project Director / Director , project team consultants (as required) and Chinatown Community Reference Group- Provide input and recommendations to the Project Steering Committee regarding Project structuring and resourcing and recommend approval of appointments (such as consultants).- Establish detailed project plans in consultation with the Project Director and Project consultants to initiate and direct the approved projects, and provide recommendations to the Project Steering Committee for expenditure against an approved budget and cash flow.- Direct and support the Project Director and project consultants within the approved project packages.- To review detailed project activities, programme status, status of key deliverables against milestones and project costs, etc.

- Delegated Authority
- Provide updates on project status and discuss critical issues and critical decisions to be made to provide qualified recommendations to the Project Steering Committee.
 - Provide recommendations to Steering Committee for approval of material variations (time and or cost) that may arise as recommended by the Project Director and project team consultants
 - Receive and analyse reports and draft milestone progress reports to DRD from the Project Director and make recommendations on decisions to the Project Steering Committee as required to meet the programme and project objectives.
 - Keep relevant major Stakeholders informed on project status, potential risks and enact remedial strategies to any problematic matters.
 - Operate in an open and transparent manner with all direct project stakeholders.
 - Provide recommendation to Project Steering Committee and agree on communications protocols and plans and the community engagement plan for each project.
 - The Chinatown Steering Committee has delegated to LandCorp the authority to pay consultancy invoices on the following basis:
 1. The invoices are in accordance with the consultant's contract and agreed milestones.
 2. The PCG/CCWG has not raised concern about the quality or timeliness of the work undertaken by the consultant. If concern has been raised then the invoice is to be referred to the PCG who may approve or not payment of the invoice.

The Cultural Interpretive Centre Working Group

- Membership - Chief Executive Officer – Nyamba Buru Yawuru
Chief Executive Officer – Shire of Broome
Chief Executive Officer – Kimberley Development Commission
Regional Manager Northern and Goldfields Regions– LandCorp
Director Destination Development and Projects – Tourism WA
Nominee of WA Museum
Other members as appointed by the Chinatown Steering Committee
- Proxies - Representatives from member organisations and consultants can attend as required.
- Chairperson - Chief Executive Officer – Nyamba Buru Yawuru
- Meeting Schedule - Monthly or more frequently as required.
- Meeting Location - Meetings will normally be held at the Shire of Broome. Meetings may be held at other locations by mutual agreement. Members may participate by tele or video conference.
- Secretariat - The Secretariat functions will be provided by the Project Director.
- Quorum - Three Members
- Purpose The Cultural Centre Working Group's role and responsibility is to address and direct all elements of the delivery of the Cultural Centre Feasibility Study including:
- Ensure the agreed actions of the Steering Committee are implemented on time and budget and monitoring of all associated feasibility study parameters.
 - Stakeholder Engagement with input from Project Director, project team and consultants (as required) and Chinatown Stakeholder and Community Reference Group
 - Provide input and recommendations to the Project Steering Committee regarding the feasibility study structuring and resourcing and recommend approval of appointments (such as consultants).
 - Establish detailed project plans in consultation with the Project Director and Project consultants.
 - Initiate and direct the Cultural Centre Feasibility Study and provide recommendations to the Project Steering Committee for expenditure against an approved budget and cash flow.
 - Direct and support the Project Director and consultants within the approved project plan.
 - To review detailed feasibility study activities, programme status, status of key deliverables against milestones and project costs, etc.
 - Provide updates on status of the feasibility study and discuss critical issues and critical decisions to be made by providing

recommendations to the Steering Committee.

- Provide recommendations to the Steering Committee for approval of material variations (time and/or cost) that may arise as recommended by the Project Director and consultants
- Receive and analyse draft milestone progress reports for DRD and other reports from the Project Director and make recommendations on decisions to the Project Steering Committee as required to meet the programme and project objectives.
- Keep relevant major stakeholders informed on status of the feasibility study, potential risks and enact remedial strategies to any problematic matters.
- Operate in an open and transparent manner with all direct project stakeholders.
- Provide recommendations to Project Steering Committee on communications protocols and plans and the community engagement plan.

The Chinatown Stakeholder and Community Reference Group

The establishment of the Chinatown Stakeholder and Community Reference Group was resolved by Council on 27 August 2015. Nominations for membership were subsequently advertised and appointments to the group were considered and made by Council in the November 2015.

Membership	-	1 x Councillors (1 x Deputy) Shire of Broome 1 x Representatives Yawuru 1 x Representative Broome Chamber of Commerce and Industry 1 x Representative Chinatown Traders 2 x Representatives of Landowners in Chinatown 4 x Community Representatives
Observers		Members of the Steering Committee, Project Control Group and appointed project consultants may attend and participate in meetings.
Proxies		Each member may delegate a proxy to attend in their place providing it is done in writing or by email to the Chairperson.
Chairperson		Councillor of the Shire of Broome to be Chairperson. Chairperson is to be elected at the first meeting.
Minutes		The person presiding is to ensure that Minutes of the Meeting are kept of the meeting's proceedings.
Responsible Officer	-	Deputy Chief Executive Officer, Shire of Broome.
Meeting Schedule	-	Bi - Monthly or more frequently as required.
Meeting Location	-	Function or Committee Room, Shire of Broome
Secretariat	-	The Secretariat functions will be provided by the Shire of Broome.
Quorum	-	Six members (including one Councilor of the Shire of Broome)
Delegated Authority	-	Nil
Purpose	-	The purpose of the Community Reference Group is as follows:
	-	<ul style="list-style-type: none"> - Provide input and feedback to the Project Control Group and Council on the Revitalisation of Chinatown. - Ensure the community and key stakeholders are appropriately engaged in the design and delivery of projects as part of the Chinatown Revitalisation. - Act as a conduit between the Project Control Group and the community and traders and landowners in Chinatown.

9.3.2 TRADING IN PUBLIC PLACES POLICY

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	LAW016
AUTHOR:	Manager Emergency, Health and Ranger Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	22 November 2016

SUMMARY: Shire of Broome Policies 4.2.12 Trading in Public Places, 4.5.1 Commercial Camel Activities on Cable Beach and 4.5.3 Commercial Activities on Cable Beach all regulate activities undertaken with a trading licence obtained in accordance with the *Trading, Outdoor Dining and Street Entertainment Local Law 2003*.

At the 28 July 2016 Ordinary Meeting of Council it was resolved to seek public comment on a draft Trading in Public Places Policy. If adopted this policy will replace the existing three policies with a single policy.

Council's resolution was actioned by officers and all submissions have been considered. As a result of the submissions one change is recommended to the draft policy.

The purpose of this report is for Council to consider rescinding the three current policies and to adopt the proposed new Trading in Public Places Policy.

BACKGROUND*Previous Considerations**Policy 4.2.12 – Trading in Public Places*

OMC 2 August 2010	Item 9.3.2
OMC 15 December 2010	Item 9.3.10
OMC 15 March 2012	Item 9.4.5
OMC 27 March 2014	Item 9.4.5
OMC 17 December 2015	Item 9.4.3
OMC 28 July 2016	Item 9.1.2

Policy 4.5.1 – Commercial Camel Activities on Cable Beach

OMC 14 February 2008	Item 9.2.1
OMC 19 March 2009	Item 9.1.3
OMC 20 June 2013	Item 9.2.9
OMC 27 March 2014	Item 9.4.5
OMC 17 December 2015	Item 9.4.3
OMC 28 July 2016	Item 9.1.2

Policy 4.5.3 – Commercial Activities on Cable Beach

OMC 14 February 2008	Item 9.2.1
OMC 19 March 2009	Item 9.1.3
OMC 27 March 2014	Item 9.4.5
OMC 17 December 2015	Item 9.4.3
OMC 28 July 2016	Item 9.1.2

Proposed Trading in Public Places Policy
OMC 28 July 2016 Item 9.1.2

At the December 2010 Ordinary Meeting of Council (**OMC**) a resolution to adopt the Trading in Public Places Policy (**Trading Policy**) was passed. The need for a trading policy to support the Trading, Outdoor Dining and Street Entertainment Local Law (**Trading Local Law**) arose due to concerns raised about the appropriateness of a trading activity occurring at the Broome Cemetery. The Trading Policy was reviewed but left unchanged at the OMC on 15 March 2012 and 27 March 2014. The Trading Policy was reviewed with only an officer's position title amended at the 17 December 2015 OMC. It was also noted at the 17 December 2015 OMC that the Trading Policy required further review.

At the OMC on 21 December 2006, Council resolved to rescind the Commercial and Tourism Activities on Cable Beach Policy due to a State Administrative Tribunal (**SAT**) ruling in relation to a provision of the policy applying to the setting of fees. As a result, Council Officers developed two new policies, the Commercial Camel Activities on Cable Beach Policy (**Camel Policy**) and the Commercial Activities on Cable Beach Policy (**Cable Beach Policy**), which were adopted by Council at its February 2008 OMC.

The Camel Policy was reviewed but left unchanged at the OMC on 19 March 2009 and 27 March 2014. The Camel Policy was reviewed and amended at the OMC on 20 June 2013 to update the policy prior to the expiry of the existing trading licences for the commercial camel activities at that time. The Camel Policy was reviewed and amended to increase the number of camels each licensee can have on the beach at any one time from 16 to 18 at the 17 December 2015 OMC. It was also noted at the 17 December 2015 OMC that the Camel Policy required a further full review.

The Cable Beach Policy was reviewed but left unchanged at the OMC on 19 March 2009 and 27 March 2014. At the 17 December 2015 OMC it was noted that the Cable Beach Policy was undergoing a separate review, with the results of this review to be presented to Council if amendments were considered to be required.

At the 28 July 2016 OMC Council resolved to seek public comment on a proposed new Trading in Public Places policy (**Proposed Policy**). The new policy will replace the existing three policies: *Policy 4.2.12 – Trading in Public Places*, *Policy 4.5.1 – Commercial Camel Activities on Cable Beach* and *Policy 4.5.3 – Commercial Activities on Cable Beach*.

The Proposed Policy was advertised for 42 days and letters were sent to all existing licence holders under the *Trading, Outdoor Dining and Street Entertainment Local Law 2003 (Local Law)*.

Two submissions were received. Both parties are current holders of licences to trade on Cable Beach. A schedule of submissions has been attached (**Attachment 2**) that provides an overview of each submission and officer comments in response.

COMMENT

Council officers have reviewed the submissions received on the Proposed Policy. In response to one of the submissions, it is recommended that an amendment to the Proposed Policy be made.

The Proposed Policy supports the operation of the Local Law by providing additional information and controls in relation to the issuing of trading licences under the Local Law.

Combining the current three policies into a single policy allows for less complexity and the easier administration of the relevant provisions of the Local Law.

There was a significant amount of overlap between the three policies also identified. This is another reason why it is proposed that all three policies be replaced with the Proposed Policy, which includes provisions specific to commercial activities on Cable Beach and commercial camel activities in Schedules 1 and 2 of the Policy. The Proposed Policy is included as Attachment 1 to this report.

Of the two submissions received one concerned the tenure of camel licences. This submitter requested the removal of the words "a maximum period of" in Schedule 2 of the Proposed Policy. Removing "a maximum period of" would mean that the Proposed Policy states that Council will issue camel licences for 10 years rather than for up to 10 years. To provide greater certainty in relation to the investment required to operate a commercial camel activity, this request was supported by officers and the Proposed Policy as attached reflects this change.

A detailed submission was received from the only operating non-camel activity trading licence owner. Shire officers have considered this submission and provided comments in response in **Attachment 2** to this report. No changes to the Proposed Policy are recommended in response to this second submission.

Overall, the Proposed Policy is considered a desirable way to continue to support the operation of the Local Law, removing the duplication and complexity associated with the existing three policies. Therefore, it is recommended that Council adopt the Proposed Policy and repeal the existing policies it replaces.

CONSULTATION

The Proposed Policy was advertised for public comment between 11 August 2016 and 23 September 2016. Advertisements were placed in the West Australian, Broome Advertiser, Shire website and Shire noticeboards. Two submissions were received.

STATUTORY ENVIRONMENT

Local Government Act 1995

2.7. Role of council

- (1) *The council –*
 - (a) *governs the local government's affairs; and*
 - (b) *is responsible for the performance of the local government's functions.*
- (2) *Without limiting subsection (1), the council is to –*
 - (a) *oversee the allocation of the local government's finances and resources;*
and
 - (b) *determine the local government's policies.*

Trading, Outdoor Dining and Street Entertainment Local law 2003

2.3 Determination of application

- 2.3.2 *The local government may refuse to approve an application for a licence, where:*

- (d) *a policy of the local government adopted by the Council relates to that application and the policy provides that the application is not to be approved;*

2.3.3 *Where the local government approves an application for a licence, it may approve the application subject to conditions by reference to any policy of the local government adopted by the Council which contains conditions subject to which an application for a licence may be approved.*

1.2 Prohibition

5.2.1 *A person shall not carry on trading:*

- (a) *unless that person is the holder of a valid trading licence or is an assistant specified in a valid trading licence; and*
- (b) *otherwise than in accordance with:*
- (i) *the terms and conditions of the licence; and*
 - (ii) *the provisions of this local law.*

5.2.3 *Where the local government has made a policy setting out the criteria upon which persons are exempted or may be exempted from holding a valid trading licence when carrying on trading in any public place, then subclause 5.2.1 will not apply to any person carrying on trading in any public place in accordance with the policy.*

POLICY IMPLICATIONS

Should the Proposed Policy be adopted by Council, the following existing policies will need to be repealed:

- Policy 4.2.12 Trading in Public Places;
- Policy 4.5.1 Commercial Camel Activities on Cable Beach; and
- Policy 4.5.3 Commercial Activities on Cable Beach.

FINANCIAL IMPLICATIONS

Nil.

RISK

The inclusion of greater flexibility in the Proposed Policy may potentially give rise to a greater risk of legal challenge by applicants and licence holders in the State Administrative Tribunal. However, the overall risk is considered to be Low given the Policy still provides Council with adequate oversight and control of trading activities.

In addition, any risk is considered to be outweighed by the benefits that could flow to the Shire from increased economic development and liveability outcomes arising from the flexibility in the Proposed Policy.

STRATEGIC IMPLICATIONS

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

Effective communication

Accessible and safe community spaces

Participation in recreational and leisure 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:

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

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

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. *Adopts the Trading in Public Places Policy as shown in Attachment 1:*
2. *Repeals Policy 4.2.12 – Trading in Public Places;*
3. *Repeals Policy 4.5.1 – Commercial Camel Activities on Cable Beach; and*
4. *Repeals Policy 4.5.3 – Commercial Activities on Cable Beach.*

Attachments

1. Proposed Trading in Public Places Policy
2. Schedule of Submissions - Trading in Public Places Policy

DEVELOPMENT SERVICES

Health Services

4.2.##

TITLE:	TRADING IN PUBLIC PLACES
ADOPTED:	OCM [insert date] 2016 – Pages ## - ##
REVIEWED:	
ASSOCIATED LEGISLATION:	Trading, Outdoor Dining and Street Entertainment Local Law 2003 Local Government Property and Public Places Local Law 2012
ASSOCIATED DOCUMENTS:	Local Planning Policy 8.3 Outdoor Dining
REVIEW RESPONSIBILITY:	Manager Health, Emergency and Ranger Services
DELEGATION:	

Previous Policy Number 4.2.12

Objective:

1. To facilitate the assessment and approval of Trading Licences in accordance with the Trading, Outdoor Dining and Street Entertainment Local Law 2003 (**Local Law**).
2. To maintain amenity, usability and public safety in public places.
3. Promote fairness and certainty to traders, permanent businesses and the community in relation to trading in public places.
4. Promote vibrancy of public places and economic development in the Shire of Broome.
5. To protect Cable Beach as a highly valued environmental, cultural and social asset enjoyed by visitors and residents alike.

Definitions:

authorised person means a person appointed by the local government to perform all or any of the functions conferred on an authorised person under the Local Law.

camel operators means those persons associated with commercial camel activities, either as the owner, the licensee or an employee.

commercial camel activities means those activities associated with camel tours/rides on Cable Beach.

directly competing with means that both the proposed trading activity and the permanent business offer a type or category of good or service that is directly comparable, for example:

- an ice cream van would be directly competing with an ice cream parlour;
- a mobile food van selling coffee, cake and sandwiches would be directly competing with a café;
- a mobile food van selling pizza would be directly competing with a pizza or Italian take away store/restaurant;
- a stall offering massages would be directly competing with a massage parlour.

permanent business means a business that operates from private property.

person or any word or expression descriptive of a person includes a public body, company, or association or body of persons, corporate or unincorporate.

private property means any real property, parcel of land or lot that has a separate certificate of title, which is in private ownership or the subject of a lease or agreement with a person or the local government enabling its use for private purposes and includes any building or structure thereon.

public place means any thoroughfare or place which the public are allowed to use, whether the thoroughfare or place is or is not on private property and includes parklands, squares, reserves, beaches and other lands set apart for the use and enjoyment of the public, including all land which belongs to or of which the local government is the management body under the *Land Administration Act 1997* or which is an "otherwise unvested facility" within section 3.53 of the Act;

Related Entity Interest is defined in Schedule 4 of this Local Law.

Shire means the Shire of Broome.

trader means the person/s who operate, or propose to operate, an activity subject to a Trading Licence granted in accordance with the Local Law, either as the owner, the holder of the Trading Licence or an employee.

trading includes:

- (a) the selling or hiring or, the offering for sale or hire of or the soliciting of orders for goods or services in a public place;
- (b) displaying goods in any public place for the purpose of:
 - (i) offering them for sale or hire;
 - (ii) inviting offers for their sale or hire;
 - (iii) soliciting orders for their sale or hire; or
 - (iv) carrying out any other transaction in relation to them; and
- (c) the going from place to place, whether or not public places, and:
 - (i) offering goods or services for sale or hire; or
 - (ii) inviting offers or soliciting orders for the sale or hire of goods or services, but does not include;
- (d) the delivery of pre ordered goods or services to the purchaser of those goods or services, or to the person nominated by the purchaser of those goods or services to accept delivery, whether or not payment for those goods or services is made on delivery;
- (e) the taking of further orders for goods or services from the purchaser of the pre

ordered goods or services, or from the person nominated by the purchaser of the pre ordered goods or services to accept delivery, when those orders are taken at the same time as the previous order is being delivered, whether or not payment is made for the further orders or the pre ordered goods or services at the time of the taking of the further orders;

- (f) the selling or the offering for sale of goods or services to, or the soliciting of orders for goods or services from a person who sells those goods or services;
- (g) the selling or the offering for sale or hire by a person of goods of her or his own manufacture or services which he or she provides; or
- (h) the selling or hiring or the offering for sale or hire of—
 - (i) goods by a person who represents the manufacturer of the goods; or
 - (ii) services by a person who represents a provider of the services,which are only sold directly to consumers and not through a shop.

trading licence means a licence issued under the Local Law to carry on trading.

All other words and expressions used in this Policy have the meaning as defined in the Local Law.

Policy:

1. The Local Law allows a person to apply for a licence to undertake a range of activities to either sell, offer for sale or hire goods and services to the public. This Policy is made under the Local Law and provides additional information not outlined in the Local Law that applies specifically to trading licences.
2. For the purposes of subclause 5.2.3 of the Local Law, a person/s will be exempted from holding a valid Trading Licence when carrying out trading in a public place where the trading is undertaken:
 - 2.1 as part of an event or function approved in accordance with the Local Government Property and Public Places Local Law 2012; or
 - 2.2 in accordance with an approval granted by the Shire under another written law.
3. A trading licence will be issued for a trading activity where the following criteria are met:
 - 3.1 the proposed trading activity does not occur within 300 metres of a permanent business that it would be directly competing with, unless:
 - (a) the trading activity does not occur during the ordinary opening hours of the permanent business; or
 - (b) the owners of the permanent business have provided their support in writing for the proposed trading activity; or
 - (c) Council decides that the proposed trading activity should be approved notwithstanding its proximity to the permanent business;
 - 3.2 the location of the proposed trading area is suitable for the trading activity that is the subject of the application;

- 3.3 the trading will not have an unreasonable impact on other traders, permanent businesses, traffic flow, pedestrians or the public's use of a public place;
 - 3.4 the trading activity will not generate noise or disturbance that is likely to cause a nuisance to any person in the vicinity of the trader;
 - 3.5 the trading activity is consistent with the zoning of the land in the Shire's Local Planning Scheme, any existing use of the land and any management order for the land comprising the public place;
 - 3.6 a Risk Management Plan has been completed for the proposed trading activity to the Shire's satisfaction;
 - 3.7 an Occupational Safety & Health Plan has been prepared for the proposed trading activity to the Shire's satisfaction;
 - 3.8 a business/operational plan has been prepared for the proposed trading activity to the Shire's satisfaction, outlining how the proposed trading activity will be undertaken; and
 - 3.9 the trader has other statutory approvals and accreditations applicable to the operation of the commercial activity, if required.
- 4. Council may seek additional information from an applicant for a trading licence to facilitate the assessment of an application for a trading licence.
 - 5. Council may invite applications for trading licences for trading in a particular area or a specific type of trading activity and applications that are received will be assessed in accordance with the Local Law, this Policy and the criteria set out in Schedule 3 of this Policy.
 - 6. It will be a condition of any trading licence issued that:
 - 6.1 The licensee is responsible for the repair, restoration or reinstatement of any damage to Shire property arising from the trading activity or caused by the customers of the trading activity. Such repair, restoration or reinstatement of damage must be carried out as directed by Council and to Council's satisfaction.
 - 6.2 The licensee obtains public liability insurance in accordance with subclause 8.6.1 of the Local Law, except that the value of the public liability insurance must be \$10,000,000.
 - 6.3 The placing of signs occurs only within the area approved for the trading activity, unless otherwise approved by Council.
 - 7. A trading activity must not:
 - 7.1 involve the sale of offensive, illegal, prohibited, counterfeit or unauthorised goods, including goods bearing trademarks for which the person does not have a licence to sell;

- 7.2 adversely impact on:
 - (a) traffic movement;
 - (b) traffic safety;
 - (c) traffic flow; or
 - (d) cause a traffic hazard,
- 7.3 prevent access to a footpath;
- 7.4 erect signage, except in accordance with the Local Law or as approved in accordance with the trading licence; and
- 7.5 involve the connection to or utilisation of any Shire utilities without prior approval, unless otherwise approved as a condition of the trading licence.
- 8. Council may seek to engage with the community and seek public comment in relation to an application for a Trading Licence if Council considers that it is desirable to do so in the circumstances. Any submissions received by Council during the public comment period may be taken into account by Council in deciding whether to grant the trading licence applied for.
- 9. An authorised person may direct the holder of a trading licence to stop doing anything which is contrary to the Local Law or a condition of the trading licence. A person who is given such a direction by an authorised person must comply with that direction.
- 10. The licensee must, during the period of the licence:
 - 10.1 at the conclusion of each day the trading activity occurs, remove all and any refuse and litter associated with the operation of the trading activity and ensure the area in which the trading is undertaken is left in a clean and safe condition;
 - 10.2 maintain and adhere to all plans, procedures, policies, licences and accreditations relevant to the trading activity; and
 - 10.3 allow Shire officers to, upon request, inspect and verify that the plans, procedures, policies, licences and accreditation are current and are being complied with.
- 11. Failure to comply with clause 10 of this Policy will be deemed to be a breach of the trading licence conditions for the purposes of clause 2.7(a) of the Local Law.
- 12. For the purposes of subclause 2.7(f) of the Local Law, the failure of a licensee to undertake an activity approved by a trading licence for a period of 12 months is considered a ground upon which a trading licence should be cancelled.
- 13. An annual fee will be payable for a trading licence, with payment due 1 August annually.
- 14. All applicants for Trading Licences are advised of their right to object a decision made by the Shire. In accordance with section 9.4 of the *Local Government*

Act 1995, an affected person may object to a decision of local government and lodge an appeal to the decision by lodging an objection to the Shire within 28 days of the decision.

15. Additional provisions that apply to trading activities on Cable Beach are outlined in Schedule 1 of this policy.
16. Additional provisions that apply to commercial camel activities are outlined in Schedule 2 of this policy.
- 17.

Schedule 1

Additional provisions for trading activities on Cable Beach

Additional provisions for trading activities on Cable Beach:

1. A maximum of six trading licences will be granted for trading activities on Cable Beach.
2. Trading licences, except for commercial camel activities, will only be issued:
 - 2.1 for trading activities which support and are directly related to the recreational use and enjoyment of Cable Beach and its adjacent waters; and
 - 2.2 for the section of Cable Beach:
 - (a) between a point formed by the westerly prolongation of Murray Road to the low water mark and a point located 500 metres north of the vehicle entry ramp adjacent to the Broome Surf Club; and
 - (b) between the high and low water mark.
3. Council may decide to grant a trading licence for an activity even though:
 - 3.1 six trading licences have already been granted for trading activities on Cable Beach;
 - 3.2 the activity does not support and/or is not directly related to the recreational use and enjoyment of Cable Beach and its adjacent waters; and/or
 - 3.3 the activity is proposed outside the section of Cable Beach specified in subclause 2.2,where Council considers that there is sufficient merit in the proposed trading activity to justify its approval.
4. A person must not hold more than one trading licence for a trading activity on Cable Beach at any time.
5. Council may close Cable Beach to all activities, including trading activities, at any time.
6. A licensee must have a valid permit issued by the Shire's Chief Executive Officer in accordance with the *Control of Vehicles (Off Road Areas) Act 1960*. The licensee must at all times comply with the requirements of that Act.

Schedule 2

Additional provisions for commercial camel activities on Cable Beach

Additional provisions for commercial camel activities on Cable Beach:

Trading licences for commercial camel activities generally

1. A maximum of three trading licences will be granted for commercial camel activities on Cable Beach.
2. A person must not hold more than one trading licence for a commercial camel activity at any time, and must not have a Related Entity Interest in respect of the holder of another trading licence for a commercial camel activity.
3. Each camel operator must operate independently, unless otherwise approved as part of an event or function approval issued in accordance with the Local Government Property and Public Places Local Law 2012.
4. Each trading licence will allow a maximum of 18 camels per operator on Cable Beach at any time, unless otherwise approved by the Shire for extraordinary circumstances, eg. cruise ships and corporate/conference functions.
5. Trading licences for commercial camel activities on Cable Beach will be approved for ten years.
6. The conditions of a trading licence issued for a commercial camel activity will be consistent with the provisions in Part 4 in Schedule 2 of the Local Government Property and Public Places Local Law 2012.

Area in which licences will be approved

7. Commercial camel activities may be conducted on Cable Beach:
 - 7.1 between:
 - (a) a point formed by the westerly prolongation to the low water mark of the northern boundary of Reserve 36477;
 - (b) a point formed by the westerly prolongation to the low water mark of the Northern Boundary of Lot 405 Lullfitz Drive; and
 - (c) the high and low water mark, and
 - 7.2 within the set down/pick up area allocated or approved by Council, including land required to traverse from the area identified in subclause 7.1 to this allocated or approved set down/pick up area.

Requirements for commercial camel activities

8. All commercial camel activities must be undertaken in accordance with the provisions in Part 4 in Schedule 2 of the Local Government Property and Public Places Local Law 2012.
9. Camel operators must only set down/pick up customers for their camel train at the set down/pick up area allocated to the operator in the operator's trading licence, except where otherwise approved by the Shire due to adverse environmental or other conditions making the designated set down area unsuitable. A portable sign may be placed in the set down/pick up area allocated in the operator's trading licence as follows:
 - 9.1 the sign must not exceed one metre in height;
 - 9.2 each advertising panel on the sign must not exceed 0.8 square metres;
 - 9.3 the sign must only contain details relevant to the commercial camel activity;
 - 9.4 the sign must not be placed in a way that causes interference or is hazardous to vehicular traffic or pedestrians;
 - 9.5 the sign must be of sound construction and maintained in good condition; and
 - 9.6 the sign must be removed at the end of each trading session.
10. A camel operator must hold current approval from the Shire to keep a large animal in accordance with the Health Local Laws 2006.
11. A single temporary shade structure can be erected for each commercial camel activity, no more than 3 metres by 3 metres in size and erected soundly and securely so as not to cause a hazard.
12. All camels must be fitted with manure collection devices. Any manure that escapes a manure collection device must be collected immediately.
13. Camel operators must ensure that there is at least 30 metres between each camel train at all times.

Activities that can be undertaken as part of a commercial camel activity

14. The following activities may be undertaken in accordance with a trading licence issued for a commercial camel activity:
 - 14.1 camel tours;
 - 14.2 the taking and sale of photographs and camel memorabilia associated with the commercial camel activity to customers undertaking camel tours; and

14.3 the sale of bottled water.

15. A camel operator must not facilitate the provision by any other business of any goods or services (eg. provision of food or drinks) to the operator's customers on Cable Beach or any other public place, except for:

15.1 to facilitate the provision of medical or other emergency services to customers where required; and

15.2 as part of an event or function approved as in accordance with the Local Government Property and Public Places Local Law 2012.

General

16. Council may close Cable Beach to all activities, including trading activities, at any time.
17. Council may, at any time, direct that access to Cable Beach be obtained from an alternative location to that approved in the trading licence.

Advice notes for camel operators

The following advice notes are provided as recommendations to assist camel operators in providing for a safe and professional service to customers. It should be noted that in providing this advice, the Shire accepts no responsibility for non-compliance of any occupational health and safety requirements or any other legislation.

- A. Informative introductory talks should be provided to customers covering all aspects of safety prior to clients commencing a camel ride.
- B. Camel operators should have a maintenance schedule to ensure all equipment used in association with the riding of camels is kept at a high standard.
- C. Camel operators should have a system for the recording of any incidents or accidents that may occur in operation of the commercial camel activities.
- D. An employee induction process should be introduced for all employees.
- E. It is recommended that first aid training be provided to employees and that first aid kits are carried on the camel tours.
- F. A mobile phone should be carried on all camel tours to ensure communication in the event of an accident, or contact with Shire Officers if necessary.
- G. It is recommended that camel operators hold current tourism accreditation to support a high standard of practice within the camel industry in Broome.

- H. Camel operators should endeavor to meet with Shire Officers prior to each new tourist season to discuss both the previous and upcoming season's activities and other matters relevant to the operation of camel tours.

DISCLAIMER: The above information provides readers with advice, guidance and/or recommendations regarding specific operational conduct. The advice, guidance and/or recommendations contained herein do not constitute legal advice, and are not intended as an exhaustive statement of measures that should be undertaken to discharge the operator's duty of care to clients and the public.

Schedule 3

Clause 4 - Criteria for assessing applications for a trading licence

Where Council has invited applications for trading licences for trading in a particular area or a specific type of trading activity, the application will be assessed against the following criteria:

1. Compliance of the application with the criteria in clause 3 of this Policy.
2. Compliance of the application with the Local Law.
3. Experience of the applicant in conducting the activity the subject of the application, or other similar operations.
4. Experience of staff and key personnel that will be involved in the conduct of the activity in conducting the activity the subject of the application, or other similar operations.
5. Provision of three referees who can be contacted by the Shire about previous experience in conducting the activity the subject of the application, or other similar operations.

Schedule 4

Definition of Related Entity Interest

A person has a Related Entity Interest in relation to another commercial camel activity if any of the following applies:

Where both parties are natural persons	Where both parties are corporations	Where one party is a natural person and the other is a corporation
(a) Partnership or joint venture. (b) Trustee/beneficiary. (c) Trustee/potential object of a discretionary trust. (d) Spouses or de facto partners living together. (e) Parent/child living together. (f) A person's spouse, de facto partner or child living with the person, has a relationship of any of categories (a) - (c) to the other party.	(a) Related corporations including parent/subsidiary companies and companies in the same corporate group. (b) Corporations in partnership or joint venture. (c) Except in the case of a publicly-listed company, corporations (other than community associations or clubs) with any degree of common membership. Membership means: (i) Directors; (ii) Shareholders; (iii) Unit holders; (iv) Beneficiaries of trusts administered by unit holders; (v) Potential objects of such trusts. (vi) Spouse, de facto partner or child of any of categories (i) - (v). Persons need not be members of the two corporations in the same capacity.	(a) Partnership or joint venture. (b) Trustee/beneficiary. (c) Trustee/potential object of a discretionary trust. (d) Directorship. (e) Shareholding. (f) Unit holding. (g) Spouse, de facto partner or child living with the natural person party is in any of relationships (a) - (f) with the corporate party.

Schedule of Submissions - Draft Trading in Public Places Policy (Policy)

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
1	Alison Bird – Broome Camel Safaris	<p>I am writing in regards to the Draft Trading in Public Places Policy, particularly to the Camel Licences. I have looked over the Draft Policy and find it reasonably satisfactory. I do have some concern over the length of our licenses though. The Policy states it could be “up to ten years”...that is good but I am sure that it should be “ten years” as this is what you have agreed to and that is what we have applied for on our license application. As we have spent considerable amounts (in the \$100,000.00’s) on the improvements and infrastructure on the leased property for our camel farm, I think it is only reasonable and fair that we should be given secure tenure on our licenses for the whole ten year period. Allen and I have signed and have in place our lease on Lot 303 for the next ten years and we await our license to be in correspondent position.</p> <p>We have met all our legal requirements with our licenses and lease hold and would appreciate a prompt amendment to our license with a ten year tenure. This has been too long in the process and is unfair to keep delaying this outcome.</p>	<p>The current Policy 4.5.1 Commercial Camel Activities on Cable Beach (Current Camel Policy) states that Camel Licences will be issued for 10 years. This is seen as a way of creating certainty for operators as well as seeking to align the licences with the Camel Leases.</p> <p>Clause 5 in Schedule 2 currently states that the Camel Licences will be approved for a maximum period of 10 years, but this should be amended to state that they will be approved for 10 years.</p>	Clause 5 in Schedule 2 of the Policy is amended to remove the words “a maximum period of”.
2	Daryl & Angela Roberson – Beach Hut	<p>2. Applicant Details and current position</p> <p>Licence Holders Names: Daryl & Angela Roberson Business Name: Beach Hut Licence Number: 6/2014 Email: b.hut2@bigpond.com Phone: 0412 087 080</p> <p>2.1 The Beach Hut has a current Shire of Broome “Licence to Trade in Public Places” this trading licence is governed by Local Government Laws and policies that are all currently being reviewed and possibly amended. The Laws and Policies that Beach Hut is currently governed by:</p> <p>Local Law</p> <ul style="list-style-type: none"> • Local Government Act 1995 • Trading, Outdoor Entertainment and Street Entertainment 2003 • Local Government Property and Public Places Local Law 2012 <p>Local Policy</p> <ul style="list-style-type: none"> • Commercial Activities on Cable Beach Policy <p>2.2 Beach Hut is the only current licence holder operating on Cable Beach, south of the rocks, therefore is the only business to be affected by the repeal of the Commercial Activities on Cable Beach Policy 2008 to the newly drafted Licence to Trade in Public Places 2016.</p> <p>2.3 Beach Hut owners Daryl and Angela Roberson have owned and operated under the Commercial Activities on Cable Beach Policy under the trading activity “Hiring of Beach Gear” activity for 13 years.</p> <p>2.4 Beach Hut’s current Trading Licence has 2 ½ years until it expires on 31st December 2018.</p> <p>2.5 Daryl Roberson has more than 25 years of experience owning, operating, and managing</p>	Noted. Background information to submission.	No action required.

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		various Trading Licences on Cable Beach under the Shire of Broome's Local Law.		
		<p>3. Beach Hut understands the need for Development Strategies, Law Reform and Policy reform</p> <p>3.1 We understand the Shire of Broome as part of the newly adopted Cable Beach Development Strategy is encouraging more leisure activities on and around Cable Beach and promoting more Public Trading Activities.</p> <p>3.2 Beach Hut understands that the Shire of Broome are required to review Local Laws and Policies and the need to modify, streamline, modernise or remove certain areas of the policies so that the Shire of Broome are able to increase the amount of trading licences to cater for Broome's Tourism and Trading industry into the future and to operate more efficiently.</p> <p>3.3 The new local policy Trading in a Public Places 2016, will incorporate the following three (3) Trading policies into just one.</p> <ul style="list-style-type: none"> • The Commercial Activities on Cable Beach Policy 2008 • The Commercial Camel Activities on Cable Beach Policy 2008 • The Trading in Public Places Policy 2010 <p>3.4 The Shire of Broome state that the new Trading in a Public Places Policy 2016 incorporates changes designed to assist with interpretation and administration of the policy and provide more flexibility for Trading Licences to be granted. Therefore it advantages for any new business applying for a Trading Licence, over existing ones, as the important criteria that was previously required has been removed. The Shire of Broome do little in this new policy to protect an existing businesses Trading Licence conditions</p> <p>3.5 Not all areas of this proposed policy change are consistent with being reasonable and appropriate, on these grounds we feel compelled to object to the changing of the following clauses within the draft <i>Trading in a Public Places</i> 2016 document. The changes made to this new Trading policy give little to protect an existing business and the conditions of their existing, approved trading licence.</p>	Noted. General opening statements and comments.	No action required.
		<p>4. How this Policy Reform will affect Beach Hut and our Trading Licence</p> <p>4.1 There are some amendments or removal of clauses that will have a direct negative impact on our Trading Licence and the future of our Beach Hut business. Our business still has 2 ½ years left on our current Licence. If this new Trading in Public Policy is passed there appears to be will little business protection for any Commercial Activity Licence holder now and there will be no business protections at all for future Licence holders.</p> <p>4.2 If the new Policy were to be implemented and new trading licences were offered on Cable Beach and the surrounding area, there would be a significant impact on our beach equipment hire business.</p> <p>For example:</p> <ul style="list-style-type: none"> a) New licences being allowed to do same or similar activities b) New businesses operating too close to our business c) Licence activities that are allowed to be varied d) Offering no security on the time period of a trading Licence 	Noted. Specific concerns are outlined below.	No action required.

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>4.3 Beach Hut already has some degree of uncertainty to our income due to unfavourable weather conditions (wind & rain) and wildlife issues (stingers & crocs) when the beach has to close. However, to amend the Trading Policy so that our licence conditions could possibly be varied and new businesses are able to be approved to commence which are too close or similar in nature to our business could potentially cause us to discontinue our currently successful business. The major uncertainty and instability to our trading licence would cause us to re-evaluate our business and its viability.</p> <p>4.4 If more businesses were being given licences under the amended law then the Shire may see this as an opportunity to increase annual total revenue to the Shire and may possibly put the licences out for tender (this is what happened in 2006). For the Shire of Broome to increase licence fees or to put licences out for tender could cause a business to become unfeasible.</p> <p>4.5 We have lived in Broome for 25 years and have 3 young children. We have invested our family's future in our beach equipment hire business. We need stability and certainty with our trading licence for our business to continue to run successfully and to provide for our family here in Broome. The Trading Policy amendment causes our business serious instability and uncertainty, and possible financial losses, if not possible business closure.</p>		
		<p>5. Objection to the Amendment of Policy: Clause 3.3 in the "Draft Trading In Public Places Policy 2016"</p> <p>We, Angela and Daryl Roberson of Beach Hut UNDER SECTION 9.5 OF THE ACT Hereby OBJECT to the amendment of this additional Clause: Trading in Public Places Policy 2016 Clause 3.3</p> <p>Clause 3: <i>A trading license will be issued for a trading activity where the following criteria are met:</i></p> <p>Clause 3.3: <i>"the trading will not have an unreasonable impact on the other traders, permanent businesses, traffic flow, pedestrians or the public's use of a public place".</i></p> <p>5.1 Grounds for the Objection</p> <p>Amending this clause into the Trading in Public Places Policy will increase uncertainty for existing licence holders and put Shire of Broome employees in an impossible adjudicatory position, when they are tasked to assess or determine as to whether a new traders will have an "unreasonable impact" on an existing established business or existing trading licence holder. It will potentially generate numerous objections and significantly increase the potential for legal proceedings for persons who are disgruntled with the Shire's adjudicatory processes</p> <p>Who within the Shire of Broome will make this assessment and what process will the Shire use? We understand that local government employee's will, in effect, be assessing what are, essentially, commercial matters for small businesses, and by doing so, are operating beyond their area of expertise.</p> <p>This amendment and the policy do not define "unreasonable impact", nor is any procedure or framework provided to determine this unknown "unreasonable" impact on an existing business. This is unfair to an existing business if the "unreasonable" impact was confirmed and came to be, so that the existing business became no longer viable. There is no reference to the factors</p>	<p>Clause 3 of the Policy outlines the criteria that must be met for a trading licence to be issued. Clause 3.3 requires the trading activity not to have an unreasonable impact on other traders, permanent businesses, traffic flow, pedestrians or the public's use of a public place.</p> <p>The inclusion of this criteria is intended to allow Council flexibility in determining whether an activity should not go ahead due to the impact it has on other traders, permanent businesses, traffic flow, pedestrians and the public's use of a public place. It is a general clause which allows Council to regulate trading activities in way that prevents conflicts over the use of public space.</p> <p>It is acknowledged that there is subjectivity involved in determining whether there has been an "unreasonable impact", however the same can be said for a number of provisions in the existing Trading in Public Places policy (Current Trading Policy).</p> <p>Overall, providing scope for Council to consider allowing greater competition and new trading activities is considered worthwhile, with clause 3.1 still giving Council the ability to protect the interests of existing traders.</p>	No action recommended.

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>by which “unreasonableness” is judged including impact on proportion of turnover or impact on profitability.</p> <p>5.2 Extraction or Amendment that should be made to this clause With the removal of the 6 identified Commercial Activities and the potential for more than 6 licences on offer, on Cable Beach under the draft Trading Policy, this leaves open the type of activities that may be applied for. There are potential negative impacts on other established businesses and other existing Licence Traders. Therefore this Clause needs to be clearer in defining “unreasonable impact”. Clause 3.3 currently does not provide the clarity required for existing and future Trading Licence holders.</p> <p>5.2.1 Amendment An alternative amendment to Cl 3.3(a) and additional clause inserted 3.3 (b) 3.3(a) <i>“The trading activity for which the licence is sought will not have an unreasonable impact on an established shop or an activity undertaken under an approved existing trading licence without input from or consultation with existing Licence Holders and the Public.”</i> 3.3(b) <i>“The trading activity will not have an unreasonable impact on traffic flow, pedestrians or the public’s use of a public place.”</i></p> <p>Other Amendments could possibly be made to the 2016 <i>Trading in Public Places Policy</i> which will allow a fair and clear way of determining the actual impact a new licence will have on an existing business. For example; there should be protections within the amended policy for existing businesses including, but not limited, to the obligation to consult in writing with the existing business to gain an opinion of any impact another business operator, in the same or similar business/trade and/or location would have on the operations of the existing business. Is it possible the demand could cope with another competitor?</p> <p>5.2.2 Reasons for the Objection If the procedure for determining <i>unreasonable impact</i> is not clarified in this Policy then this may potentially undermine the viability of existing businesses to the point that the business is no longer viable for both operators and that service/activity is lost. This would negatively impact on an existing highly visible service business for Broome which has operated consistently for decades.</p> <p>The effect of this change may be that the existing business may become unviable because the Shire of Broome were unable to determine the terms of “unreasonable impact”.</p> <p>Further impacts may result on the provision of an important service to visitors and residents of Broome alike.</p> <p>In summary the reasons for the Objection are:</p> <ol style="list-style-type: none"> 1. No clear process or criteria currently exists to be able to determine the “unreasonable impact” on an existing business. 2. A potential lack of business knowledge of Shire Officers who are charged with making this determination. 3. “Commercial in Confidence” issues arise if Shire officers are required to make a judgement on “unreasonable impact” utilising business information. The risk increases of confidential business information being inadvertently released or discovered. 4. A lack of certainty for existing Licence Holders to be able to trade in accordance with their 	<p>It should be noted that clause 8 of the Policy allows Council to engage with the community and seek public comment in relation to an application for a trading licence.</p> <p>It should also be noted that Council is the decision maker in relation to whether an application should be approved or refused in accordance with the <i>Trading, Outdoor Dining and Street Entertainment Local Law 2003 (Local Law)</i>. The ability to make this decision may be delegated to Shire Officers, but it is Council’s decision whether it wishes for Officers to make this decision or whether sole decision making responsibility should remain with Council.</p>	

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>current Licence term (period).</p> <p>5. A lack of protections for existing business operators or licence holders, including at the very least, a guarantee of consultation over any changes or new licences to be approved within the vicinity of their existing business.</p> <p>6. Objection to the Amendment of Schedule 1, Clause 2.1 in the “Draft Trading In Public Places Policy 2016”</p> <p>We, Angela and Daryl Roberson of Beach Hut UNDER SECTION 9.5 OF THE ACT Hereby OBJECT to amending the following: Schedule 1, Clause 2.1 Trading in Public Places Policy 2016</p> <p>Clause 2 “Trading licences, except for commercial camel activities, will only be issued:”</p> <p>Clause 2.1 “for trading activities which support and are directly related to the recreational use and enjoyment of Cable beach and its adjacent waters”</p> <p>Previous Policy: Commercial Activities on Cable Beach Policy (2008): General Clause 1</p> <p>Cl 1: “The Shire will grant licences for the six (6) identified commercial activities on Cable Beach, these being: (i) Parasailing (ii) Catamaran Hire (iii) Jet Ski Hire (iv) Beach Gear Hire (v) Teaching Surf Board Riding (vi) Dinghy Hire”.</p> <p>6.1 Grounds of the Objection</p> <p>The amendment of this clause to remove all of the current identified activities under the 2008 policy and amend to the 2016 version which has no identified activities is obviously to allow the Shire to have more flexibility and choice in the Trading activities on Cable Beach. This is procedurally unfair to existing businesses and future businesses to not have a framework or structure for the types of other activities allowed to operate on Cable Beach. Some form of structure is required to provide existing and future businesses certainty and stability for the future of their licence and the trading activities the businesses offer.</p> <p>6.2 Extraction or Amendment that should be made to clause</p> <p>The following change is proposed to occur.</p> <p>6.2.1 Amendment</p> <p>Without identified activities in place, Beach Hut and any future businesses would lose the certainty and stability of its trading licence. We understand the Shire wants flexibility in issuing diverse and vibrant activities, but some form of structure is required so that activities are not the same or similar as those offered by existing licence holders.</p> <p>With the 6 licences being issued (and potentially more) under the new Trading Policy under Schedule 1 for Activities on Cable Beach, the clause could be amended so that there are general activities to prevent over-representation of the same or similar activities on Cable beach south of the rocks.</p> <p>For example:</p> <p>Schedule 1 - Additional provisions for trading activities on Cable Beach:</p> <p>A possible clause added to Schedule 1:</p> <p><i>A maximum of 6 trading activities will be granted for trading activities on Cable Beach</i></p> <p><i>(i) 2 activities be low impact recreational, not the same or similar</i></p> <p><i>(ii) 2 activities be adventure activities, not the same or similar</i></p> <p><i>(iii) 2 activities offer food or drink, not the same or similar</i></p>	<p>The designation of certain types of commercial activities that can be undertaken on Cable Beach in the Current Trading Policy has proved problematic and overly restrictive, especially where an activity is proposed that does not neatly fit within a designated category. Also, specifying categories does not allow for innovation and evolution in the types of activities that can be undertaken, to account for changes in the market.</p> <p>Therefore, the six types of commercial activities that can be undertaken on Cable Beach as specified in the Current Trading Policy have been removed from the Policy. However, there is still parameters that apply to the types of commercial activities that can occur, in that they must support and be directly related to the recreational use and enjoyment of Cable Beach and its adjacent waters (clause 2.1 in Schedule 1 of the Policy).</p> <p>The Policy and proposed new <i>Trading, Outdoor Dining and Street Entertainment Local Law 2016 (Proposed Local Law)</i> both contain protections for existing traders. Clause 2.3.2 of the Proposed Local Law states that Council may refuse a licence application where the activity will have an unreasonable impact on an activity undertaken on an existing licence. That the trading activity will not have an unreasonable impact on other traders is a criteria that must be met for a trading licence to be issued in Clause 3.3 of the Policy.</p> <p>Therefore, it is considered that the Policy provides guidance for the types of commercial activities that can be licenced to occur on Cable Beach, while still providing protection to existing traders.</p>	<p>No action recommended.</p>

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>There must be some:</p> <p>a) framework for the activities</p> <p>b) certainty to the existing licence holders;</p> <p>So that both the Shire of Broome and the trading licence holders are in agreement</p> <p>6.3 Reason for the Objection</p> <p>Without some form of structure or framework as to what activities would be suitable and enhance Cable Beach there is too much room for error in the issuing of licences, with possible:</p> <ul style="list-style-type: none"> • over commercialising • inappropriate business activities, that don't compliment Cable Beach • too many of a similar type of activity impacting on other businesses • businesses becoming unviable <p>This policy needs more structured activities so appropriate licences are issued that licence holders can operate with certainty and confidence that the Shire of Broome aren't issuing licences of a similar or the same type of activity that will negatively impact on an existing business activity causing the business to become unfeasible.</p>		
		<p>7. Objection to the Amendment of Schedule 1, Clause 3 in the "Draft Trading In Public Places Policy 2016"</p> <p>We, Angela and Daryl Roberson of Beach Hut UNDER SECTION 9.5 OF THE ACT Hereby OBJECT to amending the following: Trading in Public Places Policy 2016 Schedule 1, Clause 3</p> <p>Clause 3 "Council may decide to grant a trading licence for an activity even though:</p> <p>3.1 "six trading licences have already been granted for trading activities on Cable Beach,"</p> <p>3.2 "the activity does not support and/or is not directly related to the recreational use and enjoyment of Cable Beach and its adjacent waters; and/or"</p> <p>3.3 "the activity is proposed outside the section of Cable Beach specified in subclause 2.2, where Council considers that there is sufficient merit in the proposed trading activity to justify its approval"</p> <p>7.1 Grounds of the Objection</p> <p>If the situation arose that a trading licence was being applied for and 6 licences were already issued as per the maximum in accordance with Clause 1(Schedule 1) or if the activity did <u>not</u> support and was <u>not</u> directly related to the recreational use and enjoyment of Cable Beach or within the Cable Beach Licenced area as in accordance with Clause 2(Schedule 1) <u>then the Trading Licence should not be issued.</u> The proposed licence is not consistent with Clause 1 and 2. Clause 3 simply causes the Policy to read inconsistently and is not in keeping with the original intention of the policy. To add Clause 3 is unreasonable and unfair to all existing and future Trading Licence holders on Cable Beach.</p> <p>As per the Trading Policy wording, in this situation, Council could still grant a Trading Licence, "if there was merit to justify its approval", despite the inconsistency with Clauses 1-2. The whole of Clause 3 effectively allows the Shire to exercise its absolute power to approve a Trading Licence, even though there is blatant inconsistency.</p> <p>Clause 3 is procedurally unfair to existing trading licence holders, as they have had to comply with the policy to be granted their Trading Licence. The effect of Clause 3 is that the Shire has</p>	<p>The purpose of clause 3 in Schedule 1 of the Policy is to give Council scope to consider an innovative concept for a commercial activity on Cable Beach that could not have been conceived of when the Policy was developed. Giving Council this overarching discretion is considered desirable to promote vibrancy, the appropriate use of Cable Beach and the attractiveness of Cable Beach for residents and tourists.</p> <p>As discussed in relation to the issue raised above, there are sufficient safeguards in the Proposed Local Law and Policy to protect existing traders.</p> <p>Therefore, clause 3 in Schedule 1 of the Policy is considered appropriate and should be retained.</p>	No action recommended.

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>too much power and flexibility in being able to override important parts of a policy to suit. The question arises as to the purpose of this Clause 3 in Schedule 1, and is it necessary at all?</p> <p>7.2 Extraction or Amendment that should be made to clause The following change is proposed to occur.</p> <p>7.2.1 Extraction Clauses 3.1-3.3 - Additional Provisions for trading activities on Cable Beach of the Trading in Public Places Policy 2016 should be removed as it is unnecessary and contradictory.</p> <p>7.3 Reason for the Objection For Schedule 1 to be procedurally fair Clause 3 needs to be extracted. As Clause 1 and 2 are there for a purpose, to prevent over commercialisation of Cable Beach and for the beach remain an enjoyable recreational area. If Clause 3 remains, the policy is contradictory and is a demonstration of the ability to apply for and have approved a Trading Licence issued that is inconsistent with the Shire's own Clauses 1 and 2 in the Trading in Public Places Policy 2016.</p>		
		<p>8. Objection to the Amendment of Schedule 1 in the "Draft Trading In Public Places Policy 2016"</p> <p>We, Angela and Daryl Roberson of Beach Hut UNDER SECTION 9.5 OF THE ACT Hereby OBJECT to amending the following: Trading in Public Places Policy 2016 Schedule 1: No prescribed trading period time for a trading licence for a Commercial Activity on Cable Beach.</p> <p>Previous Policy: Commercial Activities on Cable Beach Policy 2008 General, Clause 3 Clause 3: <i>"Trading Licences for the commercial activities on Cable Beach will be approved for a period of five (5) years."</i></p> <p>8.1 Grounds of the Objection Removing the prescribed period for a Trading Licence is procedurally unfair to an existing business who operate under their current licence and previous licences which lasted for 5 years. Commercial Activities on Cable Beach Licence holders and future licence holders need more certainty than what the Shire of Broome propose in the 2016 Trading in Public Places Policy. Having no prescribed period for a Trading Licence does not provide any certainty to a potential or existing licence holder's future business.</p> <p>This does not make it attractive for businesses to apply for licences, without some assurance of the term of the Licence.</p> <p>8.2 Extraction or Amendment that should be made to clause The following change is proposed to occur.</p> <p>8.2.1 Amendment There is currently no mention of time periods in the policy in regards to Commercial Activities on Cable Beach Trading Licence. We strongly propose that a time period needs to be included for the security of existing and for future trading licences.</p> <p>We propose the following options for amendment: a) A term limit of 5 years for existing businesses / Trading Licence holders and 3 years for proposed businesses or new Licences.</p>	<p>The current Commercial Activities on Cable Beach Policy (Cable Beach Policy) specifies that trading licences for commercial activities on Cable Beach will be approved for a period of five years. This provision was not carried over into the Policy, as it was considered desirable to give Council the flexibility to issue licences for a shorter or longer timeframe, depending on the circumstances.</p> <p>The Policy provides for trading licences for the commercial camel activities to be granted for 10 years. The reason for this is the level of investment required to operate a commercial camel activities (camels, stabling areas), the need for the licence holders to show they have secure tenure over appropriate stabling facilities and the intention of the Shire to align the trading licence and the leases for the land at Lullfitz Drive for that purpose.</p> <p>Therefore, it is considered appropriate to provide for 10 year trading licence terms for the commercial camel activities, while leaving the term of a trading licence for other trading activities for Council to decide in its discretion.</p>	No action recommended.

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>b) Existing Trading Licence holders – continue under the agreed terms of the current licence. Upon the approval of a continuing licence, the maximum term is 5 years.</p> <p>New Trading Licence applicants – can apply for a maximum of 5 years with an option to extend another 5 years.</p> <p>8.2.2 Reason for the Objection The time period for the licences being removed is unfair. We have planned our operations to be in existence for 5 years, at least up until the end of the current term, which expires at the end of 2018.</p> <p>If the Shire wants more flexibility and arbitrary power, then it needs to be done in a fair and equitable manner. The Shire of Broome state in the Council Minutes (28/7/16) that the Trading Licences applied for can be “a shorter or longer period as appropriate”.</p> <p>What criteria does the Shire of Broome propose to use to determine an appropriate time period for each licence? The <i>Draft Trading in Public Places Policy 2016</i>, as it currently stands, is unclear and unstructured as to the method of determination of the “appropriate” time period of each licence. Businesses will have no Trading Licence security at the expense of the Shire wanting to be able to be flexible in determining “appropriateness”.</p> <p>We note that the Camel Operators will be approved for a maximum period of 10 year years. We support this proposal for the camels but feel this should apply to our licence as our “Hire of Beach Gear” business licence / operations are just as unique as the camels.</p> <p>Our Trading Licence has been in operation for 35 years, without any other similar business operating in the area. This establishes that ours is a unique type of Trading Licence and we feel that as the only existing Trading licence operator, which we have personally been operating for 13 years, we should also be offered the opportunity for a 10 year licence.</p>		
		<p>9. Additional Suggestions for “Draft Trading in Public Places Policy 2016” -Schedule 1</p> <p>Additional Suggestions of applying Advice Note for the traders operating on Cable Beach</p> <p>9.1 As noted in the Advice Notes for the Camel Operators, this same advice should be given to the Trading Licences on Cable Beach, South of the rocks. All of the information offered is practical and safety orientated and amending this information into the policy for Cable Beach licence holders would be advantageous, in particular to items (G) and (H) within the Advice Notes.</p> <p>(G). The Tourism Council Accreditation that the Shire has suggested for the Camel Operators should be compulsory applied to Trading Licence applications for activities on Cable Beach, south of the rocks. Having operators with Tourism Accreditation encourages professionalism and commitment from a business. The business must also comply with the policies and procedures it presents to the Tourism Council. The Shire Broome would attract and have only committed businesses operating on Cable Beach if they were to make accreditation compulsory.</p> <p>(H) Consultation between Shire officers and businesses operating on Cable Beach, South of the rocks, would also be highly advantageous. This would result in the establishment and</p>	<p>The advice notes in Schedule 2 of the Policy have been developed specifically for the commercial camel activities. Some of these advice notes may be appropriate for inclusion in trading licences for other commercial activities on Cable Beach, but some may not.</p> <p>Given the variety of different commercial activities that could occur on Cable Beach in accordance with a trading licence, it is considered more appropriate to leave open the types of advice notes that may be attached to a licence.</p>	No action recommended.

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>maintenance of positive relationships, and more effective communication regarding matters of concern. In particular, consulting on events to be run on Cable Beach and other relevant matters for the coming season of operation would be highly beneficial and allow effective planning and produce successful and well-run events for the public.</p> <p>9.2 In short, the same suggested Advice Notes for applicants should also be applied to those traders applying for Trading Licences for Commercial Activities on Cable Beach, South of the Rocks.</p>		
		<p>10. Suggestion for Facilitating Reasonable and Appropriate Commercial Activity on Cable Beach in the Future</p> <p>Establishing a Cable Beach Licences Sub Committee or Working Group</p> <p>10.1 If the Broome Shire want to offer or host the most suitable and vibrant activities for Cable Beach for the future and wish to modernise the activities then a subcommittee or a working group could be formed which can help assess the suitability of the beach activity and the applicants or any relevant conditions required.</p> <p>10.2 This way there is transparency, fairness and certainty to other traders and the community, who can have their say on what businesses they would like to see. Therefore the Shire of Broome employees would be making decisions with relevant information gained from effective consultative processes.</p> <p>10.3 Suggestions for those that could be included in the Cable Beach Licences Sub Committee or Working Group are:</p> <ul style="list-style-type: none"> • Director of Development Services or Community Services • A Shire Employee – Who has been in Broome for more than 1 year! • Ranger • Lifeguard • Yawuru Representative • Tourism Body Representative(eg- North West Tourism) • An existing Trading Licence Holder (with knowledge of Cable Beach and surrounding area) • 2 x Broome Residents that regularly use Cable Beach Area where Business Licences are located. <p>Plus the use of Public comment</p> <p>This working group could also help by easing the Broome Shire's assessment process when assessing and issuing licences and help with administering Licences properly to give a more transparent and community orientated decision. This would be more beneficial, than the current situation, where the entire process is undertaken with little or no consultation by internal Directors and Officers. Therefore, by involving those relevant and interested stakeholders, this allows the decision makers to have more relevant input, information and understanding of Cable Beach and what activities are considered appropriate and desirable for one of Broome's premier recreation areas.</p>	<p>The decision in relation to issuing trading licences under the Local Law is made by Council. In accordance with the Policy, Council can seek public comment.</p> <p>Committees and working groups of Council are established for a variety of purposes. Committees are regulated by the <i>Local Government Act 1995</i>. Terms of Reference would apply to any Committee or working group and they would not have the ability to make decisions on Council's behalf.</p> <p>Overall, given the small number of trading licence applications received and the nature of their processing being one of statutory decision making, the establishment of a committee of Council or working group to regulate trading licences is not considered to be appropriate.</p>	No action recommended.
		<p>11. Conclusion:</p> <p>11.1 It is crucial that we object and participate in this proposed Trading Policy Reform, as we</p>	<p>Noted. Summarises issues raised above.</p> <p>Given the purpose of the Policy is largely to</p>	No action recommended.

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>are the only existing Trading Licence currently operating on Cable Beach, south of the rocks under the current Policy.</p> <p>11.2 The proposed amendments will directly affect our Trading Licence conditions and potentially have a negative impact on our brand and livelihood in circumstances where we have 2.5 years to run our Trading licence. We need to protect our business and the licence conditions under which we operate for the balance of that licence, but also see the bigger picture of poorly drafted policy reform harming business confidence and a lack of diversity affecting the tourist trade in particular. Ultimately we share the Shire's goals in attracting people and tourists to Broome and Cable Beach in particular, but have concerns that the amendments will hinder not help the Shire of Broome's vision of vibrancy and diversity on Cable Beach and the surrounding area.</p> <p>11.3 A Clause within the policy could be inserted, which would allow the policy reform to be introduced at the expiry of the current term of any existing Trading Licence. This would protect the rights of the existing approved licence holders, and give them assurance of their ability to trade until the planned end of the Trading Licence term.</p> <p>11.4 We have concerns that, rather than promote an array of lively and assorted beach activities, the proposed changes to the Trading sections of the laws appear to be aimed at promoting competition on Cable Beach for existing businesses. This policy does not promote a range of goods and services offered or sufficient flexibility to amend trading activities to promote diversity. Therefore, our concerns with the proposed changes are;</p> <ul style="list-style-type: none"> (a) (in relation to the removal of criteria protecting local established business) they discriminate and are biased against our business and promote considerable uncertainty for all existing businesses; (b) They may lead to multiple businesses offering the same or similar products (ie lack of diversity); (c) competing applications will be assessed by people who (respectfully) are not appropriate judges of what is and is not an "unreasonable impact" on a business's trading activities; (d) that it unfairly enables the repealing of existing Trading licenses for what may be minor variations sought in trading activities ; (e) that it will erode the quality of product and services currently on offer and standards and (f) that it fails to provide sensible and workable flexibility on variations to trading conditions for existing businesses. <p>11.5 Beach Hut is a unique seasonal business that we work very hard to run successfully and have done so over the past 13 years. The Beach Hut provides products and services which are highly regarded and an essential service for visitors to Cable Beach. The success of our locally owned and operated business is due to the fact that we are able to operate our business so consistently, efficiently and professionally. If the Trading Policy amendments were made, this may cause business uncertainty and cause doubts about our future and viability. We may choose to close the business and therefore could no longer provide this service, which would potentially affect Cable Beach and its image. Many tourists and locals alike come to the beach because of the unique service our business offers, which is consistently provided and run so professionally and successfully. It is a much needed product and service to all beachgoers. Our Beach Hut equipment hire business enhances</p>	<p>inform the assessment of applications for trading licences, it is not considered necessary to include a new clause in the Policy limiting its application to existing licenced activities.</p>	

NO.	NAME & ADDRESS	SUBMISSION	OFFICER COMMENT	OFFICER RECOMMENDATION
		<p>visitors' Cable Beach experience, which benefits all of Broome.</p> <p>11.6 We have invested our family's future in our business. The success of our locally owned and operated business depends on the certainty of the conditions of our Trading Licence. Consequently, the potential amendment to the Trading Policy causes our business, and therefore our family, serious doubts, concerns and potential instability for our future.</p> <p>11.7 In addition, amending the Trading Policy, would impact on this valuable service which we provide for visitors to Cable Beach, thereby having a wider impact on the beach going public including tourists.</p>		

9.3.3 EXPRESSION OF INTEREST FOR 2017 WA REGIONAL TOURISM CONFERENCE

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	OGS47
AUTHOR:	Events & Economic Development Coordinator
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Acting Director Community Development
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	18 November 2016

SUMMARY: This report seeks Council's endorsement to submit an Expression of Interest for Broome to host the 2017 WA Regional Tourism Conference, and consider the budget implications should the expression of interest be successful.

BACKGROUNDPrevious Considerations

Nil

The WA Tourism Conference has been held successfully in Perth over the past two years as a collaboration between the Tourism Council of WA, Caravan Industry Association WA and the Visitor Centres WA. In 2016, the event attracted more than 400 Delegates from across the Western Australian tourism industry.

For the 2017 WA Tourism Conference, event organisers are seeking expressions of interest from regional towns through their Local Government in collaboration with Visitor Centres or local Tourism Organisations to host the event and provide their town a unique opportunity to welcome delegates and to showcase their region.

The Tourism Council of WA anticipate that the estimated direct and indirect benefits to the local economy by attending delegates would be in the vicinity of \$500,000 over the duration of the three day conference.

The conference is scheduled to be held in early September 2017 and the program is proposed to include:

1. Training workshops
2. Official Opening Cocktail Function
3. Announcement of GWN7 Top Tourism Town category awards winners
4. Conference sessions
5. Conference dinners incorporating GWN7 Top Tourism Awards
6. Industry Association meetings
7. Broome and Region famils

COMMENT

With tourism continuing to be a significant sector for Broome and the Kimberley, hosting the 2017 WA Tourism Conference is an opportunity to showcase to industry representatives the unique opportunities of the region. The 2017 WA Tourism Conference offers an opportunity for delegates from around Western Australia to network and gain an understanding of what the region has to offer. This enables them to better inform clients who are considering booking travel to the region.

This project is a substantial undertaking that requires strong project management and consultation with numerous stakeholders. A submission has been developed by Shire Officers and if successful the Shire would be the lead agency in liaison with the Tourism Council of WA. The proposal is a joint venture between the Shire of Broome, the Broome Visitors Centre and Australia's North West. Each party would have a role to play in delivering the event in Broome and is proposed to draw on the expertise of each organisation to achieve the result of a successful conference.

The project has the potential to be a significant collaborative effort between key organisations within Broome. At a time when the tourism sector would appreciate a boost, this project could unite stakeholders and continue to progress the cohesive approach to economic development that has been achieved over the last 12 months.

The event would require non-financial support by way of sourcing accommodation discounts for conference delegates and arrangements for local famils for delegates to showcase the Broome Region. The Broome Visitors Centre and Australia's North West would provide support in achieving these outcomes.

The Broome Visitors Centre have also confirmed if successful they would provide support by undertaking the Delegate registration process, coordinating the famils for the delegates including the coordination of tours to local tourist destinations and gaining industry support for the hosting of the conference.

If successful, a contribution of \$20,000 will be required in addition to in-kind support. Several local organisations have committed both cash and in-kind support should the bid be successful.

In-kind support could be provided towards the cost of a welcoming function and venue hire for the Civic Centre as the conference location including catering, audio visual, staffing and cleaning.

The Tourism Administration Policy 2.1.6 Objective states the intent of the policy is to realise the benefits from tourism and provides guidelines on the support that the Shire of Broome will provide to the Broome Tourism Industry, which includes development and marketing of the Shire as a visitor's destination. By hosting The 2017 WA Tourism Conference we would be supporting the development of Broome as a tourist destination.

The Shire of Broome would be recognised as a Platinum sponsor of the 2017 WA Regional Tourism Conference, which includes the following:

- Three complimentary full conference registrations, plus three additional dinner tickets;
- Verbal acknowledgement as Platinum Sponsor and Host City throughout the conference
- Sponsor slide on PowerPoint with sole branding
- Company profile and logo included in conference prospectus, distributed across WA tourism industry

- Half page advert in conference program, distributed to every delegate at conference
- Sole recognition as host and provider of Welcome Cocktail Function, including speaking opportunity
- Placement at conference of two pull up banners
- Logo at conference on sponsor pull up banner
- Opportunity to host Welcome cocktail Function;
- Opportunity for Shire President to provide a short address to open conference
- A comprehensive marketing package to promote the town
- Additional delegate tickets discounted by 20%

Broome Tourism organisations that provide support to the conference either through in-kind or cash sponsorship would be acknowledged at the 2017 WA Regional Tourism conference sponsorship package level equivalent to the level of contribution, which may include:

- Logo recognition
- Verbal acknowledgment during the conference
- Pre conference promotion
- Post conference promotion

It is estimated that the cost of hosting the 2017 WA Tourism Conference will be approximately \$43,000.

Approach for sponsorship has been made to local tourism businesses to support the event by both in-kind or cash contributions and to date \$22,000 has been committed.

Further sponsorship is proposed to be sought, however at this point in time Council is requested to consider providing \$10,000 in cash and \$11,000 in-kind support through the annual Tourism Initiative allocation for 2017/18 (\$30,000 available).

Due to timing constraints (deadline for submissions were due on the 2 December 2016) the Shire of Broome has lodged a conditional Expression of Interest submission to the Tourism Council of WA, subject to Council endorsement. The Tourism Council of WA have endorsed this approach and understand that should Council choose not to proceed, the submission will be withdrawn.

CONSULTATION

Australia's North West
Broome Visitors Centre
Cable Beach Club Broome
Mangrove Hotel
Broome International airport
Kimberley Port Authority
Broome Transit Services
Broome Tourism Leadership Group
Broome Chamber of Commerce and Industry
Australian Business Consulting and Solutions

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Tourism Administration Policy 2.1.6

FINANCIAL IMPLICATIONS

It is estimated that the cost of hosting the 2017 WA Tourism Conference will be approximately \$43,000. The Shire of Broome's contribution would be \$10,000 in cash and up to \$11,000 through in kind support.

Major costs involved with the project are:

Anticipated Expenses		Expenditure
Cash sponsorship		\$20,000
Conference Expenses		\$11,000
Civic Centre Venue hire - Including audio visual, staffing and cleaning		
Cocktail Function Catering and Beverage Expenses		\$12,000
TOTAL		\$43,000.00
Anticipated Income - Source	Cash	In-Kind
Broome international airport (TBC)	\$5,000	
AusIndustry Entrepreneurs Programme (TBC)	\$5,000	
Mangrove Hotel		\$12,000
Shire of Broome	\$10,000	\$11,000
TOTAL	\$20,000.00	\$23,000.00

Approach for sponsorship has been made to local tourism businesses to support the event by both in-kind or cash contributions and to date \$22,000 has been committed. Formal applications for further sponsorship would be made if the bid was successful.

The Shire contribution would come from the Tourism Administration Policy that has an amount of approximately \$30,000 that is allocated to tourism project initiatives. A portion of these funds could be allocated towards hosting the 2017 WA Tourism Conference in the 2017/18 budget process.

RISK

The risk of proceeding with submitting an expression of interest are very low. The only consideration is the possibility of additional work load being created for the Shire of Broome personnel, however with good project planning this can be mitigated.

The risk of making the decision not to submit an Expression of Interest is that it could be perceived by the Broome Tourism Industry that the Shire of Broome is not fully supporting opportunities to promote the region to representatives of the WA tourism industry.

The financial risks are relatively low in comparison to the expected economic benefits to the region. This risk can be mitigated by actively engaging with the Broome Tourism Industry to obtain support in covering costs associated with hosting the event.

Allocating the Tourism Administration Policy funds to this project would see limited funds available for the support of additional projects or activities that have the objective of promoting tourism in the region during the 2017/18, financial year. In the 2016/17 budget, \$20,000 of the Tourism Administration Policy funds were allocated to the Broome Tourism Leadership Group.

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:

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

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

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:

Effective community engagement

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. *Endorses the Expression of Interest submission lodged with the Tourism Council of WA for the Shire of Broome to host the 2017 WA Tourism Conference.*
2. *Acknowledges that if the Expression of Interest is successful Council will be required:*
 - (a) *to allocate up to \$10,000 cash contribution as part of the 2017/18 budget process through the Tourism Administration Policy GL Account 132060 for tourism initiatives; and*
 - (b) *to consider in-kind contributions of up to \$11,000 dependant on support and partnerships with local tourism operators.*

Attachments

1. Tourism Council of WA Invitation for Expression of Interest
2. Tourism Council WA Expression of Interest

2 November 2016



tourismcouncil
the voice of tourism western australia

Mr Kenn Donohoe
Chief Executive Officer
Shire of Broome
PO Box 44
BROOME WA 6725



Doc No: I161107-118043
File(s): OGS47
Date: 07 NOV 2016

Handwritten note:
Double
Can you get a
to his place
great oppo
for Broome
KL

Dear Mr Donohoe,

Re: Expressions of Interest for 2017 WA Regional Tourism Conference

For the past two years, the WA Tourism Conference has been held successfully in Perth as a joint event between Tourism Council WA, Caravan Industry Association WA and Visitor Centres WA. In 2016, the event attracted more than 400 delegates from across the Western Australian tourism industry.

For the 2017 WA Tourism Conference, event organisers are seeking expressions of interest from regional towns through their local government in collaboration with Visitor Centres or Local Tourism Organisations to host the event and give their town a unique opportunity to welcome delegates and showcase their region. Smaller communities or regions may consider a collaborative approach, submitting a bid as a regional group.

It is estimated that direct and indirect expenditure from visiting delegates and associated exposure could be worth more than \$500,000 to your local economy.

The enclosed document outlines the requirements to successfully bid to host this event and what must be included in your application.

Please note, completed Expressions of Interest must be forwarded via email to tcwa@tourismcouncilwa.com.au by close of business Friday, December 2.

Should you have any queries, please feel free to contact the Tourism Council WA office on (08) 9416 0700.

Yours Sincerely

Evan Hall
Chief Executive Officer



1 Resort Drive Burswood WA 6100 | PO Box 91 Burswood WA 6100 | Tel: (08) 9416 0700 | Fax: (08) 9472 0111
Email: tcwa@tourismcouncilwa.com.au | Web: www.tourismcouncilwa.com.au | Tourism Council Western Australia Ltd ABN 69 095 581 776

2017 WA Regional Tourism Conference Host Town Expression of Interest

The WA Tourism Conference has been held successfully in Perth for the past two years as a collaboration between Tourism Council WA, Caravan Industry Association WA and Visitor Centres WA, attracting more than 400 delegates in 2016.

In 2017, the WA Tourism Conference will be held in a regional town, giving the host location a unique opportunity to welcome delegates and showcase their region.

Conference organisers are seeking Expressions of Interest from regional towns to host the 2017 WA Regional Tourism Conference, which also incorporates the GWN7 Top Tourism Town Awards.

This document outlines the requirements to successfully bid to host this event and what must be included in your application. Smaller communities or regions may consider a collaborative approach, submitting a bid as a regional group.

It is estimated that this event could be worth in excess of \$500,000 to your local economy. This figure includes the direct economic benefit to your community through expenditure and indirect benefits such as the media and promotional coverage that your region will receive.

Please note, Expressions of Interest must be received via email to tcwa@tourismcouncilwa.com.au by **close of business Friday, 2 December 2016**.

Host Town Requirements

With tourism emerging as a significant growth industry for the future of WA's economy, the WA Tourism Conference is an opportunity for industry representatives to engage in industry-specific training, engage with colleagues and hear from speakers on critical issues facing the tourism sector. The conference plays a vital role in networking and connecting delegates with the wider tourism community and stakeholders, while also experiencing all the host town and region has to offer.

Dates:

The preferred dates for the 2017 WA Regional Tourism Conference are Monday, September 11 – Wednesday September 13.

Should there be an alternate date that is preferable for your town due to local circumstances, you may put these forward for consideration in your application. Please ensure dates are mindful of school holiday periods, public holidays and key events in the WA calendar.

Program Outline:

Although the program for the conference is at the discretion of the conference organisers, they are looking for originality, unique selling points and the opportunity to offer delegates an insight into the host town, as well as networking and valuable learning experiences.

Below is a suggested format for the conference, however this can be flexible to encompass the host town's key features. There is also the opportunity to offer pre and post conference touring options throughout your region.

It is suggested that the host town/city plans to expose the various attractions and facilities by staging hosted functions at various locations. This provides delegates the opportunity to gain first-hand knowledge of your town/city.

There are a number of opportunities for the host town/city to organise and provide local and regional tours and famils for visiting delegates in order to showcase your location.

Day 1 - Monday

8.30am	–	Delegates commence arrival
5.00pm		Training workshops hosted by Tourism Council WA
6.00pm	–	Official Opening Cocktail Function, hosted by the Shire/Town
8.00pm		

Day 2 - Tuesday

7.15am – 8.45am		Visitor Centres WA Breakfast and announcement of GWN7 Top Tourism Town category award winners
9.00am	–	Conference Sessions, incorporating breakout sessions and lunch
4.30pm		
6.00pm	–	Conference dinner, incorporating GWN7 Top Tourism Town Awards
11.00pm		

Day 3 – Wednesday

9.00am	–	Optional industry association individual meetings/session
5.00pm		Town/city famils

Venues

The following venue sizes and facilities are required to host the 2017 WA Regional Tourism Conference.

Training workshops	Two rooms to host workshops with seating for approximately 50 delegates in total with tea and coffee facilities.
Opening Cocktail function	Venue for up to 150 delegates, stand up drinks and canapes, stage and audio visual equipment for speeches. Local entertainment.
Conference sessions (Day 2)	Venue for VCWA breakfast to seat 60 delegates banquet style with audio visual facilities. Capacity to provide catering. Venue for up to 150 delegates, audio visual equipment, banquet style seating, and area for stand up morning/afternoon teas and lunch. Capacity to provide catering. Dinner venue for up to 150 delegates, banquet style seating, stage and audio visual equipment (including screen) for speeches and presentations. Capacity to provide catering.
Optional industry association meetings (Day 3)	Venue for up to two industry association meetings, seating up to 50 people each, banquet style with audio visual facilities. Room available for catering if required and capacity to provide catering.

Sponsorships and Financial Commitment

It is important that financial and in-kind support can be provided to ensure attendance at conference is maximised. In order to be successful, bidding documents must include the following at a minimum:

- \$20,000 cash sponsorship;
- All costs covered for the Welcome Function to be hosted by the local Shire/City Council;
- Free of charge venue hire plus approximately \$5,000 in-kind sponsorship (eg. Catering, AV, transport);
- A letter showing support and relevant commitments of the local City or Shire Council;
- Assistance with approaching suitable accommodation providers to organize accommodation for conference delegates at a discounted rate;
- Assistance with coordinating local sponsorships (both cash and in-kind);
- Arrangement of local famils for delegates to showcase your town/city/region;
- Assistance with transfers between accommodation and selected conference venues.

In return, the host town will receive benefits including:

- Platinum Sponsorship of the 2017 WA Regional Tourism Conference, which includes the following:
 - Three complimentary full conference registrations, plus three additional dinner tickets;
 - Verbal acknowledgement as Platinum Sponsor and Host City throughout the conference;

- Sponsor slide on PowerPoint with sole logo branding;
- Company profile and logo included in conference prospectus, distributed across the WA tourism industry;
- Half page advert in conference program, distributed to every delegate at the conference;
- Sole recognition as host and provider of Welcome Cocktail Function, including speaking opportunity;
- Placement at conference of two pull up banners (supplied by host city);
- Logo at conference on sponsor pull up banner (supplied by conference organizer).
- Opportunity to host Welcome Cocktail Function;
- Opportunity for Mayor to provide a short address to open the Conference;
- A comprehensive marketing package to promote your city/town (details TBC);
- Additional delegate tickets discounted by 20 per cent.

Travel

One pre-conference site visit will be conducted prior to the event and accommodation will need to be provided free of charge as part of this application.

Assessment, Selection and Closing Date

Formal bids/proposal documents to host the 2017 WA State Tourism Conference are required by **close of business Friday, 2 December 2016** and should be forwarded to: tcwa@tourismcouncilwa.com.au.

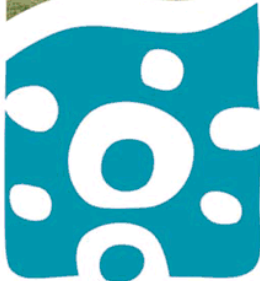
Proposals will be assessed in line with the following criteria:

- Bid has successfully demonstrated that the hosting requirements are met, indicating discounts or cost neutral elements for the conference;
- Letter indicating level of support from local City/Shire of Council;
- Details of venues to be used including full costings;
- Plans to showcase town to delegates through famils;
- Any other hosting plans, e.g. transport and transfers, entertainment;
- Accessibility/viability for delegates to attend the conference;
- Accommodation venues and discounted rates;
- Brief summary as to why the town/city should be selected.

Please ensure your submission includes the following at a minimum:

- Covering letter;
- Overall bid proposal encompassing suggested accommodation and venue options;
- Evidence of financial commitment (both cash and in-kind) from host body;
- Evidence of support from the local community and tourism businesses.





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INTRODUCTION:

The Shire of Broome and the, Broome Visitor Centre are excited about the opportunity of submitting an expression of interest (EOI) to host the 2017 WA Regional Tourism Conference in Broome.

Broome is one of Western Australia's premier tourism destinations. Built on its unique history as a frontier pearling town, its multicultural population, its outstanding natural attractions including one of the world's best beaches, and its incredible tourism assets such as world-class resorts and tours on both land and water; it was recognised as the top tourism town in Western Australia in 2014.

Broome has an enviable climate, with the weather in September generally offering warm days and cool evenings with little or no chance of rain. It is the perfect time to visit the North of Western Australia.

Broome has a range of accommodation options, with over 1400 rooms in a mix of standard hotels, luxury resorts and self-contained apartments. The town regularly hosts large conferences and it has both the facilities and expertise to successfully host a conference of approximately 200 delegates.

Its geographical location in the north of Western Australia makes Broome an ideal location to hold the 2017 Tourism Conference. It is connected by approximately five flights a day from Perth, with both Qantas and Virgin airlines servicing the town. Additionally there are daily connections to Kununurra and Darwin with Airnorth, as well as direct flights to Sydney, Melbourne and Brisbane with Qantas. Due to its central locality, Pilbara residents see Broome as a drive destination.

September sees the staging of Broome's famous Shinju Matsuri Festival – the Festival of the Pearl – which would dovetail into the proposed conference dates and provide a perfect opportunity for conference delegates to schedule their visit to experience some of the many events on offer during the festival.

Broome is the gateway to Western Australia's stunning Kimberley region, and delegates would be attracted to partake in some of the many day and extended tours that take in the waterfalls, gorges and national parks of this region. Broome is also on the doorstep of the Dampier Peninsula, which is home to a large percentage of Western Australia's Indigenous tourism product and offers a range of outstanding cultural tourism experiences.

To ensure the success of the 2017 WA Regional Tourism Conference, the Shire of Broome will partner with the Broome Visitor Centre, Australia North West Tourism and local tourism providers including the Cable Beach Club and the Mangrove Hotel to provide an outstanding experience for delegates. Choosing Broome as the location for this conference will provide the Tourism Council of WA the best opportunity to showcase some of the best of WA's regional tourism product to delegates, speakers and guests.



ACCOMMODATION:

Broome has a wide range of accommodation options with upwards of 1,400 rooms over 30 locations offering a good variety of levels and styles of accommodation for delegates. Packages will be developed to accommodate all preferences and budgets starting from as low as \$100. Discounted rates have been negotiated with the Mangrove Hotel and the Cable Beach Club garden view studios for conference delegates at a reduced rate of 25% of the standard rate with potential for further negotiation to be undertaken should the bid be successful.

VENUES:

Broome has spectacular venues to hold the conference activities. The Broome Civic Centre is an iconic landmark that has been cleverly refurbished and includes great functional spaces equipped with electronic presentation equipment, technical support staff, catering facilities and the capacity to seat up to 350 in Cabaret style, with smaller breakout and meeting spaces available.

The Mangrove Hotel, with its spectacular views over Roebuck Bay is set in lush tropical gardens and offers unparalleled style and service. The property is a picturesque setting for corporate events. The flexible indoor and outdoor event spaces feature state-of-the-art facilities that can be tailored to suit any needs and is a short ten minute walk from the Broome Civic Centre and the Chinatown district.

The Cable Beach Club is located overlooking the pristine Cable Beach and offers a variety of options for hosting events within the resort, from the Sam Male room to the tranquil resort garden setting allowing delegate to soak up the tropical Broome climate. It is a ten minute trip to the Broome Civic Centre by bus or Taxi.

Proposed Venues for the conference:

- Day 1 – Broome Civic Centre - Training workshops
- Day 1 – Mangrove Hotel – Official Opening cocktail Function
- Day 2 – Civic Centre - Visitors Centres WA Breakfast
- Day 2 – Civic Centre - Conference Sessions
- Day 2 – Cable Beach Club – Conference Dinners and GWN awards
- Day 3 – Broome Civic Centre – Industry association meeting



SHOWCASE BROOME:

Broome is a unique town located on a peninsula where one of the world's last great wildernesses meets the Indian Ocean. Broome's exotic pearling town past has left a rich history and a unique multi-cultural mix of people. Our pristine waters, wide empty beaches, abundant wildlife, tropical climate and breathtaking colours attract thousands of visitors each year.

As part of the conference experience tours will be available to allow delegates to experience the best the region has to offer, these may include:

- Willie Creek pearls
- Camel Tours
- Jetty to Jetty walking tour
- Town tours
- Horizontal falls
- Hover Craft
- Kayaking
- Fishing Trip



TRANSPORT:

Cable Beach is located 4.8k from the centre of Broome and is approximately a 7 minute drive.

Getting around Broome is safe and easy. Driving is a joy with no traffic lights to hold you up. Our wide roads, kilometres of footpath and a flat landscape make Broome the ideal place to get around on a bicycle.

The local Town Bus service bus service offers regular services between Broome and Cable Beach or there are four local taxi operators. Charter buses can be arranged to meet the specific needs of the conference.

Broome International Airport has direct flights from Perth, Kununurra, Port Hedland and Darwin to Broome, arriving and departing multiple times per day.

COMMUNITY COMMITMENT:

Industry bodies within the Broome community, including Australia's North West Tourism, the Broome Tourism Leadership Group, and the Broome Chamber of Commerce have all offered their support for this event, and this is evidenced through the letters of support submitted with this proposal.

The Shire of Broome has taken a lead role in preparing the bid for the conference and Council will be assessing a proposal of financial support.

In addition a number of tourism operators have indicated their willingness to see this conference in Broome, and this is demonstrated by the following individual commitments:

Broome Visitors Centre - have committed to providing delegation registration services, tour coordination and booking and support for delivering the conference.

Mangrove Hotel – have committed to hosting and sponsoring the welcome cocktail party including complimentary venue hire and in-house AV use. They will also offer discounted accommodation rates to be negotiated.

Cable Beach Club Broome – have committed Discount accommodation rates in garden view studios, for conference delegates at a rate of 25% of the standard rate. This rate includes full buffet breakfast. They have also provide quotation for hosting the welcome cocktail evening and Awards Gala dinner, these include complimentary venue hire and in-house AV use.

Goolarri Media – contacted to provide a mini "Taste of Broome" experience for conference delegates as part of one of the Two evening events.

A Taste of Broome is a show that offers delegates the opportunity to experience the journey of Broome's history as seen through the eyes of mothers, sisters and daughters. Hear the stories, experience the show. The music, cuisine and entire experience is created around the distinctive Indigenous Culture within Broome's multicultural community. Promoting the vibrant soul that is the essence of Broome's identity through music, dance, food, arts and crafts, tradition and heritage.

Australian Business Consulting & Solutions - AusIndustry Entrepreneurs' Programme – we are currently engaging with this organisation and they have indicated that they will provide sponsorship support for the conference.

All of the above groups will actively promote the conference to their members and networks.

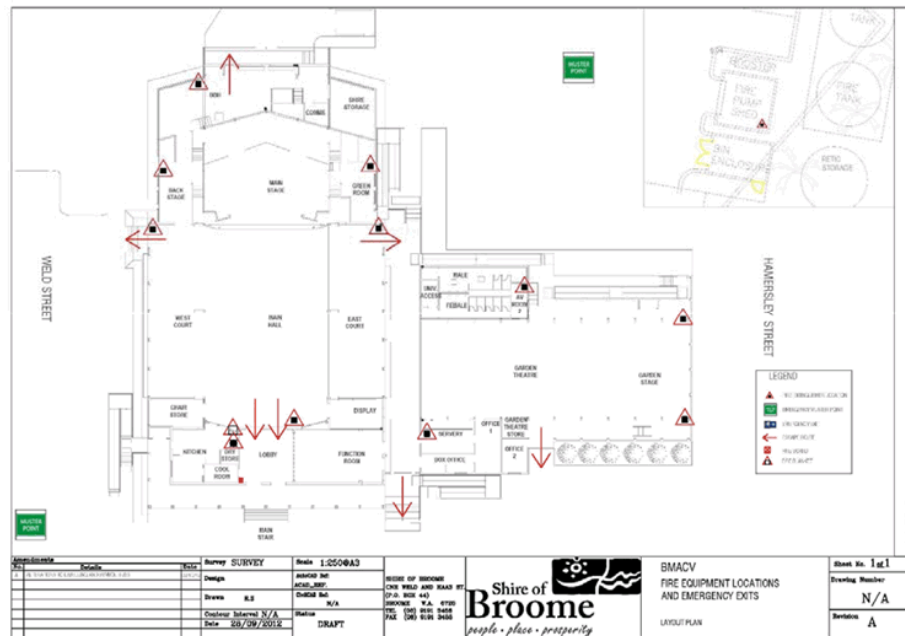
Broome Tourism organisations that provide support to the conference either through in-kind or cash sponsorship will be acknowledged at the 2017 WA Regional Tourism conference. Sponsorship package level will be equivalent to the level of contribution, which may include but not limited to: Logo recognition, verbal acknowledgment during the conference, pre conference promotion and post conference promotion.

COSTING AND BUDGET:

Anticipated Expenses		
Cash sponsorship contribution	\$20,000	
Conference Expenses Venue hire	\$6,000	
Audio visual, Staffing, Cleaning and Delegate transportation	\$5,000	
Cocktail Function Catering and Beverage Expenses	\$12,000	
Anticipated Income		
Shire of Broome sponsorship		\$21,000
Broome International Airport sponsorship		\$5,000
AusIndustry Entrepreneurs' Programme sponsorship		\$5,000
Mangrove Cocktail Function Catering and Beverage Expenses sponsorship		\$12,000
BVC Delegate Accommodation and tour Booking Service – in-kind		
Totals	\$43,000	\$43,000



BROME CIVIC CENTRE LAYOUT PLAN:





ABN 24 772 721 131
email info@australiasnorthwest.com
www.australiasnorthwest.com

PO Box 554, Broome,
Western Australia 6725
Tel (+61) 08 9193 6660
Fax (+61) 08 9193 6662

Mr Sam Mastrolembro
Acting Chief Executive Officer
Shire of Broome
Via email: events@broome.wa.gov.au

Dear Sam,

I understand that the Shire of Broome, along with the Broome Visitor Centre, is bidding for the 2017 WA Tourism Conference to be held in Broome in September.

The conference provides the opportunity to attract tourism industry delegates to Broome and for them to gain an appreciation of the outstanding tourism experience that the town offers. Like any conference, delegates will provide a welcome economic contribution to the town, and with the conference timed to follow the Shinju Matsuri Festival, there is the strong likelihood that delegates will choose to spend additional leisure time in Broome as part of their visit.

The conference also attracts tourism industry leaders, ministers and other members of parliament. It provides an opportunity to promote Broome's attractions to this audience, as well as highlight tourism projects that may require further government support and investment.

As the peak tourism marketing body for the Kimberley and Pilbara regions of Western Australia, Australia's North West Tourism supports the endeavours of the Shire of Broome to attract this conference to the region.

Yours sincerely

A handwritten signature in black ink, appearing to read "Glen Chidlow".

Glen Chidlow
Chief Executive Officer
1st December 2016

Mr Sam Mastrolonico
Acting Chief Executive Officer
Shire of Broome
Via email: events@broome.wa.gov.au

Thursday, December 1, 2016

RE: 2017 Tourism Conference Application

Dear Sam,

Further to recent discussions with the Shire of Broome in relation to the Tourism Conference location for 2017, I am writing to offer the support of the Broome Visitor Centre to this initiative being submitted by the Shire.

A regional tourism conference has been a major factor in the success of Visitor Centres for many years. In two recent occasions, the Broome Visitor Centre has been the winner of the associated Top Tourism Award, a major drawcard to this conference.

Broome is a highly desirable destination for many travellers and to host the conference in 2017 off the back of the Shinju Matsuri Festival would likely extend the Visitor stay and dollars spent in Broome.

This conference has been held in Metro Perth for the past two years and is being returned to the Regions on a biannual basis.

Associated with the Tourism Council of WA, Caravan Park Association of WA, the Visitor Centre Association of WA and FACIT, the conference attracts many industry leaders. The past two conferences have had the support of the Premier and Opposition Leader and Minister for Tourism and Opposition Tourism Spokesman also in attendance.

Broome Visitor Centre being one of the most successful centres in Australia would encourage the Shire bid and believe the opportunity would be highly advantageous to Broome.

It is our view that this event would be a great initiative to showcase Broome to our neighbours and offer significant economic benefits.

Please feel free to contact me directly to discuss the project should you have any further questions.

Yours sincerely,



Nick Linton
General Manager

visitBroome
BROOME VISITOR CENTRE

08 9193 2200

1 Hamersley Street, Broome WA 6775

PO Box 357 Broome WA 6775

www.facebook.com/GoBroome

www.visitbroome.com.au

enquiries@visitbroome.com.au



Wednesday 30 November 2016

Rhondra Chappell
Shire of Broome

Dear Rhondra

In support of Broome to host the 2017 WA Tourism Conference

The Broome Chamber wishes to express its support for Broome to host the 2017 WA Tourism Conference.

Broome has capacity to host this event in a way which is exciting and dynamic yet practical to the organiser.

We embrace the opportunity to present our destination to industry and showcase the high level of product that we currently deliver for tourism with future developments to include a world class cultural centre.

Our destination would offer conference delegates great incentive to have a truly holiday-like experience with wrap around opportunities for entertainment, tours and functions while here.

We sincerely hope you'll consider this application and eagerly await the outcome.

Warm regards,

A handwritten signature in black ink, appearing to read 'J. Napper'.

JAEL NAPPER
Chief Executive Officer
Broome Chamber of Commerce & Industry
ceo@broomechamber.com.au
08 9193 5553

The Broome Chamber of Commerce & Industry the voice of Broome business.



Contact:

Events and Economic Development Coordinator

Shire of Broome

PH: 08 9191 3418

Mobile: 0429 331 076

Email: [Events @broome.wa.gov.au](mailto:Events@broome.wa.gov.au)

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 MONTHLY PAYMENT LISTING - NOVEMBER 2016

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FRE02
AUTHOR:	Finance Officer - Creditors
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	1 December 2016

SUMMARY: This report recommends that Council adopts the list of payments made under delegated authority, as per the attachment to this report for the month of November 2016.

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 either Electronic Funds Transfer (EFT), cheque, credit card or direct debit.

Attached is a list of all payments processed under delegated authority during the month of November 2016.

CONSULTATION

Nil

STATUTORY ENVIRONMENT***Local Government (Financial Management) Regulations 1996***

13. *Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*
- (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; and*
 - (c) *the date of the payment; and*
 - (d) *sufficient information to identify the transaction.*

- (2) A list of accounts for approval to be paid is to be prepared each month showing —
- (a) for each account which requires council authorisation in that month —
 - (i) the payee's name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under subregulation (1) or (2) 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.

RISK

The risk of Council not adopting this report is extreme as this will result in non-compliance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*. The likelihood of this ever occurring is rare due to the CEO's implementation of procedures to ensure payment details are disclosed to Council in a timely manner, as well as Procurement and Purchasing policies which ensure these payments are made in accordance with budget and delegated authority and comply with *Local Government (Financial Management) Regulations 1996*.

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

Responsible resource allocation

Effective community engagement

Improved systems, processes and compliance

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council records the accounts as paid under delegated authority for November 2016, totalling \$3,720,061.23 as attached, covering:

- EFT Vouchers 38097 – 38439 totalling \$3,489,956.28;
- Municipal Cheque Vouchers 57435– 57436 totalling \$661.13;
- Trust Cheque Vouchers 3427- 3427 totalling \$6,552.14; and
- Municipal Direct Debits DD21616.1– DD21698.29 totalling \$222,891.68.

Attachments

1. Payment Listing November 2016

5. Division 4. Section 5.42 Delegation of some powers to CEO. Sub Section Finance Management Regulation 12.

Each payment must show on a list the payees name, the amount of the payment, the date of the payment and sufficient information to identify the transaction

This report incorporates the Delegation of Authority (Administration Regulation 19)

PAYMENTS BY EFT & CHEQUE AND FROM TRUST - NOVEMBER 2016
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MUNICIPAL ELECTRONIC TRANSFER - NOVEMBER 2016					
EFT	Date	Name	Description	Amount	Del Auth
EFT38097	02/11/2016	WATER CORPORATION	Water charges- Various Shire sites	\$11,893.38	AMFS
EFT38098	03/11/2016	ALISON LOUISE MORRIS	Reimbursal of expenses- Library	\$136.03	AMFS
EFT38099	03/11/2016	ALPHONSE ROBIN BALACKY	Regional Resource Recovery Park- Cultural monitor fees	\$255.00	AMFS
EFT38100	03/11/2016	ANDREW BENEDICT AUGUSTINE	Regional Resource Recovery Park- Cultural monitor fees	\$255.00	AMFS
EFT38101	03/11/2016	AVERY AIRCONDITIONING PTY LTD	Air conditioning maintenance (RFT13-16)- KRO1	\$1,190.00	AMFS
EFT38102	03/11/2016	BEST KIMBERLEY COMPUTING	Copier charges- IT	\$141.75	AMFS
EFT38103	03/11/2016	BIDYADANGA COMMUNITY GENERAL STORE	Catering for Councillors, Staff and Community Members for OMC 29/09/2016- Governance	\$255.50	AMFS
EFT38104	03/11/2016	BITUMEN SEALING SERVICES PTY LTD (BSS)	Sealing works (RFT 15-07)- Cape Leveque Road	\$316,372.87	AMFS
EFT38105	03/11/2016	BMT CONSTRUCTIONS	Streeters Jetty Park maintenance & building maintenance - P&G & Museum	\$2,665.91	AMFS
EFT38106	03/11/2016	BP CLEMENTSON STREET - BROOME AG	Weed & herbicide spraying- P&G	\$638.70	AMFS
EFT38107	03/11/2016	BROLGA DEVELOPMENTS & CONSTRUCTION PTY LTD	Crossover Subsidy- Lot 430/41 Sario	\$515.00	AMFS
EFT38108	03/11/2016	BROOME CLARK RUBBER	General building maintenance- Staff Housing	\$188.80	AMFS
EFT38109	03/11/2016	BROOME DOCTORS PRACTICE PTY LTD	Pre employment medical & vaccinations- HR	\$286.00	AMFS
EFT38110	03/11/2016	BROOME FREIGHTLINES (CTI ONTRAQ)	Freight expenses- Waste Management Facility	\$1,458.85	AMFS
EFT38111	03/11/2016	BROOME REGIONAL VOLUNTEER BUSHFIRE BRIGADE	Prescribed burn- BRAC reserve	\$800.00	AMFS

EFT38112	03/11/2016	BROOME SCOOTERS PTY LTD (KIMBERLEY MOWERS & SPARES)	Equipment replacement & spare parts- P&G & Depot	\$1,127.00	AMFS
EFT38113	03/11/2016	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Shire Inside Social Club- Donation	\$10,000.00	AMFS
EFT38114	03/11/2016	BROOME SMALL MAINTENANCE SERVICES	Building maintenance- Shire Office Haas St	\$100.00	AMFS
EFT38115	03/11/2016	COLIN WILKINSON DEVELOPMENTS PTY LTD	Crossover Subsidy- 905/55 Sandpiper Avenue	\$515.00	AMFS
EFT38116	03/11/2016	COMPUTER TRAINING AND DEVELOPMENT AUSTRALIA PTY LTD	Organisational training- HR	\$2,866.90	AMFS
EFT38117	03/11/2016	CT MECHANICAL & SERVICES	Vehicle maintenance, service & repairs- Waste Management Facility	\$3,308.50	AMFS
EFT38118	03/11/2016	D & K BOBCAT	Outsourced materials (RFQ15-45) 30.04.16- Waste Facility	\$528.00	AMFS
EFT38119	03/11/2016	DANS QUALITY PAINTING & DECORATING PTY LTD	Painting & building maintenance- KRO2 & BRAC	\$9,275.97	AMFS
EFT38120	03/11/2016	DJARINDJIN ABORIGINAL CORPORATION	Accommodation & meals for subcontractors- Works	\$2,178.00	AMFS
EFT38121	03/11/2016	EEO SPECIALISTS PTY LTD	Organisational training- HR	\$4,806.89	AMFS
EFT38122	03/11/2016	ERROL ROE	Regional Resource Recovery Park- Cultural monitor fees	\$255.00	AMFS
EFT38123	03/11/2016	FLOWERS ON SAVILLE STREET	Flowers for birth of baby & Remembrance Day wreath- HR & Governance	\$145.00	AMFS
EFT38124	03/11/2016	GHD PTY LTD	Ground water sampling (RFQ15-46)- Waste Management Facility	\$3,080.00	AMFS
EFT38125	03/11/2016	HART SPORT	Netball bibs- BRAC	\$351.10	AMFS
EFT38126	03/11/2016	HERBERT SMITH FREEHILLS	Legal expenses- Nyamba Buru Yawuri & RRRP	\$18,412.97	AMFS
EFT38127	03/11/2016	HORIZON POWER (ELECTRICITY USAGE)	Electricity charges	\$5,945.49	AMFS
EFT38128	03/11/2016	JEREMY JAMES HALL	Reimbursement of expenses & incidentals for Traditional Owners for RRRP Site A1- Waste	\$702.99	AMFS
EFT38129	03/11/2016	KEITH R KELLY	Regional Resource Recovery Park- Cultural monitor fees	\$255.00	AMFS
EFT38130	03/11/2016	KIMBERLEY BROOME PEST CONTROL	Pest control- Shire staff housing & Barker St office	\$555.00	AMFS
EFT38131	03/11/2016	MARK JAMES DUDLEY	Reimbursement of expenses- HR & Building Services	\$125.75	AMFS
EFT38132	03/11/2016	MCINTOSH & SON	Plant parts & repairs- Depot	\$961.16	AMFS
EFT38133	03/11/2016	NORTH WEST COAST SECURITY	Security charges (RFT 15/05)- Various Shire sites	\$7,829.26	AMFS

EFT38134	03/11/2016	NORTH WEST STRATA SERVICES (NWSS)	6 monthly admin/sink levy 01.10.16-31.03.17	\$3,590.00	AMFS
EFT38135	03/11/2016	OAKS HOTELS & RESORTS - BROOME	Accommodation consultant- KRO & BRAC Aquatic Upgrade	\$163.00	AMFS
EFT38136	03/11/2016	OHM ELECTRONICS	General building maintenance- BRAD	\$132.00	AMFS
EFT38137	03/11/2016	PATRICK ISHIGUCHI	Regional Resource Recovery Park- Cultural monitor fees	\$255.00	AMFS
EFT38138	03/11/2016	PETER WARIHANA	Refund- Building services	\$125.00	AMFS
EFT38139	03/11/2016	PHILLIP ROE	Regional Resource Recovery Park- Cultural monitor fees	\$255.00	AMFS
EFT38140	03/11/2016	PINDAN PRINTING BROOME WA	Office expenses- Library	\$297.00	AMFS
EFT38141	03/11/2016	PMK WELDING & METAL FABRICATION	Operational expenses- Depot	\$4,761.24	AMFS
EFT38142	03/11/2016	PRINTING IDEAS	Stationery- Governance	\$1,560.37	AMFS
EFT38143	03/11/2016	ROADLINE CIVIL CONTRACTORS	Traffic management- Chinatown	\$1,113.75	AMFS
EFT38144	03/11/2016	RODNEY DANIEL AUGUSTINE	Regional Resource Recovery Park- Cultural monitor fees	\$255.00	AMFS
EFT38145	03/11/2016	RUSSELL MORRIS WILLIAMS	Regional Resource Recovery Park- Cultural monitor fees	\$255.00	AMFS
EFT38146	03/11/2016	SALLY EATON	Reimbursement of expenses- Library	\$334.00	AMFS
EFT38147	03/11/2016	SECUREX SECURITY PTY LTD	Security expenses- Property	\$180.00	AMFS
EFT38148	03/11/2016	SHIRE OF DERBY/WEST KIMBERLEY	Member costs- Kimberley Zone	\$646.05	AMFS
EFT38149	03/11/2016	ST JOHN AMBULANCE AUSTRALIA - BROOME	CPR Refresher course- BRAC	\$300.00	AMFS
EFT38150	03/11/2016	TAPPED PLUMBING & GAS PTY LTD	Plumbing Works- BOSCCA, Lotteries House & KRO1	\$1,686.61	AMFS
EFT38151	03/11/2016	TELSTRA	Phone charges	\$546.19	AMFS
EFT38152	03/11/2016	VIVA ENERGY AUSTRALIA	Fuel card purchases From 01.10.16 to 15.10.16	\$20.01	AMFS
EFT38153	03/11/2016	WELDING SOLUTIONS	Plant renewal (RFQ16-52)- Waste Management Facility	\$44,569.91	AMFS
EFT38154	07/11/2016	BROOME SHIRE COUNCIL	BRB Commission- October 2016	\$185.00	AMFS
EFT38155	07/11/2016	DEPARTMENT OF COMMERCE - BUILDING COMMISSION - INC BCITF	BRB Levy- October 2016	\$6,066.74	AMFS
EFT38156	07/11/2016	BROOME SHIRE COUNCIL	BCITF Commission- October 2016	\$132.00	AMFS
EFT38157	10/11/2016	ALPHONSE ROBIN BALACKY	Regional Resource Recovery Park- Cultural monitor fees	\$1,110.00	AMFS
EFT38158	10/11/2016	ANDREW BENEDICT AUGUSTINE	Regional Resource Recovery Park- Cultural monitor fees	\$1,110.00	AMFS

EFT38159	10/11/2016	ANDREW GEORGE AUGUSTINE	Regional Resource Recovery Park-Cultural monitor fees	\$1,005.00	AMFS
EFT38160	10/11/2016	AUSTRALIA POST	Postage Charges- Period ending 31.10.16	\$1,333.41	AMFS
EFT38161	10/11/2016	H & M TRACEY CONSTRUCTION PTY LTD	Crossover Subsidy- Lot 446/81 Tomarito Crescent	\$515.00	AMFS
EFT38162	10/11/2016	HORIZON POWER (ELECTRICITY USAGE)	Electricity charges	\$49,561.65	AMFS
EFT38163	10/11/2016	JAMES KELLY	Regional Resource Recovery Park-Cultural monitor fees	\$2,355.00	AMFS
EFT38165	10/11/2016	KEITH R KELLY	Regional Resource Recovery Park-Cultural monitor fees	\$1,995.00	AMFS
EFT38166	10/11/2016	MARK JAMES DUDLEY	Reimbursement of expenses- Development Services	\$28.56	AMFS
EFT38167	10/11/2016	PATRICK ISHIGUCHI	Regional Resource Recovery Park-Cultural monitor fees	\$2,100.00	AMFS
EFT38168	10/11/2016	PHILLIP AUGUSTINE	Regional Resource Recovery Park-Cultural monitor fees	\$1,635.00	AMFS
EFT38169	10/11/2016	RAMESH NAGARAJAH SELLIAH	Reimbursement of expenses- Governance	\$654.93	AMFS
EFT38170	10/11/2016	RODNEY DANIEL AUGUSTINE	Regional Resource Recovery Park-Cultural monitor fees	\$975.00	AMFS
EFT38171	10/11/2016	RUSSELL MORRIS WILLIAMS	Regional Resource Recovery Park-Cultural monitor fees	\$270.00	AMFS
EFT38172	10/11/2016	SALVATORE CONSTANTINO MASTROLEMBO	Reimbursement of expenses- Community Development	\$4,620.33	AMFS
EFT38173	10/11/2016	SECUREPAY PTY LTD	Operational expenses- Civic Centre	\$41.18	AMFS
EFT38174	10/11/2016	SHINJU MATSURI INC COMMITTEE	Sponsorship- Shinju Matsuri Art Prize	\$8,800.00	AMFS
EFT38175	10/11/2016	SUSAN MARY MATHER	Rates refund due to overpayment for assessment A109379	\$241.81	AMFS
EFT38176	10/11/2016	TELSTRA	Phone charges	\$1,830.18	AMFS
EFT38177	10/11/2016	TOTAL EDEN PTY LTD	Reticulation parts, materials & consumables- P&G	\$5,002.70	AMFS
EFT38178	10/11/2016	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Vehicle part- Workshop	\$342.12	AMFS
EFT38179	10/11/2016	AMO CONTRACTING	Footpath- Broome North	\$4,767.40	AMFS
EFT38180	10/11/2016	ANSER GROUP PTY LTD	Public Utilities (Stewart St CAPEX)- Engineering	\$8,778.00	AMFS
EFT38181	10/11/2016	AUSTRALASIAN PERFORMING RIGHTS ASSOC (APRA)	Operational expenses- Civic Centre	\$503.28	AMFS
EFT38182	10/11/2016	AUTOPRO BROOME (Gaff Holdings Pty Ltd)	Tool replacement- Depot	\$43.00	AMFS
EFT38183	10/11/2016	BITUMEN SEALING SERVICES PTY LTD (BSS)	Sealing works (RFT 15-07)- Cape Leveque Road	\$176,027.99	AMFS

EFT38184	10/11/2016	BROOM TIME CLEANING	Cleaning services (RFT 12-09) Oct 16- Various Shire sites	\$60,335.47	AMFS
EFT38185	10/11/2016	BROOME FRUIT & VEGES	Fruit & Veg- Youth Development Programme	\$79.06	AMFS
EFT38186	10/11/2016	BROOME PROGRESSIVE SUPPLIES	Consumables & cleaning materials- Various Shire sites	\$2,735.07	AMFS
EFT38187	10/11/2016	BROOME TREE & PALM SERVICE	Mulching (RFQ16-69)- P&G, Waste Management Facility	\$9,702.00	AMFS
EFT38188	10/11/2016	CABLE BEACH ELECTRICAL SERVICE	Reticulation repairs (Haynes Oval)- P&G	\$1,892.00	AMFS
EFT38189	10/11/2016	DJARINDJIN ABORIGINAL CORPORATION	Accommodation & meals- Works	\$826.27	AMFS
EFT38190	10/11/2016	DYMOCKS HAY ST	Books- Library	\$36.53	AMFS
EFT38191	10/11/2016	GOOLARRI MEDIA ENTERPRISES PTY LTD	Performance reimbursement- Civic Centre	\$5,330.05	AMFS
EFT38192	10/11/2016	HERBERT SMITH FREEHILLS	Legal expenses (KRO 5,6,7)- Property	\$3,001.69	AMFS
EFT38193	10/11/2016	HUTTON PLUMBING & GAS	New drinking fountain- Bedford Park	\$550.00	AMFS
EFT38194	10/11/2016	IGA - SEAVIEW (BROOME INVESTMENT GROUP PTY LTD T/AS)	Daily newspapers- Library & Media	\$110.35	AMFS
EFT38195	10/11/2016	J BLACKWOOD & SON T/AS BLACKWOODS	Vehicle maintenance, safety equipment & consumables- Works & Depot	\$343.48	AMFS
EFT38196	10/11/2016	JAMES BENNETT PTY LIMITED	Books- Library	\$426.83	AMFS
EFT38197	10/11/2016	JEREMY JAMES HALL	Reimbursement of expenses- Waste Management Facility	\$346.43	AMFS
EFT38198	10/11/2016	JETRIDGE HOLDINGS PTY LTD	Drainage upgrade (Conti Foreshore:RFQ16-68)- Infrastructure	\$50,681.52	AMFS
EFT38199	10/11/2016	JR & A HERSEY PTY LTD	Consumables- Workshop	\$1,715.54	AMFS
EFT38200	10/11/2016	KIMBERLEY CLEANING & MAINTENANCE SERVICES PTY LTD	Cleaning- Cable beach toilet & KRO2	\$880.00	AMFS
EFT38201	10/11/2016	KIMBERLEY GOLD PURE DRINKING WATER	Drinking water- Administration Office	\$57.00	AMFS
EFT38202	10/11/2016	KIMBERLEY WASHROOM SERVICES	Sanitary waste removal- Various Shire sites	\$780.00	AMFS
EFT38203	10/11/2016	KOMATSU AUSTRALIA PTY LTD	Vehicle parts- Workshop	\$259.79	AMFS
EFT38204	10/11/2016	KOORI MAIL (THE NATIONAL INDIGENOUS NEWSPAPER)	Subscription- Library	\$85.00	AMFS
EFT38205	10/11/2016	MERCURE HOTEL PERTH	Accommodation for SAT Mediation- Director Development Services	\$360.00	AMFS

EFT38206	10/11/2016	MK ILLUMINATION	Christmas decorations- Events	\$3,164.70	AMFS
EFT38207	10/11/2016	MOORE STEPHENS (WA) PTY LTD	Provision of support services in relation to the update of the Long Term Financial Plan (RFQ 16-60)	\$1,232.00	AMFS
EFT38208	10/11/2016	NORTH WEST COAST SECURITY	Security services (RFT 15/05)- Various Shire sites	\$8,238.46	AMFS
EFT38209	10/11/2016	PHILLIP ROE	Regional Resource Recovery Park- Cultural monitor fees	\$1,230.00	AMFS
EFT38210	10/11/2016	PRINTING IDEAS	Plant inspections books- Depot	\$874.50	AMFS
EFT38211	10/11/2016	REEN AUTO ELECTRICS	Equipment & hardware- IT	\$330.00	AMFS
EFT38212	10/11/2016	REGAL TRANSPORT	Freight- Workshop	\$325.36	AMFS
EFT38213	10/11/2016	REPCO (EXEGO PTY LTD)	Consumables- Depot	\$160.63	AMFS
EFT38214	10/11/2016	REWARD DISTRIBUTION & SUPPLY CO P/L	Crockery & glassware- Civic Centre	\$1,665.63	AMFS
EFT38215	10/11/2016	ROEBUCK BAY HOTEL	Bar stock- Civic Centre	\$294.51	AMFS
EFT38216	10/11/2016	ROEBUCK WELDING SERVICES	Vehicle maintenance- P&G	\$385.00	AMFS
EFT38217	10/11/2016	ROSMECH SALES & SERVICE PTY LTD	Vehicle parts- Workshop	\$896.75	AMFS
EFT38218	10/11/2016	SLATER & GARTRELL SPORTS	Sporting equipment- BRAC	\$255.20	AMFS
EFT38219	10/11/2016	STANTONS INTERNATIONAL	Accounting services- KRO3	\$3,899.34	AMFS
EFT38220	10/11/2016	TELSTRA	Phone charges	\$35.00	AMFS
EFT38221	10/11/2016	TNT AUSTRALIA PTY LTD T/AS TNT EXPRESS	Freight- Depot & Health	\$389.09	AMFS
EFT38222	10/11/2016	TOLL IPEC PTY LTD	Freight- BRAC	\$25.71	AMFS
EFT38223	10/11/2016	VANDERFIELD PTY LTD	Vehicle maintenance- P&G	\$1,899.69	AMFS
EFT38224	10/11/2016	SALARY & WAGES	Payroll S & W	\$650.00	AMFS
EFT38225	10/11/2016	SALARY & WAGES	Payroll S & W	\$488.45	AMFS
EFT38226	10/11/2016	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll deductions	\$1,077.15	AMFS
EFT38227	10/11/2016	AUSTRALIAN TAXATION OFFICE	PAYG	\$107,538.52	AMFS
EFT38228	10/11/2016	SALARY & WAGES	Payroll S & W	\$611.30	AMFS
EFT38229	10/11/2016	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll deductions	\$820.00	AMFS
EFT38230	10/11/2016	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll deductions	\$740.00	AMFS
EFT38231	10/11/2016	SALARY & WAGES	Payroll S & W	\$750.00	AMFS
EFT38232	10/11/2016	SALARY & WAGES	Payroll S & W	\$666.44	AMFS
EFT38233	10/11/2016	CHILD SUPPORT AGENCY	Payroll deductions	\$1,177.26	AMFS
EFT38234	10/11/2016	SALARY & WAGES	Payroll S & W	\$600.00	AMFS
EFT38235	10/11/2016	SALARY & WAGES	Payroll S & W	\$248.65	AMFS
EFT38236	10/11/2016	SALARY & WAGES	Payroll S & W	\$370.77	AMFS

EFT38237	10/11/2016	SALARY & WAGES	Payroll S & W	\$373.90	AMFS
EFT38238	10/11/2016	EXPRESS SALARY PACKAGING	Salary Packaging	\$1,229.71	AMFS
EFT38239	10/11/2016	SALARY & WAGES	Payroll S & W	\$420.00	AMFS
EFT38240	10/11/2016	SALARY & WAGES	Payroll S & W	\$578.17	AMFS
EFT38241	10/11/2016	SALARY & WAGES	Payroll S & W	\$410.00	AMFS
EFT38242	10/11/2016	SALARY & WAGES	Payroll S & W	\$425.00	AMFS
EFT38243	10/11/2016	SALARY & WAGES	Payroll S & W	\$357.50	AMFS
EFT38244	10/11/2016	LGRCEU	Payroll deductions	\$19.40	AMFS
EFT38245	10/11/2016	SALARY & WAGES	Payroll S & W	\$1,608.61	AMFS
EFT38246	10/11/2016	SALARY & WAGES	Payroll S & W	\$250.00	AMFS
EFT38247	10/11/2016	SALARY & WAGES	Payroll S & W	\$340.00	AMFS
EFT38248	10/11/2016	SALARY & WAGES	Payroll S & W	\$259.27	AMFS
EFT38249	10/11/2016	SALARY & WAGES	Payroll S & W	\$400.00	AMFS
EFT38250	10/11/2016	SALARY & WAGES	Payroll S & W	\$201.10	AMFS
EFT38251	10/11/2016	SALARY & WAGES	Payroll S & W	\$216.18	AMFS
EFT38252	10/11/2016	SALARY & WAGES	Payroll S & W	\$300.00	AMFS
EFT38253	10/11/2016	SALARY & WAGES	Payroll S & W	\$457.57	AMFS
EFT38254	10/11/2016	SALARY & WAGES	Payroll S & W	\$662.65	AMFS
EFT38255	10/11/2016	HORIZON DESIGN	Concept drawings for proposed harbour facilities	\$2,090.00	AMFS
EFT38256	10/11/2016	BROOME COMMONWEALTH TRADING BANK	Salary and wages pay period ending: 08.11.16	\$321,890.00	AMFS
EFT38257	10/11/2016	DEPARTMENT OF TRANSPORT (REGISTRATION)	Registration John Deere Mower 1EMV062 & transfer fee- FESA vehicle	\$92.15	AMFS
EFT38258	16/11/2016	12 MILE SHADE & CANVAS	Shade sail (Cygnet park)- P&G	\$264.00	AMFS
EFT38259	16/11/2016	A.C.T. INDUSTRIAL PTY LTD	Hook lift bins- Waste Management Facility	\$17,358.00	AMFS
EFT38260	16/11/2016	AVERY AIRCONDITIONING PTY LTD	Air Conditioning works (RFT 13-16)- Various Shire sites & Reclaimed refrigeration systems (RFQ 16-05)- Waste Management Facility	\$5,125.97	AMFS
EFT38261	16/11/2016	BEINGTHERE SOLUTIONS PTY LTD	Video conferencing access- IT	\$1,430.00	AMFS
EFT38262	16/11/2016	BEST KIMBERLEY COMPUTING	Copier charges- IT	\$1,643.77	AMFS
EFT38263	16/11/2016	BJ DAVIES PLUMBING	Plumbing works- Works & P&G	\$3,114.65	AMFS
EFT38264	16/11/2016	BLUE SEAS CLEANING SERVICES	Cleaning- BRAC	\$1,485.00	AMFS
EFT38265	16/11/2016	BLUE TONGUE GARAGE DOORS	Repairs & remotes- Staff housing	\$418.00	AMFS
EFT38266	16/11/2016	BRAINTREE COMMUNICATIONS PTY LTD	EFTPOS Delivery service- Waste Management Facility	\$51.28	AMFS
EFT38267	16/11/2016	BRIDGESTONE	Tyre service- P&G	\$2,279.46	AMFS

		AUSTRALIA LTD			
EFT38268	16/11/2016	BROOME BUILDERS PTY LTD	Refund of building application fees- Development Services	\$306.58	AMFS
EFT38269	16/11/2016	BROOME CLARK RUBBER	Pool maintenance- Shire Staff Housing	\$75.00	AMFS
EFT38270	16/11/2016	BROOME DIESEL & HYDRAULIC SERVICE	Vehicle maintenance- Various Shire sites	\$11,441.10	AMFS
EFT38271	16/11/2016	BROOME DOCTORS PRACTICE PTY LTD	Vaccinations- HR	\$105.00	AMFS
EFT38272	16/11/2016	BROOME FRUIT & VEGES	Catering- Community Development	\$60.63	AMFS
EFT38273	16/11/2016	BROOME PHARMACY	Safety equipment- Depot	\$179.80	AMFS
EFT38274	16/11/2016	BROOME PLUMBING & GAS	Plumbing works- Cable Beach toilet, BRAC & Town Beach	\$1,335.00	AMFS
EFT38275	16/11/2016	BT EQUIPMENT PTY LTD	Vehicle parts & maintenance- Waste Management Facility	\$784.55	AMFS
EFT38276	16/11/2016	CABLE BEACH ELECTRICAL SERVICE	Electrical works- P&G & Works	\$2,750.00	AMFS
EFT38277	16/11/2016	CABLE BEACH TYRE SERVICE PTY LTD T/AS BRIDGESTONE BROOME	Vehicle repairs- Workshop	\$470.00	AMFS
EFT38278	16/11/2016	CITY OF SWAN	GIS Labour services- IT	\$5,849.91	AMFS
EFT38279	16/11/2016	FIELD AIR CONDITIONING & AUTO ELECTRICAL PTY LTD	Vehicle repair- Workshop	\$249.55	AMFS
EFT38280	16/11/2016	G & V ROBERTS PTY LTD	Freight- Waste Management Facility	\$1,661.00	AMFS
EFT38281	16/11/2016	G. BISHOPS TRANSPORT SERVICES PTY LTD	Freight- Various Shire sites	\$260.20	AMFS
EFT38282	16/11/2016	GITTCRETE	Concrete works- Waste Management Facility	\$1,650.00	AMFS
EFT38283	16/11/2016	GRAYTILL	Twin Reel Smart Spray (RFQ 16-89)- Workshop	\$4,055.70	AMFS
EFT38284	16/11/2016	HEAD OFFICE LANDGATE	Valuation expenses- Finance	\$1,799.73	AMFS
EFT38285	16/11/2016	HERBERT SMITH FREEHILLS	Legal expenses- Nyamba Buru Yawuri & Finance	\$19,169.34	AMFS
EFT38286	16/11/2016	HORIZON POWER (ELECTRICITY USAGE)	Electricity charges	\$28,939.08	AMFS
EFT38287	16/11/2016	HORIZON POWER (SERVICE WORKS)	Reid Road lighting upgrade- Infrastructure	\$67,738.61	AMFS
EFT38288	16/11/2016	JASON SIGNMAKERS	Signage maintenance- Works	\$2,228.60	AMFS
EFT38289	16/11/2016	JULIE THOMAS	Town rubbish bag collection	\$30.00	AMFS
EFT38290	16/11/2016	KIMBERLEY DISTRIBUTORS	Consumables & groceries- BRAC & Development Services	\$198.72	AMFS
EFT38291	16/11/2016	KIMBERLEY GOLD PURE DRINKING WATER	Water supply- Administration Building	\$57.00	AMFS
EFT38292	16/11/2016	KIMBERLEY KERBS	Kerbs & Kerbing maintenance- Works	\$4,127.20	AMFS

EFT38293	16/11/2016	LANDMARK OPERATIONS LTD	Weed & herbicide spraying- P&G	\$227.70	AMFS
EFT38294	16/11/2016	LEADING EDGE COMPUTERS	I phones & covers- IT	\$4,173.95	AMFS
EFT38295	16/11/2016	MARKETFORCE	Advertising- Town Planning	\$402.19	AMFS
EFT38296	16/11/2016	MCINTOSH & SON	Vehicle maintenance- Works	\$1,127.78	AMFS
EFT38297	16/11/2016	MOORE EDUCATIONAL PTY LTD	Program materials- Library	\$231.00	AMFS
EFT38298	16/11/2016	NEMBI RAGHUNATH	Bond refund- Staff rental	\$252.93	AMFS
EFT38299	16/11/2016	NEVERFAIL SPRINGWATER LIMITED	Consumables- Depot	\$60.85	AMFS
EFT38300	16/11/2016	NORTH WEST COAST SECURITY	Security services (RFT 15/05)- Various Shire sites	\$8,990.86	AMFS
EFT38301	16/11/2016	NORTHWEST HYDRO SOLUTIONS (PATRICK ANNESLEY)	Fittings- Waste Management Facility	\$1,798.56	AMFS
EFT38302	16/11/2016	OFFICEMAX AUSTRALIA LTD	Stationery- Administration Office	\$1,761.46	AMFS
EFT38303	16/11/2016	OHM ELECTRONICS	Electrical repairs- Depot	\$149.60	AMFS
EFT38304	16/11/2016	OHURA CONSULTING	EBA consultancy- HR	\$2,597.95	AMFS
EFT38305	16/11/2016	PEARL COAST INDUSTRIAL RAGS	Rags- Depot	\$219.50	AMFS
EFT38306	16/11/2016	PINDAN LABOUR SOLUTIONS PTY LTD (A DIVISION OF DFP RECRUITMENT)	Labour hire- Works	\$3,195.43	AMFS
EFT38307	16/11/2016	PMK WELDING & METAL FABRICATION	Vehicle maintenance- P&G	\$441.10	AMFS
EFT38308	16/11/2016	REDWAVE MEDIA PTY LTD	Advertising- Community Development & Civic Centre	\$1,995.40	AMFS
EFT38309	16/11/2016	ROADLINE CIVIL CONTRACTORS	Traffic management- Works	\$32,450.00	AMFS
EFT38310	16/11/2016	ROEBUCK TREE SERVICE	Tree removal- P&G	\$1,125.00	AMFS
EFT38311	16/11/2016	ROYAL LIFE SAVING SOCIETY - WA	Lifeguard requalification- HR	\$1,080.00	AMFS
EFT38312	16/11/2016	SUBWAY BROOME	Catering for CBP Workshop & OSH meeting- Office of the CEO & HR	\$231.00	AMFS
EFT38313	16/11/2016	SUNNY SIGN COMPANY PTY LTD	Guide posts (Cape Leveque Road) & signs- Works, Depot & P&G	\$5,062.20	AMFS
EFT38314	16/11/2016	TELSTRA	Phone charges	\$296.97	AMFS
EFT38315	16/11/2016	TOLL IPEC PTY LTD	Freight- Depot	\$29.87	AMFS
EFT38316	16/11/2016	TOTAL EDEN PTY LTD	Reticulation parts & maintenance consumables- P&G	\$505.65	AMFS
EFT38317	16/11/2016	UDLA	Consultant Fees (RFQ 16-54)- Golf Club Reserve	\$7,073.00	AMFS
EFT38318	16/11/2016	WILD MANGO CAFE	Catering- Various Shire sites	\$790.50	AMFS
EFT38319	21/11/2016	BROOME SHIRE COUNCIL	Infringement 9425	\$28.15	AMFS

EFT38320	22/11/2016	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY (ACMA)	License renewal- Depot	\$129.00	AMFS
EFT38321	22/11/2016	BROOME PRIMARY SCHOOL	Community sponsorship (2016/2017)- Community Development	\$80.00	AMFS
EFT38322	22/11/2016	CABLE BEACH PRIMARY SCHOOL P & C	Community sponsorship (2016/2017)- Community Development	\$1,000.00	AMFS
EFT38323	22/11/2016	HORIZON POWER (ELECTRICITY USAGE)	Electricity charges	\$16,358.14	AMFS
EFT38324	22/11/2016	KYLE ANDREWS FOUNDATION INC	Community sponsorship (2016/2017)- Community Development	\$809.60	AMFS
EFT38325	24/11/2016	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll deductions	\$1,129.85	AMFS
EFT38326	24/11/2016	AARLI BAR	Catering- Arts, Culture Heritage Committee lunch	\$120.00	AMFS
EFT38327	24/11/2016	ABLE ELECTRICAL (WA) PTY LTD	Electrical repairs- Infrastructure	\$275.00	AMFS
EFT38328	24/11/2016	AIR LIQUIDE	Cylinder rental- Workshop	\$22.81	AMFS
EFT38329	24/11/2016	ALETTA JOYCE NUGENT	Reimbursement of expenses- Development Services	\$400.62	AMFS
EFT38330	24/11/2016	AVERY AIRCONDITIONING PTY LTD	Building maintenance- BRAC	\$634.89	AMFS
EFT38331	24/11/2016	BOC LIMITED	Monthly Hire of Oxygen, Acetylene and Argon bottle 2016/2017- October 2016 GST Free	\$101.49	AMFS
EFT38332	24/11/2016	BP BROOME CENTRAL & TYREPLUS BROOME	Unleaded fuel- Depot	\$295.80	AMFS
EFT38333	24/11/2016	BRIDGESTONE AUSTRALIA LTD	Vehicle maintenance- P&G	\$531.92	AMFS
EFT38334	24/11/2016	BROOME BOLT SUPPLIES WA PTY LTD	Equipment & vehicle maintenance- P&G & Works	\$282.15	AMFS
EFT38335	24/11/2016	BROOME BUILDERS PTY LTD	Building maintenance & install kitchen- KRO2	\$11,986.50	AMFS
EFT38336	24/11/2016	BROOME CLARK RUBBER	Pool maintenance- Shire Staff Housing & vehicle part- Works	\$208.00	AMFS
EFT38337	24/11/2016	BROOME DOCTORS PRACTICE PTY LTD	Medical expense- Rangers	\$90.00	AMFS
EFT38338	24/11/2016	BROOME FREIGHTLINES (CTI ONTRAQ)	Freight- Works	\$154.84	AMFS
EFT38339	24/11/2016	BROOME FRUIT & VEGES	Fruit & veg- Midnight basketball program	\$25.75	AMFS
EFT38340	24/11/2016	BROOME MOTORS	Vehicle maintenance- P&G	\$71.20	AMFS
EFT38341	24/11/2016	BROOME PLUMBING & GAS	Plumbing works- Various Shire sites	\$1,145.00	AMFS

EFT38342	24/11/2016	BROOME RETRAVISION	Sundry equipment- BRAC	\$24.99	AMFS
EFT38343	24/11/2016	BROOME CRETE	Footpath repairs- Old Broome & Roebuck Estate	\$2,042.92	AMFS
EFT38344	24/11/2016	CARPET PAINT & TILE CENTRE	Capital Expense (RFQ 16-78) - KRO2	\$19,591.00	AMFS
EFT38345	24/11/2016	CENTURION TRANSPORT	Freight- Library	\$16.21	AMFS
EFT38346	24/11/2016	CLARK EQUIPMENT SALES PTY LTD	New machinery (RFQ 16/71)- Workshop	\$77,577.50	AMFS
EFT38347	24/11/2016	COAST & COUNTRY ELECTRICS	Building maintenance- BRAC	\$2,113.00	AMFS
EFT38348	24/11/2016	COLIN WILKINSON DEVELOPMENTS PTY LTD	BRAC Aquatic upgrade (RFT 16/09)- Progress Claim	\$463,748.02	AMFS
EFT38349	24/11/2016	CRESTWEST PTY LTD	Rates refund due to overpayment for assessment A306396	\$3,925.14	AMFS
EFT38350	24/11/2016	DS AGENCIES PTY LTD	Drink fountain- Solway Park	\$8,547.00	AMFS
EFT38351	24/11/2016	FLEET LOGISTICS PTY LTD (EZY2C)	Subscription renewal- Depot	\$371.69	AMFS
EFT38352	24/11/2016	LANDCORP	Consultancy expenses- Chinatown Revitalisation Project	\$132,000.00	AMFS
EFT38354	24/11/2016	THE RETURNED & SERVICES LEAGUE OF AUSTRALIA	Rates refund due to overpayment for assessment A110080	\$2,699.34	AMFS
EFT38355	24/11/2016	FIXIT BROOME	Building maintenance- Shire Administration Office & Library	\$654.60	AMFS
EFT38356	24/11/2016	HERBERT SMITH FREEHILLS	Legal expenses- Broome Growth Plan & Yawuru participation	\$13,062.09	AMFS
EFT38357	24/11/2016	IGA - SEAVIEW (BROOME INVESTMENT GROUP PTY LTD T/AS)	Daily newspaper- Library & Media	\$234.40	AMFS
EFT38358	24/11/2016	IT VISION	Rates services contract (October 2016)- Rates	\$3,368.75	AMFS
EFT38359	24/11/2016	KIMBERLEY CAMPING & OUTBACK SUPPLIES	Staff uniform- Works & Depot	\$2,026.85	AMFS
EFT38360	24/11/2016	KIMBERLEY FUEL & OIL SERVICES	Oils- Depot	\$688.78	AMFS
EFT38361	24/11/2016	KIMBERLEY QUARRY PTY LTD	Works maintenance- Stewart St, Denham Rd, Chinatown	\$94,141.18	AMFS
EFT38362	24/11/2016	LAIRD TRAN STUDIO	Fitness Centre concept plans- BRAC	\$1,815.00	AMFS
EFT38363	24/11/2016	MARKET CREATIONS	Consultant fees- Governance	\$572.00	AMFS
EFT38364	24/11/2016	MARKETFORCE	Advertising expense- Town Planning & Governance	\$702.35	AMFS
EFT38365	24/11/2016	MCCORRY BROWN EARTHMOVING PTY LTD	Grader Hire (RFT 14/16)- Cape Leveque Road, Mulching (RFQ15-45) & Machinery hire- Infrastructure	\$28,306.50	AMFS
EFT38366	24/11/2016	MCLEODS BARRISTERS & SOLICITORS	Legal expenses- Development Services (recoupable)	\$1,632.37	AMFS

EFT38367	24/11/2016	MCMULLEN NOLAN GROUP PTY LTD (MNG)	Surveying (RFQ16-61)- Waste Management Facility, Works & Cemetery	\$4,230.05	AMFS
EFT38368	24/11/2016	MOORE STEPHENS (WA) PTY LTD	Auditing (RFT 15/06)- Finance	\$2,200.00	AMFS
EFT38369	24/11/2016	ROTARY CLUB OF BROOME	Community Sponsorship (2016/2017)- Office of the CEO	\$2,000.00	AMFS
EFT38370	24/11/2016	ESPLANADE HOTEL FREMANTLE - BY RYDGES	Accommodation- Shire Staff	\$737.00	AMFS
EFT38371	24/11/2016	JULIE THOMAS	Town rubbish bag collection	\$75.00	AMFS
EFT38372	24/11/2016	KIMBERLEY GROUP TRAINING (KGT)	Apprentice wages- Workshop	\$1,479.59	AMFS
EFT38373	24/11/2016	NORTH WEST COAST SECURITY	Security expenses- Civic Centre	\$356.40	AMFS
EFT38374	24/11/2016	NORTHWEST HYDRO SOLUTIONS (PATRICK ANNESLEY)	Reticulation parts- P&G	\$4,358.72	AMFS
EFT38375	24/11/2016	NS PROJECTS PTY LTD	Tender, design & disbursements (RFT15-04)- KRO3 & Construction (RFT15-04)- BRAC Aquatic Upgrade	\$13,886.86	AMFS
EFT38376	24/11/2016	OAKS SANCTUARY RESORT CABLE BEACH	Accommodation- BRAC Project team meeting	\$140.00	AMFS
EFT38377	24/11/2016	OFFICE NATIONAL BROOME	Minor asset purchase, Stationery, Copier charges- Various Shire sites	\$1,493.42	AMFS
EFT38378	24/11/2016	PARKER BLACK & FORREST PTY LTD	Operational expenses & building maintenance- Civic Centre & BRAC	\$458.70	AMFS
EFT38379	24/11/2016	PMK WELDING & METAL FABRICATION	Trailer repairs- Workshop	\$701.47	AMFS
EFT38380	24/11/2016	PRINTING IDEAS	Stationery- HR	\$1,320.00	AMFS
EFT38381	24/11/2016	REGAL TRANSPORT	Freight- Workshop	\$249.02	AMFS
EFT38382	24/11/2016	REGIONAL ARTS VICTORIA	Performance fees- Civic Centre	\$1,144.00	AMFS
EFT38383	24/11/2016	RUNWAY BAR & RESTAURANT	Catering for OMC 27/10/2016 & Midnight Basketball launch	\$720.00	AMFS
EFT38384	24/11/2016	SEAT ADVISOR PTY LTD	Operational expenses- Civic Centre- Ticket sale commission	\$584.44	AMFS
EFT38385	24/11/2016	SECUREX SECURITY PTY LTD	Swipe cards- HR	\$120.00	AMFS
EFT38386	24/11/2016	STANTONS INTERNATIONAL	Probity services- Special Projects	\$1,757.80	AMFS
EFT38387	24/11/2016	SUNNY SIGN COMPANY PTY LTD	Signage maintenance- Stewart St	\$587.40	AMFS
EFT38388	24/11/2016	SURF LIFE SAVING WESTERN AUSTRALIA	Beach Lifeguard Services (RFT 16/03)- BRAC	\$36,073.22	AMFS
EFT38389	25/11/2016	SALARY & WAGES	Payroll S & W	\$650.00	AMFS
EFT38390	25/11/2016	SALARY & WAGES	Payroll S & W	\$488.45	AMFS

EFT38391	25/11/2016	AUSTRALIAN TAXATION OFFICE	PAYG	\$109,899.25	AMFS
EFT38392	25/11/2016	SALARY & WAGES	Payroll S & W	\$611.30	AMFS
EFT38393	25/11/2016	SALARY & WAGES	Payroll S & W	\$750.00	AMFS
EFT38394	25/11/2016	SALARY & WAGES	Payroll S & W	\$666.44	AMFS
EFT38395	25/11/2016	SALARY & WAGES	Payroll S & W	\$600.00	AMFS
EFT38396	25/11/2016	SALARY & WAGES	Payroll S & W	\$248.65	AMFS
EFT38397	25/11/2016	SALARY & WAGES	Payroll S & W	\$370.77	AMFS
EFT38398	25/11/2016	SALARY & WAGES	Payroll S & W	\$373.90	AMFS
EFT38399	25/11/2016	SALARY & WAGES	Payroll S & W	\$420.00	AMFS
EFT38400	25/11/2016	SALARY & WAGES	Payroll S & W	\$578.17	AMFS
EFT38401	25/11/2016	SALARY & WAGES	Payroll S & W	\$410.00	AMFS
EFT38402	25/11/2016	SALARY & WAGES	Payroll S & W	\$425.00	AMFS
EFT38403	25/11/2016	SALARY & WAGES	Payroll S & W	\$357.50	AMFS
EFT38404	25/11/2016	SALARY & WAGES	Payroll S & W	\$1,608.61	AMFS
EFT38405	25/11/2016	SALARY & WAGES	Payroll S & W	\$250.00	AMFS
EFT38406	25/11/2016	SALARY & WAGES	Payroll S & W	\$340.00	AMFS
EFT38407	25/11/2016	SALARY & WAGES	Payroll S & W	\$259.27	AMFS
EFT38408	25/11/2016	SALARY & WAGES	Payroll S & W	\$400.00	AMFS
EFT38409	25/11/2016	SALARY & WAGES	Payroll S & W	\$201.10	AMFS
EFT38410	25/11/2016	SALARY & WAGES	Payroll S & W	\$108.09	AMFS
EFT38411	25/11/2016	SALARY & WAGES	Payroll S & W	\$300.00	AMFS
EFT38412	25/11/2016	SALARY & WAGES	Payroll S & W	\$457.57	AMFS
EFT38413	25/11/2016	SALARY & WAGES	Payroll S & W	\$662.65	AMFS
EFT38414	25/11/2016	AUSTRALIAN SERVICES UNION - WA BRANCH	Payroll deductions	\$1,050.80	AMFS
EFT38415	25/11/2016	BROOME SHIRE INSIDE STAFF SOCIAL CLUB	Payroll deductions	\$800.00	AMFS
EFT38416	25/11/2016	BROOME SHIRE OUTDOOR STAFF SOCIAL CLUB	Payroll deductions	\$760.00	AMFS
EFT38417	25/11/2016	CHILD SUPPORT AGENCY	Payroll deductions	\$1,177.26	AMFS
EFT38418	25/11/2016	LGRCEU	Payroll deductions	\$19.40	AMFS
EFT38419	25/11/2016	EXPRESS SALARY PACKAGING	Salary Packaging	\$1,208.80	AMFS
EFT38420	25/11/2016	BROOME COMMONWEALTH TRADING BANK	Payroll S & W	\$319,065.00	AMFS
EFT38421	25/11/2016	BROOME SOCCER ASSOCIATION	Refund of key deposit	\$100.00	AMFS
EFT38422	25/11/2016	HEAD FIRST ACROBATS	Performers- Civic Centre	\$5,523.10	AMFS
EFT38423	25/11/2016	HEAD OFFICE LANDGATE	Landgate SLIP Subscription Service- IT	\$2,468.40	AMFS
EFT38424	25/11/2016	NORTH WEST LOCKSMITHS	Spare keys- Depot & Waste Management Facility	\$93.50	AMFS
EFT38425	25/11/2016	PEARL TOWN BUS	Bus hire- Civic Centre	\$400.00	AMFS

		SERVICE			
EFT38426	25/11/2016	TALIS CONSULTANTS	Consultancy services (RFQ15-37) & Site investigation (RFQ 16-80)- Waste Management Facility	\$78,996.53	AMFS
EFT38427	25/11/2016	TANGEE PTY LTD	Corporate gifts- Media	\$736.00	AMFS
EFT38428	25/11/2016	TELSTRA	Phone charges	\$8,695.36	AMFS
EFT38429	25/11/2016	TOXFREE	Kerbside waste collections & waste services (RFT 14/01)- Various Shire sites	\$89,927.66	AMFS
EFT38430	25/11/2016	UNBOUND SOUND	Equipment- Civic Centre	\$100.00	AMFS
EFT38431	25/11/2016	WA HINO	Hino 500 Series- Workshop	\$202,637.61	AMFS
EFT38432	25/11/2016	WEST AUSTRALIAN NEWSPAPERS	Advertising & promotions- Media, Civic Centre & Infrastructure	\$6,830.90	AMFS
EFT38433	25/11/2016	WESTERN DIAGNOSTIC PATHOLOGY	Drug & alcohol testing & Staff training- HR	\$2,662.95	AMFS
EFT38434	29/11/2016	BROOME FIRST NATIONAL REAL ESTATE	Staff Housing	\$1,677.85	AMFS
EFT38435	29/11/2016	BUNNINGS BROOME	Consumables- Various Shire sites	\$1,548.47	AMFS
EFT38436	29/11/2016	COLES SUPERMARKETS - CHINATOWN, S324	Consumables- Various Shire sites	\$762.54	AMFS
EFT38437	29/11/2016	MCLEODS BARRISTERS & SOLICITORS	Legal Expenses- Broome Airport parking	\$1,294.79	AMFS
EFT38438	29/11/2016	NORTH WEST REGIONAL DEVELOPMENTS PTY LTD	Rates refund due to overpayment for assessment A306416	\$495.70	AMFS
EFT38439	29/11/2016	NORTHWEST SHEDMASTERS	Community storage facility (RFT 16-10)- Special Projects	\$36,500.00	AMFS
MUNICIPAL ELECTRONIC FUNDS TRANSFER TOTAL:				\$3,489,956.28	

MUNICIPAL CHEQUES - NOVEMBER 2016					
Cheque	Date	Name	Description	Amount	Del Auth
57435	09/11/2016	BROOME SHIRE COUNCIL	Library petty cash (27.10.16-29.10.16)	\$35.78	AMFS
57436	09/11/2016	BROOME SHIRE COUNCIL	Admin petty cash (13.10.16-01.11.16)	\$625.35	AMFS
MUNICIPAL CHEQUES TOTAL:				\$661.13	

TRUST CHEQUES - NOVEMBER 2016					
Cheque	Date	Name	Description	Amount	Del Auth
3427	07/11/2016	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	BCITF Levy- October 2016	\$6,552.14	AMFS

TRUST CHEQUES TOTAL:

\$6,552.14

MUNICIPAL DIRECT DEBIT/CREDIT CARD PAYMENTS - NOVEMBER 2016

DD#	Date	Name	Description	Amount	Del Auth
DD21616. 1	08/11/2016	SUPERANNUATION	Superannuation contributions	\$1,288.43	AMFS
DD21617. 1	08/11/2016	SUPERANNUATION	Superannuation contributions	\$61,151.29	AMFS
DD21617. 2	08/11/2016	SUPERANNUATION	Superannuation contributions	\$759.53	AMFS
DD21617. 3	08/11/2016	SUPERANNUATION	Superannuation contributions	\$80.27	AMFS
DD21617. 4	08/11/2016	SUPERANNUATION	Superannuation contributions	\$609.41	AMFS
DD21617. 5	08/11/2016	SUPERANNUATION	Superannuation contributions	\$281.73	AMFS
DD21617. 6	08/11/2016	SUPERANNUATION	Superannuation contributions	\$419.75	AMFS
DD21617. 7	08/11/2016	SUPERANNUATION	Superannuation contributions	\$1,469.38	AMFS
DD21617. 8	08/11/2016	SUPERANNUATION	Superannuation contributions	\$1,267.30	AMFS
DD21617. 9	08/11/2016	SUPERANNUATION	Superannuation contributions	\$601.02	AMFS
DD21669. 1	01/11/2016	QANTAS AIRWAYS	Flights- Shire Staff	\$3,430.00	AMFS
DD21669. 2	22/11/2016	LOCAL GOVERNMENT MANAGERS AUSTRALIA WA	LGMA Conference Fee- Office of the CEO	\$1,500.00	AMFS
DD21669. 3	15/11/2016	AUSTRALIA POST	Corporate Firearms License- Rangers	\$189.00	AMFS
DD21669. 4	01/11/2016	FACEBOOK	Facebook advertising- Civic Centre & Media	\$211.52	AMFS
DD21669. 5	01/11/2016	NATIONAL GEOGRAPHIC SOCIETY	National Geographic subscription- Library	\$75.00	AMFS
DD21669. 6	01/11/2016	DEPARTMENT OF RACING, GAMING & LIQUOR	Occasional Liquor License- Civic Centre	\$53.00	AMFS
DD21669. 7	01/11/2016	JB HI-FI GROUP PTY LTD	Life proof iPad cases- Health	\$369.80	AMFS
DD21669. 8	01/11/2016	VIRGIN AUSTRALIA	Flights- Shire Staff & HR Trainers	\$1,595.48	AMFS
DD21669. 9	01/11/2016	QUEST WEST PERTH	Accommodation- Shire Staff	\$450.66	AMFS
DD21691. 1	23/11/2016	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 194 Fixed Component - BRAC Oval Pavilion	\$63,442.38	AMFS

DD21698. 1	22/11/2016	SUPERANNUATION	Superannuation contributions	\$62,091.31	AMFS
DD21698. 2	22/11/2016	SUPERANNUATION	Superannuation contributions	\$782.11	AMFS
DD21698. 3	22/11/2016	SUPERANNUATION	Superannuation contributions	\$75.07	AMFS
DD21698. 4	22/11/2016	SUPERANNUATION	Superannuation contributions	\$609.17	AMFS
DD21698. 5	22/11/2016	SUPERANNUATION	Superannuation contributions	\$281.73	AMFS
DD21698. 6	22/11/2016	SUPERANNUATION	Superannuation contributions	\$419.75	AMFS
DD21698. 7	22/11/2016	SUPERANNUATION	Superannuation contributions	\$1,463.08	AMFS
DD21698. 8	22/11/2016	SUPERANNUATION	Superannuation contributions	\$1,426.49	AMFS
DD21698. 9	22/11/2016	SUPERANNUATION	Superannuation contributions	\$601.02	AMFS
DD21617. 10	08/11/2016	SUPERANNUATION	Superannuation contributions	\$292.95	AMFS
DD21617. 11	08/11/2016	SUPERANNUATION	Superannuation contributions	\$352.84	AMFS
DD21617. 12	08/11/2016	SUPERANNUATION	Superannuation contributions	\$343.13	AMFS
DD21617. 13	08/11/2016	SUPERANNUATION	Superannuation contributions	\$277.75	AMFS
DD21617. 14	08/11/2016	SUPERANNUATION	Superannuation contributions	\$559.29	AMFS
DD21617. 15	08/11/2016	SUPERANNUATION	Superannuation contributions	\$479.98	AMFS
DD21617. 16	08/11/2016	SUPERANNUATION	Superannuation contributions	\$283.12	AMFS
DD21617. 17	08/11/2016	SUPERANNUATION	Superannuation contributions	\$394.62	AMFS
DD21617. 18	08/11/2016	SUPERANNUATION	Superannuation contributions	\$240.93	AMFS
DD21617. 19	08/11/2016	SUPERANNUATION	Superannuation contributions	\$758.09	AMFS
DD21617. 20	08/11/2016	SUPERANNUATION	Superannuation contributions	\$314.92	AMFS
DD21617. 21	08/11/2016	SUPERANNUATION	Superannuation contributions	\$848.86	AMFS
DD21617. 22	08/11/2016	SUPERANNUATION	Superannuation contributions	\$316.87	AMFS
DD21617. 23	08/11/2016	SUPERANNUATION	Superannuation contributions	\$486.27	AMFS
DD21617. 24	08/11/2016	SUPERANNUATION	Superannuation contributions	\$918.38	AMFS
DD21617. 25	08/11/2016	SUPERANNUATION	Superannuation contributions	\$334.72	AMFS

DD21617. 26	08/11/2016	SUPERANNUATION	Superannuation contributions	\$137.30	AMFS
DD21617. 27	08/11/2016	SUPERANNUATION	Superannuation contributions	\$269.95	AMFS
DD21669. 10	01/11/2016	PETALS NETWORK PTY LTD	Condolence flowers- Office of the CEO	\$115.90	AMFS
DD21669. 11	01/11/2016	DROPBOX	Dropbox professional upgrade- IT	\$139.00	AMFS
DD21698. 10	22/11/2016	SUPERANNUATION	Superannuation contributions	\$292.95	AMFS
DD21698. 11	22/11/2016	SUPERANNUATION	Superannuation contributions	\$879.60	AMFS
DD21698. 12	22/11/2016	SUPERANNUATION	Superannuation contributions	\$492.79	AMFS
DD21698. 13	22/11/2016	SUPERANNUATION	Superannuation contributions	\$377.24	AMFS
DD21698. 14	22/11/2016	SUPERANNUATION	Superannuation contributions	\$277.75	AMFS
DD21698. 15	22/11/2016	SUPERANNUATION	Superannuation contributions	\$559.29	AMFS
DD21698. 16	22/11/2016	SUPERANNUATION	Superannuation contributions	\$479.98	AMFS
DD21698. 17	22/11/2016	SUPERANNUATION	Superannuation contributions	\$283.12	AMFS
DD21698. 18	22/11/2016	SUPERANNUATION	Superannuation contributions	\$70.62	AMFS
DD21698. 19	22/11/2016	SUPERANNUATION	Superannuation contributions	\$394.62	AMFS
DD21698. 20	22/11/2016	SUPERANNUATION	Superannuation contributions	\$240.93	AMFS
DD21698. 21	22/11/2016	SUPERANNUATION	Superannuation contributions	\$206.75	AMFS
DD21698. 22	22/11/2016	SUPERANNUATION	Superannuation contributions	\$283.07	AMFS
DD21698. 23	22/11/2016	SUPERANNUATION	Superannuation contributions	\$848.86	AMFS
DD21698. 24	22/11/2016	SUPERANNUATION	Superannuation contributions	\$302.71	AMFS
DD21698. 25	22/11/2016	SUPERANNUATION	Superannuation contributions	\$486.27	AMFS
DD21698. 26	22/11/2016	SUPERANNUATION	Superannuation contributions	\$917.23	AMFS
DD21698. 27	22/11/2016	SUPERANNUATION	Superannuation contributions	\$322.44	AMFS
DD21698. 28	22/11/2016	SUPERANNUATION	Superannuation contributions	\$106.70	AMFS
DD21698. 29	22/11/2016	SUPERANNUATION	Superannuation contributions	\$209.21	AMFS
MUNICIPAL DIRECT DEBIT TOTAL:				\$222,891.68	

MUNICIPAL ELECTRONIC TRANSFER TOTAL	\$3,489,956.28
MUNICIPAL CHEQUES TOTAL	\$661.13
TRUST CHEQUE TOTAL	\$6,552.14
MUNICIPAL DIRECT DEBIT/ CREDIT CARD TOTAL	\$222,891.68
TOTAL PAYMENTS - NOVEMBER 2016	\$3,720,061.23

Key for Delegation of Authority:

CEO	Chief Executive Officer
AMFS	Manager Financial Services
AMFS	Acting Manager Financial Services
DCS	Director Corporate Services

9.4.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT NOVEMBER 2016

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FRE02
AUTHOR:	Coordinator Financial Operations
CONTRIBUTOR/S:	Acting Manager Financial Services
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	2 December 2016

SUMMARY: Council is required by legislation to consider and adopt the Monthly Statement of Financial Activity Report for the period ended 30 November 2016, as required by Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996 (FMR)*.

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.

BACKGROUND*Previous 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 Notes to the Monthly Report and a General Fund Summary of Financial Activity, which discloses Council's Revenue and Expenditure in summary form, by Programme (Function and Activity).

Disclosure and supply of appropriate explanations for variances presented in the Statement of Financial Activity, is mandatory under FMR 34(2)(b) as stated in Policy 2.1.1 Materiality in Financial Reporting.

FMR 34(5) requires a local government to adopt a percentage or value, calculated in accordance with the Australian Accounting Standards (AAS) and Council's adopted risk management matrix thresholds, to be used in statements of financial activity for reporting material variances.

COMMENT

The 2016/2017 Annual Budget was adopted at the Ordinary Meeting of Council on 30 June 2016.

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

Budget Year elapsed	41.92%
Total Rates Raised Revenue	100% (of which 71.57% has been paid)

Total Other Operating Revenue	59%
Total Operating Expenditure	47%
Total Capital Revenue	32%
Total Capital Expenditure	17%
Total Sale of Assets Revenue	48%

More detailed explanations of variances are contained in Note 2 of 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.

Based on the 2016/2017 Annual Budget presented at the Ordinary Meeting of Council on 30 June 2016, Council adopted a balanced budget to 30 June 2017.

Budget amendments have occurred since the adoption of the budget, which include the adoption of the Annual Financial Statements and the recommendations for the use of identified surplus funds. These recommendations were adopted by Council on 27 October 2016. The results of the first quarter finance and costing review (FACR) was adopted by Council on 24 November 2016 resulting in a surplus forecast financial position to 30 June 2017 of \$18,271.

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.
- * Absolute majority required.

- (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 —
 - (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
 - (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

POLICY IMPLICATIONS

2.1.1 Materiality in Financial Reporting

FINANCIAL IMPLICATIONS

The adoption of the Monthly Financial Report is retrospective. Accordingly, the financial implications associated with adopting the Monthly Report are Nil.

RISK

The Financial Activity report is presented monthly and provides a retrospective picture of the activities at the Shire. Contained within the report is information pertaining to the financial cost and delivery of strategic initiatives and key projects.

In order to mitigate the risk of budget over-runs or non-delivery of projects, the Chief Executive Officer has implemented internal control measures such as regular Council and management reporting and the Quarterly Finance and Costing Reviews to monitor financial performance against budget estimates. Materiality reporting thresholds have been established at half the adopted Council levels, which equate to \$5,000 for operating budget line items and \$10,000 for capital items, to alert management prior to there being irreversible impacts.

It should also be noted that there is an inherent level of risk of misrepresentation of the financials through either human error or potential fraud. The establishment of control measures through a series of efficient systems, policies and procedures, which fall under the responsibility of the CEO as laid out in the *Local Government (Financial Management Regulations) 1996* regulation 5, seek to mitigate the possibility of this occurring. These controls are set in place to provide daily, weekly and monthly checks to ensure that the integrity of the data provided is reasonably assured.

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

Improved systems, processes and compliance

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. *Adopts the Monthly Financial Activity Report for the period ended 30 November 2016; and*
2. *Receives the General Fund Summary of Financial Activity (Schedules 2-14) for the period ended 30 November 2016.*

Attachments

1. 2016-17 Monthly Statement of Financial Activity - November 2016
2. Summary Schedule
3. SCH 3 - 14

SHIRE OF BROOME
MONTHLY FINANCIAL REPORT
For the Period Ended 30 November 2016

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Shire of Broome

Compilation Report

For the Period Ended 30 November 2016

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34.

Overview

Summary reports and graphical progressive graphs are provided on page 3, 4 and 5.
No matters of significance are noted.

Statement of Financial Activity by reporting program

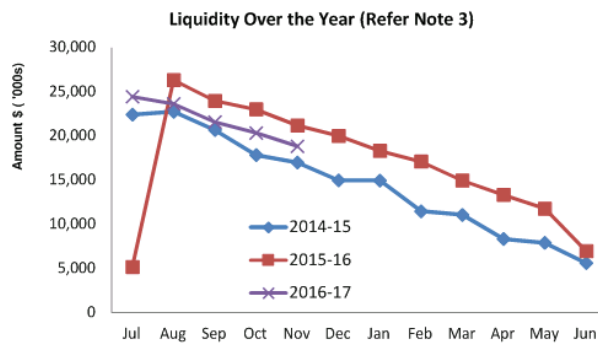
Is presented on page 6 and shows a surplus as at 30 November 2016 of \$18,860,700.

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

Preparation

Prepared by: R Nembi
Reviewed by: Kylie Harder
Date prepared: 05/12/2016

Shire of Broome
Monthly Summary Information
 For the Period Ended 30 November 2016

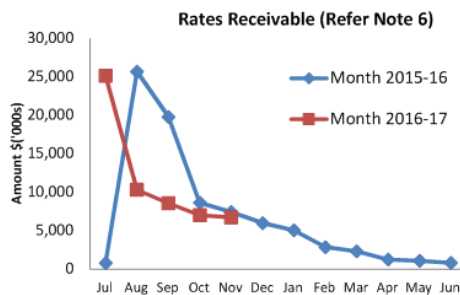


**Cash and Cash Equivalents
as at period end**

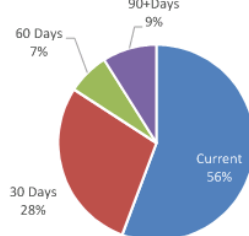
Unrestricted	\$ 14,101,916
Restricted	\$ 29,023,407
	\$ 43,125,323

Receivables

Rates	\$ 6,426,607
Other	\$ 731,226
	\$ 7,157,833



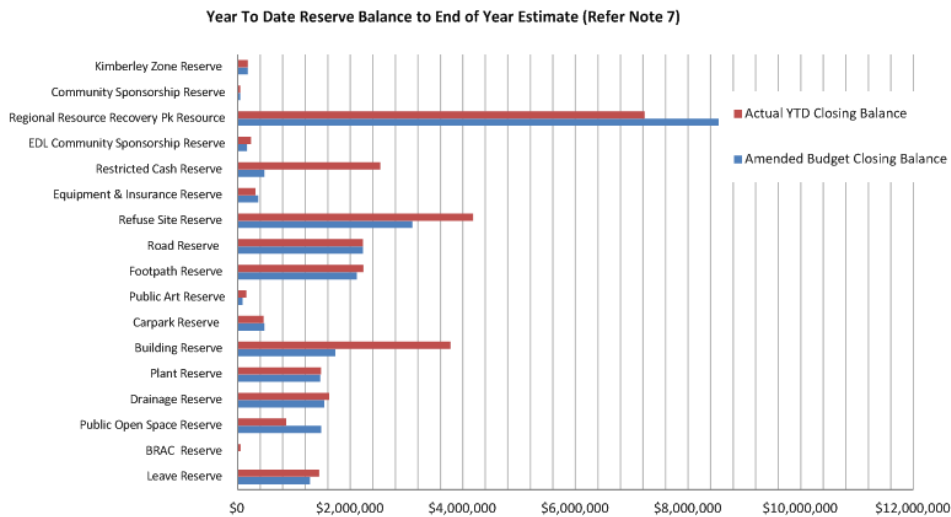
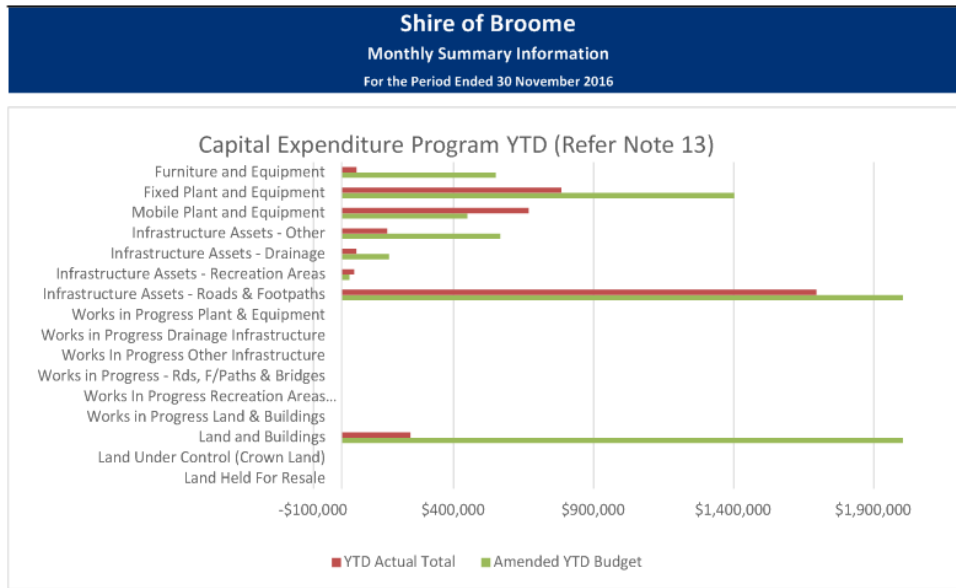
**Accounts Receivable Ageing (non-rates)
(Refer Note 6)**



Comments

- Liquidity refers to the Shire of Broome's ability to meet its financial obligations within the current year. Liquidity has increased by \$17.489M due mainly to the issuance of rates at the start of the financial year. Liquidity is a combination of unrestricted cash, Current Debtors (including Rates) and Current Creditors.
- Rates were raised in July with payment due 35 days after issuing. Total Rates raised for the year was \$21.78M with total outstanding rates YTD at \$6.43M.

This information is to be read in conjunction with the accompanying Financial Statements and notes.



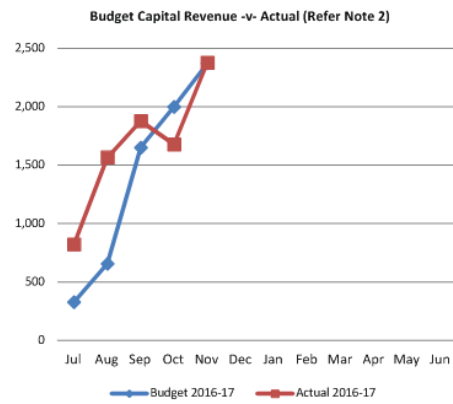
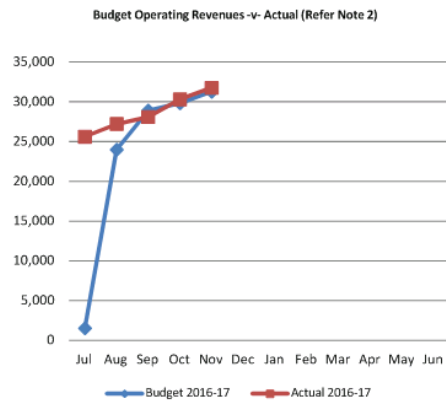
Comments

*Amended Budget Closing balance is the forecast of the closing balance after all budgeted transfers to and from reserve have been performed. At this time there have been no transactions to or from reserve other than to recognise interest earned on reserve investments. All interest earned on Reserve investments is recorded on reserve at the end of each month.

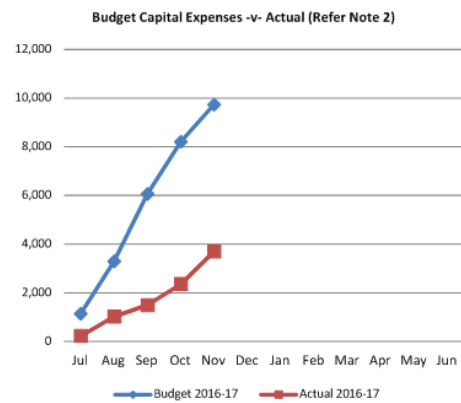
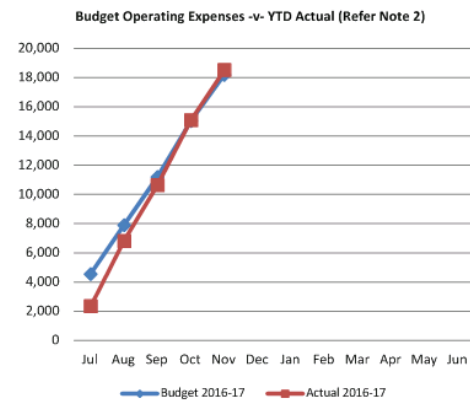
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Broome
Monthly Summary Information
 For the Period Ended 30 November 2016

Revenues



Expenditure



Comments

This information is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF BROOME
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 November 2016

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(a)	Var.
Operating Revenues		\$	\$	\$		\$	%	
Governance		47,491	25,365	16,159		(9,206)	(19.38%)	
General Purpose Funding - Rates	9	22,062,076	21,812,926	22,043,125		230,199	1.04%	
General Purpose Funding - Other		1,936,000	968,000	966,543		(1,457)	(0.08%)	
Law, Order and Public Safety		141,330	61,863	65,247		3,384	2.39%	
Health		184,104	76,705	107,879		31,174	16.93%	▲
Education and Welfare		105,160	50,410	42,091		(8,319)	(7.91%)	
Housing		570,175	237,245	208,980		(28,265)	(4.96%)	
Community Amenities		7,869,927	5,340,705	5,731,236		390,531	4.96%	
Recreation and Culture		1,011,785	405,217	394,708		(10,509)	(1.04%)	
Transport		1,216,610	478,920	640,129		161,209	13.25%	▲
Economic Services		1,360,805	870,340	924,994		54,654	4.02%	
Other Property and Services		2,085,389	952,880	630,164		(322,716)	(15.48%)	▼
Total Operating Revenue		38,590,832	31,280,576	31,771,255	82%	490,679		
Operating Expense								
Governance		(2,853,177)	(1,191,928)	(1,160,797)		31,131	1.09%	
General Purpose Funding		(281,483)	(125,226)	(116,216)		9,010	3.20%	
Law, Order and Public Safety		(1,270,856)	(624,705)	(711,033)		(86,328)	(6.79%)	
Health		(768,595)	(323,804)	(309,235)		14,569	1.90%	
Education and Welfare		(834,206)	(345,094)	(327,396)		17,698	2.12%	
Housing		(590,762)	(247,212)	(185,034)		62,178	10.53%	▲
Community Amenities		(9,480,333)	(4,876,076)	(4,430,714)		445,362	4.70%	
Recreation and Culture		(10,397,143)	(4,373,498)	(3,977,718)		395,780	3.81%	
Transport		(7,985,804)	(3,333,165)	(5,142,053)		(1,808,888)	(22.65%)	▼
Economic Services		(2,112,456)	(956,072)	(912,218)		43,854	2.08%	
Other Property and Services		(2,924,709)	(1,808,382)	(1,254,283)		554,099	18.95%	▲
Total Operating Expenditure		(39,499,524)	(18,205,162)	(18,526,697)	47%	(321,535)		
Funding Balance Adjustments								
Add back Depreciation		7,506,341	3,127,640	5,239,659		2,112,019	28.14%	▼
Adjust (Profit)/Loss on Asset Disposal	8	100,784	(9,315)	187,074		196,389	194.86%	▲
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
Net Cash from Operations		6,698,433	16,193,739	18,671,291		2,477,552		
Capital Revenues								
Grants, Subsidies and Contributions	11	6,689,086	2,203,018	2,137,157		(65,861)	(0.98%)	
Governance		0	0	0		0		
General Purpose Funding		0	0	0		0		
Rates		0	0	0		0		
Other General Purpose Funding		0	0	0		0		
Law, Order and Public Safety		1,200,000	300,000	0		(300,000)	(25.00%)	▼
Health		0	0	0		0		
Education and Welfare		0	0	0		0		
Housing		0	0	0		0		
Community Amenities		4,413	4,413	4,413		0	0.00%	
Recreation and Culture		1,714,750	260,750	344,500		83,750	4.88%	
Transport		3,508,923	1,529,105	1,788,244		259,139	7.39%	
Economic Services		0	0	0		0		
Other Property and Services		261,000	108,750	0		(108,750)	(41.67%)	▼
Proceeds from Disposal of Assets	8	501,000	170,444	240,617	48%	70,173	14.01%	▲
Total Capital Revenues		7,190,086	2,373,462	2,377,774	32%	4,312		

SHIRE OF BROOME
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 November 2016

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(a)	Var.
Capital Expenses								
Land Held for Resale	13	0	0	0		0		
Land Under Control (Crown Land)	13	0	0	0		0		
Land and Buildings	13	(8,790,110)	(3,871,885)	(245,576)		3,626,309	41.25%	▲
Works in Progress Land & Buildings	13	0	0	0		0		
Works In Progress Recreation Areas								
Infrastructure		0	0	0		0		
Works in Progress - Rds, F/Paths & Bridges		0	0	0		0		
Works In Progress Other Infrastructure		0	0	0		0		
Works in Progress Drainage		0	0	0		0		
Infrastructure		0	0	0		0		
Works in Progress Plant & Equipment		0	0	0		0		
Infrastructure Assets - Roads & Footpaths	13	(5,099,245)	(2,706,477)	(1,695,047)		1,011,430	19.83%	▲
Infrastructure Assets - Recreation Areas	13	(104,000)	(27,642)	(45,692)		(18,050)	(17.36%)	
Infrastructure Assets - Drainage	13	(170,000)	(170,000)	(52,882)		117,118	68.89%	▲
Infrastructure Assets - Other	13	(1,353,840)	(566,046)	(163,427)		402,619	29.74%	▲
Mobile Plant and Equipment	13	(1,588,575)	(449,325)	(667,527)		(218,202)	(13.74%)	▼
Fixed Plant and Equipment	13	(3,271,216)	(1,401,463)	(784,550)		616,913	18.86%	▲
Furniture and Equipment	13	(934,055)	(551,055)	(53,244)		497,811	53.30%	▲
Total Capital Expenditure		(21,311,041)	(9,743,893)	(3,707,944)	17%	6,035,949		
Net Cash from Capital Activities		(14,120,955)	(7,370,431)	(1,330,170)		6,040,261		
Financing								
Proceeds from New Debentures		4,297,298	2,296,375	0		(2,296,375)	(53.44%)	▼
Proceeds from Advances		0	0	0		0		
Self-Supporting Loan Principal		0	0	0		0		
Transfer from Reserves	7	7,339,865	199,988	0		(199,988)	(2.72%)	
Advances to Community Groups		0	0	0		0		
Repayment of Debentures	10	(972,483)	(145,150)	(142,965)		2,185	0.22%	
Transfer to Reserves	7	(4,914,980)	(795,167)	(28,549)		766,618	15.60%	▲
Net Cash from Financing Activities		5,749,700	1,556,046	(171,514)		(1,727,560)		
Net Operations, Capital and Financing		(1,672,822)	10,379,354	17,169,507		6,790,253		
Opening Funding Surplus(Deficit)	3	1,691,093	1,691,093	1,691,093		0		
Closing Funding Surplus(Deficit)	3	18,271	12,070,447	18,860,700		6,790,253		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF BROOME
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 November 2016

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(a)	Var.
Operating Revenues		\$	\$	\$		\$	%	
Rates	9	21,704,976	21,675,811	21,781,760		105,949	0.49%	
Operating Grants, Subsidies and Contributions	11	4,840,785	2,545,260	2,765,397		220,137	4.55%	
Fees and Charges		10,931,672	6,601,213	6,956,206		354,993	3.25%	
Service Charges		0	0	0		0		
Interest Earnings		1,082,159	439,220	270,222		(168,998)	(15.62%)	▼
Other Revenue		5,000	0	2,332		2,332		
Profit on Disposal of Assets	8	26,240	19,072	(4,630)		(23,702)	(90.33%)	▼
Total Operating Revenue	82%	38,590,832	31,280,576	31,771,287	82%	514,413		
Operating Expense								
Employee Costs		(15,527,493)	(6,611,234)	(5,888,549)		722,685	4.65%	
Materials and Contracts		(11,045,062)	(5,765,540)	(3,954,085)		1,811,455	16.40%	▲
Utility Charges		(1,947,115)	(811,314)	(752,855)		58,459	3.00%	
Depreciation on Non-Current Assets		(7,506,341)	(3,127,640)	(5,239,659)		(2,112,019)	(28.14%)	▼
Interest Expenses		(198,337)	(19,777)	(13,994)		5,783	2.92%	
Insurance Expenses		(670,098)	(665,373)	(680,033)		(14,660)	(2.19%)	
Other Expenditure		(2,478,054)	(1,194,527)	(1,815,078)		(620,551)	(25.04%)	▼
Loss on Disposal of Assets	8	(127,024)	(9,757)	(182,444)		(172,687)	(135.95%)	▼
Total Operating Expenditure	47%	(39,499,524)	(18,205,162)	(18,526,697)	47%	(148,848)		
Funding Balance Adjustments								
Add back Depreciation		7,506,341	3,127,640	5,239,659		2,112,019	28.14%	▼
Adjust (Profit)/Loss on Asset Disposal	8	100,784	(9,315)	187,074		196,389	194.86%	▲
Adjust Revaluation, Provisions and Accruals		0	0	0		0		
Net Cash from Operations		6,698,433	16,193,739	18,671,323		2,673,973		
Capital Revenues								
Grants, Subsidies and Contributions	11	6,689,086	2,203,018	2,137,156		(65,862)	(0.98%)	
Proceeds from Disposal of Assets	8	501,000	170,444	240,617	48%	70,173	14.01%	▲
Total Capital Revenues	33%	7,190,086	2,373,462	2,377,773	32%	4,311		
Capital Expenses								
Land Held for Resale	13	0	0	0		0		
Land Under Control (Crown Land)	13	0	0	0		0		
Land and Buildings	13	(8,790,110)	(3,871,885)	(245,576)		3,626,309	41.25%	▲
Works in Progress Land & Buildings	13	0	0	0		0		
Works In Progress Recreation Areas		0	0	0		0		
Infrastructure		0	0	0		0		
Works in Progress - Rds, F/Paths & Bridges		0	0	0		0		
Works In Progress Other Infrastructure		0	0	0		0		
Works in Progress Drainage Infrastructure		0	0	0		0		
Works in Progress Plant & Equipment		0	0	0		0		
Infrastructure Assets - Roads & Footpaths	13	(5,099,245)	(2,706,477)	(1,695,047)		1,011,430	19.83%	▲
Infrastructure Assets - Recreation Areas	13	(104,000)	(27,642)	(45,692)		(18,050)	(17.36%)	
Infrastructure Assets - Drainage	13	(170,000)	(170,000)	(52,882)		117,118	68.89%	▲
Infrastructure Assets - Other	13	(1,353,840)	(566,046)	(163,427)		402,619	29.74%	▲
Mobile Plant and Equipment	13	(1,588,575)	(449,325)	(667,527)		(218,202)	(13.74%)	▼
Fixed Plant and Equipment	13	(3,271,216)	(1,401,463)	(784,550)		616,913	18.86%	▲
Furniture and Equipment	13	(934,055)	(551,055)	(53,244)		497,811	53.30%	▲
Total Capital Expenditure	17%	(21,311,041)	(9,743,893)	(3,707,944)	17%	6,035,949		
Net Cash from Capital Activities		(14,120,955)	(7,370,431)	(1,330,171)		6,040,260		

SHIRE OF BROOME
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 November 2016

	Note	Amended Annual Budget (a)	Amended YTD Budget (b)	YTD Actual (c)	%	Var. \$ (c)-(b)	Var. % (c)-(b)/(a)	Var.
Financing								
Proceeds from New Debentures		4,297,298	2,296,375	0		(2,296,375)	(53.44%)	▼
Proceeds from Advances		0	0	0		0		
Self-Supporting Loan Principal		0	0	0		0		
Transfer from Reserves	7	7,339,865	199,988	0		(199,988)	(2.72%)	
Advances to Community Groups		0	0	0		0		
Repayment of Debentures	10	(972,483)	(145,150)	(142,965)		2,185	0.22%	
Transfer to Reserves	7	(4,914,980)	(795,167)	(28,549)		766,618	15.60%	▲
Net Cash from Financing Activities		5,749,700	1,556,046	(171,514)		(1,727,560)		
Net Operations, Capital and Financing		(1,672,822)	10,379,354	17,169,638		6,986,673		
Opening Funding Surplus(Deficit)	3	1,691,093	1,691,093	1,691,093		0		
Closing Funding Surplus(Deficit)	3	18,271	12,070,447	18,860,731		6,986,673		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes

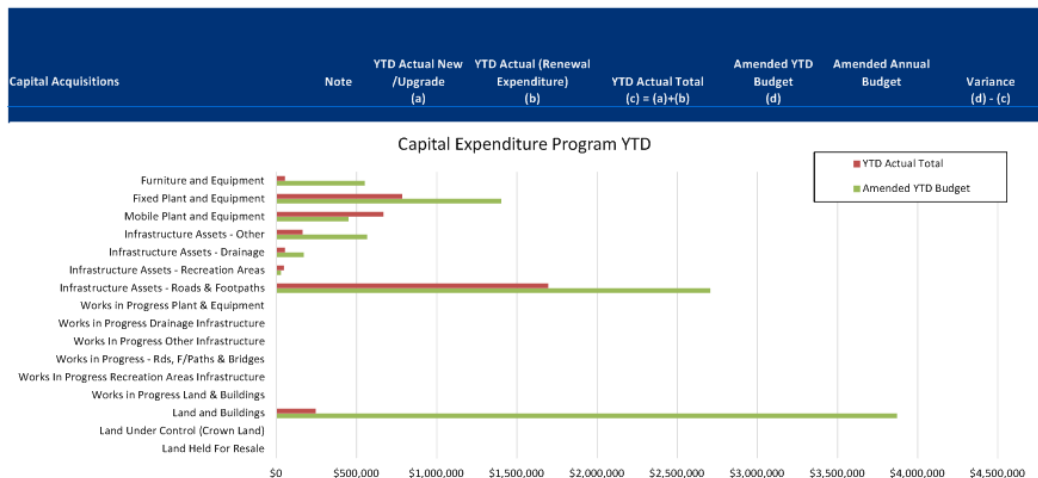
SHIRE OF BROOME
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 November 2016

Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land Held For Resale		0	0	0	0	0	0
Land Under Control (Crown Land)		0	0	0	0	0	0
Land and Buildings	13	170,937	74,639	245,576	3,871,885	8,790,110	(3,626,309)
Works in Progress Land & Buildings		0	0	0	0	0	0
Works in Progress Recreation Areas Infrastructure		0	0	0	0	0	0
Works in Progress - Rds, F/Paths & Bridges		0	0	0	0	0	0
Works in Progress Other Infrastructure		0	0	0	0	0	0
Works in Progress Drainage Infrastructure		0	0	0	0	0	0
Works in Progress Plant & Equipment		0	0	0	0	0	0
Infrastructure Assets - Roads & Footpaths	13	39,237	1,655,810	1,695,047	2,706,477	5,099,245	(1,011,430)
Infrastructure Assets - Recreation Areas	13	4,095	41,597	45,692	27,642	104,000	18,050
Infrastructure Assets - Drainage	13	52,882	0	52,882	170,000	170,000	(117,118)
Infrastructure Assets - Other	13	163,427	0	163,427	566,046	1,353,840	(402,619)
Mobile Plant and Equipment	13	12,876	654,651	667,527	449,325	1,588,575	218,202
Fixed Plant and Equipment	13	0	784,550	784,550	1,401,463	3,271,216	(616,913)
Furniture and Equipment	13	53,244	0	53,244	551,055	934,055	(497,811)
Capital Expenditure Totals		496,698	3,211,246	3,707,944	9,743,893	21,311,041	(6,035,949)

Funded By:

Capital Grants and Contributions	2,137,156	2,203,018	6,689,086	65,862
Borrowings	0	2,296,375	4,297,298	(2,296,375)
Other (Disposals & C/Fwd)	240,617	170,444	501,000	70,173
Total Own Source Funding - Cash Backed Reserves	0	199,988	7,272,850	(199,988)
Own Source Funding - Operations	1,330,171	4,874,068	2,550,807	(3,543,897)
Capital Funding Total	3,707,944	9,743,893	21,311,041	(6,035,949)

SHIRE OF BROOME
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 November 2016



SHIRE OF BROOME
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 30 November 2016

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget	Amended YTD Budget (a)
Operating Revenues				
Governance	\$ 47,491	\$ 0	\$ 47,491	\$ 25,365
General Purpose Funding - Rates	22,062,076	0	22,062,076	21,812,926
General Purpose Funding - Other	1,936,000	0	1,936,000	968,000
Law, Order and Public Safety	141,330	0	141,330	61,863
Health	162,800	21,304	184,104	76,705
Education and Welfare	105,160	0	105,160	50,410
Housing	565,175	5,000	570,175	237,245
Community Amenities	7,869,927	0	7,869,927	5,340,705
Recreation and Culture	948,765	63,000	1,011,765	405,217
Transport	1,198,610	18,000	1,216,610	478,920
Economic Services	900,805	460,000	1,360,805	870,340
Other Property and Services	2,102,089	(16,700)	2,085,389	952,880
Total Operating Revenue	38,040,228	550,604	38,590,832	31,280,576
Operating Expense				
Governance	(2,821,051)	(32,126)	(2,853,177)	(1,191,928)
General Purpose Funding	(243,543)	(37,940)	(281,483)	(125,226)
Law, Order and Public Safety	(1,287,485)	16,629	(1,270,856)	(624,705)
Health	(750,445)	(18,150)	(768,595)	(323,804)
Education and Welfare	(837,221)	3,015	(834,206)	(345,094)
Housing	(602,040)	11,278	(590,762)	(247,212)
Community Amenities	(9,442,112)	(38,221)	(9,480,333)	(4,876,076)
Recreation and Culture	(10,301,974)	(95,169)	(10,397,143)	(4,373,498)
Transport	(7,989,860)	4,056	(7,985,804)	(3,333,165)
Economic Services	(1,611,553)	(500,903)	(2,112,456)	(956,072)
Other Property and Services	(2,636,919)	(287,790)	(2,924,709)	(1,808,382)
Total Operating Expenditure	(38,524,203)	(975,321)	(39,499,524)	(18,205,162)
Funding Balance Adjustments				
Add back Depreciation	7,506,341	0	7,506,341	3,127,640
Adjust (Profit)/Loss on Asset Disposal	100,784	0	100,784	(9,315)
Adjust Provisions and Accruals	0	0	0	0
Net Cash from Operations	7,123,150	(424,717)	6,698,433	16,193,739
Capital Revenues				
Grants, Subsidies and Contributions	6,858,963	(169,877)	6,689,086	2,203,018
Proceeds from Disposal of Assets	501,000	0	501,000	170,444
Proceeds from Sale of Investments	0	0	0	0
Total Capital Revenues	7,359,963	(169,877)	7,190,086	2,373,462
Capital Expenses				
Land Held for Resale	0	0	0	0
Land Under Control (Crown Land)	0	0	0	0
Land and Buildings	(8,680,088)	(110,022)	(8,790,110)	(3,871,885)
Works in Progress Land & Buildings	0	0	0	0
Works In Progress Recreation Areas	0	0	0	0
Infrastructure	0	0	0	0
Works in Progress - Rds, F/Paths & Bridges	0	0	0	0
Works In Progress Other Infrastructure	0	0	0	0
Works in Progress Drainage Infrastructure	0	0	0	0
Works in Progress Plant & Equipment	0	0	0	0
Infrastructure Assets - Roads & Footpaths	(5,306,580)	207,335	(5,099,245)	(2,706,477)
Infrastructure Assets - Recreation Areas	(102,000)	(2,000)	(104,000)	(27,642)
Infrastructure Assets - Drainage	(135,000)	(35,000)	(170,000)	(170,000)
Infrastructure Assets - Other	(1,256,281)	(97,559)	(1,353,840)	(566,046)
Mobile Plant and Equipment	(1,607,000)	18,425	(1,588,575)	(449,325)
Fixed Plant and Equipment	(3,184,333)	(86,883)	(3,271,216)	(1,401,463)
Furniture and Equipment	(888,855)	(45,200)	(934,055)	(551,055)
Total Capital Expenditure	(21,160,137)	(150,904)	(21,311,041)	(9,743,893)
Net Cash from Capital Activities	(13,800,174)	(320,781)	(14,120,955)	(7,370,431)

SHIRE OF BROOME
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 30 November 2016

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget	Amended YTD Budget (a)
Financing				
Proceeds from New Debentures	4,297,298	0	4,297,298	2,296,375
Proceeds from Advances	0	0	0	0
Self-Supporting Loan Principal	0	0	0	0
Transfer from Reserves	7,080,405	259,460	7,339,865	199,988
Purchase of Investments	0	0	0	0
Advances to Community Groups	0	0	0	0
Repayment of Debentures	(972,483)	0	(972,483)	(145,150)
Transfer to Reserves	(4,329,448)	(585,532)	(4,914,980)	(795,167)
Net Cash from Financing Activities	6,075,772	(326,072)	5,749,700	1,556,046
Net Operations, Capital and Financing	(601,252)	(1,071,570)	(1,672,822)	10,379,354
Opening Funding Surplus(Deficit)	601,252		1,691,093	1,691,093
Closing Funding Surplus(Deficit)	0	(1,071,570)	18,271	12,070,447

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

This statement comprises a general purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

All figures shown in this statement are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable.

The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) **Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) **Trade and Other Receivables**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) **Inventories**

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) **Fixed Assets**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	40 to 50 years
Construction other than Buildings (Public Facilities)	40 to 50 years
Furniture and Equipment	10 years
Plant and Equipment	4 to 15 years
Roads	15 to 100 years
Footpaths	50 years
Sewerage Piping	60 years
Water Supply Piping and Drainage Systems	60 years

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) **Interest-bearing Loans and Borrowings**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) **Provisions**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) **Current and Non-Current Classification**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(r) Statement of Objectives

Council has adopted a 'Plan for the future' comprising a Strategic Community Plan and Corporate Business Plan to provide the long term community vision, aspirations and objectives.

Based upon feedback received from the community the vision of the Shire is:

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

The Strategic Community Plan defines the key objectives of the Shire as:

"Our People Goal - Foster a community environment that is accessible, affordable, inclusive, healthy and safe.

Our Place Goal - Help to protect the natural and built environment and Cultural heritage of Broome whilst recognising the unique sense of place

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

Our Organisation Goal - Continually enhance the Shire's organisational capacity to service the needs of a growing community."

(s) Reporting Programs

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Expenses associated with provision of services to members of council and elections. Also included are costs associated with computer operations, corporate accounting, corporate records and asset management. Costs reported as administrative expenses are redistributed in accordance with the principle of activity based costing (ABC).

GENERAL PURPOSE FUNDING

Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues such as commission on Police Licensing. The costs associated with raising the above mentioned revenues, eg. Valuation expenses, debt collection and overheads.

LAW, ORDER, PUBLIC SAFETY

Enforcement of Local Laws, fire prevention, animal control and provision of ranger services.

HEALTH

Health inspection services, food quality control, mosquito control and contributions towards provision of medical health services.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

HOUSING

Provision and maintenance of rented housing accommodation for pensioners and employees.

COMMUNITY AMENITIES

Sanitation, sewerage, stormwater drainage, protection of the environment, public conveniences, cemeteries and town planning.

RECREATION AND CULTURE

Parks, gardens and recreation reserves, library services, television and radio re-broadcasting, swimming facilities, walk trails, youth recreation, Shark Bay World Heritage Discovery and Visitor Centre, boat ramps, foreshore, public halls and Shark Bay Recreation Centre.

TRANSPORT

Construction and maintenance of roads, footpaths, drainage works, parking facilities, traffic control, depot operations, plant purchase, marine facilities and cleaning of streets.

ECONOMIC SERVICES

Tourism, community development, pest control, building services, caravan parks and private works.

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	(9,206)	(19.38%)			
General Purpose Funding - Rates	230,199	1.04%			
General Purpose Funding - Other	(1,457)	(0.08%)			
Law, Order and Public Safety	3,384	2.39%			
Health	31,174	16.93%	▲	Permanent	Variance is due to recognition of increased revenue in Grants (pest control)- Budget amendment adopted at the 24th November 2016 OMC.
Education and Welfare	(8,319)	(7.91%)			
Housing	(28,265)	(4.96%)			
Community Amenities	390,531	4.96%			
Recreation and Culture	(10,509)	(1.04%)			
Transport	161,209	13.25%	▲	Timing	Variance is due to WALGGC Roads Grant received earlier than budgeted.
Economic Services	54,654	4.02%			
Other Property and Services	(322,716)	(15.48%)	▼	Timing	Variance is due to numerous accounts across the programme indicating unders & overs against budgets. Variances are immaterial but will be monitored to ensure trend does not continue.
Operating Expense					
Governance	31,131	1.09%			
General Purpose Funding	9,010	3.20%			
Law, Order and Public Safety	(86,328)	(6.79%)			
Health	14,569	1.90%			
Education and Welfare	17,698	2.12%			
Housing	62,178	10.53%	▲	Timing	Variance is due to Shire Staff housing costs less than actual budget, as less external arrangements required.
Community Amenities	445,362	4.70%			
Recreation and Culture	395,780	3.81%			
Transport	(1,808,888)	(22.65%)	▼	Permanent	Variance is due to depreciation on roads. The budget was established based on the assumption the road assets may be adjusted after the previous year fair value revaluation
Economic Services	43,854	2.08%			
Other Property and Services	554,099	18.95%	▲	Timing	Variance is due to numerous accounts across the programme indicating unders & overs against budget, the largest of which represents a budget amendment to an Engineering Consultant account, adopted by Council at the 27 October 2016 OMC as part of the Annual Financial Statements.
Capital Revenues					
Grants, Subsidies and Contributions	(65,861)	(0.98%)			
Proceeds from Disposal of Assets	70,173	14.01%	▲	Permanent	Variance is due to disposal of various assets for less than anticipated budget - major being Works and P&G vehicles. Various other assets are yet to be disposed of.
Capital Expenses					

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

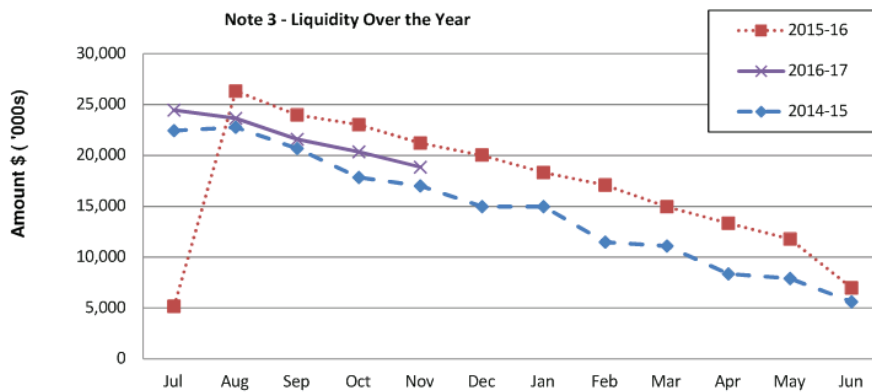
Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Land Held for Resale	0				
Land Under Control (Crown Land)	0				
Land and Buildings	3,626,309	41.25%	▲	Permanent	The building of the new KRO Offices was indefinitely postponed by Council at the 27 Oct 16 OMC. Will require a budget amendment.
Works in Progress Land & Buildings	0				
Works In Progress Recreation Areas	0				
Infrastructure	0				
Works in Progress - Rds, F/Paths & Bridges	0				
Works In Progress Other	0				
Infrastructure	0				
Works in Progress Drainage	0				
Infrastructure	0				
Works in Progress - Plant & Equipment	0				
Infrastructure Assets - Roads & Footpaths	1,011,430	19.83%	▲	Timing	Variance is due to a number of projects not yet commenced, the largest being the Hamersley Napier Black Spot Project.
Infrastructure Assets - Recreation Areas	(18,050)	(17.36%)			
Infrastructure Assets - Drainage	117,118	68.89%	▲	Timing	The Conti Foreshore Drainage project has only recently commenced
Infrastructure Assets - Other	402,619	29.74%	▲	Timing	Variance is primarily due the Kerbside bin renewal having not yet commenced.
Mobile Plant and Equipment	(218,202)	(13.74%)	▼		
Fixed Plant and Equipment	616,913	18.86%	▲	Timing	The BRAC Aquatic renewal project has only recently commenced.
Furniture and Equipment	497,811	53.30%	▲	Timing	Numerous IT based software and hardware projects are yet to commence.
Financing					
Proceeds from New Debentures	(2,296,375)	(53.44%)	▼	Permanent	Variance is due to a loan budgeted to be drawn for the purpose of funding the KRO construction project. This project was indefinitely postponed by Council at the 27 Oct 16 OMC. Will require a budget amendment
Proceeds from Advances	0				
Self-Supporting Loan Principal	0				
Transfer from Reserves	(199,988)	(2.72%)			
Advances to Community Groups	0				
Loan Principal	2,185	0.22%			
Transfer to Reserves	766,618	15.60%	▲	Timing	Variance is due to interest not yet recognised on monies currently sitting as term deposits. Interest income will be recognised upon maturity of the deposit.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
	Note	YTD 30 Nov 2016	30 Jun 2016	YTD 30 Nov 2015
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	14,101,916	3,807,937	15,276,559
Cash Restricted	4	29,023,407	28,994,858	25,744,605
Receivables - Rates	6	6,426,607	819,335	5,774,615
Receivables - Rates Other		293,439	49,963	213,774
Receivables - Debtors	6	502,868	1,445,731	2,501,597
Receivables - Other		228,028	487,469	162,647
Sundry Provisions & Accruals		34,245	98,362	46,630
Inventories		28,991	25,374	39,154
		50,639,501	35,729,029	49,759,581
Less: Current Liabilities				
Payables		(1,988,453)	(3,779,689)	(1,001,831)
Provisions		(765,581)	(1,263,389)	(88,815)
		(2,754,034)	(5,043,078)	(1,090,646)
Less: Cash Reserves	7	(29,023,407)	(28,994,858)	(25,744,605)
Rounding and Timing Adjustment		(1,359)		
Net Current Funding Position		18,860,700	1,691,092	22,924,329

Note 3 - Liquidity Over the Year

Comments - Net Current Funding Position

The budget was adopted at the OMC 30 June 2016. It was presented to Council with a predicted carried forward surplus of \$601,252. The Annual Financial Statements were adopted at the Ordinary Meeting of Council on 27 October 2016 along with Audit Committee recommendation for the allocation of \$1.09M in additional surplus. Further to this, the Q1 FACR budget amendments adopted at the OMC on 24th November 2016 resulted in a \$18271 surplus. Amendments year-to-date can be found in Note 5.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.15%	803,138			803,138	CommBank	At Call
Business Online Saver	0.85%	4,595,912			4,595,912	CommBank	At Call
BRAC Bank Account	0.01%	15,324			15,324	CommBank	At Call
BPAY Bank Account	0.00%	0			0	CommBank	At Call
Reserve Bank Account	0.85%		23,407		23,407	CommBank	At Call
Trust Bank Account	0.00%			888,354	888,354	CommBank	At Call
Cash On Hand	Nil	4,000			4,000	N/A	On Hand
(b) Term Deposits							
Term Deposit							
Term Deposit	2.68%	3,000,000				ANZ	28-Dec-16
Term Deposit	2.68%	3,000,000				ANZ	09-Jan-17
Term Deposit	2.69%	3,000,000				ANZ	09-Feb-17
Term Deposit	2.95%		11,000,000		11,000,000	NAB	11-Jan-17
Term Deposit	2.95%		11,000,000		11,000,000	NAB	11-Jun-17
Term Deposit	2.70%		7,000,000		7,000,000	NAB	20-Jun-17
WATC grant in Trust				10,542,125	10,542,125	WATC	
Total		14,418,374	29,023,407*	11,430,479	45,872,260		
Adjustments							
Payment Timing Adjustments**		316,458					
Add back Cash on Hand		4,000					
Total		14,097,916					

Comments/Notes - Investments

*Note - The total of Restricted Cash balances to the reserves on Note 7

**NOTE - Payment Timing adjustments indicate payments that have been recorded on the ledger but have yet to be paid out of the bank. The bank accounts are reconciled monthly to ensure no discrepancies occur.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 5: BUDGET AMENDMENTS
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
					\$	\$	\$	\$
		Budget Adoption		Opening Surplus				0
		Permanent Changes						
		Opening surplus adjustment				1,089,841		1,089,841
		Budgeted EOY Surplus/(Deficit)					0	1,089,841
		General Purpose Funding						
30149		Legal & Rates Consulting Exp - Op Exp - Rates		Operating Expenditure			(40,000)	1,049,841
32220		Valuation Expenses - Op Exp - Rates		Operating Expenditure		2,060		1,051,901
		Governance						
23450		Consultants - Op Exp - Other Governance		Operating Expenditure			(43,837)	1,008,064
22172		Community Sponsorship Program - Op Exp - Other Governance		Operating Expenditure			(3,400)	1,004,664
23595		Transfer to Community Sponsorship Reserve - Cap Exp - Other Governance		Capital Expenditure			(734)	1,003,930
22124		Contribution to Kimberley Zone Secretariat		Operating Expenditure		10,000		1,013,930
23598		Transfer From Kimberley Zone Reserve - Cap Inc - Kimberley Zone		Capital Income		1,835		1,015,765
23031		Other Employment Costs - Other Gov		Operating Expenditure		5,111		1,020,876
		Law, Order and Public Safety						
53033		Security Beach Patrols - Op Exp - Ranger Operations		Operating Expenditure			(10,000)	1,010,876
52020		Other Employment Costs - Op Exp - Ranger Operations		Operating Expenditure		1,356		1,012,232
508206		Other Employment Costs - Op Exp - Fire Prevention		Operating Expenditure		339		1,012,571
509206		Other Employment Costs - Op Exp - Animal Control		Operating Expenditure		847		1,013,418
53288		Local Laws Review - Op Exp - Other Law Order & Public Safety		Operating Expenditure		30,000		1,043,418
53010	53010	Ranger Salaries - Gen & Beach - R & B Op		Operating Expenditure		3,461		1,052,879
53011		Superannuation Employee Expense - Ranger Ops		Operating Expenditure		2,247		1,055,126
53015		Relief Staff Exp - Op Exp - Ranger Operations		Operating Expenditure			(25,900)	1,029,226
51010		Salaries - Op Exp - Fire Prevention		Operating Expenditure		2,366		1,031,592
52010		Salaries - Op Exp - Animal Control		Operating Expenditure		5,913		1,037,505
52012		Advertising Tags & Other Animal Control Exps - Op Exp - Animal Control		Operating Expenditure			(4,000)	1,033,505
52284		Advertising & Promotion - Op Exp - Ranger Operations		Operating Expenditure		4,000		1,037,505
		Health						
717599		Transfer From Restricted Cash Reserve - Cap Inc - Health Service - Pest Control		Capital Income		3,540		1,041,045
716206		Other Employment Costs - Op Exp - Health Services Inspection		Operating Expenditure		3,154		1,044,199
75020		Mosquito Control & Pest Control - Op Exp - Preventive Service- Pest Control		Operating Expenditure			(21,304)	1,022,895
75391		Grants and Contributions Rec'd Op Inc - Prev Svcs - Pest Control		Operating Income		21,304		1,044,199
		Education and Welfare						
82602		Other Employment Costs - Community Services		Operating Expenditure		3,015		1,047,214
		Housing						
96102		Shire Staff Housing Operational Expenses - Staff Housing		Operating Expenditure		11,278		1,058,492
96202		8/6 Ibis Way - Shire House - Staff Housing		Operating Income		3,000		1,061,492
96201		8/83 Walcott Street - Shire House - Staff Housing		Operating Income		2,000		1,063,492
		Community Amenities						
106038		Legal Expenses - Development Services		Operating Expenditure			(40,000)	1,023,492
106106	106126	Consultancy - Development Contributions Plan & Scheme		Operating Expenditure		1,000		1,024,492
106986		Amendment		Capital Income			(10,427)	1,014,065
105565		Transfer From Restricted Cash - Development Services		Capital Income				
105546	105550	Water Quality Monitoring Expenses - Op Exp (Inc in 105545) - Prot of Env		Operating Expenditure		33,642		1,047,707
101520	101520	Project - Broome Townsite Coastal Hazard Risk Mgt & Adaptation Plan Consult - Op Exp - Prot of Envrn		Operating Expenditure			(8,900)	1,038,807
101525		Tip Improvements New Infra Cap Exp - Other		Capital Expenditure			(50,559)	988,248
101032		Transfer From Refuse Site Reserve - Sanitation Gen Refuse		Capital Income		50,559		1,038,807
106024		Other Employment Costs - Op Exp - Sanitation General Refuse		Operating Expenditure		4,722		1,043,529
106102		Other Employment Costs - Development Services		Operating Expenditure		2,335		1,045,864
1027206		Other Employment Costs - Sanitation Other		Operating Expenditure		2,776		1,048,640
106038		Legal Expenses - Development Services		Operating Expenditure		339		1,048,979
102010	102010	Rangers - Litter Control Salaries		Operating Expenditure			(30,000)	1,018,979
104482		Headworks Contribution - Non Op Inc - Urban Stormwater		Operating Expenditure		2,365		1,021,344
104281		Drainage		Capital Income		4,413		1,025,757
105535	105535	Transfer to Drainage Reserve - Cap Exp - Urban Stormwater		Capital Expenditure			(4,413)	1,021,344
104600	104697	Drainage		Capital Expenditure				
104480		Asbestos Removal - Moonlight to Demco - Op Exp - Com Amen		Operating Expenditure			(12,000)	1,009,344
107010	107019	Conti Foreshore Drainage Upgrade Infra Cap Exp		Capital Expenditure			(35,000)	974,344
101080	101084	Transfer From Drainage Reserve - Urban Stormwater Drainage - Cap Inc		Capital Income		35,000		1,009,344
107010		Town Beach Toilet Planned Build Maint		Operating Expenditure		2,500		1,011,844
101080		Refuse Site Build Clean, Sec & Util Op Exp		Operating Expenditure		3,000		1,014,844
		Recreation and Culture						
113550	113672	Town Bch Water Park Contract Wks-New Infra Cap Pks&Ova		Capital Expenditure			(2,000)	1,012,844
113316		Grants - non Operating Income for Parks & Oval Const - Cap Inc - Parks & Ovals		Capital Income		10,750		1,023,594
113704		Consultants - Op Exp - Rec Services		Operating Expenditure			(23,688)	999,906
113751		Operating Grants & Contributions Rec'd - Recreation Services - Op Inc		Operating Income		25,000		1,024,906
113708		Grant Funded Operational Expense - Rec Serv		Operating Expenditure			(5,568)	1,019,338
113752		Transfer From Restricted Cash Reserve - Recreation Service - Cap Inc		Capital Income		5,568		1,024,906
116111		Community Storage Shed New Const - Cap Exl		Capital Expenditure			(22,273)	1,002,633
116520		Transfer From Building Reserve - Cap Inc - Other Culture		Capital Income		22,273		1,024,906

Item 9.4.2 - MONTHLY STATEMENT OF FINANCIAL ACTIVITY REPORT NOVEMBER 2016

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 5: BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
116125	116129	Jetty to Jetty Project Design & Const Other Infra New Const - Cap		Capital Expenditure			(25,000)	999,906
117315		BRAC Building Renewal - Cap Exp - BRAC Dry		Capital Expenditure			(1,550)	998,356
117132		Plant & Equip Renewal/Replacement - Cap Exp - BRAC - Aquatic		Capital Expenditure			(86,883)	911,473
117722		Transfer From Restricted Cash Reserve - BRAC Aquatic		Capital Income		86,883		998,356
116483		Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre		Operating Income		6,000		1,004,356
116495		Performance Production Expenses - Broome Civic - Op Exp		Operating Expenditure			(6,000)	998,356
113708		Grant Funded Operational Expense - Rec Serv		Operating Expenditure			(15,000)	983,356
113751		Operating Grants & Contributions Rec'd - Recreation Services - Op Inc		Operating Income		15,000		998,356
1140201		Salary - Op Exp - Swim Areas & Beach Life Guard		Operating Expenditure			(4,063)	994,293
1140202		Superannuation Employee Exp - Op Exp - Swim Areas & Beach Life Guard		Operating Expenditure			(138)	994,155
1140211		General Operating Exp - Swim Areas & Beach Life Guard		Operating Expenditure		4,201		998,356
117004	117057	Salary & Related Customer Service Officer Expense		Operating Expenditure			(8,442)	989,914
117001		Superannuation Employee Expense - BRAC Aquatic		Operating Expenditure			(6,112)	983,802
117002	117002	Salary - Lifeguard - Op Exp - BRAC Aquatic		Operating Expenditure			(57,741)	926,061
117003		Relieving Staff Exp - Op Exp - BRAC Aquatic		Operating Expenditure			(11,000)	915,061
117148		Group Fitness Program - Op Exp - BRAC - Aquatic		Operating Expenditure			(7,000)	908,061
117150		Swimming Lessons Program - Op Exp - BRAC Aquatic		Operating Expenditure			(14,000)	894,061
117280		Group Fitness by BRAC Inc - Aquatic		Operating Income		7,000		901,061
117282		Swimming Lessons by BRAC Inc		Operating Income		14,000		915,061
115280		Grant Program Expenses - Op Exp - Library (Income in 115480)		Operating Expenditure			(3,680)	911,381
115290		Lost/Damaged Items Exp - Library		Operating Expenditure		7,000		918,381
115311		Transfer from Restricted Cash Reserve - Libraries - Cap Inc		Capital Income		3,680		922,061
115480		Grant Program Income - Op Inc - Library (Expense in 115280)		Operating Income			(4,000)	918,061
111021	111021	Lotteries House Sec, Utility & Insurance Op Exps		Operating Expenditure		3,615		927,676
1136206		Other Employment Costs - Op Exp - Libraries		Operating Expenditure		3,728		931,404
1137206		Other Employment Costs - Op Exp - Broome Civic Centre		Operating Expenditure		353		931,757
1139206		Other Employment Costs - Recreation Services		Operating Expenditure		719		932,476
1140203		Other Employee Exp - Op Exp - Swim Areas & Beach Life Guard		Operating Expenditure		1,753		934,229
1143206		Other Employment Costs - BRAC General		Operating Expenditure		5,311		939,540
1144206		Other Employment Costs - BRAC Aquatic		Operating Expenditure		748		940,288
1145206		Other Employment Costs - BRAC Dry		Operating Expenditure		335		940,623
112070	112071	Gantheaume Pt Rotunda Build Renewal by P & G - Cap Exp - Oth Rec & Sp		Capital Expenditure			(4,000)	936,623
117010	117012	Aquatic Building & Pool Planned Maint - Op Exp		Operating Expenditure		5,500		943,123
117000	117048	BRAC Cleaning Materials & Contractor expenses		Operating Expenditure		5,000		948,123
116090	116093	Historical Society (Museum) Planned Mtce & Minor Wks - Op Exp - Other Culture		Operating Expenditure		5,000		953,123
113801	113803	Waynes Oval Pavilion Planned Building Maint Exp		Operating Expenditure		7,000		960,123
115281	115296	Library Building Planned Mtce & Minor Works - Op Exp		Operating Expenditure		5,000		965,123
117081	117083	Planned Building & Fac Maint & Minor Works - BRAC Dry Op Exp		Operating Expenditure		10,000		975,123
1138501		Transfer From Public Art Reserve - Cap Inc - Other Culture		Capital Income		5,000		980,123
116120		Public Art Masterplan-Op Exp - Other Culture		Operating Expenditure			(5,000)	975,123
		Transport						
121501	RU12	Crab Creek Road - SLK 1.53 to 2.13 - New alignment from BR Ind. - Cap Ex - Upgrade		Capital Expenditure		710		975,833
121960		Transfer From Road Reserve Road Construction - Cap Inc		Capital Income			(710)	975,123
125140	DDFOOT	Dickson Drive Footpath (Germanus to Kent) - Cap Exp		Capital Expenditure			(1,875)	973,248
125960		Transfer From Footpath Reserve - Footpath Construction		Capital Income		1,875		975,123
1260206		Other Employment Costs - Parking Control		Operating Expenditure		508		975,631
124010		Salary - Op Exp - Parking Control		Operating Expenditure		3,548		979,179
121782		Dev Contrib - Footpaths		Capital Income		14,960		994,139
125950		Transfer to Footpath Reserve		Capital Expenditure			(14,960)	979,179
121783		Developer Contributions - Roadworks		Capital Income			(200,000)	779,179
121501	RU12	Crab Creek Road - SLK 1.53 to 2.13 - New alignment from BR Ind. - Cap Ex - Upgrade		Capital Expenditure		200,000		979,179
121762		State Direct MRWA/RRG Rd Maint Op Grant Rec'd		Operating Income		18,000		997,179
121505	RR81	Lawrence Road (1km) McGuigan (6.66km) - Cap Exp		Capital Expenditure		30,000		1,027,179
125200	125073	Reid Rd - Hay Rd to CB Rd East - New Lighting		Capital Expenditure			(22,000)	1,005,179
125140	125290	Old Broome Estate Subdivision - Whole Estate - Various Paths		Capital Expenditure			(21,500)	983,679
125960		Transfer From Footpath Reserve - Footpath Construction		Capital Income		21,500		1,005,179
		Economic Services						
1367206		Salary - Op Exp - Economic Services Special Projects		Operating Expenditure			(82,000)	923,179
1367208		Other Employment Costs - Op Exp - Economic Services Special Projects		Operating Expenditure			(2,400)	920,779
1367207		Superannuation Employee Exp - Op Exp - Economic Services Special Projects		Operating Expenditure			(7,750)	913,029
1367215		Vehicle Lease Exps - Op Exp - Economic Services Special Projects		Operating Expenditure			(20,000)	893,029
1367211		Chinatown Revitalisation Consultant and Other Expenses - Op Exp - Economic Services Special Projects		Operating Expenditure			(387,850)	505,179
1367301		Grants & Contributions Received - Op Inc - Economic Services Special Projects		Operating Income		500,000		1,005,179
132110	132111	Roebuck Bay Caravan Pk Building Redevelopment Const - Cap Exp		Capital Expenditure			(37,865)	967,314
132050	132053	Broome Visitor Centre - Parks Maint		Operating Expenditure			(4,664)	962,650
132311		Commercial & Tourism Consultants - Op Exp		Operating Expenditure		868		963,518
132381		Shire Directory Sales Income - Tourism		Operating Income			(40,000)	923,518
132314		Sanctuary Caravan Park Op Exp - Tourism & Area Promotion		Operating Expenditure			(1,500)	922,018
133027		Other Employment Costs - Op Exp - Building Control		Operating Expenditure		1,923		923,941
1367204		Other Employment Costs - Op Exp - Economic Services		Operating Expenditure		2,470		926,411
		Other Property and Services						
143405		Grant Op - RAR KRGS - Op Inc - Eng Off		Operating Income		40,000		966,411
143038		Consultants Engineering Office		Operating Expenditure			(40,000)	926,411

2016-17 Monthly Statement of Financial Activity - November 2016

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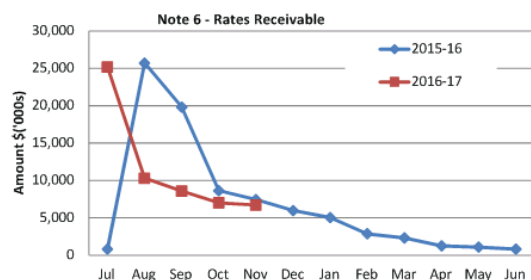
Classifications Pick List
Operating Revenue
Operating Expenses
Capital Revenue
Capital Expenses
Opening Surplus(Deficit)
Non Cash Item

GL Account Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
142120		Bank Charges with GST Only - Op Exp - General Administration O'Heads		Operating Expenditure			(32,423)	893,988
146122		Software >\$5000 Cap Exp - IT		Capital Expenditure			(45,200)	848,788
142012		Relieving Staff Exp - DCS - Gen Admin		Operating Expenditure			(17,630)	831,158
142231		Consultants Corp Serv - Op Exp - Corp Gov Support		Operating Expenditure			(20,000)	811,158
143038		Consultants Engineering Office		Operating Expenditure			(217,600)	593,558
142043		Organisational Training - General		Operating Expenditure			(25,157)	568,401
148242	148243	Depot Building Upgrade - Cap Exp - Depot Ops		Capital Expenditure			(10,000)	558,401
142232		LGIS Insurance Funded Expenses (Inc in 142393) - Op Exp - Corp Gov		Operating Expenditure		374		558,775
143610		Vehicle & Plant Renewal/Replacement - Cap Exp - P&G Operations		Capital Expenditure		18,425		577,200
147375		KRO2 Building Renewal - Cap Exp - Office Prop Leased		Capital Expenditure			(17,364)	559,836
147355		Transfer From Building Reserve Leased Offices Un Clas		Capital Income		17,364		577,200
148246		KRO3 Building New Const - Cap Exp - Office Prop Leased		Capital Expenditure			(15,520)	561,680
147390		Transfer From Restricted Cash Reserve Cap Inc - Office Prop Leased		Capital Income		15,520		577,200
141790		Transfer to Building Reserve - Cap Exp - General Administration O'Heads		Capital Expenditure			(415,425)	161,775
142988		Transfer to Plant Reserve - Cap Exp - Engineering Office		Capital Expenditure			(150,000)	11,775
142015		All Employee Centrelink Paid Parental Leave - Op Exp - Gen Admin O'Heads		Operating Expenditure			(13,000)	
142042		Performance Based Rewards - Gen Admin		Operating Expenditure			(3,000)	(4,225)
142048		HRM Consultancy - Op Exp		Operating Expenditure			(10,000)	(14,225)
142261		Occupation Health & Safety - Op Exp - General Admin O'Heads		Operating Expenditure		3,000		(11,225)
142395		All Employee Paid Parental Leave Reimb - Op Inc - Gen Admin O'Heads		Operating Income		13,000		1,775
146120		Equip & IT Ware > \$5000 Cap Exp - IT		Capital Expenditure			(24,500)	(22,725)
146122		Software >\$5000 Cap Exp - IT		Capital Expenditure		24,500		1,775
142260		Insurance - Op Exp - General Administration O'Heads		Operating Expenditure		18,433		20,208
147270	147270	KRO Security, Utility & Insurance Exps		Operating Expenditure			(10,055)	10,151
142020		Other Employment Costs - Corp Serv Directorate		Operating Expenditure		1,100		11,253
142025		Other Employment Costs - General Admin		Operating Expenditure		4,087		15,340
142027		Other Employment Costs - Property Management		Operating Expenditure		1,317		16,657
142034		Other Employment Costs - Finance		Operating Expenditure		5,143		22,800
142037		Other Employment Costs - Human Resources		Operating Expenditure		2,015		24,815
143029		Other Employment Costs - Engineering		Operating Expenditure		5,318		29,133
143048		Other Employment Costs - Op Exp - Parks		Operating Expenditure		17,806		46,935
146117		Other Employment Costs - IT		Operating Expenditure		2,207		49,146
146121		Other Employment Costs - Records		Operating Expenditure		1,880		51,026
146035		Other Employment Costs - Works Ops		Operating Expenditure		7,202		58,228
1474206		Other Employment Costs - Depot Staff		Operating Expenditure		2,357		60,585
143010		Salary - Op Exp - Engineering Office		Operating Expenditure		19,500		80,085
143027		Relieving Staff - Op Exp - Engineering		Operating Expenditure			(19,500)	60,585
148060		Contract Staff Op Exp - Depot Ops		Operating Expenditure			(26,291)	34,294
148070		Salary - Op Exp - Depot (Management)		Operating Expenditure		24,010		58,304
148071		Superannuation Employee Expense - Depot		Operating Expenditure		2,281		60,585
148606		Reimbursements Rec'd W/ Comp & Sundry No GST - Depot Ops - Op Inc		Operating Income		1,800		62,385
148242	148243	Depot Building Upgrade - Cap Exp - Depot Ops		Capital Expenditure			(1,450)	60,935
142000	142058	Shire Office Haas St Planned Maint & Minor Works - Op Exp		Operating Expenditure		12,000		72,935
112051	112062	Town Beach Cafe Planned Mtce & Minor Wks - Op Exp		Operating Expenditure			(8,000)	64,935
147862	147863	Sam Male Luggage - Op Exp - Other Build Leased		Operating Expenditure			(664)	64,271
145408		Reimb & Other Income - Op Inc - Community Facilities Leased		Operating Income			(15,000)	49,271
147465		Dept Corrective Services KRO1 Rent Rec'd - Op Inc - Office Prop Leased		Operating Income			(42,000)	7,271
147484		KRO Unglari Foundation Tenancy 134 Sqm Rent Inc Rec'd - Office Prop Leased		Operating Income			(22,500)	(15,229)
146040	146041	Broome Pistol Club Maint & Operating Expenses - Op Exp - Community Facilities Leased		Operating Expenditure		3,300		(11,929)
114201	114202	Broome Speedway Club Building Maint Expenses - Op Exp - Community Facilities Leased		Operating Expenditure		5,200		(6,729)
147463		KRO Far North Comm Ser (T5,6,7) Rent Rec'd - Op Inc - Office Props Leased		Operating Income		41,000		34,271
147467		K.I.F.S.A. KRO2 Rent Rec'd - Op Inc - Office Prop Leased		Operating Income		2,000		36,271
147489		User Charges KRO Outgoings - Op Inc - Office Properties Leased		Operating Income			(35,000)	1,271
147409	147410	Cable Beach Restaurant Build Maint - Op Exp - Oth Build Leas		Operating Expenditure		17,000		18,271
						0	2,754,236	(2,735,965)

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 6: RECEIVABLES

Receivables - Rates Receivable		YTD 30 Nov 2016	30 Jun 2016
		\$	\$
01 Opening Arrears Previous Years		819,335	967,123
Levied this year		21,781,760	20,901,177
Less Collections to date		(16,174,488)	(21,048,965)
Equals Current Outstanding		6,426,607	819,335
Net Rates Collectable		6,426,607	819,335
% Collected		71.57%	96.25%



Comments/Notes - Receivables Rates

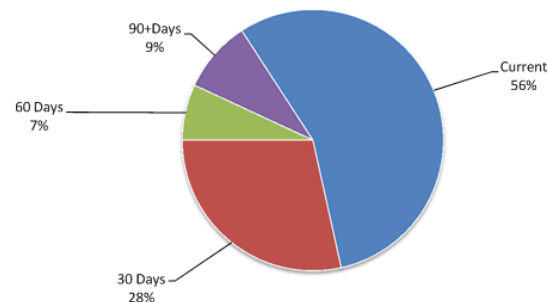
* NOTE - Final Notices were issued on the 31st August 2016.

**NOTE - The calculation of percentage of Rates collected only reports on current Rates, Arrears and Back Rates. For a full breakdown on Rates received, please see the Rates Receipt Statement in the info bulletin

Receivables - General	Credit*	Current	30 Days	60 Days	90+Days
		\$	\$	\$	\$
Receivables - General	(61,451)	314,435	160,829	39,018	50,368
Total Receivables General Outstanding					503,198

Amounts shown above include GST (where applicable)

Receivables - General



Comments/Notes - Receivables General

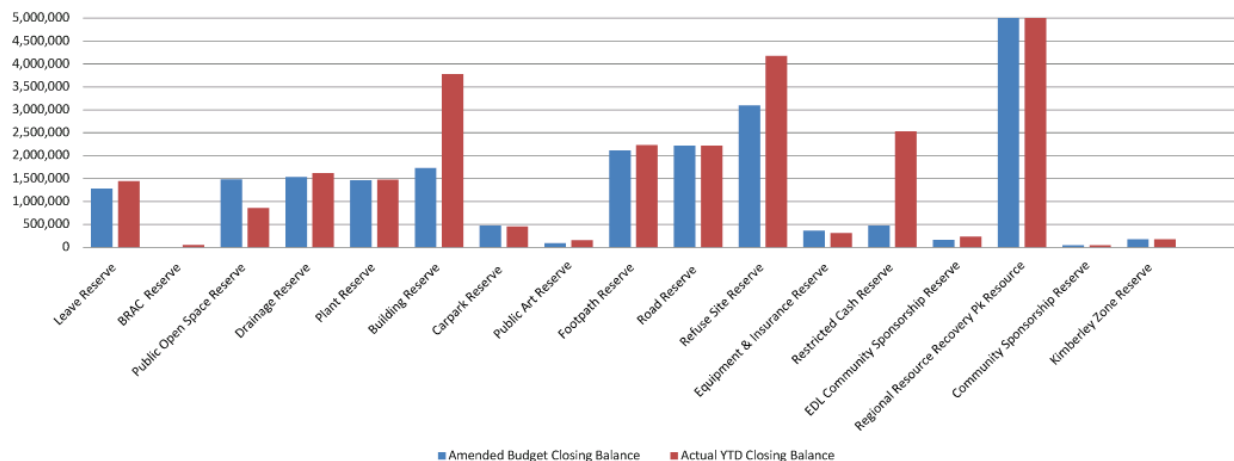
* Note - A credit refers to a debtor paying more than required in the current billing period. It sits as a credit against the account until the following period when it is applied

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 7: Cash Backed Reserve

2016-17	30/06/2016	Amended Budget	Actual	Amended Budget	Actual	Amended Budget	Actual	Transfer out	Amended Budget	Actual YTD
Name	Opening Balance	Budget Interest Earned	Interest Earned	Transfers In (+)	Transfers In (+)	Transfers Out (-)	Transfers Out (-)	Reference	Closing Balance	Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	1,445,633	54,420	1,685	0	(0)	(217,269)	0		1,282,784	1,447,318
BRAC Reserve	51,495	1,517	55	0	0	(50,717)	0		2,295	51,551
Public Open Space Reserve	860,010	22,392	924	600,000	(1)	0	0		1,482,402	860,933
Drainage Reserve	1,620,492	47,971	1,740	4,413	0	(135,000)	0		1,537,876	1,622,232
Plant Reserve	1,476,654	37,988	1,586	150,000	(0)	(200,000)	0		1,464,642	1,478,240
Building Reserve	3,775,846	66,614	4,055	505,425	(0)	(2,616,844)	0		1,731,041	3,779,901
Carpark Reserve	459,387	13,615	493	0	0	0	0		473,002	459,881
Public Art Reserve	154,125	4,564	166	0	(0)	(70,000)	0		88,689	154,290
Footpath Reserve	2,231,163	64,825	2,396	14,960	(0)	(197,880)	0		2,113,068	2,233,559
Road Reserve	2,222,496	49,170	2,387	0	(0)	(48,639)	0		2,223,027	2,224,882
Refuse Site Reserve	4,175,521	123,277	4,484	0	(0)	(1,197,901)	0		3,100,897	4,180,005
Equipment & Insurance Reserve	312,797	9,270	336	44,000	(0)	0	0		366,067	313,133
Restricted Cash Reserve	2,534,220	0	0	0	0	(2,058,600)	0		475,620	2,534,220
EDL Community Sponsorship Reserve	236,035	6,628	253	0	0	(80,000)	0		162,663	236,288
Regional Resource Recovery Pk Resource	7,216,863	123,990	7,752	2,968,289	0	(400,000)	0		9,909,142	7,224,616
Community Sponsorship Reserve	45,287	918	49	734	(0)	0	0		46,939	45,336
Kimberley Zone Reserve	176,835	0	190	0	(0)	0	0		176,835	177,025
	28,994,858	627,159	28,551	4,287,821	(2)	(7,272,850)	0		26,636,988	29,023,407

Error



SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals		Amended Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)			YTD 30 Nov 2016			
						Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$			\$	\$	\$	
				P Number	Plant and Equipment				
40,600	(1,311)	(38,000)	(1,289)	P7413	4WD Wagon Toyota Prado GXL A/T (CEO) 1EAD746	(9,719)	(1,289)	8,430	
32,800	(988)	(22,727)	(9,084)	P16312	Wagon 4WD Toyota Prado GX man - (DCS) 1DYG983	(4,176)	(9,084)	(4,908)	
				0 P810	Toyota Hilux SR (4x2) Diesel Turbo - BRAC Manager - IDFV469	(801)	0	0	
				0 P11112	Holden Cruze Hatchback CD 5D Man (pool car) (MHS) 1DXC621	2,270	0	0	
34,300	(1,045)	(22,727)	(10,528)	P16012	4WD wagon Toyota Prado GX auto (D/CEO) 1DXW953	(3,986)	(10,528)	(6,542)	
				0 P6910	4WD Front Deck Mower John Deere 1565 BM28612	5,526	0	0	
				0 P9212	Isuzu D-Max SX 4x4 Standard Cab Alloy Tray (P&Gs) Mowing 2. 1DWL157	(359)	0	0	
				0 P15912	Isuzu D-Max SX 4x4 Crew Cab Ute (P&G Tech Officer) 1DWL249	15,916	0	0	
				0 P2909	Utility Toyota Hilux SR 4x4 Single Cab, Alum Tray, P&G's Spray Ute BM21942	1,016	0	0	
				0 P13209	Tractor John Deere 6430 4WD PTO 72kW - P & Gs BM21763	3,404	0	0	
				0 P3611	Isuzu (NPR300) Light Truck Crew Cab Caged Tipper (CFC) 1DYU197	17,230	0	0	
45,000	(3,370)	(32,000)	(9,630)	P7211	Skidsteer Loader Bobcat S630 (works)	2,480	(9,630)	(12,110)	
					Bobcat Planer (Profiler) Attachment M18PLA (Refer to Bobcat P7211)				
				0 P15511	(Works)	2,145	0	0	
				0 P4807	John Deere 770D Grader BM28608	35,979	0	0	
				0 P1411	4WD Light Truck Crew Cab - Isuzu NPS300 (Works) 1EHR061	7,027	0	0	
12,900		(1,256)	(11,644)	P84788	Roller Pacific Multiwheeled 20t BM2628	(4,440)	(11,644)	(7,204)	
				0 P15411	Isuzu D-Max SX Extra Cab 4WD Tray Top (WMF Supervisor) 1EML736	(359)	0	0	
79,787	(3,346)	(36,364)	(40,078)	P12609	TRUCK 6X4 HINO FS420 700 SERIES WITH TIPPER BODY (REFUSE SITE) BM23724 (>11t)	6,678	(40,078)	(46,756)	
66,944	(1,758)		(65,186)	P12709	Water Tank Skid Mounted 12000l with Akron Water Cannon (Refuse Centre)	27,353	(65,186)	(92,539)	
				0 P9010	Turf Renovator Amazone GHS210 P&G	(400)	0	0	
				0 P1500	Trailer Dean No 17 Flatbed Tilting (for ride-on mower) BM1679	(1,000)	0	0	
				0 P6601	Trailer Polmac Caged/Tipper 1TCX086	(1,000)	0	0	
11,600	0	(7,568)	(4,032)	P11510	Utility Ford Ranger XL 2Wd Extra Cab Retic 2 BM22579	0	(4,032)	(4,032)	
7,647	0	(7,647)	0	0 P9911	All Terrain Vehicle 4WD - Beach Life guard Kubota RTV 900 Utility	0	0	0	
2,025	0	(2,025)	0	0 P10509	Mower Front Deck John Deere 1565 1DBV915	0	0	0	
2,252	0	(2,252)	0	0 P2610	Kubota F3680 Mower Front Deck - P&Gs 1DOL 288	0	0	0	
5,843	0	(5,843)	0	0 P8910	Woodchipper - Mulcher Cyclone 12.125 Tandem Trailer (P&Gs) 1TMC610	0	0	0	
882	0	(889)	7	P88507	Mower Tractor Mounted Jarrett TS360 - P&G	0	7	7	
0	0	(889)	889	P6708	Mower Jarrett TS360 Tractor Mounted Gang Mower	0	889	889	
8,100	0	(12,204)	4,104	P11207	Utility Holden Rodeo Crew Cab 4WD - SPO (eng) BM20785	0	4,104	4,104	
17,100	0	(8,022)	(9,078)	P14710	Nissan Navara Extra Cab - Utility Works Team Leader - BM22465	0	(9,078)	(9,078)	
49,000		(17,477)	(31,523)	P1006	Truck Isuzu FRR500 4x2 Crew Cab 5t Tipper 1CGG948	0	(31,523)	(31,523)	
312,331	(11,816)	(217,889)	(187,074)			100,784	(187,074)	(201,264)	

Comments - Capital Disposal/Replacements

*Note - The variance on the Proceeds on Sale of Assets is due to P7211 having been agreed to be traded in, and the expense and income transactions have been processed. Until the new plant item is received, these transaction have not yet been processed through the plant ledger. Until this occurs, profit & loss will display correctly on sale of assets but the proceeds on sale of assets will show a variance on the ledger of \$32K which the value of the trade in

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 9: RATING INFORMATION		Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
RATE TYPE												
Differential General Rate												
Gross Rental Valuations												
GRV - Residential	9.5870	4,665	118,410,002	11,351,967	125,000	50,000	11,526,967	11,351,967	125,000	50,000	11,526,967	
GRV - Residential - Vacant	15.5200	149	2,487,600	386,076	0	0	386,076	386,076	0	0	386,076	
GRV - Commercial/Industrial	10.5800	578	53,642,194	5,675,344	0	0	5,675,344	5,675,344	0	0	5,675,344	
GRV - Tourism	14.7150	417	16,211,460	2,385,516	0	0	2,385,516	2,385,516	0	0	2,385,516	
Unimproved Value Valuations												
UV - Rural	0.5953	138	77,294,000	460,131	0	0	460,131	460,131	0	0	460,131	
UV - Mining	12.1150	40	1,521,947	184,384	0	0	184,384	184,384	0	0	184,384	
UV - Commercial Rural	3.0250	34	10,158,533	307,296	0	0	307,296	307,296	0	0	307,296	
Sub-Totals		6,021	279,725,736	20,750,714	125,000	50,000	20,925,714	20,750,714	125,000	50,000	20,925,714	
Minimum Payment		Minimum \$										
Gross Rental Valuations												
GRV - Residential	1,220	65	730,532	79,300	0	0	79,300	79,300	0	0	79,300	
GRV - Residential - Vacant	1,220	220	1,362,780	268,400	0	0	268,400	268,400	0	0	268,400	
GRV - Commercial/Industrial	1,220	13	109,054	15,860	0	0	15,860	15,860	0	0	15,860	
GRV - Tourism	1,220	412	1,880,840	502,640	0	0	502,640	502,640	0	0	502,640	
Unimproved Value Valuations												
UV - Rural	1,220	6	530,300	7,320	0	0	7,320	7,320	0	0	7,320	
UV - Mining	1,220	38	101,718	46,360	0	0	46,360	46,360	0	0	46,360	
UV - Commercial Rural	1,220	13	75,800	15,860	0	0	15,860	15,860	0	0	15,860	
Sub-Totals		767	4,791,024	935,740	0	0	935,740	935,740	0	0	935,740	
UV Concession - Coconut Well								21,861,454				21,861,454
UV Concession - Twelve Mile								(107,294)				(107,294)
UV Concession - Horticulture Land Use								(46,914)				(46,914)
Amount from General Rates								(2,270)				(2,270)
Ex-Gratia Rates								21,704,976				21,704,976
Specified Area Rates								0				0
Totals								21,704,976				21,704,976
Comments - Rating Information												

Comments - Rating Information

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 30-Jun-16	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
Loan 171 - BRAC Building Loan	107,976		0	107,976	107,976	(0)	(198)	5,455
Loan 185 - Broome Visitor Centre	37,309		18,368	37,309	18,941	(0)	571	1,990
Loan 186 - BRAC Stage 2A	156,540		77,068	156,540	79,472	(0)	2,395	8,352
Loan 191 - BRAC Inf & Stage 2B	171,375		0	53,561	171,375	117,814	(90)	11,355
Loan 193 - Civic Centre Redevelopment	2,764,382		0	416,878	2,764,382	2,347,504	(1,197)	123,446
Loan 194 - BRAC Oval Pavillion	543,115		47,529	96,451	495,586	446,664	12,513	34,034
Loan 195 - BRAC Upgrade Construction		207,298	0	8,899	0	(8,899)	0	3,264
Loan 197 - KRO Building New Construction		2,210,000	0	94,869	0	(94,869)	0	34,807
Loan 198 - KRO Building - Office Fitout		1,880,000	0	0	0	0	0	0
	3,780,696	4,297,298	142,965	972,483	3,637,732	2,808,213	13,994*	222,703

All debenture repayments were financed by general purpose revenue.

*A negative amount indicated in the "Interest Repayments Actuals" column is a result of end of financial year accruals to recognise the proportion of interest incurred during the 15/16 financial year.

(b) New Debentures

New loans for the BRAC upgrade & Kro Building New Construction and Office Fitout were raised as part of the budget adoption. No further loans are expected. These loans are scheduled to be raised nearing the end of the financial year.

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 11: TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 16	Amount Received	Amount Paid	Closing Balance 30-Nov-16
	\$	\$	\$	\$
Verge Bonds	32,276	0	0	32,276
Library Transient Borrower Deposits	2,910	(168)	(360)	2,383
Election Nomination Deposits	0	0	0	0
Key & Other General Purpose Deposits	8,493	0	0	8,493
BCITF Collection & Refund Deposits	5,711	19,860	(22,255)	3,315
Japanese Cemetery Improvements Deposits	0	0	0	0
Town Planning Related Bond Deposits	106,208	0	0	106,208
Cemetery Plot Reservation Deposits	29,046	1,650	0	30,696
Recreation Facility use Bond Deposits	22,250	39,042	(20,006)	41,286
Cash In Lieu Of Public Open Space	99,876	0	0	99,876
Parking Facilities Bond Deposits	0	0	0	0
Road & Footpath Facilities Bond Deposits	506,947	0	0	506,947
Capital Works Bond Deposits	3,060	0	0	3,060
Bank Guarantee Deposits Received	16,431	0	0	16,431
Contract Bonds & Retentions	0	0	0	0
Overpayments Held	0	0	0	0
Unclaimed Monies	21,299	620	(28)	21,891
BRB Levy	7,832	23,144	(28,090)	2,886
Staff Rental Bonds	25,406	5,755	(5,097)	26,064
Key Deposits	2,020	0	0	2,020
Chinatown Revitalisation grant	11,000,512	41,613	(500,000)	10,542,125
	11,890,276	131,517	(575,836)	11,445,957

Level of Completion Indicators

- 0% ☐
- 20% ☐
- 40% ☐
- 60% ☐
- 80% ☐
- 100% ☐
- No Budget ☐

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 12: CAPITAL ACQUISITIONS

YTD 30 Nov 2016										
% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
101%	<input checked="" type="radio"/>	Governance								
		Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Other Gov	23571		100,000	100,000	101,495	1,495	0	
101%	<input checked="" type="radio"/>	Governance Total			100,000	100,000	101,495	1,495	0	
0%	<input type="radio"/>	Law, Order And Public Safety								
0%	<input type="radio"/>	Vehicle & Mob Plant New -Cap Exp -Ranger Ops	52548		30,000	30,000	0	(30,000)	0	
0%	<input type="radio"/>	VBFB Building New Const - Cap Exp - Volunteer Bush Fire Brigade	53172		1,200,000	266,664	945	(1,199,055)	0	
0%	<input type="radio"/>	Law, Order And Public Safety Total			1,230,000	296,664	945	(1,229,055)	0	
0%	<input type="radio"/>	Housing								
0%	<input type="radio"/>	Building Staff Housing - Cap Exp - New	95810		550,000	229,165	0	(550,000)	0	
0%	<input type="radio"/>	Housing Total			1,230,000	296,664	945	(1,229,055)	0	
0%	<input type="radio"/>	Health								
0%	<input type="radio"/>	Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Health Inspect's	74550		22,000	22,000	0	(22,000)	0	
0%	<input type="radio"/>	Health Total			550,000	229,165	0	(550,000)	0	
101%	<input checked="" type="radio"/>	Community Amenities								
0%	<input type="radio"/>	Tip Improvements New Infra Cap Exp - Other	101520	101520	99,958	99,958	101,345	1,387	0	
0%	<input type="radio"/>	Buckleys Rd Closure Upgrade (was Opex 101302) - Cap Exp - San Gen Ref	101545	101558	554,500	0	501	(553,999)	0	
0%	<input type="radio"/>	Other Infra Renewal Const - Cap Exp - San Gen Refuse	101550	101551	29,000	29,000	0	(29,000)	0	
0%	<input type="radio"/>	Other Infra Renewal Rubbish Services - Cap Exp - San Gen Refuse	101550	101552	311,443	146,363	0	(311,443)	0	
31%	<input type="radio"/>	Conti Foreshore Drainage Upgrade Infra Cap Exp	104600	104697	170,000	170,000	52,882	(117,118)	0	
0%	<input type="radio"/>	Broome Cemetery New Infrastructure-Cap Exp	107550	107556	65,000	65,000	0	(65,000)	0	
0%	<input type="radio"/>	Cemeteries Fixed Plant & Equip (CCTV) New-Cap Exp-Other Comm Amen	107580		29,333	0	0	(29,333)	0	
103%	<input checked="" type="radio"/>	Vehicle & Mob Plant Renewal(Replacement)-Cap Exp-Sanit Gen Refuse	101510		270,000	60,000	0	8,463	278,463	
28%	<input type="radio"/>	Community Amenities Total			1,529,234	570,321	154,728	(1,096,043)	278,463	
		Recreation And Culture								
0%	<input type="radio"/>	Library Building Renewal (Inc Plant & Furn) - Cap Exp - Libraries	115461		0	0	0	0	0	
0%	<input type="radio"/>	Broome Entry Statement Signage New Const - Cap Exp - Other Cult	116125	116126	98,439	41,015	0	(98,439)	0	
10%	<input type="radio"/>	Community Storage Shed New Const - Cap Exp	116111		342,273	342,273	33,898	(308,375)	0	
0%	<input type="radio"/>	Jetty to Jetty Project Design & Const Other Infra New Const - Cap Exp Oth	116125	116129	43,500	32,710	0	(43,500)	0	
12%	<input type="radio"/>	Cable Beach Reserve Renewal Works - Cap Exp	113551	113674	16,000	0	0	(16,000)	1,850	
56%	<input checked="" type="radio"/>	Haynes Oval Reserve Renewal of Infrastructure-Cap Exp	113551	113762	57,000	3,642	0	(25,023)	31,977	
0%	<input type="radio"/>	Male Oval Renewal Infra - Cap Exp - Parks & Ovals	113551	113763	15,000	15,000	0	(15,000)	0	
56%	<input checked="" type="radio"/>	Solway Park renewal Infra - Cap Exp - Pks & Ovals	113551	113787	14,000	7,000	0	(6,230)	7,770	
24%	<input type="radio"/>	Plant & Equip Renewal/Replacement - Cap Exp - BRAC - Aquatic	117132		3,241,883	1,401,463	0	(2,457,333)	784,550	
1%	<input type="radio"/>	BRAC Building Upgrade - Cap Exp - BRAC Dry	117310		111,000	46,250	825	(110,175)	0	
3%	<input type="radio"/>	BRAC Building Renewal - Cap Exp - BRAC Dry	117315	117316	271,431	226,190	0	(263,311)	8,120	
0%	<input type="radio"/>	Vehicle & Mobile Plant Renewal (Replacement) -Cap Exp- BRAC General	117398		40,000	40,000	0	(40,000)	0	
124%	<input checked="" type="radio"/>	Town Bch Water Park Contract Wks-New Infra Cap Pks&Ova	113550	113672	2,000	2,000	2,486	486	0	Will be presented to Council as a carry-over project
No Budget	<input type="checkbox"/>	Town Beach Playground Softfall Works New - Cap Exp - P&O	113550	113678	0	0	1,397	1,397	0	Forms part of the Carry over in job 113672
21%	<input type="radio"/>	Recreation And Culture Total			4,252,526	2,157,543	38,606	(3,379,653)	834,267	
		Transport								
0%	<input type="radio"/>	Bus Shelters - renewal - Various	125145	125113	30,000	30,000	0	(30,000)	0	
40%	<input type="radio"/>	Car park renewals - Various	124600	124611	25,000	25,000	0	(15,060)	9,940	
0%	<input type="radio"/>	Roebuck Estate Subdivision - Various Stages	125140	125269	20,765	8,650	0	(20,765)	0	
4%	<input type="radio"/>	Broome North Footpath New Const - Capex	125140	125277	120,090	50,035	4,984	(115,106)	0	
6%	<input type="radio"/>	Sunset Rise Subdivision - Whole Estate - Various Paths	125140	125289	30,190	12,580	1,836	(28,354)	0	
100%	<input checked="" type="radio"/>	Old Broome Estate Subdivision - Whole Estate - Various Paths	125140	125290	26,460	4,753	26,464	4	0	
0%	<input type="radio"/>	Various Renewals - Footpath New Const - Cap Exp	125140	VARFOOT	85,000	56,250	0	(85,000)	0	

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 12: CAPITAL ACQUISITIONS

YTD 30 Nov 2016									
% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)
0%	○	Dickson Drive Footpath (Germanus to Kent) - Cap Exp	125140	DDFOOT	21,875	21,875	0	(21,875)	0
1%	○	Norman and Owen St Connections - Cap Exp	121000	RC432	278,000	0	3,600	(274,400)	0
0%	○	Hammersley Napier Black Spot Project - Cap Exp	121100	RU433	1,228,710	614,352	1,100	(1,227,610)	0
0%	○	Woods Drive Slow Point - Upgrade - Cap Exp	121100	RC315	88,880	0	0	(88,880)	0
20%	○	Stewart St Upgrade Inc Carparking - Cap Exp	121101	RR88	740,000	443,998	0	(588,565)	151,435
101%	●	Urban Reseals Renewal Program - Various (Sealing Contractor) - Cap Exp -	121101	RRU	793,100	793,100	0	10,972	804,072
0%	○	Crab Creek Road - SLK 1.53 to 2.13 - New alignment from BR Ind. - Cap Exp	121501	RU12	748,639	(150,651)	505	(748,034)	0
0%	○	Broome / Cape Leveque Rd - Unsealed pindan section - Cap Exp - Renewal	121505	RR80	132,000	65,999	0	(132,000)	0
86%	●	Lawrence Road (1km) McGuigan (6.66km) - Cap Exp	121505	RR81	281,300	281,300	0	(38,574)	242,726
100%	●	Rural Reseals Renewal Program (Cape Leveque Road) - Cap Exp - Renewal	121505	RRR	449,236	449,236	0	(1,509)	447,637
99%	●	Reid Rd -Hay Rd to CB Rd East - New Lighting	125200	125073	62,000	62,000	61,581	(419)	0
0%	○	Street Lighting at Various Locations - Renewal	125225	125232	30,000	30,000	0	(30,000)	0
34%	○	Transport Total			5,191,245	2,798,477	100,169	(3,435,266)	1,655,810
		Economic Services							
0%	○	Pearl Luggar Const Upgrade - Cap Exp - Tourism	132141	132142	60,000	60,000	0	(60,000)	0
56%	●	Roebuck Bay Caravan Pk Building Redevelopment Const - Cap Exp	132110	132111	37,865	37,865	0	(16,565)	21,300
0%	○						0		0
22%	○	Economic Services Total			97,865	97,865	0	(76,565)	21,300
		Other Property & Services							
7%	○	Shire Office Build Haas St Renewal - Cap Exp - Corp Gov	142558		50,000	15,000	0	(46,526)	3,474
2%	○	Equip & H/Ware > \$5000 Cap Exp - IT	146120		599,500	322,000	10,641	(588,859)	0
11%	○	Software > \$5000 Cap Exp - IT	146122		322,555	217,055	34,509	(288,046)	0
0%	○	Building Capital > \$5k - Cap Exp - Unclassified General	147100		67,900	16,624	0	(67,900)	0
0%	○	Bowling Club Building Renewal - Cap Exp - Com Fac Leased	146682		25,000	25,000	0	(25,000)	0
2%	○	KRO3 Building New Const - Cap Exp - Office Prop Leased	1482446		5,960,277	2,492,490	124,910	(5,835,367)	0
27%	○	KRO2 Building Renewal - Cap Exp - Office Prop Leased	147375		157,364	157,364	0	(115,619)	41,745
94%	●	Vehicle & Mob Plant Renewal (Replacement) - Cap Exp - Gen Admin	142551		45,000	45,000	0	(2,807)	42,193
24%	○	Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations	143610		368,575	29,950	0	(279,892)	88,683
18%	○	Vehicle & Plant New - Cap Exp - P&G Operations	143621		20,000	20,000	3,687	(16,313)	0
67%	●	Furn & Equip Over \$3000 Cap Exp - Depot	148240		12,000	12,000	8,094	(3,906)	0
21%	○	Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops	148611		675,000	84,375	0	(531,182)	143,818
55%	●	Vehicle & Mob Plant New - Cap Exp - Works Ops	148621		18,000	18,000	9,900	(8,100)	0
90%	●	Depot Building Upgrade - Cap Exp - Depot Ops	148242	148243	11,450	11,450	10,359	(1,091)	0
6%	○	Other Property & Services Total			8,332,621	3,466,308	202,100	(7,810,608)	319,913
17%	○	GRAND TOTAL			21,305,491	9,738,343	598,044	(17,597,694)	3,109,753

SHIRE OF BROOME
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 12: CAPITAL ACQUISITIONS

% of Completion	Level of Completion Indicator	Infrastructure Assets	Acct	Job	YTD 30 Nov 2016					Strategic Reference / Comment
					Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	
2%	○	Land & Buildings - New			8,052,550	3,330,592	159,753	(7,892,797)		0
9%	○	Land & Buildings - Upgrade			122,450	57,700	11,184	(111,266)		0
12%	○	Land & Buildings - Renewal			609,560	478,043	0	(131,517)		74,639
		Works in Progress Land & Buildings			0	0	0	0		0
7%	○	Land & Buildings - Total			8,784,560	3,866,335	170,937	(8,613,623)		74,639
194%	●	Recreation Areas Infrastructure - New			2,000	2,000	3,883	1,883		0
		Recreation Areas Infrastructure - Upgrade			0	0	0	0		0
41%	●	Recreation Areas Infrastructure - Renewal			102,000	25,642	0	(102,403)		41,597
		Works in Progress Recreation Areas Infrastructure			0	0	0	0		0
46%	●	Recreation Areas Infrastructure - Total			104,000	27,642	3,883	(106,520)		41,597
6%	○	Roads, F/Paths & Bridges Infrastructure - New			582,380	154,143	36,884	(144,496)		0
0%	○	Roads, F/Paths & Bridges Infrastructure - Upgrade			2,066,229	463,701	1,705	(2,064,524)		0
68%	●	Roads, F/Paths & Bridges Infrastructure - Renewal			2,450,636	2,088,633	0	(794,869)		1,655,810
		Works in Progress - Rds, F/Paths & Bridges			0	0	0	0		0
33%	○	Roads, F/Paths & Bridges Infrastructure - Total			5,099,245	2,706,477	38,589	(3,404,946)		1,655,810
		Drainage Infrastructure - New			0	0	0	0		0
31%	○	Drainage Infrastructure - Upgrade			170,000	170,000	52,882	(117,118)		0
		Drainage Infrastructure - Renewal			0	0	0	0		0
		Works in Progress Drainage Infrastructure			0	0	0	0		0
35%	○	Drainage Infrastructure - Total			170,000	170,000	52,882	(117,118)		0
44%	●	Other Infrastructure - New			368,897	300,683	162,936	(205,971)		0
0%	○	Other Infrastructure - Upgrade			614,500	60,000	501	(614,499)		0
0%	○	Other Infrastructure - Renewal			370,443	205,363	0	(370,443)		0
		Works in Progress Other Infrastructure			0	0	0	0		0
12%	○	Other Infrastructure - Total			1,353,840	566,046	163,437	(1,190,413)		0
20%	○	Mobile Plant & Equip New			68,000	68,000	13,587	(54,413)		0
		Mobile Plant & Equip Upgrade			0	0	0	0		0
43%	●	Mobile Plant & Equipment Renewal (Replacement)			1,520,575	381,325	101,495	(865,923)		553,157
42%	●	Mobile Plant & Equip - Total			1,588,575	449,325	115,082	(920,436)		553,157
0%	○	Fixed Plant & Equipment - New			29,333	0	0	(29,333)		0
		Fixed Plant & Equipment - Upgrade			0	0	0	0		0
24%	○	Fixed Plant & Equipment - Renewal			3,241,883	1,401,463	0	(2,457,323)		784,550
24%	○	Fixed Plant & Equipment - Total			3,271,216	1,401,463	0	(2,486,666)		784,550
6%	○	Furniture & Equipment - New			934,055	551,055	53,244	(880,811)		0
6%	○	Furniture & Equipment - Total			934,055	551,055	53,244	(880,811)		0
17%	○	Capital Expenditure Total			21,305,491	9,738,343	598,044	(17,597,694)		3,109,753

SHIRE OF BROOME
Monthly Statement of Financial Activity
For The Period Ending 30 November 2016

Appendix A: SUPPLEMENTARY NOTES TO THE MONTHLY REPORT

NOTES TO THIS MONTH'S REPORT

OVERVIEW

For the period ended 30 November 2016, the following are key indicators supporting the year to-date budget position with respect to the Annual Forecast Budget:

Budget Year elapsed	41.92%
Total Rates Raised Revenue	100% (of which 71.57% were paid)
Total Other Operating Revenue	59%
Total Operating Expenditure	47%
Total Capital Revenue	32%
Total Capital Expenditure	17%
Total Sale of Assets Revenue	48%

The budget was adopted at the Ordinary Meeting of Council on 30 June 2016. Council adopted a balanced annual budget, which included \$601,252 of carry-over projects.

The final Annual Financial Report was presented to the Audit Committee on 11 October 2016 and the recommendations went to the Ordinary Meeting of Council on 27 October 2016. Council adopted the recommendations from the Audit Committee which included a further \$1.09M in additional surplus. The additional surplus was allocated to further carry-over projects and to reserve to offset future initiatives.

The results of the first quarter Finance and Costing Review (FACR) were presented to the Audit Committee on 8 November 2016 and the recommendations were adopted by Council at the Ordinary Meeting of Council on 24 November 2016. The first quarter FACR identified a reduction of \$151,279 in required expenditure offset by a reduction of \$133,008 in revenue, resulting in a surplus of \$18,271.

Along with budget amendments that have been adopted year-to-date, the forecast end-of-year position predicts a surplus of \$18,271. The details of all amendments year-to-date can be found on Note 5 of the Financial Report.

ADJUSTMENTS TO DETERMINE THE CASH POSITION

Budget Allocations

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

CURRENT POSITION

Currently, to the end of November, the current position stands at \$18.8M.

Cash

Total Cash Assets are now \$43.1M having decreased by \$700K due to ordinary operational expense.

The major revenue items this month include receipt of:

- \$500K from Dept. of Infrastructure & Regional Development- Grant Stewart Street;
- \$480K from DLGC 16/17 Financial Assistance Grant – General Purpose;
- \$215K from DLGC 16/17 Financial Assistance Grant – local roads;
- \$202K from Main Road WA
- \$128K from ATO- GST refund for October 16.

The major expenditure items this month include payments of:

- \$460K to Colin Wilkinson Development as part of the BRAC Aquatic Upgrade project;
- \$492K to Bitumen Sealing Services for Urban Road reseals;
- \$202K to WA Hino for acquisition of truck - workshop;
- \$132K to LANDCORP for Chinatown Revitalisation Project;
- \$94K to Kimberley Quarry for Stewart St Upgrade.

Receivables

Sundry debtors including GST refundable stand at \$730K.

Rates and rubbish debtors stands at \$6.72M; having decreased by \$1.4M due to ratepayers paying after the due date, as well as payments occurring due to the establishment of payment plans. The due date for rates was on 23 August 2016. Rates & Rubbish debtors will continue to reduce throughout the year as ratepayers on instalment and payment plans continue to pay their rates.

Other Assets

These stand at \$63K having increased by \$13K compared to the previous month.

Cash Liabilities

These stand at \$829K having reduced by \$48K. This represents our obligation on our outstanding loans.

Creditors and Payables

Sundry Creditors are \$1.1M, as invoices were processed and/or are paid.

Other Payables comprising Tax Payable, FESA Levy Collected, Accrued Loan Interest, Prepayments Received and accruals stand at \$811K.

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 \$2,212K. Accruals to reflect the year end position have been completed for the 2015-2016 year.

SHIRE OF BROOME
SCHEDULE 2
GENERAL FUND SUMMARY OF FINANCIAL ACTIVITY
Financial Statement For The Period Ending 30/11/2016

			Income		Expenditure	
Particulars		Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
Operating Section						
GENERAL PURPOSE FUNDING	03	\$23,998,076.00	\$23,009,667.87	\$281,483.00	\$116,215.87	
GOVERNANCE	04	\$47,491.00	\$16,159.01	\$2,853,177.00	\$1,160,796.58	
LAW ORDER AND PUBLIC SAFETY	05	\$141,330.00	\$65,247.35	\$1,270,856.00	\$711,032.83	
HEALTH	07	\$184,104.00	\$107,878.92	\$768,595.00	\$309,234.59	
EDUCATION AND WELFARE	08	\$105,160.00	\$42,090.91	\$834,206.00	\$327,395.62	
HOUSING	09	\$570,175.00	\$208,979.95	\$590,762.00	\$185,034.18	
COMMUNITY AMENITIES	10	\$7,869,927.00	\$5,731,236.28	\$9,480,333.00	\$4,430,713.59	
RECREATION AND CULTURE	11	\$1,011,765.00	\$394,707.83	\$10,397,143.00	\$3,977,717.60	
TRANSPORT	12	\$1,216,610.00	\$640,129.76	\$7,985,804.00	\$5,142,053.15	
ECONOMIC SERVICES	13	\$1,360,805.00	\$924,994.43	\$2,112,456.00	\$912,218.37	
OTHER PROPERTY AND SERVICES	14	\$2,085,389.00	\$630,163.63	\$2,924,709.00	\$1,254,283.17	
Total Operating Section		\$38,590,832.00	\$31,771,255.94	\$39,499,524.00	\$18,526,695.55	
Capital Section						
GOVERNANCE	04	\$145,835.00	\$60,727.27	\$108,280.00	\$101,986.96	
LAW ORDER AND PUBLIC SAFETY	05	\$1,200,000.00	\$0.00	\$1,230,000.00	\$945.00	
HEALTH	07	\$11,540.00	\$0.00	\$22,000.00	\$0.00	
HOUSING	09	\$550,000.00	\$0.00	\$590,000.00	\$0.00	
COMMUNITY AMENITIES	10	\$2,037,868.00	\$40,776.14	\$4,801,738.00	\$447,332.51	
RECREATION AND CULTURE	11	\$3,896,154.00	\$352,147.07	\$5,722,290.00	\$997,949.50	
TRANSPORT	12	\$3,776,942.00	\$1,788,243.72	\$5,333,815.00	\$1,761,902.98	
ECONOMIC SERVICES	13	\$0.00	\$0.00	\$185,174.00	\$39,667.80	
OTHER PROPERTY AND SERVICES	14	\$7,208,910.00	\$135,878.60	\$9,205,207.00	\$529,673.15	
Total Capital Section		\$18,827,249.00	\$2,377,772.80	\$27,198,504.00	\$3,879,457.90	
TOTAL INCOME AND EXPENDITURE		\$57,418,081.00	\$34,149,028.74	\$66,698,028.00	\$22,406,153.45	
		\$57,418,081.00	\$34,149,028.74	\$66,698,028.00	\$22,406,153.45	
Surplus / Deficit C/Fwd		\$9,279,947.00	\$0.00	\$0.00	\$11,742,875.29	
		\$66,698,028.00	\$34,149,028.74	\$66,698,028.00	\$34,149,028.74	

SURPLUS / DEFICIT REPRESENTED BY:

NET CURRENT ASSETS

SHIRE OF BROOME
Schedule 03
GENERAL PURPOSE FUNDING

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Rates			281,483.00	116,215.87
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$281,483.00	\$116,215.87
Operating Income				
Rates	22,062,076.00	22,043,124.87		
Other General Purpose Funding	1,936,000.00	966,543.00		
TOTAL OPERATING INCOME	\$23,998,076.00	\$23,009,667.87	\$0.00	\$0.00
TOTAL GENERAL PURPOSE FUNDING	\$23,998,076.00	\$23,009,667.87	\$281,483.00	\$116,215.87

SUB-FUNCTION DETAIL FOLLOWS.....

SHIRE OF BROOME
Schedule 03
GENERAL PURPOSE FUNDING

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Rates				
Operating Expenditure				
0030145 - Debt Collection Recovery			70,000.00	321.93 0%
0030149 - Legal & Rates Consulting Exp - Op Exp - Rates			65,000.00	62,411.42 96%
0030251 - Rates Reduced/Written Off - Op Exp - Rates			2,000.00	10,577.21 529%
0030530 - Admin Cost Alloc - Op Exp - Rates			43,043.00	17,978.65 42%
0032220 - Valuation Expenses - Op Exp - Rates			52,940.00	3,150.99 6%
0032230 - Rates Review Land Use Pickup - Op Exp - Rates			2,000.00	78.55 4%
0032250 - General Expenditure - Op Exp - Rates			41,000.00	21,697.12 53%
0032290 - Refunds - Over/ Prepaid Rates - Op Exp - Rates			5,000.00	0.00 0%
0032291 - Refunds/Reimbursements of Fees - Op Exp - Rates			500.00	0.00 0%
Sub Total To Programme Summary	\$0.00	\$0.00	\$281,483.00	\$116,215.87
Operating Income				
0030105 - Rates Broome - Op Inc - Rates	21,654,976.00	21,783,806.70 101%		
0030146 - Interest - Rates Instalments - Op Inc - Rates	100,000.00	110,842.44 111%		
0030147 - Rates Admin Instalment Charge - Op Inc - Rates	40,000.00	33,082.00 83%		
0030201 - Rates Non Payment Int - Op Inc - Rates	130,000.00	100,889.71 78%		
0032480 - Rates Enquiry Fees - Op Inc - Rates	25,000.00	14,355.00 57%		
0032481 - Rates Other Fees for Service (Incl GST)- Op Inc - Rates	1,000.00	3,622.73 362%		
0032489 - Legal Expense Recovery Inc GST - Op Inc - Rates	1,000.00	0.00 0%		
0032490 - Legal Expense Recovery No GST - Op Inc - Rates	60,000.00	-1,426.80 -2%		
0032491 - Other Refunds/Reimbursements - Op Inc - Rates	100.00	0.00 0%		
0032492 - Back Rates - Op Inc - Rates	50,000.00	-2,046.91 -4%		
Sub Total To Programme Summary	\$22,062,076.00	\$22,043,124.87	\$0.00	\$0.00
Total Rates	\$22,062,076.00	\$22,043,124.87	\$281,483.00	\$116,215.87
Other General Purpose Funding				
Operating Income				
0030301 - Grants Commission - Op Inc - Other General Purpose Funding	1,936,000.00	966,543.00 50%		
Sub Total To Programme Summary	\$1,936,000.00	\$966,543.00	\$0.00	\$0.00
Total Other General Purpose Funding	\$1,936,000.00	\$966,543.00	\$0.00	\$0.00

SHIRE OF BROOME
Schedule 03
GENERAL PURPOSE FUNDING

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
TOTAL GENERAL PURPOSE FUNDING	\$23,998,076.00	\$23,009,667.87	\$281,483.00	\$116,215.87

SHIRE OF BROOME
Schedule 04
GOVERNANCE

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Council Member Activities			800,212.00	365,961.47
Other Governance Activities			2,052,965.00	789,948.07
Kimberley Regional Collaborative Group (Zone)				4,887.04
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$2,853,177.00	\$1,160,796.58
Operating Income				
Council Member Activities	5,000.00			
Other Governance Activities	42,491.00	11,082.09		
Kimberley Regional Collaborative Group (Zone)		5,076.92		
TOTAL OPERATING INCOME	\$47,491.00	\$16,159.01	\$0.00	\$0.00
Capital Expenditure				
Other Governance Activities			108,280.00	101,797.08
Kimberley Regional Collaborative Group (Zone)				189.88
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$108,280.00	\$101,986.96
Capital Income				
Other Governance Activities	144,000.00	60,727.27		
Kimberley Regional Collaborative Group (Zone)	1,835.00			
TOTAL CAPITAL INCOME	\$145,835.00	\$60,727.27	\$0.00	\$0.00
TOTAL GOVERNANCE	\$193,326.00	\$76,886.28	\$2,961,457.00	\$1,262,783.54

SUB-FUNCTION DETAIL FOLLOWS.....

SHIRE OF BROOME
Schedule 04
GOVERNANCE

Financial Statement For The Period Ending 30/11/2016

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	18,628.57 41%
0024020 - Shire President & CEO Special Travel - Op Exp - Members			13,000.00	2,540.45 20%
0024040 - Election Expenses Op Exp - Members				
0024060 - Broome Shire Council Allowances Members Op Exp - Members			251,886.00	125,943.00 50%
0024070 - Other Council Sitting Fees & Allowances Op Exp - Members			1,800.00	0.00 0%
0024150 - Insurance Members of Council Op Exp - Members				
0024160 - Subscriptions Op Exp - Members			43,864.00	42,633.94 97%
0024280 - Sundry Expenses - Op Exp - Members			3,500.00	1,962.10 56%
0024530 - Admin Costs Alloc-Op Exp - Members			352,953.00	147,424.85 42%
0403298 - IT Costs Allocated - Council Members			88,209.00	26,828.56 30%
Sub Total To Programme Summary	\$0.00	\$0.00	\$800,212.00	\$365,961.47
Operating Income				
0024390 - Reimbursements & Sundry Income With GST - Op Inc - Members	2,500.00	0.00 0%		
0024391 - Reimbursements & Sundry Income No GST - Op Inc - Members	2,500.00	0.00 0%		
Sub Total To Programme Summary	\$5,000.00	\$0.00	\$0.00	\$0.00
Total Council Member Activities	\$5,000.00	\$0.00	\$800,212.00	\$365,961.47
Other Governance Activities				
Operating Expenditure				
0022110 - Refreshments & Receptions - Op Exp - Other Governance			30,000.00	25,055.58 84%
0022115 - Minor Asset & Equip <\$5K - Op Exp - Other Governance			1,000.00	0.00 0%
0022118 - Kullarri Patrol Support - Op Exp - Other Governance			20,000.00	0.00 0%
0022120 - Naturalisation Ceremonies - Op Exp - Other Governance			5,000.00	0.00 0%
0022121 - Kimberley Zone - SOB's Members Costs - Op Exp - Kimberley Zone			30,000.00	2,887.18 10%
0022124 - Contribution to Kimberley Zone Secretariat			55,000.00	55,000.00 100%
0022125 - WARCA (WA Regional Capitals Alliance) - Op Exp - Other Governance			55,000.00	44,934.00 82%
0022130 - Sundry Op Exp - Other Governance			1,000.00	3,728.64 373%
0022171 - Council Newsletter & Community Info Op Exp - Other Governance			50,000.00	15,444.44 31%
0022172 - Community Sponsorship Program - Op Exp - Other Governance			54,800.00	6,636.00 12%

SHIRE OF BROOME
Schedule 04
GOVERNANCE

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
0022173 - EDL sponsorship programme Reserve Funded - Op Exp - Other Governance			80,000.00	15,000.00	19%
0022174 - Sundry In Kind Donations Op Exp - Other Governance			26,300.00	4,404.49	17%
0022175 - CEO Ad hoc Sponsorship Programme - Op Exp - Other Governance			10,000.00	4,354.47	44%
0022177 - LandCorp Bme North Community-Sponsorship Prog Grant Exps - Op Exp - Other Gov			5,000.00	0.00	0%
0022200 - Audit Fees Op Exp - Other Governance			30,000.00	4,314.20	14%
0022230 - Legal Exps Op Exp - Other Governance			30,000.00	9,000.00	30%
0022290 - Sister City Relations/Japanese Youth Ambassador - Op Exp - Other Governance			5,000.00	1,029.45	21%
0022530 - Gen Agenda Items & Councillor Support - IT Eng & Admin Costs Alloc - Op Exp			296,997.00	124,052.62	42%
0023010 - Salary - Op Exp - Other Governance			720,613.00	281,475.22	39%
0023014 - Superannuation Employee Expense- Other Governance			89,362.00	35,883.00	40%
0023015 - Executive Travel & Accom - Op Exp - Other Governance			25,000.00	11,234.51	45%
0023016 - Promotions Exp - Op Exp - Other Governance			45,000.00	4,332.03	10%
0023029 - Community Communication Plan - Other Gov					
0023030 - Staff Housing/Utilities - Op Exp - Other Governance					
0023031 - Other Employment Costs - Other Gov			65,673.00	22,198.78	34%
0023035 - Plant & Vehicle Op Exp - Other Governance			22,600.00	7,235.60	32%
0023040 - Youth Development Programme & Working Group - Op Exp - Other Governance			30,000.00	4,018.26	13%
0023052 - Volunteers Day Program Op Exp - Other Governance			2,000.00	0.00	0%
0023096 - Loss On Sale Of Assets Op Exp - Other Governance			0.00	10,373.81	100%
0023099 - Fixed Asset Dep'n Expense - Op Exp - Other Governance					
0023450 - Consultants - Op Exp - Other Governance			143,837.00	40,120.64	28%
0023451 - Staff EBA Review Provision - Op Exp - Other Gov			10,000.00	4,328.44	43%
0023452 - China Town Business Revitalisation Consultancy - Op Exp - Other Governance					
0023453 - Review of Strategies Relating to the Community Strategic Plan - Op Exp - Other Gov			48,000.00	35,990.17	75%
0404289 - Engineering Costs Allocated - Other Governance					

SHIRE OF BROOME
Schedule 04
GOVERNANCE

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0404298 - IT/Records Costs Allocated - Other Governance			65,783.00	16,916.54 26%
Sub Total To Programme Summary	\$0.00	\$0.00	\$2,052,965.00	\$789,948.07
Operating Income				
0022116 - Reimbursements Including GST Op Inc. - Other Governance	0.00	290.92 100%		
0022218 - Grants - Op Inc - Other Governance	15,000.00	0.00 0%		
0022450 - User Charges - Sale of Minutes & Rolls Op Inc. - Other Governance	50.00	0.00 0%		
0023050 - Grant Op - Youth Coordinating Committee Op Inc. - Other Governance	6,000.00	10,489.07 175%		
0023093 - Profit On Sale Of Assets - Op Inc. - Other Governance	13,895.00	0.00 0%		
0023530 - Interest Rec EDL Sponsorship Reserve - Op Inc. - Other Governance	6,628.00	253.46 4%		
0023535 - Interest Rec Community Sponsorship Reserve - Op Inc. - Other Governance	918.00	48.64 5%		
Sub Total To Programme Summary	\$42,491.00	\$11,082.09	\$0.00	\$0.00
Capital Expenditure				
0023571 - Vehicle & Mobile Plant Renewal (Replacement) Cap Exp - Other Gov			100,000.00	101,494.98 101%
0023592 - Transfer to EDL Sponsorship Reserve - Cap Exp - Other Governance			6,628.00	253.46 4%
0023595 - Transfer to Community Sponsorship Reserve - Cap Exp - Other Governance			1,652.00	48.64 3%
Sub Total To Programme Summary	\$0.00	\$0.00	\$108,280.00	\$101,797.08
Capital Income				
0023094 - Proceeds On Sale Of Assets - Cap Inc - Other Governance	64,000.00	60,727.27 95%		
0023591 - Transfer From Leave Reserve - Other Gov - Cap Inc				
0023593 - Transfer From EDL Sponsorship Reserve - Cap Inc - Other Gov	80,000.00	0.00 0%		
Sub Total To Programme Summary	\$144,000.00	\$60,727.27	\$0.00	\$0.00
Total Other Governance Activities	\$186,491.00	\$71,809.36	\$2,161,245.00	\$891,745.15
Kimberley Regional Collaborative Group (Zone)				
Operating Expenditure				
0022122 - Kimberley Zone - Salary -Regional Project Officer - Op Exp				
0022126 - Kimberley Zone - Kimberley Waste Management Plan - Op Exp				
0022127 - Kimberley Zone - Vehicle Expenses - Op Exp				
0022128 - Kimberley Zone - Forums & Conferences - Op Exp				
0022129 - Kimberley Zone - Zone & RCG Meeting Expenses - Op Exp				

SHIRE OF BROOME
Schedule 04
GOVERNANCE

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0022131 - Kimberley Zone - Meetings - Op Exp				
0022132 - Kimberley Zone - Darwin Forum - Op Exp				
0022133 - Kimberley Zone - Legal Advice - Op Exp				
0022134 - Kimberley Zone - Annual Financial Audit - Op Exp				
0022135 - Kimberley Zone - Office Expenses - Op Exp				
0022136 - Kimberley Zone - IT Support - Op Exp				
0022137 - Kimberley Zone - Sundry Expenses - Op Exp				
0022138 - Kimberley Zone - Superannuation Employee Expense - Op Exp				
0022142 - Kimberley Zone - Business Intelligence System - Op Exp				
0022146 - Kimberley Zone - Strategic Community Plan 2012-2021 - Op Exp			0.00	4,887.04 100%
0022148 - Kimberley Zone - Other Employment Costs - Op Exp				
0404226 - Kimberley Zone - Personal Development Training - Op Exp				
0405231 - Kimberley Zone - TAMS Project - Op Exp				
0405232 - Kimberley Zone - Youth Strategy - Op Exp				
0405233 - Kimberley Zone - RCG Project Seed Fund - Op Exp				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$4,887.04
Operating Income				
0023013 - Kimberley Zone - Reimbursement Zone & RCG Meetings Expenses - Op Inc				
0023018 - Kimberley Zone - Reimbursement Meetings - Op Inc				
0023019 - Kimberley Zone - Reimbursement Darwin Forum - Op Inc				
0023021 - Kimberley Zone - Members Contribution Secretariat Costs - Op Inc				
0023026 - Kimberley Zone - Member Contribution Strategic Community Plant - Op Inc	0.00	4,887.04 100%		
0023536 - Kimberley Zone - Interest on Reserve - Op Inc.	0.00	189.88 100%		
0405382 - Kimberley Zone - RCG Project Seed Fund - Op Inc				
Sub Total To Programme Summary	\$0.00	\$5,076.92	\$0.00	\$0.00
Capital Expenditure				
0023597 - Kimberley Zone - Transfer to Kimberley Zone Reserve - Cap Exp -			0.00	189.88 100%
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$189.88

SHIRE OF BROOME

Schedule 04

GOVERNANCE

Financial Statement For The Period Ending 30/11/2016

Particulars	Income			Expenditure	
	Current Year Estimated	Current Year Actual		Current Year Estimated	Current Year Actual
Capital Income					
0023598 - Transfer From Kimberley Zone Reserve - Cap Inc - Kimberley Zone	1,835.00	0.00	0%		
Sub Total To Programme Summary	\$1,835.00	\$0.00		\$0.00	\$0.00
Total Kimberley Regional Collaborative Group (Zon	\$1,835.00	\$5,076.92		\$0.00	\$5,076.92
TOTAL GOVERNANCE	\$193,326.00	\$76,886.28		\$2,961,457.00	\$1,262,783.54

SHIRE OF BROOME
Schedule 05
LAW ORDER AND PUBLIC SAFETY
Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Emergency & Ranger Administration			4,500.00	1,128.90
Ranger Operations			573,290.00	248,519.19
Fire Prevention			83,371.00	37,066.67
Animal Control			300,243.00	100,248.25
Other Law Order & Public Safety			246,290.00	270,897.22
Volunteer Bush Fire Brigade			39,089.00	30,857.90
SES/Fire & Emergency Services			24,073.00	22,314.70
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$1,270,856.00	\$711,032.83
Operating Income				
Ranger Operations	10,780.00			
Fire Prevention	6,000.00	1,000.00		
Animal Control	84,500.00	45,628.58		
Other Law Order & Public Safety	18,900.00	5,862.00		
Volunteer Bush Fire Brigade	7,360.00	5,284.88		
SES/Fire & Emergency Services	13,790.00	7,471.89		
TOTAL OPERATING INCOME	\$141,330.00	\$65,247.35	\$0.00	\$0.00
Capital Expenditure				
Ranger Operations			30,000.00	
Volunteer Bush Fire Brigade			1,200,000.00	945.00
SES/Fire & Emergency Services				
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$1,230,000.00	\$945.00
Capital Income				
Volunteer Bush Fire Brigade	1,200,000.00			
TOTAL CAPITAL INCOME	\$1,200,000.00	\$0.00	\$0.00	\$0.00
TOTAL LAW ORDER AND PUBLIC SAFETY	\$1,341,330.00	\$65,247.35	\$2,500,856.00	\$711,977.83

SUB-FUNCTION DETAIL FOLLOWS.....

SHIRE OF BROOME
Schedule 05
LAW ORDER AND PUBLIC SAFETY
Financial Statement For The Period Ending 30/11/2016

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				
0052111 - Superannuation Employee Expense - Ranger Services				
0052113 - Staff Housing/Utilities - Op Exp - Emerg & Rang Serv				
0052116 - Phone Expenses Op Exp - Emerg & Rang Serv			2,000.00	835.08 42%
0052184 - Sundry Equip - Op Exp - Emerg & Rang Serv			2,500.00	293.82 12%
Sub Total To Programme Summary	\$0.00	\$0.00	\$4,500.00	\$1,128.90
Total Emergency & Ranger Administration	\$0.00	\$0.00	\$4,500.00	\$1,128.90
Ranger Operations				
Operating Expenditure				
0052020 - Other Employment Costs - Op Exp - Ranger Operations			6,968.00	3,265.75 47%
0052281 - Ranger Uniforms - Op Exp - Ranger Operations			2,000.00	2,360.15 118%
0052282 - Other Minor Exp - Op Exp - Ranger Operations			0.00	150.00 100%
0052284 - Advertising & Promotion - Op Exp - Ranger Operations			6,000.00	2,807.95 47%
0052285 - Phone Exp - Op Exp - Ranger Operations			3,000.00	1,721.68 57%
0052530 - Admin Costs Alloc - Op Exp - Ranger Operations			159,259.00	66,520.97 42%
0052800 - Vehicle & Plant Exps - Rangers (Post Expenses to the Plant Number Only) - Op Exp - Ranger Operations			35,000.00	17,483.55 50%
0053010 - 10731800			181,671.00	69,297.43 38%
0053011 - Superannuation Employee Expense - Ranger Ops			57,709.00	20,062.29 35%
0053013 - Staff Housing/Utilities - Op Exp - Ranger Operations				
0053015 - Relief Staff Exp - Op Exp - Ranger Operations			25,900.00	25,900.27 100%
0053017 - Fines Enforcement Registry Exp - Op Exp - Ranger Operations			10,000.00	147.40 1%
0053018 - Rangers Equipment - Op Exp - Ranger Operations			10,000.00	4,599.22 46%
0053030 - Salary - Op Exp - Cable Beach Life Guard				
0053031 - *DO NOT USE* Cable Beach Life Guard Expense - Op Exp - Ranger & Beach Operations				
0053032 - Superannuation Employee Expense - Life Guard Ops				
0053033 - Security Beach Patrols - Op Exp - Ranger Operations			10,000.00	3,343.07 33%

SHIRE OF BROOME
Schedule 05
LAW ORDER AND PUBLIC SAFETY
Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
0053037 - Cable Beach Life Guard Office Operating Exps - Beach Ops					
0053038 - Cable Beach Life Guard Office Maint Exps - R & B Ops					
0053413 - Fixed Asset Dep'n - Op Exp - Ranger Operations					
0507209 - Staff Housing/Utilities - Op Exp - Cable Beach Lifeguard					
0507218 - Consultants - Op Exp - Ranger Operations					
0507298 - IT/Records Allocated - Ranger Operations			65,783.00	30,859.46	47%
0538001 - Vehicle & Plant Exps - Beach Lifeguard - Op Exp - Ranger & Beach Operations					
Sub Total To Programme Summary	\$0.00	\$0.00	\$573,290.00	\$248,519.19	
Operating Income					
0052440 - Reimb & Op Contrib Exc GST - Op Inc - Ranger Operations					
0053341 - Commercial Trading Licence Fee Rec'd - Op Inc - Ranger Operations	10,780.00	0.00			0%
Sub Total To Programme Summary	\$10,780.00	\$0.00	\$0.00	\$0.00	
Capital Expenditure					
0052548 - Vehicle & Mob Plant New -Cap Exp -Ranger Ops			30,000.00	0.00	0%
Sub Total To Programme Summary	\$0.00	\$0.00	\$30,000.00	\$0.00	
Total Ranger Operations	\$10,780.00	\$0.00	\$603,290.00	\$248,519.19	
Fire Prevention					
Operating Expenditure					
0051010 - Salaries - Op Exp - Fire Prevention			45,416.00	15,687.73	35%
0051015 - 569300			4,032.00	0.00	0%
0051051 - FESA Levy Paid on Shire Land - Op Exp - Fire Prevention			7,000.00	9,775.32	140%
0051530 - Admin cost Alloc - Op Exp - Fire Prevention			25,826.00	10,787.19	42%
0508206 - Other Employment Costs - Op Exp - Fire Prevention			1,097.00	816.43	74%
Sub Total To Programme Summary	\$0.00	\$0.00	\$83,371.00	\$37,066.67	
Operating Income					
0051400 - Fines - Op Inc - Fire Prevention	1,000.00	1,000.00			100%
0051405 - Sundry Income - Op Inc - Fire Prevention					
0051410 - User Charges - Fire - Slashing Etc - Op Inc - Fire Prevention	5,000.00	0.00			0%
Sub Total To Programme Summary	\$6,000.00	\$1,000.00	\$0.00	\$0.00	
Total Fire Prevention	\$6,000.00	\$1,000.00	\$83,371.00	\$37,066.67	

SHIRE OF BROOME
Schedule 05
LAW ORDER AND PUBLIC SAFETY
Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Animal Control				
Operating Expenditure				
0052010 - Salaries - Op Exp - Animal Control			113,544.00	43,471.17 38%
0052011 - Reimbursement Exp - Op Exp - Animal Control				
0052012 - Advertising Tags & Other Animal Control Exps - Op Exp - Animal Control			4,000.00	3,107.43 78%
0052040 - Pound Fees Animal Destruction & Disposal - Op Exp - Animal Control			120,000.00	28,256.33 24%
0052286 - Cat Sterilisation Program - Op Exps - Animal Control			2,000.00	0.00 0%
0052287 - Dog Sterilisation Program - Op Exps - Animal Control			2,000.00	0.00 0%
0057530 - Admin Costs Alloc to Animal Control - Op Exp - Animal Control			55,956.00	23,372.23 42%
0509206 - Other Employment Costs - Op Exp - Animal Control			2,743.00	2,041.09 74%
Sub Total To Programme Summary	\$0.00	\$0.00	\$300,243.00	\$100,248.25
Operating Income				
0052340 - Animal Management Operating Grants & Contributions - Op Inc - Animal Control				
0052400 - Animal Fines & Penalties - Op Inc - Animal Control	10,000.00	3,750.00 38%		
0052410 - Dog Impounding Fees & Sundries - Op Inc - Animal Control	27,500.00	13,401.08 49%		
0052416 - Cat Registration - Op Inc - Animal Control	2,000.00	1,302.50 65%		
0052420 - Dog Registration - Op Inc - Animal Control	45,000.00	27,175.00 60%		
0052487 - Dog Sterilisation Program Income - Op Inc - Animal Control				
Sub Total To Programme Summary	\$84,500.00	\$45,628.58	\$0.00	\$0.00
Total Animal Control	\$84,500.00	\$45,628.58	\$300,243.00	\$100,248.25
Other Law Order & Public Safety				
Operating Expenditure				
0053034 - Surf Club Operating Exps - Op Exp - Other Law Order & Public Safety			8,980.00	6,981.52 78%
0053036 - Surf Club Building Maint - Op Exp - Other Law Order & Public Safety			2,600.00	0.00 0%
0053060 - Impounding of Vehicles Expense - Op Exp - Other Law Order & Public Safety			10,000.00	3,641.82 36%
0053283 - 4394200			184,210.00	253,995.93 138%
0053286 - Warning Signs Maintenance - Op Exp - Other Law Order & Public Safety			5,000.00	0.00 0%
0053288 - Local Laws Review - Op Exp - Other Law Order & Public Safety			23,000.00	1,000.00 4%
0053410 - Fixed Asset Dep'n - Op Exp - Other Law Order & Public Safety			12,500.00	5,277.95 42%
Sub Total To Programme Summary	\$0.00	\$0.00	\$246,290.00	\$270,897.22

SHIRE OF BROOME
Schedule 05
LAW ORDER AND PUBLIC SAFETY
Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
Operating Income					
0053340 - Surf Club Reimbursement Income (Outgoings etc) - Op Inc - Other Law	5,900.00	0.00	0%		
0053400 - Sundry (ORV Etc) Fines & Penalties - Op Inc - Other Law Order & Public Safety	10,000.00	4,580.00	46%		
0053405 - Vehicle Impounding Fees - Op Inc - Other Law Order & Public Safety	1,000.00	1,282.00	128%		
0053450 - Sale of Impounded Vehicles & Goods - Op Inc - Other Law Order & Public Safety	2,000.00	0.00	0%		
Sub Total To Programme Summary	\$18,900.00	\$5,862.00	\$0.00	\$0.00	
Total Other Law Order & Public Safety	\$18,900.00	\$5,862.00	\$246,290.00	\$270,897.22	
Volunteer Bush Fire Brigade					
Operating Expenditure					
0051050 - Insurance Exp - VBFB/FESA - Op Exp - Volunteer Bush Fire Brigade			2,900.00	2,736.14	94%
0053146 - Utilities Rates & Taxes - VBFB/FESA - Op Exp - Volunteer Bush Fire Brigade			1,500.00	255.30	17%
0053198 - Dep'n Exp - VBFB/FESA - Op Exp - Volunteer Bush Fire Brigade			31,729.00	25,014.62	79%
0053291 - Vehicles & Boat Maint - VBFB/FESA - Op Exp - Volunteer Bush Fire Brigade			2,960.00	2,851.84	96%
Sub Total To Programme Summary	\$0.00	\$0.00	\$39,089.00	\$30,857.90	
Operating Income					
0051401 - Bush Fire Brigade FESA Operating Grant - Op Inc - Volunteer Bush Fire Brigade	7,360.00	5,284.88	72%		
Sub Total To Programme Summary	\$7,360.00	\$5,284.88	\$0.00	\$0.00	
Capital Expenditure					
0053172 - VBFB Building New Const - Cap Exp - Volunteer Bush Fire Brigade			1,200,000.00	945.00	0%
Sub Total To Programme Summary	\$0.00	\$0.00	\$1,200,000.00	\$945.00	
Capital Income					
0053390 - Capital Grant Funding For Plant/Equip/ Buildings - Cap Inc - Volunteer Bush Fire Brigade	1,200,000.00	0.00	0%		
Sub Total To Programme Summary	\$1,200,000.00	\$0.00	\$0.00	\$0.00	
Total Volunteer Bush Fire Brigade	\$1,207,360.00	\$5,284.88	\$1,239,089.00	\$31,802.90	
SES/Fire & Emergency Services					
Operating Expenditure					
0055125 - Vehicles & Boats Maint - - Op Exp - SES/ Fire & Emergency Services			1,660.00	2,007.35	121%

SHIRE OF BROOME
Schedule 05
LAW ORDER AND PUBLIC SAFETY
Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0055146 - Utilities Rates & Taxes - - Op Exp - SES/ Fire & Emergency Services			8,500.00	4,656.47 55%
0055155 - Insurance Exp - - Op Exp - SES/ Fire & Emergency Services			3,630.00	3,661.96 101%
0055198 - Dep'n Exp - Op Exp - SES/ Fire & Emergency Services			10,283.00	11,988.92 117%
Sub Total To Programme Summary	\$0.00	\$0.00	\$24,073.00	\$22,314.70
Operating Income				
0055300 - State Grants/Reimbursements - Op Inc - SES/ Fire & Emergency Services	13,790.00	7,471.89 54%		
Sub Total To Programme Summary	\$13,790.00	\$7,471.89	\$0.00	\$0.00
Capital Expenditure				
0055287 - SES Buildings Upgrade Const & Imp > \$5000 - Cap Exp - SES/ Fire & Emergency Services				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Ses/Fire & Emergency Services	\$13,790.00	\$7,471.89	\$24,073.00	\$22,314.70
TOTAL LAW ORDER AND PUBLIC SAFETY	\$1,341,330.00	\$65,247.35	\$2,500,856.00	\$711,977.83

SHIRE OF BROOME
Schedule 07
HEALTH

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Health Service - Inspection			719,591.00	289,798.51
Health Service - Pest Control			29,004.00	10,346.03
Health Service - Other			20,000.00	9,090.05
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$768,595.00	\$309,234.59
Operating Income				
Health Service - Inspection	162,800.00	85,020.50		
Health Service - Pest Control	21,304.00	22,858.42		
Health Service - Other				
TOTAL OPERATING INCOME	\$184,104.00	\$107,878.92	\$0.00	\$0.00
Capital Expenditure				
Health Service - Inspection			22,000.00	
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$22,000.00	\$0.00
Capital Income				
Health Service - Inspection	8,000.00			
Health Service - Pest Control	3,540.00			
TOTAL CAPITAL INCOME	\$11,540.00	\$0.00	\$0.00	\$0.00
TOTAL HEALTH	\$195,644.00	\$107,878.92	\$790,595.00	\$309,234.59

SUB-FUNCTION DETAIL FOLLOWS.....

SHIRE OF BROOME

Schedule 07

HEALTH

Financial Statement For The Period Ending 30/11/2016

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			444,622.00	174,493.14 39%
0074012 - Superannuation Employee Expense - Health			56,394.00	19,810.11 35%
0074015 - Contributions & Reimb Paid - Op Exp - Health Inspection/Admin				
0074028 - FBT & Staff Utilities Expense - Op Exp - Preventive - Inspection/Admin			0.00	1,013.12 100%
0074032 - Staff Housing/Utilities - Op Exp - Preventive - Inspection/Admin				
0074230 - Legal Exps - Op Exp - Preventive - Inspection/Admin				
0074280 - Other Minor Expenditure - Op Exp - Preventive - Inspection/Admin			6,500.00	1,778.53 27%
0074296 - Loss on Sale Of Assets - Op Exp - Preventive - Inspection/Admin			2,270.00	0.00 0%
0074298 - Fixed Asset Dep'n - Op Exp - Preventive - Inspection/Admin			2,600.00	1,075.27 41%
0074530 - Admin Costs Alloc - Op Exp - Preventive - Inspection/Admin			120,521.00	50,340.19 42%
0078800 - Vehicle & Plant Exps - Op Exp - Preventive - Inspection/Admin			20,400.00	10,563.69 52%
0716206 - Other Employment Costs - Op Exp - Health Services Inspection			22,927.00	7,596.38 33%
0716298 - IT/Records Costs Allocated -Health Services Inspection			43,357.00	23,128.08 53%
Sub Total To Programme Summary	\$0.00	\$0.00	\$719,591.00	\$289,798.51
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	78,000.00	34,749.50 45%		
0074414 - Water Sampling (Not Swimming Pools) - Op Inc - Health Service Inspect	2,800.00	1,524.00 54%		
0074420 - Health Licences - Op Inc - Preventive - Inspection/Admin	70,000.00	36,368.00 52%		
0074421 - Inspections and Minor Charges includes GST - Op Inc - Preventive - Inspection/Admin	500.00	0.00 0%		
0074425 - Service on Demand Fees - Op Inc - Health Service Inspection	500.00	0.00 0%		
0074490 - Trading Licences - All Except Beach - Op Inc - Prevent - Inspection/Admin	10,000.00	12,379.00 124%		
Sub Total To Programme Summary	\$162,800.00	\$85,020.50	\$0.00	\$0.00
Capital Expenditure				
0074550 - Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Health Inspect's			22,000.00	0.00 0%
Sub Total To Programme Summary	\$0.00	\$0.00	\$22,000.00	\$0.00
Capital Income				

SHIRE OF BROOME
Schedule 07
HEALTH

Financial Statement For The Period Ending 30/11/2016

Particulars	Income			Expenditure		
	Current Year Estimated	Current Year Actual		Current Year Estimated	Current Year Actual	
0074950 - Proceeds from Sale of Assets - Cap Inc - Health Inspect	8,000.00	0.00	0%			
Sub Total To Programme Summary	\$8,000.00	\$0.00		\$0.00	\$0.00	
Total Health Service - Inspection	\$170,800.00	\$85,020.50		\$741,591.00	\$289,798.51	
Health Service - Pest Control						
Operating Expenditure						
0075020 - Mosquito Control & Pest Control - Op Exp - Preventive Service-Pest Control				26,304.00	9,797.55	37%
0075030 - Eradication Flies/Rodents - Op Exp - Preventive Service-Pest Control				2,000.00	0.00	0%
0075800 - Vehicle & Plant Exps - Op Exp - Preventive Service-Pest Control				700.00	548.48	78%
Sub Total To Programme Summary	\$0.00	\$0.00		\$29,004.00	\$10,346.03	
Operating Income						
0075391 - Grants and Contributions Rec'd Op Inc - Prev Svcs - Pest Control	21,304.00	22,858.42	107%			
Sub Total To Programme Summary	\$21,304.00	\$22,858.42		\$0.00	\$0.00	
Capital Income						
0717599 - Transfer From Restricted Cash Reserve - Cap Inc - Health Service - Pest Control	3,540.00	0.00	0%			
Sub Total To Programme Summary	\$3,540.00	\$0.00		\$0.00	\$0.00	
Total Health Service - Pest Control	\$24,844.00	\$22,858.42		\$29,004.00	\$10,346.03	
Health Service - Other						
Operating Expenditure						
0076020 - Analytical Expenses - Op Exp - Preventive Services Other				20,000.00	9,090.05	45%
Sub Total To Programme Summary	\$0.00	\$0.00		\$20,000.00	\$9,090.05	
Operating Income						
0076030 - Grants Contributions Rec'd - Op Inc - Preventive Services Other						
Sub Total To Programme Summary	\$0.00	\$0.00		\$0.00	\$0.00	
Total Health Service - Other	\$0.00	\$0.00		\$20,000.00	\$9,090.05	
TOTAL HEALTH	\$195,644.00	\$107,878.92		\$790,595.00	\$309,234.59	

SHIRE OF BROOME
Schedule 08
EDUCATION AND WELFARE

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Aged & Disabled Services			1,000.00	
Community Services			833,206.00	327,395.62
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$834,206.00	\$327,395.62
Operating Income				
Community Services	105,160.00	42,090.91		
TOTAL OPERATING INCOME	\$105,160.00	\$42,090.91	\$0.00	\$0.00
TOTAL EDUCATION AND WELFARE	\$105,160.00	\$42,090.91	\$834,206.00	\$327,395.62

SUB-FUNCTION DETAIL FOLLOWS.....

SHIRE OF BROOME
Schedule 08
EDUCATION AND WELFARE

Financial Statement For The Period Ending 30/11/2016

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			1,000.00	0.00	0%
0082299 - Fixed Asset Dep'n - Op Exp - Aged & Disabled Services					
Sub Total To Programme Summary	\$0.00	\$0.00	\$1,000.00	\$0.00	
Total Aged & Disabled Services	\$0.00	\$0.00	\$1,000.00	\$0.00	
Community Services					
Operating Expenditure					
0082600 - Salary - Op Exp - Community Services			425,117.00	164,194.96	39%
0082601 - Staff Housing/Utilities - Op Exp - Community Services					
0082602 - Other Employment Costs - Community Services			17,490.00	9,155.27	52%
0082603 - Legal Exp - Op Exp - Community Services			20,000.00	19,216.80	96%
0082604 - Vehicle & Plant Exps - Op Exp - Community Services			9,600.00	3,693.95	38%
0082611 - Consultants - Op Exp - Community Services			65,410.00	21,596.52	33%
0082612 - Function Expenses - Op Exp - Community Services			3,000.00	0.00	0%
0082613 - Advertising Promotion & Printing - Op Exp - Community Services			3,000.00	818.61	27%
0082616 - Superannuation Employee Expense - Community Services			60,008.00	21,322.84	36%
0082617 - Community Development Strategy - Op Exp - Community Services			55,000.00	350.76	1%
0082621 - Sundry Exp - Op Exp - Community Services			600.00	466.36	78%
0082630 - Admin Costs Alloc - Comm Serv			129,129.00	53,935.92	42%
0821298 - IT/Records Costs Alloc - Comm Serv			44,852.00	32,643.63	73%
Sub Total To Programme Summary	\$0.00	\$0.00	\$833,206.00	\$327,395.62	
Operating Income					
0082672 - Reimb & Other Income - Op Inc - Com Services	0.00	9,090.91			100%
0082675 - Grants For Community Programs - Op Inc - Community Services	105,160.00	33,000.00			31%
Sub Total To Programme Summary	\$105,160.00	\$42,090.91	\$0.00	\$0.00	
Total Community Services	\$105,160.00	\$42,090.91	\$833,206.00	\$327,395.62	
TOTAL EDUCATION AND WELFARE	\$105,160.00	\$42,090.91	\$834,206.00	\$327,395.62	

SHIRE OF BROOME

Schedule 09

HOUSING

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Staff Housing			590,762.00	185,034.18
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$590,762.00	\$185,034.18
Operating Income				
Staff Housing	570,175.00	208,979.95		
TOTAL OPERATING INCOME	\$570,175.00	\$208,979.95	\$0.00	\$0.00
Capital Expenditure				
Staff Housing			590,000.00	
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$590,000.00	\$0.00
Capital Income				
Staff Housing	550,000.00			
TOTAL CAPITAL INCOME	\$550,000.00	\$0.00	\$0.00	\$0.00
TOTAL HOUSING	\$1,120,175.00	\$208,979.95	\$1,180,762.00	\$185,034.18

SUB-FUNCTION DETAIL FOLLOWS.....

SHIRE OF BROOME

Schedule 09

HOUSING

Financial Statement For The Period Ending 30/11/2016

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			39,300.00	21,661.30 55%
0095200 - Staff Housing Rental Costs (External Arrangement)			480,000.00	136,813.78 29%
0096100 - Shire Staff Housing Planned Maintenance & Minor Works - Staff Housing			9,990.00	1,925.72 19%
0096101 - Shire Staff Housing General Building Maintenance - Staff Housing			15,850.00	3,677.42 23%
0096102 - Shire Staff Housing Operational Expenses - Staff Housing			45,622.00	20,955.96 46%
0145690 - Non Recoverable Op Expenses Staff Housing				
Sub Total To Programme Summary	\$0.00	\$0.00	\$590,762.00	\$185,034.18
Operating Income				
0095400 - Rented Staff Housing Annual Operating Income - Staff housing	480,000.00	166,357.39 35%		
0096200 - 1/17 Honeyeater Loop - Shire House - Staff Housing	11,475.00	6,056.59 53%		
0096201 - 8/83 Walcott Street - Shire House - Staff Housing	13,475.00	7,018.14 52%		
0096202 - 8/6 Ibis Way - Shire House - Staff Housing	8,850.00	5,656.16 64%		
0096203 - 11/6 Ibis Way - Shire House - Staff Housing	11,475.00	6,091.99 53%		
0096204 - 2 Tanami Sands Tanami Drive - Shire House - Staff Housing	12,450.00	6,615.70 53%		
0096205 - 4 Tanami Sands Tanami Drive - Shire House - Staff Housing	12,450.00	6,867.13 55%		
0145561 - Lot 1002 Shelduck Way - Shire House - Staff Housing MUN	20,000.00	4,316.85 22%		
Sub Total To Programme Summary	\$570,175.00	\$208,979.95	\$0.00	\$0.00
Capital Expenditure				
0095810 - Building Staff Housing - Cap Exp - New			550,000.00	0.00 0%
0095815 - Land Staff Housing - Cap Exp - New				
0095901 - Transfer to Building Reserve - Cap Exp - Housing			40,000.00	0.00 0%
0923499 - Key Worker Housing - WIP Cap Exp - Staff Housing				
Sub Total To Programme Summary	\$0.00	\$0.00	\$590,000.00	\$0.00
Capital Income				
0095910 - Transfer From Building Reserve - Staff Housing - Cap Inc	550,000.00	0.00 0%		
0923503 - Transfer From Restricted Cash Reserve - Staff Housing - Cap Inc				
Sub Total To Programme Summary	\$550,000.00	\$0.00	\$0.00	\$0.00
Total Staff Housing	\$1,120,175.00	\$208,979.95	\$1,180,762.00	\$185,034.18

SHIRE OF BROOME

Schedule 09

HOUSING

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
TOTAL HOUSING	\$1,120,175.00	\$208,979.95	\$1,180,762.00	\$185,034.18

SHIRE OF BROOME
Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Regional Resource Recovery Park			400,000.00	95,412.21
Sanitation - General Refuse			4,465,994.00	2,449,053.03
Sanitation - Other			977,218.00	415,340.79
Sewerage			7,100.00	1,819.27
Storm Water Drainage			1,241,354.00	546,758.53
Town Planning/Regional Development			787,106.00	261,769.81
Development Services Support			1,049,224.00	441,231.47
Protection of Environment			162,025.00	71,312.77
Other Community Amenities			390,312.00	148,015.71
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$9,480,333.00	\$4,430,713.59
Operating Income				
Regional Resource Recovery Park	123,990.00	7,752.28		
Sanitation - General Refuse	7,549,282.00	5,650,974.86		
Sanitation - Other	2,000.00	733.28		
Sewerage	6,000.00	472.00		
Storm Water Drainage	47,971.00	1,740.10		
Town Planning/Regional Development	110,500.00	50,434.08		
Development Services Support		9,463.31		
Protection of Environment	10,000.00			
Other Community Amenities	20,184.00	9,666.37		
TOTAL OPERATING INCOME	\$7,869,927.00	\$5,731,236.28	\$0.00	\$0.00
Capital Expenditure				
Regional Resource Recovery Park			123,990.00	7,752.28
Sanitation - General Refuse			4,356,467.00	384,792.91
Storm Water Drainage			222,384.00	54,621.81
Development Services Support				
Protection of Environment				
Other Community Amenities			98,897.00	165.51
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$4,801,738.00	\$447,332.51
Capital Income				
Regional Resource Recovery Park	400,000.00			

SHIRE OF BROOME
Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Sanitation - General Refuse	1,280,901.00	36,363.64		
Storm Water Drainage	174,413.00	4,412.50		
Development Services Support	182,554.00			
Other Community Amenities				
TOTAL CAPITAL INCOME	\$2,037,868.00	\$40,776.14	\$0.00	\$0.00
TOTAL COMMUNITY AMENITIES	\$9,907,795.00	\$5,772,012.42	\$14,282,071.00	\$4,878,046.10

SUB-FUNCTION DETAIL FOLLOWS.....

SHIRE OF BROOME
Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 30/11/2016

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			400,000.00	95,412.21	24%
Sub Total To Programme Summary	\$0.00	\$0.00	\$400,000.00	\$95,412.21	
Operating Income					
0101426 - Interest - Reg Res Rec Pk Reserve - Op Inc - Reg Res Recov Pk	123,990.00	7,752.28	6%		
Sub Total To Programme Summary	\$123,990.00	\$7,752.28	\$0.00	\$0.00	
Capital Expenditure					
0101895 - Transfer to Regional Resource Recovery Park Reserve - Cap Exp - Reg Res Rec Pk			123,990.00	7,752.28	6%
Sub Total To Programme Summary	\$0.00	\$0.00	\$123,990.00	\$7,752.28	
Capital Income					
0101995 - Transfer from Regional Resource Recovery Reserve - Cap Inc - Reg Res Recov	400,000.00	0.00	0%		
Sub Total To Programme Summary	\$400,000.00	\$0.00	\$0.00	\$0.00	
Total Regional Resource Recovery Park	\$523,990.00	\$7,752.28	\$523,990.00	\$103,164.49	
Sanitation - General Refuse					
Operating Expenditure					
0101010 - Salary & Wages Default - Op Exp - Sanitation General Refuse			96,292.00	28,310.35	29%
0101011 - Salary & Wages Workers Comp - Op Exp - Sanitation General Refuse			0.00	9,622.86	100%
0101020 - Kerbside Refuse Collection - Op Exp - Sanitation Gen Refuse			393,975.00	117,425.52	30%
0101022 - Kerbside Recycling Collection -Op Exp - San Gen Refuse			682,890.00	218,543.34	32%
0101023 - Commercial Recycling - Op Exp - Sanitation Gen Refuse			0.00	-696.11	100%
0101024 - Less On Cost Allocated - Op Exp - Sanitation General Refuse			-314,752.00	-136,375.66	43%
0101027 - Recycling Advertising - Op Exp - San Gen Refuse			5,000.00	0.00	0%
0101028 - 20415300			312,210.00	103,793.00	33%
0101029 - Salary - Waste Co-ordinator - Op Exp -Sanitation Gen Refuse			119,482.00	47,781.89	40%
0101030 - 23245900			1,583,385.00	696,672.74	44%
0101031 - Liquid Waste - Op Exp - Sanitation Gen Refuse			49,280.00	11,751.91	24%
0101032 - Other Employment Costs - Op Exp - Sanitation General Refuse			21,682.00	11,706.72	54%
0101033 - Superannuation Employee Expense - Op Exp - Sanitation General			85,831.00	36,386.01	42%
0101036 - Mobile Phone & Sundries - Op Exp - Sanitation Gen Refuse			1,000.00	289.41	29%

SHIRE OF BROOME
Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
0101038 - Training & Staff Meeting Expenses - Op Exp - Sanitation Gen Refuse			18,963.00	48.02	0%
0101040 - Consultants - Op Exp - Sanitation Gen Refuse			65,000.00	1,984.61	3%
0101080 - Refuse Site Building Maint & Operating - Op Exp - Sanitation Gen Refuse			48,873.00	13,568.76	28%
0101285 - Minor Assets Equipment & Consumables - Op Exps - Sanitation Gen Refuse			5,000.00	1,607.54	32%
0101295 - Dep'cn Expense Infrastructure - Op Exps - Sanitation Gen Refuse			34,000.00	14,841.93	44%
0101296 - Loss on Sale of Assets - Sanitation Gen Refuse			34,031.00	105,264.04	309%
0101530 - Admin Costs Alloc - Op Exps - Sanitation Gen Refuse			86,086.00	35,957.29	42%
0101531 - Staff Housing/Utilities - Op Exp - Sanitation Gen Refuse					
0101800 - Vehicle & Plant Exps - Op Exps - Sanitation Gen Refuse			32,600.00	11,980.90	37%
1011298 - IT/Record Costs Allocated - Op Exps - Sanitation Gen Refuse			0.00	18,832.85	100%
1026218 - Kerbside Collection Disposal Costs - (Internal Shire Charge) - Op Exp - San Gen Refuse			1,095,666.00	1,095,666.00	100%
1026296 - Fixed Asset Dep'n - Op Exp - Sanitation General Refuse			9,500.00	4,089.11	43%
Sub Total To Programme Summary	\$0.00	\$0.00	\$4,465,994.00	\$2,449,053.03	
Operating Income					
0101410 - Refuse & Recycling Chgs - Op Inc - Sanitation Gen Refuse	3,171,180.00	3,220,400.04			102%
0101411 - Refuse & Recycling Removal Chgs - Additional & C'van Pk Services - Op Inc - Sanitation Gen Refuse	244,800.00	284,252.33			116%
0101414 - Waste Management Levy - Op Inc - Sanitation Gen Ref					
0101420 - Charges Refuse Site - Op Inc - Sanitation Gen Refuse	2,870,000.00	1,023,647.01			36%
0101423 - Sundry Income (Inc. GST) - Op Inc - Sanitation Gen Refuse	5,000.00	2,491.23			50%
0101424 - EDL Lease - Op Inc - Sanitation Gen Refuse	38,000.00	-1.00			0%
0101425 - Interest - Refuse Site Reserve - Op Inc - Sanitation Gen Refuse	123,277.00	4,483.71			4%
0101480 - Refuse & Recycling Bin Sales - Op Inc - Sanitation Gen Refuse	1,000.00	870.00			87%
0101481 - Sundry Income (No GST) - Op Inc - Sanitation Gen Refuse	0.00	19,165.54			100%
0101499 - Profit On Sale Of Assets - Op Inc - Sanitation Gen Refuse	359.00	0.00			0%
0102636 - Kerbside Collection Disposal Costs - Internal Shire charge - Op Inc - Sanitation Gen Refuse	1,095,666.00	1,095,666.00			100%
Sub Total To Programme Summary	\$7,549,282.00	\$5,650,974.86	\$0.00	\$0.00	
Capital Expenditure					

SHIRE OF BROOME
Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 30/11/2016

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			270,000.00	278,462.65 103%
0101512 - Transfer to Resource Recovery Park Reserve - Cap Exp - San Gen Refuse			2,968,289.00	0.00 0%
0101515 - Transfer to Refuse Reserve - Cap Exp - Sanitation Gen Refuse			123,277.00	4,483.71 4%
0101520 - 8000000			99,958.00	101,345.14 101%
0101545 - Other Infra Upgrade Const - Cap Exp - Sanitation Gen Refuse			554,500.00	501.41 0%
0101550 - Other Infra Renewal Const - Cap Exp - Sanitation Gen Refuse			340,443.00	0.00 0%
0101999 - Other Infrastructure Sanitation - WIP Cap Exp				
Sub Total To Programme Summary	\$0.00	\$0.00	\$4,356,467.00	\$384,792.91
Capital Income				
0101500 - Proceeds From Sale of Assets - Cap Inc - Sanitation Gen Refuse	83,000.00	36,363.64 44%		
0101525 - Transfer From Refuse Site Reserve - Sanitation Gen Refuse	1,197,901.00	0.00 0%		
0101642 - Non-Operating Grant - Sanitation - General Refuse				
Sub Total To Programme Summary	\$1,280,901.00	\$36,363.64	\$0.00	\$0.00
Total Sanitation - General Refuse	\$8,830,183.00	\$5,687,338.50	\$8,822,461.00	\$2,833,845.94
Sanitation - Other				
Operating Expenditure				
0102010 - 3577300			849,842.00	375,033.10 44%
0102060 - 2419000			35,889.00	1,736.12 5%
0102530 - Admin Costs Alloc - Op Exp - Sanitation Other			90,390.00	37,755.14 42%
1027206 - Other Employment Costs - Sanitation Other			1,097.00	816.43 74%
Sub Total To Programme Summary	\$0.00	\$0.00	\$977,218.00	\$415,340.79
Operating Income				
0102390 - Litter Control Bin Hire Etc User Charges - Op Inc - Sanitation Other	0.00	680.13 100%		
0102400 - Litter - fines & Penalties & Reimb (No GST)- Op Inc - Sanitation Other	2,000.00	53.15 3%		
Sub Total To Programme Summary	\$2,000.00	\$733.28	\$0.00	\$0.00
Total Sanitation - Other	\$2,000.00	\$733.28	\$977,218.00	\$415,340.79
Sewerage				
Operating Expenditure				
0103101 - Sewerage Facility Maintenance Exps - Op Exp - Sewerage			7,100.00	1,819.27 26%
0103295 - Fixed Asset Dep'n - Op Exp - Sewerage				
Sub Total To Programme Summary	\$0.00	\$0.00	\$7,100.00	\$1,819.27

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SHIRE OF BROOME
Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 30/11/2016

Particulars	Income			Expenditure		
	Current Year Estimated	Current Year Actual		Current Year Estimated	Current Year Actual	
Operating Income						
0103480 - Septic Tank Fees - Op Inc - Sewerage	6,000.00	472.00	8%			
Sub Total To Programme Summary	\$6,000.00	\$472.00		\$0.00	\$0.00	
Total Sewerage	\$6,000.00	\$472.00		\$7,100.00	\$1,819.27	
Storm Water Drainage						
Operating Expenditure						
0102202 - 13884400				137,954.00	76,909.29	56%
0102209 - Loan 181 Interest & Fees						
Millington Drainage -Op Exp -Urb S'water Drain						
0102210 - Drainage Consultant/Strategy - op Exp - Urban Stormwater Drainage						
0102295 - Fixed Asset Dep'n - Op Exp - Urban Stormwater Drainage				1,103,400.00	469,849.24	43%
0102730 - Strategic & Gen Drainage (Not Project Related) Eng Staff Costs Alloc						
Sub Total To Programme Summary	\$0.00	\$0.00		\$1,241,354.00	\$546,758.53	
Operating Income						
0102983 - Interest Rec Drainage Reserve -Op IncUrban S'water Drainage	47,971.00	1,740.10	4%			
Sub Total To Programme Summary	\$47,971.00	\$1,740.10		\$0.00	\$0.00	
Capital Expenditure						
0104204 - Loan 181 Princ Repayment - Cap Exp - Urban Stormwater Drainage						
0104281 - Transfer to Drainage Reserve - Cap Exp - Urban Stormwater Drainage				52,384.00	1,740.10	3%
0104600 - Drainage Upgrade Infra Const - Urban Stormwater Drainage				170,000.00	52,881.71	31%
0104800 - Drainage Renewal Infra Wks - Urban Stormwater Drainage						
1028499 - Works in Progress Drainage Infrastructure - Urban Stormwater Drainage						
Sub Total To Programme Summary	\$0.00	\$0.00		\$222,384.00	\$54,621.81	
Capital Income						
0104480 - Transfer From Drainage Reserve - Urban Stormwater Drainage - Cap Inc	170,000.00	0.00	0%			
0104481 - Transfer From Restricted Cash Reserve - Cap Inc - S'water Drainage						
0104482 - Headworks Contribution - Non Op Inc - Urban Stormwater Drainage	4,413.00	4,412.50	100%			
0104484 - Gen Non Op Grants - Cap Inc - Urban Stormwater Drainage						
Sub Total To Programme Summary	\$174,413.00	\$4,412.50		\$0.00	\$0.00	
Total Storm Water Drainage	\$222,384.00	\$6,152.60		\$1,463,738.00	\$601,380.34	

Town Planning/Regional Development

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SHIRE OF BROOME
Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Operating Expenditure				
0106010 - Salary - Op Exp - Planning			329,177.00	130,566.30 40%
0106011 - Superannuation Employee Expense - Planning			41,132.00	15,246.09 37%
0106024 - Other Employment Costs - Op Exp - Planning			20,957.00	5,631.65 27%
0106026 - Staff Housing/Utilities - Op Exp - Town Planning				
0106030 - Consultants & Project Employees - Op Exp - Town Planning/Reg Dev			115,000.00	7,650.40 7%
0106032 - Relief Staff - Op Exp - Town Planning/Regional Devel			0.00	366.70 100%
0106039 - Planning Appeals - Op Exp - Town Planning/ Regional Devel			10,000.00	2,242.73 22%
0106040 - Advertising - Op Exp - Town Planning/Regional Devel			5,000.00	2,794.84 56%
0106279 - Copying & Printing Expenses - Op Exp - Town Planning/Regional Devel			500.00	0.00 0%
0106280 - Sundry Expenses - Op Exp - Town Planning/Regional Devel			500.00	0.00 0%
0106290 - Reimbursement Expense Legal & Other - Town Planning			2,000.00	147.00 7%
0106299 - Fixed Asset Dep'n - Op Exp - Town Planning/Regional Devel				
0106530 - Admin Cost Alloc - Town Planning & Reg Dev - Op Exp			180,781.00	75,510.29 42%
0106531 - Engineering Office Staff Time - Op Exp - Town Planning & Reg Develop			0.00	990.00 100%
0106800 - Vehicle & Plant Exps - Planning			8,800.00	2,253.51 26%
1030298 - IT/Records Costs Allocated -Town Planning & Reg Development			73,259.00	18,370.30 25%
Sub Total To Programme Summary	\$0.00	\$0.00	\$787,106.00	\$261,769.81
Operating Income				
0106410 - Planning Fees (GST Free) - Op Inc - Town Planning/Regional Devel	100,000.00	46,529.81 47%		
0106420 - Rezoning Fees (Incl GST) - Op Inc - Town Planning/Regional Devel	7,500.00	2,540.91 34%		
0106430 - Subdivision/ Strata Title Fees - Op Inc - Town Planning/Regional Devel	2,500.00	1,297.00 52%		
0106480 - Other Minor Charges No GST - Op Inc - Town Planning/Regional Devel	500.00	0.00 0%		
0106481 - Other Minor Charges Includes GST - Op Inc - Town Planning/Regional Devel	0.00	66.36 100%		
Sub Total To Programme Summary	\$110,500.00	\$50,434.08	\$0.00	\$0.00
Total Town Planning/Regional Development	\$110,500.00	\$50,434.08	\$787,106.00	\$261,769.81
Development Services Support				
Operating Expenditure				
0106038 - Legal Expenses - Development Services			170,000.00	132,392.16 78%
0106100 - Salary - Op Exp - Development Services			391,322.00	163,896.46 42%

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Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0106101 - Staff Housing/Utilities - Op Exp - Development Services				
0106102 - Other Employment Costs - Development Services			9,853.00	7,244.06 74%
0106104 - Vehicle & Plant Exps - Development Services			6,300.00	3,101.77 49%
0106106 - Consultants & Project Employees - Op Exp - Development Services			151,981.00	1,650.00 1%
0106107 - Superannuation Employee Expense - Development Services			59,696.00	21,207.89 36%
0106125 - Sundry Expenses - Development Services			1,500.00	940.47 63%
0106630 - Admin Costs Alloc - Dev Serv			215,215.00	89,893.20 42%
0106631 - Engineering Office Staff Time - Op Exp Dev Serv Sup			0.00	949.23 100%
1031298 - IT/Records Costs Alloc - Development Services			43,357.00	19,956.23 46%
Sub Total To Programme Summary	\$0.00	\$0.00	\$1,049,224.00	\$441,231.47
Operating Income				
0106151 - Project Grant Income - Op Inc - Development Services				
0106390 - Reimbursements Received - Development Services	0.00	9,463.31 100%		
Sub Total To Programme Summary	\$0.00	\$9,463.31	\$0.00	\$0.00
Capital Expenditure				
0106185 - Vehicle & Mobile Plant New - Cap Exp - Dev Services				
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				
0106986 - Transfer From Restricted Cash - Development Services	182,554.00	0.00 0%		
Sub Total To Programme Summary	\$182,554.00	\$0.00	\$0.00	\$0.00
Total Development Services Support	\$182,554.00	\$9,463.31	\$1,049,224.00	\$441,231.47
Protection of Environment				
Operating Expenditure				
0105054 - 1231900			9,314.00	7,319.99 79%
0105057 - Coastal Park Mgmt Plan-Op Exp (KLC Minyirr Pk) - Prot of Envirn				
0105295 - Motor Vehicle & Plant Running Costs - Op Exp - Minyirr Park			100.00	0.00 0%
0105297 - Fixed Asset Dep'n - Op Exp - Protection of Environment			1,700.00	706.07 42%
0105530 - Admin Costs Alloc - Op Exp - Protection of Environment			25,826.00	10,787.19 42%
0105535 - Asbestos Removal- Moonlight to Demco - Op Exp - Protection of Environment			12,000.00	0.00 0%
0105537 - Environmental Services Operations - Op Exp - Prot of Env				

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SHIRE OF BROOME
Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
0105546 - Consultants - Environmental - Op Exp - Prot of Envir			91,100.00	45,358.17	50%
0105550 - Superannuation Employee Expense - Protection of Environment					
0105565 - Water Quality Monitoring Expenses - Op Exp (Inc in 105545) - Prot of Env			13,669.00	4,048.09	30%
0113300 - 2055200			8,316.00	3,093.26	37%
Sub Total To Programme Summary	\$0.00	\$0.00	\$162,025.00	\$71,312.77	
Operating Income					
0105400 - Development Grants Rec'd - Op Inc - Protection of Environment					
0105541 - Coastal Grants & Reimb Rec'd	10,000.00	0.00	0%		
Sub Total To Programme Summary	\$10,000.00	\$0.00	\$0.00	\$0.00	
Capital Expenditure					
0105987 - Transfer to Restricted Cash Reserve - Coastal Park - Cap Exp - Protection of Environment					
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00	
Total Protection Of Environment	\$10,000.00	\$0.00	\$162,025.00	\$71,312.77	
Other Community Amenities					
Operating Expenditure					
0107010 - Public Toilets - Building Maintenance Exps			25,570.00	5,682.84	22%
0107028 - Cemetery Operating Expenses - Other Comm Amen			31,627.00	15,490.24	49%
0107029 - 4585900			45,317.00	18,746.92	41%
0107030 - 7644000			74,955.00	29,320.73	39%
0107034 - Broome Cemetery Survey & Other - Op Exp - Other Comm Amen			10,000.00	1,953.50	20%
0107035 - Cemeteries CCTV & Wireless Network Maint - Op Exp - Other Comm Amen			3,000.00	0.00	0%
0107045 - Public Toilet Amenity Cleaning - Op Exp - Oth Comm Amen					
0107071 - 450000			156,017.00	59,318.55	38%
0107100 - Cleaning Materials Util & Sundries - Op Exp - Other Community Amenities			300.00	107.20	36%
0107530 - Admin Costs Alloc - Op Exp - Other Community Amenities			25,826.00	10,787.19	42%
1033296 - Fixed Asset Depn - Op Exp - Other Community Amenities			17,700.00	6,608.54	37%
Sub Total To Programme Summary	\$0.00	\$0.00	\$390,312.00	\$148,015.71	
Operating Income					
0107370 - Cemetery Fees Inc GST - Op Inc - Other Community Amenities	15,000.00	8,840.86	59%		
0107375 - Cemetery related Licenses - GST Free - Op Inc - Other Community Amenities	620.00	660.00	106%		

SHIRE OF BROOME
Schedule 10
COMMUNITY AMENITIES

Financial Statement For The Period Ending 30/11/2016

Particulars	Income			Expenditure		
	Current Year Estimated	Current Year Actual		Current Year Estimated	Current Year Actual	
1033399 - Interest Rec - Public Art Reserve - Op Inc - Other Comm Amen	4,564.00	165.51	4%			
Sub Total To Programme Summary	\$20,184.00	\$9,666.37		\$0.00	\$0.00	
Capital Expenditure						
0107550 - Cemeteries Other Infrastructure New - - Cap Exp - Other Community Amenities				65,000.00	0.00	0%
0107580 - Cemeteries Fixed Plant & Equip (CCTV) New-Cap Exp-Other Comm Amenities				29,333.00	0.00	0%
1033499 - Transfer to Public Art Reserve - Cap Exp - Other Community Amenities				4,564.00	165.51	4%
Sub Total To Programme Summary	\$0.00	\$0.00		\$98,897.00	\$165.51	
Capital Income						
0107567 - Transfer From Building Reserve - Other Comm Amenities						
Sub Total To Programme Summary	\$0.00	\$0.00		\$0.00	\$0.00	
Total Other Community Amenities	\$20,184.00	\$9,666.37		\$489,209.00	\$148,181.22	
TOTAL COMMUNITY AMENITIES	\$9,907,795.00	\$5,772,012.42		\$14,282,071.00	\$4,878,046.10	

SHIRE OF BROOME
Schedule 11
RECREATION AND CULTURE

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Public Halls & Civic Centres			140,004.00	62,232.35
Libraries			1,239,855.00	466,850.43
Broome Civic Centre (Was Arts Centre)			859,721.00	326,375.80
Other Culture			523,408.00	112,121.83
Recreation Services			283,085.00	119,268.07
Swimming Areas & Beaches			296,709.00	144,365.25
Other Recreation & Sport			508,747.00	158,623.30
Parks & Ovals			3,320,775.00	1,237,884.46
BRAC - General			1,804,108.00	753,634.45
BRAC - Aquatic			357,652.00	100,555.96
BRAC - Dry			599,723.00	287,094.80
BRAC - Ovals			463,356.00	208,710.90
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$10,397,143.00	\$3,977,717.60
Operating Income				
Public Halls & Civic Centres				
Libraries	39,750.00	20,252.69		
Broome Civic Centre (Was Arts Centre)	226,000.00	101,606.20		
Other Culture	16,500.00	10,042.00		
Recreation Services	125,000.00	100,000.00		
Other Recreation & Sport	122,905.00	8,949.89		
Parks & Ovals	41,392.00	7,593.09		
BRAC - General	92,718.00	35,177.08		
BRAC - Aquatic	190,500.00	32,922.43		
BRAC - Dry	115,000.00	51,541.00		
BRAC - Ovals	42,000.00	26,623.45		
TOTAL OPERATING INCOME	\$1,011,765.00	\$394,707.83	\$0.00	\$0.00
Capital Expenditure				
Libraries				
Broome Civic Centre (Was Arts Centre)			416,878.00	-711.00
Other Culture			1,084,212.00	33,898.05
Recreation Services				

SHIRE OF BROOME
Schedule 11
RECREATION AND CULTURE
Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Swimming Areas & Beaches				
Other Recreation & Sport			4,000.00	
Parks & Ovals			126,392.00	46,615.78
BRAC - General			41,517.00	55.29
BRAC - Aquatic			3,250,782.00	784,549.58
BRAC - Dry			491,957.00	8,945.00
BRAC - Ovals			306,552.00	124,596.80
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$5,722,290.00	\$997,949.50
Capital Income				
Libraries	3,680.00			
Other Culture	417,273.00			
Recreation Services	5,568.00			
Swimming Areas & Beaches		7,647.07		
Parks & Ovals	10,750.00			
BRAC - General	13,000.00			
BRAC - Aquatic	3,241,883.00	344,500.00		
BRAC - Dry	204,000.00			
TOTAL CAPITAL INCOME	\$3,896,154.00	\$352,147.07	\$0.00	\$0.00
TOTAL RECREATION AND CULTURE	\$4,907,919.00	\$746,854.90	\$16,119,433.00	\$4,975,667.10

SUB-FUNCTION DETAIL FOLLOWS.....

SHIRE OF BROOME
Schedule 11
RECREATION AND CULTURE

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Public Halls & Civic Centres				
Operating Expenditure				
0111021 - 1970000			61,495.00	28,856.45 47%
0111530 - Admin Costs Alloc - Op Exp - Public Halls Civic Centres			8,609.00	3,595.72 42%
1135296 - Fixed Asset Dep'n - Op Exp - Public Halls			69,900.00	29,780.18 43%
Sub Total To Programme Summary	\$0.00	\$0.00	\$140,004.00	\$62,232.35
Operating Income				
0111410 - Charges Venue Hire - Op Inc - Public Halls Civic Centres				
0111411 - Reimbursement Lotteries House - Op Inc - Public Halls Civic Centres (No GST)				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Public Halls & Civic Centres	\$0.00	\$0.00	\$140,004.00	\$62,232.35
Libraries				
Operating Expenditure				
0115010 - Salary - Op Exp - Libraries			525,601.00	192,280.73 37%
0115011 - Superannuation Employee Expense - Libraries			62,790.00	22,051.92 35%
0115023 - Staff Housing/Utilities - Op Exp - Libraries				
0115024 - Other Employment Costs - Op Exp - Library				
0115070 - IT Costs Alloc Lib - Op Exp - Libraries			263,133.00	98,922.08 38%
0115270 - Local History Resources - Op Exp - Library			1,600.00	770.30 48%
0115279 - Minor Assets Expensed - Op Exp Library			8,450.00	6,236.37 74%
0115280 - Grant Program Expenses - Op Exp - Library (Income in 115480)			3,680.00	3,018.18 82%
0115281 - 2500000			99,966.00	40,268.57 40%
0115282 - Library Office - Op Exp - Libraries			3,000.00	1,050.51 35%
0115284 - Subscriptions - Op Exp - Libraries			10,860.00	7,610.17 70%
0115285 - Freight - Op Exp - Libraries			4,100.00	158.48 4%
0115286 - SLWA Travel & Accommodation Op Exp - Library			28,100.00	2,683.74 10%
0115287 - Loan Reservation Service - Op Exp - Libraries			1,800.00	883.29 49%
0115289 - Programmes & Materials - Op Exp - Libraries			8,500.00	1,528.84 18%
0115290 - Lost/Damaged Items Exp - Library			3,950.00	3,727.96 94%
0115292 - Books & Binding - Op Exp			3,800.00	904.08 24%
0115293 - Office Equipment - Op Exp - Libraries			2,000.00	826.27 41%
0115294 - Advertising & Promotions Exp - Op Exp - Libraries			2,600.00	-675.00 -26%
0115295 - Sundry Exp - Op Exp - Libraries			350.00	109.92 31%

SHIRE OF BROOME
Schedule 11
RECREATION AND CULTURE

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0115298 - Dep'n Exp Plant & Equip - Libraries				
0115299 - Dep'n - Furniture & Fittings - Op Exp - Libraries			0.00	414.96 100%
0115530 - Admin Costs Alloc - Op Exp - Libraries			159,259.00	66,520.97 42%
1136206 - Other Employment Costs - Op Exp - Libraries			26,616.00	9,294.30 35%
1136296 - Fixed Asset Dep'n - Op Exp - Libraries			19,700.00	8,263.79 42%
Sub Total To Programme Summary	\$0.00	\$0.00	\$1,239,855.00	\$466,850.43
Operating Income				
0115380 - Grant Op - State SLWA Library Grant	25,900.00	12,506.05 48%		
0115410 - Lost/Damaged Items - Op Inc - Libraries	1,500.00	826.71 55%		
0115420 - Sundry Income & Special Op Grants - Op Inc - Libraries	1,550.00	1,302.00 84%		
0115431 - Income Library (photocopier mobile and fax services) - Op Inc - Libraries	10,800.00	5,617.93 52%		
0115480 - Grant Program Income - Op Inc - Library (Expense in 115280)				
Sub Total To Programme Summary	\$39,750.00	\$20,252.69	\$0.00	\$0.00
Capital Expenditure				
0115450 - Furn & Equip New - Copier Etc - Cap Exp - Libraries				
0115511 - Transfer to Restricted Cash Reserve - Libraries - Cap Exp				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Capital Income				
0115311 - Transfer from Restricted Cash Reserve - Libraries - Cap Inc	3,680.00	0.00 0%		
Sub Total To Programme Summary	\$3,680.00	\$0.00	\$0.00	\$0.00
Total Libraries	\$43,430.00	\$20,252.69	\$1,239,855.00	\$466,850.43

Broome Civic Centre (Was Arts Centre)

Operating Expenditure

0116106 - Interest Expense Broome Civic Centre Loan 193 - Op Exp- Bme Civic Centre			123,446.00	-1,196.64 -1%
0116107 - Fixed Asset Dep'n - Op Exp - Bme Civic Centre			317,200.00	136,966.40 43%
0116470 - Broome Civic Centre Build Maint & Services Op Exp - Bme Civic Centre			56,920.00	11,750.37 21%
0116486 - Salary - Op Exp - Broome Civic Centre - Op Exp			49,762.00	19,574.58 39%
0116489 - Operational Expenses - Broome Civic Centre - Production/Events			33,743.00	18,602.89 55%
0116491 - Minor Assets - Op Exp - Bme Civic Centre			13,180.00	0.00 0%

SHIRE OF BROOME
Schedule 11
RECREATION AND CULTURE

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
0116493 - Advertising Promotion & Printing Expenses - Broome Civic Centre - Op Exp			31,252.00	3,626.24	12%
0116494 - Operational / Utilities Expenses - Broome Civic Centre - Op Exp			131,008.00	99,181.16	76%
0116495 - Performance Production Expenses - Broome Civic - Op Exp			54,000.00	17,952.65	33%
0116497 - Superannuation Employee Expense - Broome Civic Centre			5,025.00	1,089.52	22%
0116730 - Admin Costs Alloc - Op Exp - Bme Civic Centre			43,043.00	17,978.65	42%
1137206 - Other Employment Costs - Op Exp - Broome Civic Centre			1,142.00	849.98	74%
Sub Total To Programme Summary	\$0.00	\$0.00	\$859,721.00	\$326,375.80	
Operating Income					
0116483 - Broome Civic Centre Operational Grants & Contributions - Op Inc - Bme Civic Centre	46,000.00	46,984.54			102%
0116540 - Broome Civic Centre Reimbursements Received - Op Inc - Bme Civic Centre	39,500.00	13,901.50			35%
0116541 - Broome Civic Centre Venue Income - Op Income - Bme Civic Centre	140,500.00	40,720.16			29%
Sub Total To Programme Summary	\$226,000.00	\$101,606.20	\$0.00	\$0.00	
Capital Expenditure					
0116116 - Princ Repay Broome Civic Centre Loan 193 - Cap Exp - Bme Civic Centre			416,878.00	0.00	0%
0116130 - Mobile Plant & Equip New - Cap Exp - Bme Civic Centre			0.00	-711.00	100%
Sub Total To Programme Summary	\$0.00	\$0.00	\$416,878.00	-\$711.00	
Total Broome Civic Centre (Was Arts Centre)	\$226,000.00	\$101,606.20	\$1,276,599.00	\$325,664.80	
Other Culture					
Operating Expenditure					
0116085 - Project - Heritage Style Guide - Op Exp - Other Culture					
0116090 - 890000			33,905.00	12,711.72	37%
0116120 - Public Art Masterplan- Op Exp - Other Culture			5,000.00	0.00	0%
0116122 - Community Murals - Op Ex - Other Culture			60,000.00	0.00	0%
0116175 - Community Storage Shed Expenditure			22,925.00	14,327.45	62%
0116180 - Event Sponsorship - Op Exps - Other Culture			101,905.00	38,000.00	37%
0116184 - Festivals & Events Contributions/Support Op Exp - Other Culture			252,654.00	37,327.15	15%
0116282 - Triple J Maintenance & Operating Exp - Other Culture			2,200.00	0.00	0%
0116283 - Public Statue & Artwork Maintenance & Operating Exp - Other Culture			21,719.00	0.00	0%

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Schedule 11
RECREATION AND CULTURE

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
1138296 - Fixed Asset Dep'n - Op Exp - Other Culture			23,100.00	9,755.51	42%
Sub Total To Programme Summary	\$0.00	\$0.00	\$523,408.00	\$112,121.83	
Operating Income					
0116070 - Community Storage Facility Inc - Op Inc - Other Culture	3,000.00	0.00			0%
0116071 - Festival & Events Sundry Inc - Op Inc - Other Culture					
0116098 - Reimb & Other Income - Op Inc - Other Culture	1,500.00	0.00			0%
1138332 - Grant Income - Op Inc- Other Culture	12,000.00	10,042.00			84%
Sub Total To Programme Summary	\$16,500.00	\$10,042.00	\$0.00	\$0.00	
Capital Expenditure					
0116111 - Community Storage Shed New Const - Cap Ex)			342,273.00	33,898.05	10%
0116125 - Other Infrastructure New Const - Cap Exp - Other Cult			141,939.00	0.00	0%
0116961 - Transfer to POS Reserve - Other Culture - Cap Exp			600,000.00	0.00	0%
0116998 - Community Storage Shed - WIP Cap Exp					
0116999 - Other Infrastructure - WIP Cap Exp - Broome Entry Signage and Jetty To Jetty					
Sub Total To Programme Summary	\$0.00	\$0.00	\$1,084,212.00	\$33,898.05	
Capital Income					
0116151 - Non Operating Grants Other Culture - Non Op Inc	250,000.00	0.00			0%
0116520 - Transfer From Building Reserve - Cap Inc - Other Culture	92,273.00	0.00			0%
1138501 - Transfer From Public Art Reserve - Cap Inc - Other Culture	75,000.00	0.00			0%
Sub Total To Programme Summary	\$417,273.00	\$0.00	\$0.00	\$0.00	
Total Other Culture	\$433,773.00	\$10,042.00	\$1,607,620.00	\$146,019.88	
Recreation Services					
Operating Expenditure					
0113697 - Superannuation Employee Expense - Recreation Services			9,542.00	3,777.33	40%
0113699 - Salary - Op Exp - Rec Services			101,438.00	40,657.69	40%
0113700 - Staff Housing/Utilities - Op Exp - Rec Services					
0113702 - Club Development Officer Programs Exp - Rec Services			16,700.00	903.24	5%
0113704 - Consultants - Op Exp - Rec Services			23,688.00	15,679.22	66%
0113708 - Grant Funded Operational Expense - Rec Serv			45,568.00	21,606.36	47%
1139206 - Other Employment Costs - Recreation Services			2,329.00	1,732.93	74%

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Schedule 11
RECREATION AND CULTURE

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
1139297 - Admin Costs Allocated - Op Exp - Recreation Services			68,869.00	28,765.83	42%
1139298 - IT/Records Costs Allocated - Recreation Services			14,951.00	6,145.47	41%
Sub Total To Programme Summary	\$0.00	\$0.00	\$283,085.00	\$119,268.07	
Operating Income					
0113751 - Operating Grants & Contributions Rec'd - Recreation Services - Op Inc	125,000.00	100,000.00			80%
Sub Total To Programme Summary	\$125,000.00	\$100,000.00	\$0.00	\$0.00	
Capital Expenditure					
0113701 - Transfer to Restricted Cash Reserve - Recreation Services - Cap Exp					
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00	
Capital Income					
0113752 - Transfer From Restricted Cash Reserve - Recreation Service - Cap Inc	5,568.00	0.00			0%
Sub Total To Programme Summary	\$5,568.00	\$0.00	\$0.00	\$0.00	
Total Recreation Services	\$130,568.00	\$100,000.00	\$283,085.00	\$119,268.07	
Swimming Areas & Beaches					
Operating Expenditure					
0112053 - 20000			2,482.00	353.70	14%
1140201 - Salary - Op Exp - Swim Areas & Beach Life Guard			4,063.00	4,062.60	100%
1140202 - Superannuation Employee Exp - Op Exp - Swim Areas & Beach Life Guard			138.00	137.70	100%
1140203 - Other Employee Exp - Op Exp - Swim Areas & Beach Life Guard			5,672.00	4,221.48	74%
1140205 - Relieving Staff Exp - Swimming Areas & Beach Life Guard					
1140211 - General Operating Exp - Swim Areas & Beach Life Guard			266,254.00	131,979.06	50%
1140213 - Cable Beach Life Guard Office Maint - Op Exp - Swim Areas & Beach Life Guard			2,000.00	0.00	0%
1140291 - Vehicle and Plant Exp - Op Exp - Swim Areas & Beach Life Guard			13,700.00	2,608.65	19%
1140296 - Fixed Asset Dep'n - Op Exp - Swimming Areas & Beaches			2,400.00	1,002.06	42%
Sub Total To Programme Summary	\$0.00	\$0.00	\$296,709.00	\$144,365.25	
Capital Expenditure					
0113567 - Boating Facilities Prog New Infra - Cap Exp - Swim Areas & Bchs					
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00	
Capital Income					
0112485 - Grant Non Op - State Swim Areas & Beaches					

SHIRE OF BROOME
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RECREATION AND CULTURE

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0112500 - Proceeds From Sale of Assets Swimm Areas & Bchs	0.00	7,647.07 100%		
Sub Total To Programme Summary	\$0.00	\$7,647.07	\$0.00	\$0.00
Total Swimming Areas & Beaches	\$0.00	\$7,647.07	\$296,709.00	\$144,365.25
Other Recreation & Sport				
Operating Expenditure				
0113001 - Haynes Oval Pavilion Maint & Operating Exp - Other Rec & Sport			30,789.00	11,989.97 39%
0113005 - Weed Control - Op Exp - Other Rec & Sport			217,031.00	62,998.74 29%
0113026 - 1152500			25,360.00	1,928.78 8%
0113060 - 1537300			10,023.00	3,229.09 32%
0113394 - Other Recreation Projects & Events - Op Exp - Other Rec			40,000.00	0.00 0%
0113466 - Minor Assets Expensed - Op Exp - Other Rec & Sport			500.00	0.00 0%
0116100 - Library Gazebo (Old Wackett Roof) Expenses - Op Exp			2,344.00	353.70 15%
1141296 - Fixed Asset Dep'n - Op Exp - Other Recreation & Sport			182,700.00	78,123.02 43%
Sub Total To Programme Summary	\$0.00	\$0.00	\$508,747.00	\$158,623.30
Operating Income				
0113391 - Haynes Oval & Pavilion- Op Inc - Other Rec & Sport	88,078.00	1,963.17 2%		
0113411 - Venue Hire Inc - Amphitheatre & Oth Rec Areas (not Ovals) - Op Inc - Other Rec & Sport	15,000.00	6,987.72 47%		
0113412 - Reserve Lease to Cable Beach Club - Op Inc - Other Rec & Sport	19,827.00	-1.00 0%		
Sub Total To Programme Summary	\$122,905.00	\$8,949.89	\$0.00	\$0.00
Capital Expenditure				
0112070 - Gantheaume Point Rotunda Building Renewal - Cap Exp - Other Recreation & Sport			4,000.00	0.00 0%
Sub Total To Programme Summary	\$0.00	\$0.00	\$4,000.00	\$0.00
Total Other Recreation & Sport	\$122,905.00	\$8,949.89	\$512,747.00	\$158,623.30
Parks & Ovals				
Operating Expenditure				
0113000 - Parks & Reserves Maint - Op Exp - Parks & Ovals			3,268,342.00	1,229,012.52 38%
0113283 - 70000			12,649.00	28.94 0%
0113380 - Consultants & Concept Plan Exps - Op Exp - Parks & Ovals			2,500.00	0.00 0%
0113396 - Reticulation Control System Maint Op Exp - Parks & Ovals			12,284.00	3,402.21 28%
0115222 - Haynes Oval Utility Exp - OP Exp - Parks & Ovals			25,000.00	5,440.79 22%

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RECREATION AND CULTURE

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
Sub Total To Programme Summary	\$0.00	\$0.00	\$3,320,775.00	\$1,237,884.46	
Operating Income					
0112989 - Interest Rec-REC-POS Reserve - Op Inc - Parks & Ovals	22,392.00	923.50	4%		
0113410 - Male Oval & Concourse - Op Inc - Other Rec & Sport	15,000.00	3,007.59	20%		
0113413 - Town Beach Hire - Op Inc - Other Rec & Sport	4,000.00	3,662.00	92%		
Sub Total To Programme Summary	\$41,392.00	\$7,593.09	\$0.00	\$0.00	
Capital Expenditure					
0111989 - Transfer to POS Reserve - Cap Exp - Parks & Ovals			22,392.00	923.50	4%
0113550 - Parks - Infrastructure - New Construction - Cap Exp - Parks & Ovals			2,000.00	4,095.28	205%
0113551 - Parks - Infrastructure - Renewal - Cap Exp - Parks & Ovals			102,000.00	41,597.00	41%
0113552 - Parks Infrastructure - Upgrade - Cap Exp - Parks & Ovals					
Sub Total To Programme Summary	\$0.00	\$0.00	\$126,392.00	\$46,615.78	
Capital Income					
0113316 - Grants - non Operating Income for Parks & Oval Const - Cap Inc - Parks & Ovals	10,750.00	0.00	0%		
0113317 - CSRFF & RDAF Grants & Non Operating Other Income for Parks & Oval Const - Op Inc - Parks & Ovals					
Sub Total To Programme Summary	\$10,750.00	\$0.00	\$0.00	\$0.00	
Total Parks & Ovals	\$52,142.00	\$7,593.09	\$3,447,167.00	\$1,284,500.24	
BRAC - General					
Operating Expenditure					
0117000 - BRAC General Building Maint & Op Exp - BRAC Gen			479,707.00	222,109.12	46%
0117004 - Salary - Op Exp - Admin Staff - BRAC General			690,098.00	267,764.59	39%
0117005 - Superannuation Employee Expense - BRAC General Admin			85,982.00	32,089.40	37%
0117006 - Salary - Op Exp - Cleaning & Maint Exp - BRAC General			67,106.00	29,136.51	43%
0117013 - First Aid - Op Exp - BRAC - General			2,000.00	1,167.47	58%
0117017 - Consultants - Op Exp - BRAC - General			15,000.00	0.00	0%
0117022 - Uniforms BRAC			2,500.00	1,385.51	55%
0117023 - Staff Housing/Utilities - Op Exp - BRAC General					
0117044 - Licence Exps - BRAC			6,000.00	5,701.49	95%
0117049 - Rubbish & Recycling - Op Exp - BRAC - Genera			8,000.00	8,037.23	100%
0117058 - Sundry Equipment - Op Exp - BRAC - Genera			3,000.00	780.24	26%

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Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
0117080 - Marketing - BRAC			5,000.00	540.00	11%
0117235 - Cost of Goods Sold Goods Kiosk - Op Exp - BRAC - General MUN			32,400.00	10,340.44	32%
0117268 - Cost of Goods Equip - Op Exp - BRAC - Genera			3,000.00	237.88	8%
0117336 - Cost Of Goods Sold Direct (Consumables) Op Exp - BRAC General			13,200.00	6,682.67	51%
0117530 - Admin Costs Alloc - Op Exp - BRAC - General			370,170.00	154,616.32	42%
0117555 - Plant and Equipment Maintenance - Op Exp - BRAC General			1,000.00	252.65	25%
1143206 - Other Employment Costs - BRAC General			19,945.00	12,792.93	64%
Sub Total To Programme Summary	\$0.00	\$0.00	\$1,804,108.00	\$753,634.45	
Operating Income					
0117200 - Hire of BRAC Staff Inc Recd - Op Inc - BRAC General	1,000.00	1,794.54	179%		
0117233 - Kiosk Sales - No GST	8,400.00	3,428.70	41%		
0117234 - Kiosk Sales - Op Inc - BRAC - General	48,600.00	18,612.63	38%		
0117236 - Consumables Sales	26,400.00	10,828.66	41%		
0117269 - Sales Income Equipment - Op Inc - BRAC General	6,000.00	457.26	8%		
0117499 - Profit on Sale of Assets - Op Inc - BRAC - General	801.00	0.00	0%		
0117982 - Interest Rec'd; All BRAC Reserves - BRAC General	1,517.00	55.29	4%		
Sub Total To Programme Summary	\$92,718.00	\$35,177.08	\$0.00	\$0.00	
Capital Expenditure					
0117398 - Vehicle & Mobile Plant Renewal (Replacement) -Cap Exp- BRAC General			40,000.00	0.00	0%
0117983 - Transfer to BRAC Reserve - Cap Exp - BRAC - General			1,517.00	55.29	4%
Sub Total To Programme Summary	\$0.00	\$0.00	\$41,517.00	\$55.29	
Capital Income					
0117500 - Proceeds From The Sale Of Assets - BRAC General	13,000.00	0.00	0%		
Sub Total To Programme Summary	\$13,000.00	\$0.00	\$0.00	\$0.00	
Total Brac - General	\$105,718.00	\$35,177.08	\$1,845,625.00	\$753,689.74	

BRAC - Aquatic

Operating Expenditure

0112014 - Aquatic Utilities Exp - BRAC			93,000.00	28,115.73	30%
0117001 - Superannuation Employee Expense - BRAC Aquatic			14,768.00	6,756.33	46%
0117002 - Salary -Op Exp - Lifeguard - BRAC Aquatic			163,186.00	33,579.29	21%
0117003 - Relieving Staff Exp - Op Ex - BRAC Aquatic			11,000.00	11,289.12	103%
0117009 - Plant & Equip Maint - Aquatic			8,000.00	790.66	10%

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	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
0117010 - Aquatic Building & Pool Maint Exp			11,844.00	1,222.00	10%
0117015 - 3000000			16,320.00	3,878.58	24%
0117016 - Reimbursements/Refunds - Aquatic			1,000.00	36.36	4%
0117148 - Group Fitness Program - Op Exp - BRAC - Aquatic			15,000.00	10,743.85	72%
0117150 - Swimming Lessons Program- Op Exp - BRAC Aquatic			15,250.00	0.00	0%
0117184 - BRAC Equipment - Wet Programs - Op Exp - BRAC Aquatic			1,000.00	0.00	0%
0117186 - Inflatable Operating Exp - BRAC Aquatic			1,000.00	110.00	11%
1144206 - Other Employment Costs - BRAC Aquatic			2,420.00	1,801.16	74%
1144296 - Fixed Asset Dep'n - Op Exp - BRAC Aquatic			600.00	2,232.88	372%
1144297 - BRAC Aquatic Centre Loan Interest & Fee Exp - Op Exp			3,264.00	0.00	0%
Sub Total To Programme Summary	\$0.00	\$0.00	\$357,652.00	\$100,555.96	
Operating Income					
0117262 - Education Inc - Aquatic	2,000.00	0.00			0%
0117280 - Group Fitness by BRAC Inc - Aquatic	27,000.00	12,235.13			45%
0117282 - Swimming Lessons by BRAC Inc	59,000.00	6,678.19			11%
0117285 - School Program Income - Op Inc - BRAC Aquatic	15,000.00	0.00			0%
0117286 - Inflatable Hire Fees - Op Inc - BRAC Aquatic	5,000.00	159.09			3%
0117287 - BBQ & Party Hire Fees - Op Inc - BRAC Aquatic	2,500.00	1,213.64			49%
0117410 - Entry Fees and Spectator Fees - Op Inc - BRAC Aquatic	80,000.00	12,636.38			16%
0117411 - DO NOT USE Venue Hire Fees Aquatic - BRAC - Use 117410					
Sub Total To Programme Summary	\$190,500.00	\$32,922.43	\$0.00	\$0.00	
Capital Expenditure					
0117130 - Transfer to Restricted Cash Reserve - Cap Exp - BRAC Aquatic					
0117131 - Transfer to Building Reserve - Cap Exp - BRAC Aquatic					
0117132 - Plant & Equip Renewal/Replacement - Cap Exp - BRAC - Aquatic			3,241,883.00	784,549.58	24%
0117135 - Aquatic Fixed Plant & Equip Renewal/Replacement - Cap Exp - BRAC Aquatic					
0117136 - BRAC Aquatic Centre Loan Principal Exp			8,899.00	0.00	0%
0117999 - BRAC Aquatic Upgrade - Works in Progress - BRAC - Aquatic					
Sub Total To Programme Summary	\$0.00	\$0.00	\$3,250,782.00	\$784,549.58	
Capital Income					

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0117414 - Grant Non Op - BRAC Aquatic - Cap Inc MUN	1,250,000.00	344,500.00		28%
0117719 - Transfer From Building Reserve - Cap Inc - BRAC Aquatic	117,207.00	0.00		0%
0117720 - Transfer From BRAC Reserve - Cap Inc - BRAC Aquatic	50,717.00	0.00		0%
0117722 - Transfer From Restricted Cash Reserve - BRAC Aquatic	1,616,661.00	0.00		0%
1144561 - Loans Received - BRAC Aquatic - Cap Inc	207,298.00	0.00		0%
Sub Total To Programme Summary	\$3,241,883.00	\$344,500.00	\$0.00	\$0.00
Total Brac - Aquatic	\$3,432,383.00	\$377,422.43	\$3,608,434.00	\$885,105.54
BRAC - Dry				
Operating Expenditure				
0117059 - 1000000				
0117081 - Building & Facility Maint Exp - BRAC Dry			55,865.00	18,368.98 33%
0117101 - Loan 171 Interest & Fee Exp BRAC Stage1 - Op Exp - BRAC Dry			5,455.00	-198.20 -4%
0117140 - BRAC Equipment - Dry Programs - Op Exp - BRAC - Dry			2,000.00	707.37 35%
0117142 - Holiday Program Op Exp - BRAC - Dry			5,500.00	1,723.31 31%
0117146 - Netball Expenses - Op Exp - BRAC - Dry			5,000.00	319.18 6%
0117152 - Volleyball Expenses - Op Exp - BRAC - Dry			800.00	738.90 92%
0117156 - Program Annual Events - Op Exp - BRAC Dry			8,000.00	0.00 0%
0117160 - Salary - Op Exp - BRAC Dry			18,470.00	2,390.59 13%
0117161 - Superannuation Employee Expense - BRAC Dry			4,797.00	564.38 12%
0117171 - Salary - Op Exp - Holiday Prog Exps - BRAC Dry			28,810.00	5,084.01 18%
0117800 - Vehicle & Plant Exps - BRAC Dry - (Inc Gen Set) - Op Exp			4,400.00	2,488.45 57%
1145206 - Other Employment Costs - BRAC Dry			1,926.00	807.90 42%
1145296 - Fixed Asset Dep'n - Op Exp - BRAC Dry			458,700.00	254,099.93 55%
Sub Total To Programme Summary	\$0.00	\$0.00	\$599,723.00	\$287,094.80
Operating Income				
0117203 - Photocopying & Public Phone Inc Rec'd - Dry BRAC				
0117204 - Reimb Rec'd No GST Inc Rec'd - Dry BRAC				
0117246 - Netball BRAC Program - Op Inc - BRAC Dry	15,000.00	6,504.54		43%
0117248 - Squash BRAC Program Inc	21,000.00	11,088.27		53%
0117250 - Tennis BRAC Program Inc	18,000.00	9,673.92		54%
0117251 - Outdoor Court Hire - Op Inc - BRAC Dry	9,000.00	4,804.76		53%

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Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
0117252 - Introductory Programs - Op Inc - BRAC Dry	1,000.00	0.00	0%		
0117256 - Program Annual Events - Op Inc - BRAC Dry	8,000.00	0.00	0%		
0117260 - Creche User Fees Inc. Rec'd	3,000.00	305.45	10%		
0117266 - Multipurpose Room Hire Inc - BRAC	4,000.00	2,197.73	55%		
0117272 - Holiday Program Enrolment Fees Rec'd	25,000.00	8,377.27	34%		
0117275 - Stadium Venue Hire Inc. Rec'd - Op Inc - Dry BRAC	10,000.00	8,589.06	86%		
0117277 - Back Bar & Grassed Area Venue Hire BRAC Inc. Rec'd - Dry BRAC	1,000.00	0.00	0%		
Sub Total To Programme Summary	\$115,000.00	\$51,541.00	\$0.00	\$0.00	
Capital Expenditure					
0117301 - Princ Repay BRAC Stage 1 - Loan 171			107,976.00	0.00	0%
0117310 - BRAC Building Upgrade - Cap Exp - BRAC Dry			111,000.00	825.00	1%
0117315 - BRAC Building Renewal - Cap Exp - BRAC Dry			272,981.00	8,120.00	3%
0117380 - Fixed Plant & Equip Renewal - BRAC Dry - Cap Exp					
0117998 - BRAC Building Renewal - WIP - BRAC Dry					
Sub Total To Programme Summary	\$0.00	\$0.00	\$491,957.00	\$8,945.00	
Capital Income					
0117294 - Grant Income - Non-Op Inc - BRAC Dry	204,000.00	0.00	0%		
Sub Total To Programme Summary	\$204,000.00	\$0.00	\$0.00	\$0.00	
Total Brac - Dry	\$319,000.00	\$51,541.00	\$1,091,680.00	\$296,039.80	
BRAC - Ovals					
Operating Expenditure					
0117102 - Interest & Fees Repayment Loan 186 BRAC Ovals Stg 2A - Op Exp			8,352.00	2,395.19	29%
0117105 - Interest & Fees Exp on Loan 191 BRAC Ovals Stg 2B - Op Exp			11,355.00	-90.29	-1%
0117106 - Int Repaym't Loan 194 BRAC Oval Pavilion - Op Exp			34,034.00	12,512.62	37%
0117210 - BRAC Ovals Maint - Op Exp			249,892.00	122,006.72	49%
0117212 - BRAC Ovals Utility Exp - Op Exp			110,000.00	53,877.26	49%
0117218 - Pavilion Building Maint & Operating Expenses - Op Exp - BRAC Ovals			36,223.00	12,350.52	34%
0117487 - Fixed Asset Dep'n - Op Exp - BRAC Ovals			13,500.00	5,658.88	42%
Sub Total To Programme Summary	\$0.00	\$0.00	\$463,356.00	\$208,710.90	
Operating Income					

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0117289 - BRAC Field - Glenn & Pat Medlend Pavilion Fees - Op Inc - BRAC Ovals	4,000.00	1,906.60 48%		
0117291 - BRAC Fields - Electricity Reimb and Other Income - Op Inc	20,000.00	9,534.66 48%		
0117292 - BRAC Fields - Joseph Nipper Roe Playing Field Fees and Other Income - Op Inc	2,000.00	1,883.62 94%		
0117293 - BRAC Fields - Father McMahon Playing Field Fees and Other Income - Op Inc	16,000.00	13,298.57 83%		
Sub Total To Programme Summary	\$42,000.00	\$26,623.45	\$0.00	\$0.00
Capital Expenditure				
0117303 - Princ Repay BRAC Ovals Stg 2A - Loan 186			156,540.00	77,067.68 49%
0117305 - Princ Repay BRAC Ovals Stg 2B - Loan 191			53,561.00	0.00 0%
0117306 - Princ Repay BRAC Ovals Pavilion - Loan 194			96,451.00	47,529.12 49%
0117455 - BRAC Ovals Renewal Infra Works - Cap Exp - BRAC Ovals				
Sub Total To Programme Summary	\$0.00	\$0.00	\$306,552.00	\$124,596.80
Total Brac - Ovals	\$42,000.00	\$26,623.45	\$769,908.00	\$333,307.70
TOTAL RECREATION AND CULTURE	\$4,907,919.00	\$746,854.90	\$16,119,433.00	\$4,975,667.10

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Crossovers & General Expenses			3,850,884.00	3,436,100.34
Road Maintenance			2,190,995.00	1,014,097.44
Road Operating Expenses			1,865,544.00	660,922.60
Parking Control & Management			78,381.00	30,932.77
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$7,985,804.00	\$5,142,053.15
Operating Income				
Car Park Construction	13,615.00	493.28		
Footpath Construction	64,825.00	2,395.84		
Road Construction	49,170.00	2,386.54		
Road Maintenance	1,059,000.00	629,062.50		
Parking Control & Management	30,000.00	5,791.60		
TOTAL OPERATING INCOME	\$1,216,610.00	\$640,129.76	\$0.00	\$0.00
Capital Expenditure				
Bus Shelter Construction			30,000.00	
Car Park Construction			38,615.00	10,433.28
Footpath Construction			384,165.00	35,679.48
Road Construction			4,789,035.00	1,654,209.67
Street Lighting Construction			92,000.00	61,580.55
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$5,333,815.00	\$1,761,902.98
Capital Income				
Footpath Construction	234,340.00	14,960.00		
Road Construction	3,542,602.00	1,773,283.72		
Street Lighting Construction				
TOTAL CAPITAL INCOME	\$3,776,942.00	\$1,788,243.72	\$0.00	\$0.00
TOTAL TRANSPORT	\$4,993,552.00	\$2,428,373.48	\$13,319,619.00	\$6,903,956.13

SUB-FUNCTION DETAIL FOLLOWS.....

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Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
Bus Shelter Construction					
Capital Expenditure					
0125100 - Bus Facilities Program New Const - Cap Exp - Rd Infra					
0125145 - Bus Facilities Program Renewal - Cap Exp			30,000.00	0.00	0%
1251499 - Bus Shelter Construction - WIP Cap Exp					
Sub Total To Programme Summary	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$30,000.00</u>	<u>\$0.00</u>	
Total Bus Shelter Construction	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$30,000.00</u>	<u>\$0.00</u>	
Car Park Construction					
Operating Income					
0124988 - Interest Recd - Car Park Reserve -Op IncCons Sts Rds Bridges Dep	13,615.00	493.28	4%		
Sub Total To Programme Summary	<u>\$13,615.00</u>	<u>\$493.28</u>	<u>\$0.00</u>	<u>\$0.00</u>	
Capital Expenditure					
0121390 - Transfer to Carpark Reserve - Cap Exp - Carpark Const			13,615.00	493.28	4%
0124300 - Car Park Upgrade Wks - Cap Exp - Car Park Const					
0124600 - Car Park Renewal Wks - Cap Exp - Car Park Const			25,000.00	9,940.00	40%
Sub Total To Programme Summary	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$38,615.00</u>	<u>\$10,433.28</u>	
Total Car Park Construction	<u>\$13,615.00</u>	<u>\$493.28</u>	<u>\$38,615.00</u>	<u>\$10,433.28</u>	
Footpath Construction					
Operating Income					
0125988 - Interest Recd Footpath Reserve -Op IncCons Sts Rds Bridges Dep	64,825.00	2,395.84	4%		
Sub Total To Programme Summary	<u>\$64,825.00</u>	<u>\$2,395.84</u>	<u>\$0.00</u>	<u>\$0.00</u>	
Capital Expenditure					
0125140 - Footpath Construction New - Cap Exp - Cons Streets Roads Bridges			304,380.00	33,283.64	11%
0125950 - Transfer to Footpath Reserve			79,785.00	2,395.84	3%
0125999 - F/Path Construction - WIP Cap Exp					
Sub Total To Programme Summary	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$384,165.00</u>	<u>\$35,679.48</u>	
Capital Income					
0121782 - Dev Contrib - Footpaths	14,960.00	14,960.00	100%		
0121785 - Regional Bikeways Grant- Non Op Inc - Footpaths					
0125960 - Transfer From Footpath Reserve - Footpath Construction	219,380.00	0.00	0%		
Sub Total To Programme Summary	<u>\$234,340.00</u>	<u>\$14,960.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Total Footpath Construction	\$299,165.00	\$17,355.84	\$384,165.00	\$35,679.48
Road Construction				
Operating Income				
0121985 - Interest Recd on Road Reserve - Op IncCons Sts Rds Bridges Dep	49,170.00	2,386.54 5%		
Sub Total To Programme Summary	\$49,170.00	\$2,386.54	\$0.00	\$0.00
Capital Expenditure				
0113661 - Street & Verge Upgrade by P & G - Infra Cap Exp - Rd Const			0.00	206.68 100%
0121000 - Urban Road New Construction - Cap Exp - Cons Streets Roads Bridges			278,000.00	3,008.07 1%
0121100 - Urban Road Upgrade Const - Cap Exp			1,317,590.00	1,100.00 0%
0121101 - Urban Road Renewal Const - Cap Exp			1,533,100.00	955,507.10 62%
0121501 - Rural Road Upgrade Const - Cap Exp			748,639.00	605.00 0%
0121505 - Rural Road Renewal Const - Cap Exp			862,536.00	690,362.68 80%
0121950 - Transfer to Road Reserve - Cap Exp - Cons Streets Roads Bridges Dep			49,170.00	2,386.54 5%
1254421 - Access & Inclusion Improvements New Infra - Cap Exp			0.00	1,033.60 100%
1254499 - Road Construction - WIP Cap Exp				
Sub Total To Programme Summary	\$0.00	\$0.00	\$4,789,035.00	\$1,654,209.67
Capital Income				
0121757 - Reimb & Contrib'ns Rec'd for Road Construction				
0121761 - Aboriginal Roads Non Op Grant from MRWA - Op Inc - Rd Const	132,000.00	61,600.00 47%		
0121763 - Black Spot Non Op Grant (Commonwealth/Federal)	1,128,710.00	451,484.00 40%		
0121770 - Rds to Recovery Grant for Rural Rds - Non Op Inc - Rd Const	475,228.00	307,390.00 65%		
0121771 - Black Spot State Non Op Grant	59,253.00	23,701.33 40%		
0121776 - Rds To Recovery Non Op Grant for Urban Rds - Non Op Inc	884,000.00	500,000.00 57%		
0121778 - Regional Rd Group (RRG) Rural Rd Const Funding -Non Op Inc-Rd Const	614,772.00	245,108.39 40%		
0121779 - Regional Rd Group (RRG) Urban Rd Const Funding - Non Op Inc - Rd Const	0.00	184,000.00 100%		
0121783 - Developer Contributions - Roadworks	200,000.00	0.00 0%		
0121906 - Transfer From Restricted Cash Reserve - Road Construction				
0121960 - Transfer From Road Reserve Road Construction - Cap Inc	48,639.00	0.00 0%		
Sub Total To Programme Summary	\$3,542,602.00	\$1,773,283.72	\$0.00	\$0.00
Total Road Construction	\$3,591,772.00	\$1,775,670.26	\$4,789,035.00	\$1,654,209.67

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Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
Street Lighting Construction					
Capital Expenditure					
0125200 - Street Lighting New - Cap Exp - Cons Streets Roads Bridges			62,000.00	61,580.55	99%
0125215 - Street Lighting Upgrade - Cap Exp - Cons Streets Roads Bridges					
0125225 - Street Lighting Renewal Const - Cap Exp - St Lighting			30,000.00	0.00	0%
Sub Total To Programme Summary	\$0.00	\$0.00	\$92,000.00	\$61,580.55	
Capital Income					
0125107 - St Lighting Const Grant Rec'd - Op Inc - St Lighting Const					
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00	
Total Street Lighting Construction	\$0.00	\$0.00	\$92,000.00	\$61,580.55	
Crossovers & General Expenses					
Operating Expenditure					
0121209 - 1057000			35,628.00	10,332.08	29%
0121217 - 397100			31,300.00	6,714.48	21%
0121541 - 496400			7,491.00	0.00	0%
0121550 - Statutory Contrib for Crossovers - Op Exp - Crossovers & General			40,000.00	7,725.00	19%
0121989 - Engineering Office Operational Staff Costs - Op Exp - Cross & Gen					
0121990 - 4767900			43,576.00	2,999.56	7%
0122207 - 1374700			18,742.00	16,820.46	90%
0122285 - 1224900			12,647.00	0.00	0%
0122295 - Dep'cn Infrastructure - Op Exp - Mtce Streets Roads Bridges Dep			3,661,500.00	3,391,508.76	93%
Sub Total To Programme Summary	\$0.00	\$0.00	\$3,850,884.00	\$3,436,100.34	
Total Crossovers & General Expenses	\$0.00	\$0.00	\$3,850,884.00	\$3,436,100.34	
Road Maintenance					
Operating Expenditure					
0122000 - Urban Road Maintenance - Op Exp - Mtce Streets Roads Bridges			1,276,156.00	626,884.11	49%
0123000 - 82817600			914,839.00	387,213.33	42%
Sub Total To Programme Summary	\$0.00	\$0.00	\$2,190,995.00	\$1,014,097.44	
Operating Income					
0120305 - WALGGC Road Grants Untied Op Grant Rec'd	861,000.00	430,807.50	50%		
0120306 - Dep't Premier & Cabint Natural Disaster Grant - Cape Leveque Rd					
0121762 - State Direct MRWA/RRG Rd Maint Op Grant Rec'd	198,000.00	198,255.00	100%		
0121764 - Fees Reimb & Contris Rec'd For Rd Maintenance					
Sub Total To Programme Summary	\$1,059,000.00	\$629,062.50	\$0.00	\$0.00	

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SHIRE OF BROOME
Schedule 12
TRANSPORT

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
Total Road Maintenance	\$1,059,000.00	\$629,062.50	\$2,190,995.00	\$1,014,097.44	
Road Operating Expenses					
Operating Expenditure					
0122204 - Street Lighting - Mnthly Elect Accts & Insurance - Op Exp - Road Operating Exp			556,200.00	147,731.37	27%
0126000 - Road Operating Expenses - Op Exp - Rd Op Exps			931,197.00	371,704.06	40%
0126050 - 2547000			69,962.00	16,291.41	23%
0126051 - 1257600			308,185.00	125,195.76	41%
Sub Total To Programme Summary	\$0.00	\$0.00	\$1,865,544.00	\$660,922.60	
Total Road Operating Expenses	\$0.00	\$0.00	\$1,865,544.00	\$660,922.60	
Parking Control & Management					
Operating Expenditure					
0124010 - 9413900			68,126.00	26,112.39	38%
0124530 - Admin Cost Alloc - Op Exp - Parking Facilities			8,609.00	3,595.72	42%
1260206 - Other Employment Costs - Parking Control			1,646.00	1,224.66	74%
Sub Total To Programme Summary	\$0.00	\$0.00	\$78,381.00	\$30,932.77	
Operating Income					
0124910 - Parking Fines - Op Inc - Parking Facilities	30,000.00	5,791.60			19%
Sub Total To Programme Summary	\$30,000.00	\$5,791.60	\$0.00	\$0.00	
Total Parking Control & Management	\$30,000.00	\$5,791.60	\$78,381.00	\$30,932.77	
TOTAL TRANSPORT	\$4,993,552.00	\$2,428,373.48	\$13,319,619.00	\$6,903,956.13	

SHIRE OF BROOME
Schedule 13
ECONOMIC SERVICES

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Tourism & Area Promotion			784,315.00	405,443.30
Building Control			518,779.00	188,756.08
Economic Services Special Projects			500,000.00	135,003.64
Other Economic Services			309,362.00	183,015.35
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$2,112,456.00	\$912,218.37
Operating Income				
Tourism & Area Promotion	604,805.00	239,560.64		
Building Control	256,000.00	130,888.34		
Economic Services Special Projects	500,000.00	554,545.45		
TOTAL OPERATING INCOME	\$1,360,805.00	\$924,994.43	\$0.00	\$0.00
Capital Expenditure				
Tourism & Area Promotion			185,174.00	39,667.80
Economic Services Special Projects				
Other Economic Services				
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$185,174.00	\$39,667.80
Capital Income				
Economic Services Special Projects				
Other Economic Services				
TOTAL CAPITAL INCOME	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL ECONOMIC SERVICES	\$1,360,805.00	\$924,994.43	\$2,297,630.00	\$951,886.17

SUB-FUNCTION DETAIL FOLLOWS.....

SHIRE OF BROOME
Schedule 13
ECONOMIC SERVICES

Financial Statement For The Period Ending 30/11/2016

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	175,000.00 100%
0132043 - Visitors Centre Const Loan 182 Interest & Fee Exp - Op Exp - Tour & Area			1,990.00	570.85 29%
0132044 - Visitors Centre Const Loans 185 Interest & Fee Exp - Op Exp-Tour & Area			165,496.00	84,937.52 51%
0132050 - Broome Visitor Centre Complex- Op Exp - Tourism & Area Promotion			45,000.00	20,000.00 44%
0132060 - Tourism Development - Op Exp - Tourism & Area Promotion			110,000.00	55,000.00 50%
0132070 - Broome Visitor Centre - Annual Subsidy - Op Exp - Tourism & Area Promot			12,870.00	0.00 0%
0132078 - Promotional Signage Structures Maint Exp - Tourism & Area Promotion				
0132081 - Shire Directory Production Exp - Tourism			25,180.00	1,577.38 6%
0132310 - 1021000			98,966.00	6,189.99 6%
0132311 - Commercial & Tourism Consultants - Op Exp			1,500.00	0.00 0%
0132314 - Sanctuary Caravan Park Op Exp - Tourism & Area Promotion			12,913.00	5,393.58 42%
0132530 - Admin Costs Alloc - Op Exp - Tourism & Area Promotion			135,400.00	56,773.98 42%
1365296 - Fixed Asset Dep'n - Op Exp - Tourism & Area Promotion				
Sub Total To Programme Summary	\$0.00	\$0.00	\$784,315.00	\$405,443.30
Operating Income				
0132380 - Promotional Banners & Sundry Income Inc GST Tourism	0.00	5,505.59 100%		
0132381 - Shire Directory Sales Income - Tourism	40,000.00	0.00 0%		
0132410 - Roebuck Bay C.P. Lease & Outgoings Reimb- Op Inc - Tour & Area Prom	365,305.00	150,959.45 41%		
0132411 - Stat Fees & Lic - Caravan Parks	15,000.00	7,012.50 47%		
0132414 - Visitor Centre - BVC Rent & Outgoings Reimb - Op Inc - Tourism	148,000.00	53,635.85 36%		
0132415 - Visitor Centre - Commercial Space Rent & Outgoings Reimb - Op Inc -Tourism	36,500.00	22,447.25 61%		
Sub Total To Programme Summary	\$604,805.00	\$239,560.64	\$0.00	\$0.00
Capital Expenditure				
0132110 - Roebuck Bay Caravan Pk Building Redevelopment Const - Cap Exp			37,865.00	21,300.00 56%
0132141 - Pearl Luggur Const Upgrade - Cap Exp - Tourism			60,000.00	0.00 0%
0132543 - Visitors Centre Const Loans 182 Principal Exp				
0132544 - Visitors Centre Const Loans 185 Principal Exp			37,309.00	18,367.80 49%

SHIRE OF BROOME
Schedule 13
ECONOMIC SERVICES

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
0132950 - Transfer to Building Reserve - Tourism & Area Promotion			50,000.00	0.00	0%
0132999 - Roebuck Bay CP - WIP Cap Exp - Tourism & Area Promotion					
Sub Total To Programme Summary	\$0.00	\$0.00	\$185,174.00	\$39,667.80	
Total Tourism & Area Promotion	\$604,805.00	\$239,560.64	\$969,489.00	\$445,111.10	
Building Control					
Operating Expenditure					
0133010 - Salary - Op Exp - Building Control			227,208.00	87,101.75	38%
0133011 - Salary - Op Exp - Swimming Pool Inspections			43,910.00	17,380.78	40%
0133013 - Superannuation Employee Expense- Building Control			39,000.00	14,946.41	38%
0133020 - Relief Staff - Op Exp - Building Control					
0133022 - Staff Housing/Utilities - Op Exp - Building Control					
0133027 - Other Employment Costs - Op Exp - Building Control			28,054.00	6,191.13	22%
0133030 - Subscriptions - Op Exp - Building Control			3,000.00	0.00	0%
0133283 - Sundry Expenses - Op Exp - Building Control			2,300.00	288.41	13%
0133284 - Reimbursements Exps - Build Control			1,000.00	0.00	0%
0133531 - Building & Built Strata Control Eng Office Staff Time - Op Exp - Build Contr					
0133800 - Vehicle & Plant Exps - Building			7,000.00	2,930.84	42%
1366217 - Legal Expenses - Building Services			10,000.00	195.59	2%
1366297 - Admin Cost Allocated - Building Control			98,999.00	41,350.87	42%
1366298 - IT/Records Costs Allocated -Building Control			58,308.00	18,370.30	32%
Sub Total To Programme Summary	\$0.00	\$0.00	\$518,779.00	\$188,756.08	
Operating Income					
0133410 - Stat Fees & Lic - Building Permits	150,000.00	34,531.67			23%
0133411 - Building Strata Application Fees - Op Inc - Building Control	1,000.00	0.00			0%
0133420 - Stat Fees & Lic - Demolition Permits	2,000.00	4,506.45			225%
0133440 - Stat Fees & Lic - Pool Inspections	87,000.00	84,822.39			97%
0133480 - Other Minor Charges Inc GST - Op Inc - Building Control	15,000.00	6,327.83			42%
0133485 - Other Minor Building Charges & Penalties No GST - Op Inc - Building Control	1,000.00	700.00			70%
Sub Total To Programme Summary	\$256,000.00	\$130,888.34	\$0.00	\$0.00	
Total Building Control	\$256,000.00	\$130,888.34	\$518,779.00	\$188,756.08	

SHIRE OF BROOME
Schedule 13
ECONOMIC SERVICES

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
Economic Services Special Projects					
Operating Expenditure					
1367206 - Salary - Op Exp - Economic Services Special Projects			82,000.00	7,023.58	9%
1367207 - Superannuation Employee Exp - Op Exp - Economic Services Special Projects			7,750.00	1,088.66	14%
1367208 - Other Employment Costs - Op Exp - Economic Services Special Projects			2,400.00	0.00	0%
1367211 - Chinatown Revitalisation Consultant and Other Expense - Op Exp - Economic Services Special Project			387,850.00	126,891.40	33%
1367215 - Vehicle Lease Exps - Op Exp - Economic Services Special Projects			20,000.00	0.00	0%
Sub Total To Programme Summary	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$500,000.00</u>	<u>\$135,003.64</u>	
Operating Income					
1367301 - Grants & Contributions Received - Op Inc - Economic Services Special Projects	500,000.00	554,545.45	111%		
Sub Total To Programme Summary	<u>\$500,000.00</u>	<u>\$554,545.45</u>	<u>\$0.00</u>	<u>\$0.00</u>	
Capital Expenditure					
1367402 - Chinatown Revitalisation - Cap Exp - Economic Services Special Projects					
Sub Total To Programme Summary	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
Capital Income					
1367502 - Loans Received China Town Revitalisation - Cap Inc - Economic Services Special Projects					
Sub Total To Programme Summary	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
Total Economic Services Special Projects	<u>\$500,000.00</u>	<u>\$554,545.45</u>	<u>\$500,000.00</u>	<u>\$135,003.64</u>	
Other Economic Services					
Operating Expenditure					
1367201 - Salary - Op Exp - Economic Services			218,644.00	92,939.50	43%
1367202 - Superannuation Employee Expense - Op Exp - Economic Services			26,546.00	11,441.10	43%
1367203 - Staff Housing/Utilities - Op Exp - Economic Services					
1367204 - Other Employment Costs - Op Exp - Economic Services			14,172.00	6,373.37	45%
1367205 - Relieving Staff Exp - Op Exp - Oth Economic Services					
1367210 - Economic Development Program Expense - Op Exp - Other Economic Services			0.00	388.82	100%
1367213 - Event Innovation - Op Exp - Other Economic Services			50,000.00	50,000.00	100%
1367298 - IT/Records Costs Allocated - Economic Services			0.00	21,872.56	100%

SHIRE OF BROOME
Schedule 13
ECONOMIC SERVICES

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Sub Total To Programme Summary	\$0.00	\$0.00	\$309,362.00	\$183,015.35
Capital Expenditure				
1367403 - Transfer to Road Reserve - Cap Exp - Other Economic Services				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Capital Income				
1367503 - Grants & Contr. Received Non Op - Cap Inc - Other Economic Services				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Economic Services	\$0.00	\$0.00	\$309,362.00	\$183,015.35
TOTAL ECONOMIC SERVICES	\$1,360,805.00	\$924,994.43	\$2,297,630.00	\$951,886.17

SHIRE OF BROOME
Schedule 14
OTHER PROPERTY AND SERVICES
Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
FUNCTION SUMMARY				
Operating Expenditure				
Private Works			49,967.00	16,590.96
Engineering Office			1,473,325.00	533,182.91
Parks & Gardens Operations			-969,338.00	-252,905.10
Works Operations			277,432.00	105,515.37
Depot Operations			661,721.00	231,275.77
Plant Operation			-27,921.00	58,575.86
Salaries & Wages				-1,325.49
Corporate Governance & Support			440,781.00	90,957.71
IT and Records Operations			5,183.00	314.68
Unclassified General			123,030.00	55,697.67
Other Buildings Leased - Unclassified			78,589.00	28,774.48
Community Facilities Leased - Unclassified			225,385.00	127,655.44
Office Properties Leased - Unclassified			586,555.00	259,972.91
TOTAL OPERATING EXPENDITURE	\$0.00	\$0.00	\$2,924,709.00	\$1,254,283.17
Operating Income				
Private Works	23,130.00	11,904.92		
Engineering Office	142,488.00	24,729.40		
Parks & Gardens Operations	2,759.00	895.61		
Works Operations	4,440.00	-9,630.15		
Depot Operations	38,952.00	39,049.73		
Corporate Governance & Support	381,040.00	90,957.71		
IT and Records Operations	9,270.00	335.88		
Unclassified General	26,570.00	-1.00		
Other Buildings Leased - Unclassified	176,022.00	52,053.15		
Community Facilities Leased - Unclassified	129,550.00	31,600.45		
Office Properties Leased - Unclassified	1,151,168.00	388,267.93		
TOTAL OPERATING INCOME	\$2,085,389.00	\$630,163.63	\$0.00	\$0.00
Capital Expenditure				
Engineering Office			187,988.00	1,585.64
Parks & Gardens Operations			388,575.00	92,369.94
Works Operations			693,000.00	153,717.57

SHIRE OF BROOME
Schedule 14
OTHER PROPERTY AND SERVICES
Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Depot Operations			23,450.00	18,453.25
Corporate Governance & Support			631,459.00	51,406.11
IT and Records Operations			975,325.00	45,485.96
Unclassified General			67,900.00	
Community Facilities Leased - Unclassified			25,000.00	
Office Properties Leased - Unclassified			6,212,510.00	166,654.68
TOTAL CAPITAL EXPENDITURE	\$0.00	\$0.00	\$9,205,207.00	\$529,673.15
Capital Income				
Private Works				
Engineering Office		12,204.09		
Parks & Gardens Operations	99,000.00	36,942.15		
Works Operations	405,000.00	64,005.09		
Corporate Governance & Support	266,269.00	22,727.27		
IT and Records Operations	261,000.00			
Unclassified General	60,000.00			
Office Properties Leased - Unclassified	6,117,641.00			
TOTAL CAPITAL INCOME	\$7,208,910.00	\$135,878.60	\$0.00	\$0.00
TOTAL OTHER PROPERTY AND SERVICES	\$9,294,299.00	\$766,042.23	\$12,129,916.00	\$1,783,956.32

SUB-FUNCTION DETAIL FOLLOWS.....

SHIRE OF BROOME
Schedule 14
OTHER PROPERTY AND SERVICES
Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Private Works				
Operating Expenditure				
0141271 - 1796200			38,665.00	13,183.47 34%
0141610 - 570800			11,302.00	3,407.49 30%
Sub Total To Programme Summary	\$0.00	\$0.00	\$49,967.00	\$16,590.96
Operating Income				
0141450 - Works Private Works Income - Not Prepaid	16,630.00	7,215.93 43%		
0141451 - Works - Blue & White Directional Signs & Prepaid Private Works Income	4,500.00	600.00 13%		
0141600 - P & G Private Works - Fees Charged	2,000.00	4,088.99 204%		
Sub Total To Programme Summary	\$23,130.00	\$11,904.92	\$0.00	\$0.00
Capital Income				
0141960 - Transfer From Restricted Cash Reserve Private Wks Rd Const - Cap Inc				
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	\$0.00
Total Private Works	\$23,130.00	\$11,904.92	\$49,967.00	\$16,590.96
Engineering Office				
Operating Expenditure				
0143010 - Salary - Op Exp - Engineering Office			589,192.00	95,486.67 16%
0143013 - Superannuation Employee Expense - Engineering			83,013.00	25,822.39 31%
0143020 - Reimb & Other Exp - Op Exp - Eng Office			3,000.00	196.00 7%
0143021 - Survey Consumables - Op Exp - Eng Office			1,500.00	186.00 12%
0143022 - Minor Assets Expensed - Op Exp - Eng Office			1,000.00	0.00 0%
0143023 - Staff Housing/Utilities - Op Exp - Engineering Office				
0143025 - Safety Audit Op Exp - Eng Office			11,000.00	0.00 0%
0143027 - Relieving Staff - Op Exp - Engineering			19,500.00	14,372.65 74%
0143029 - Other Employment Costs - Engineering			43,593.00	13,656.76 31%
0143031 - Survey Equipment & Maintenance - Op Exp - Engineering Office			1,500.00	0.00 0%
0143032 - Minor Non IT Items Exp Engineering			2,000.00	1,053.22 53%
0143033 - Title Searches/Survey Info - Op Exp - Engineering Office			5,000.00	4,625.77 93%
0143035 - Map Printing & Photos - Op Exp - Engineering Office			300.00	0.00 0%
0143036 - Advertising - Op Exp - Engineering Office			2,500.00	388.82 16%
0143038 - Consultants Engineering Office			337,600.00	39,469.31 12%

SHIRE OF BROOME
Schedule 14
OTHER PROPERTY AND SERVICES

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
0143102 - Less Design & Project Management Costs Alloc - Eng Office - Op Exp			-206,882.00	-10,962.60	5%
0143110 - Office Duties & Non Productive Eng Office Staff Time - Op Exp-Eng Office			0.00	89,894.69	100%
0143295 - Stationery Exp - Op Exp - Engineering Office			500.00	0.00	0%
0143800 - Vehicle & Plant Exps - Eng Office			36,000.00	18,785.67	52%
1471296 - Fixed Asset Dep'n - Op Exp - Engineering Office			4,800.00	1,997.36	42%
1471297 - Admin Costs Allocated - Op Exp - Engineering			391,692.00	163,605.64	42%
1471298 - IT/Records Costs Allocated - Op Exp - Engineering			146,517.00	74,604.56	51%
Sub Total To Programme Summary	\$0.00	\$0.00	\$1,473,325.00	\$533,182.91	
Operating Income					
0143390 - Reimb Received No GST Incl Diesel Fuel Rebate & Insurance - Op Inc	60,000.00	18,712.40			31%
0143405 - Grant Op - R4R KRGS - Op Inc - Eng Off	40,000.00	0.00			0%
0143485 - Subdivision Engineering Supervision Charges - Op Inc - Eng Off	4,500.00	327.27			7%
0143499 - Profit on Sale of Assets - Op Inc - Engineering Office	0.00	4,104.09			100%
0143988 - Interest Rec Plant Reserve - Op Inc - Engineering Office	37,988.00	1,585.64			4%
Sub Total To Programme Summary	\$142,488.00	\$24,729.40	\$0.00	\$0.00	
Capital Expenditure					
0142988 - Transfer to Plant Reserve - Cap Exp - Engineering Office			187,988.00	1,585.64	1%
Sub Total To Programme Summary	\$0.00	\$0.00	\$187,988.00	\$1,585.64	
Capital Income					
0143600 - Proceeds from Sale of Assets - Cap Inc - Engineering Office	0.00	12,204.09			100%
Sub Total To Programme Summary	\$0.00	\$12,204.09	\$0.00	\$0.00	
Total Engineering Office	\$142,488.00	\$36,933.49	\$1,661,313.00	\$534,768.55	
Parks & Gardens Operations					
Operating Expenditure					
0113048 - 1596100			23,702.00	1,267.61	5%
0143028 - Staff Housing/Utilities - Op Exp - Parks & Gardens Operations					
0143048 - Other Employment Costs - Op Exp - Parks			62,779.00	43,682.32	70%
0143049 - Relieving Staff Exp - P&G - Gen Admin					
0143500 - Salary - Op Exp - P & G (Management)			407,478.00	179,891.08	44%
0143501 - Minor Tools & Equipment - Op Exp - Parks and Gardens Ops			14,000.00	811.14	6%

SHIRE OF BROOME
Schedule 14
OTHER PROPERTY AND SERVICES
Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
0143502 - Staff Meetings - P & G Workers			69,142.00	17,560.83	25%
0143504 - 3940900			78,108.00	28,764.27	37%
0143507 - P & G Equipment Replacement Exp - P & G Ops			26,391.00	798.18	3%
0143508 - Wages & Related Sick & Holiday - P & G Ops			458,345.00	149,506.59	33%
0143510 - Protective Clothing & Equip Uniforms & Boots - Op Exp - P & G Ops			22,815.00	8,271.63	36%
0143511 - General Expenses - Op Exp - Parks & Gardens Operations			8,400.00	2,585.55	31%
0143512 - Medicals - Op Exp - Parks & Gardens Operations			2,100.00	821.82	39%
0143513 - Dep'n Plant & Equip - Op Exp - Parks & Gardens Operations					
0143520 - Loss on Sale of Assets - Op Exp - Parks & Gardens Operations			25,862.00	35,555.45	137%
0143521 - PWOH Parks Allocated - Op Exp - Parks & Gardens Operations			-3,264,009.00	-1,194,079.23	37%
0143523 - Superannuation Employee Expense - P & G Management			49,660.00	18,852.32	38%
0143526 - Superannuation Employee Expense - P&G Ops			263,666.00	91,552.26	35%
0143585 - Phone Exps - P & G			6,000.00	5,863.18	98%
0143801 - Vehicle & Plant Exps - P & G Ops			106,100.00	63,136.32	60%
1472296 - Fixed Asset Dep'n - Op Exp - Parks & Gardens			33,000.00	13,649.08	41%
1472297 - Admin Cost Allocated - P & G			563,864.00	235,520.20	42%
1472298 - IT/Records Costs Allocated -P & G			73,259.00	43,084.30	59%
Sub Total To Programme Summary	\$0.00	\$0.00	-\$969,338.00	-\$252,905.10	
Operating Income					
0143381 - Staff Util Reimb - Op Inc - Parks & Gardens Operations					
0143383 - Reimbursements - Sundry P & G Ops					
0143384 - Reimbursements - W. Comp & Sundry No GST P & G Ops - Op Inc					
0143518 - Profit on Sale of Assets - Op Inc - Parks & Gardens Operations	2,759.00	895.61			32%
Sub Total To Programme Summary	\$2,759.00	\$895.61	\$0.00	\$0.00	
Capital Expenditure					
0143610 - Vehicle & Plant Renewal(Replacement) - Cap Exp - P&G Operations			368,575.00	88,682.94	24%
0143621 - Vehicle & Plant New - Cap Exp - P&G Operations			20,000.00	3,687.00	18%
Sub Total To Programme Summary	\$0.00	\$0.00	\$388,575.00	\$92,369.94	
Capital Income					
0143601 - Proceeds from Sale of Assets - Cap Inc - Parks & Gardens Operations	99,000.00	36,942.15			37%
Sub Total To Programme Summary	\$99,000.00	\$36,942.15	\$0.00	\$0.00	

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Particulars	Income		Expenditure	
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Total Parks & Gardens Operations	\$101,759.00	\$37,837.76	-\$580,763.00	-\$160,535.16
Works Operations				
Operating Expenditure				
0142045 - 544400			37,038.00	7,808.74 21%
0143050 - Wages & related Sick & Annual Leave Workers Exp - Works Ops			222,581.00	53,291.87 24%
0143054 - Superannuation Employee Expense - Works Operations			143,104.00	50,319.92 35%
0143055 - Relieving Staff Exp - Works - Gen Admin			0.00	6,672.45 100%
0143080 - Works Protective Clothing - Op Exp - Works Operations			16,245.00	10,040.77 62%
0143290 - Less On Costs Alloc - Op Exp - Works Operations			-1,486,685.00	-628,847.69 42%
0148010 - Salary - Op Exp - Works (Management)			379,471.00	178,272.24 47%
0148015 - Superannuation Employee Expense - Works Management			53,092.00	21,104.05 40%
0148028 - Staff Housing/Utilities - Op Exp - Works				
0148035 - Other Employment Costs - Works Ops			23,619.00	17,967.70 76%
0148281 - 4248300			49,942.00	21,207.15 42%
0148282 - 59700			5,250.00	830.00 16%
0148283 - Minor Equipment Replacement - Op Exp - Works Operations			6,600.00	4,123.07 62%
0148284 - Sundry Mobile & Sat Phone Exp - Works Ops			10,000.00	2,662.49 27%
0148287 - Workshop Renewal - Fabrication Area - Op Ex			7,526.00	0.00 0%
0148396 - Loss On Sale Of Assets - Op Exp - Works Operations			64,861.00	20,722.18 32%
0148800 - Vehicle & Plant Exps - Works Ops			92,800.00	43,652.57 47%
1473297 - Admin Cost Allocated - Woks Ops			637,037.00	266,083.92 42%
1473298 - IT/Records Costs Allocated -Works Ops			14,951.00	29,603.94 198%
Sub Total To Programme Summary	\$0.00	\$0.00	\$277,432.00	\$105,515.37
Operating Income				
0148499 - Profit On Sale of Assets - Op Inc - Works Operations	4,440.00	-9,630.15 -217%		
Sub Total To Programme Summary	\$4,440.00	-\$9,630.15	\$0.00	\$0.00
Capital Expenditure				
0148611 - Vehicle & Mob Plant Renewal(Replacement) - Cap Exp - Works Ops			675,000.00	143,817.57 21%
0148621 - Vehicle & Mob Plant New - Cap Exp - Works Ops			18,000.00	9,900.00 55%
Sub Total To Programme Summary	\$0.00	\$0.00	\$693,000.00	\$153,717.57
Capital Income				
0148395 - Transfer from Plant Reserve - Works Ops	200,000.00	0.00 0%		

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	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0148600 - Proceeds from Sale of Assets - Cap Inc - Works Operations	205,000.00	64,005.09		31%
Sub Total To Programme Summary	\$405,000.00	\$64,005.09	\$0.00	\$0.00
Total Works Operations	\$409,440.00	\$54,374.94	\$970,432.00	\$259,232.94
Depot Operations				
Operating Expenditure				
0000800 - Oils & Lubricants - Op Exp - Depot Operations			25,600.00	3,377.36 13%
0148020 - Staff Housing/Utilities - Op Exp - Depot				
0148025 - Staff Meetings & Office Duties Exp - Depot Operations			183,739.00	48,555.16 26%
0148050 - Default Wages Sick & Annual Leave Mechanics Exp - Depot			38,424.00	22,326.14 58%
0148051 - Superannuation Employee Expense - Depot Staff			21,632.00	9,996.03 46%
0148060 - Contract Staff Op Exp - Depot Ops			66,943.00	32,087.60 48%
0148070 - Salary - Op Exp - Depot (Management)			67,337.00	14,101.55 21%
0148071 - Superannuation Employee Expense - Depot			11,317.00	2,147.15 19%
0148078 - Minor Assets - Op Exp - Depot Operations			8,050.00	5,475.55 68%
0148100 - Depot Building & Grounds Op Exps - Depot Operations			198,562.00	46,855.70 24%
0148271 - Workshop Consumables Exp - Depot			11,500.00	7,882.53 69%
0148279 - Apprentice Training - Op Exp - Depot Operations				
0148291 - Consumables - Op Exp - Depot Operations			19,200.00	15,411.07 80%
0148292 - Tool Replacement - Op Exp - Depot Operations			12,450.00	841.59 7%
0148293 - Safety Equip - Op Exp - Depot Operations			26,400.00	11,954.00 45%
0148297 - 1107700			17,200.00	5,166.47 30%
0148298 - 535700			10,568.00	2,846.62 27%
0148299 - Insurances - Op Exp - Depot Operations			5,374.00	5,462.86 102%
0148301 - Depot Overheads Alloc - Op Exp - Depot Operations			-266,534.00	-93,402.49 35%
0148305 - IT Costs Alloc - Depot Ops			29,901.00	23,458.48 78%
0148630 - Admin Costs Alloc - Op Exp - Depot Operations			103,303.00	43,148.74 42%
0148696 - Loss on Sale of Assets - Op Exp - Depot Operations				
0148801 - Vehicle & Plant Exps - Depot Ops			27,200.00	8,213.62 30%
0149028 - Workshop Cleaning & Other Operational Exps - Op Exp			22,128.00	2,717.12 12%
0149225 - Depot Sundry Exp - Depot Ops			3,000.00	866.62 29%
1474206 - Other Employment Costs - Depot Staff			7,627.00	5,694.55 75%

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	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
1474296 - Fixed Asset Depn - Op Exp - Depot			10,800.00	6,091.75	56%
Sub Total To Programme Summary	\$0.00	\$0.00	\$661,721.00	\$231,275.77	
Operating Income					
0148602 - Apprentice Subsidy/Grants/Contributions - Op Inc - Depot Ops	37,152.00	37,152.00			100%
0148606 - Reimbursements Rec'd W. Comp & Sundry No GST - Depot Ops - Op Inc	1,800.00	1,897.73			105%
Sub Total To Programme Summary	\$38,952.00	\$39,049.73	\$0.00	\$0.00	
Capital Expenditure					
0148003 - Depot Building Const Renewal - Cap Exp - Depot Operations					
0148016 - Other Infrastructure New Const - Depot Ops - Cap Exp					
0148230 - Transfer to Restricted Cash Reserve - Cap Exp - Depot Operations					
0148240 - Furn & Equip Over \$3000 Cap Exp - Depot			12,000.00	8,094.14	67%
0148242 - Depot Building Upgrade - Cap Exp - Depot Operations			11,450.00	10,359.11	90%
0148999 - Depot Building - Works in Progress - Depot Ops					
Sub Total To Programme Summary	\$0.00	\$0.00	\$23,450.00	\$18,453.25	
Total Depot Operations	\$38,952.00	\$39,049.73	\$685,171.00	\$249,729.02	
Plant Operation					
Operating Expenditure					
0145101 - Plant Repair Wages - Op Exp - Plant Operation			739,518.00	315,650.04	43%
0145102 - Plant Tyres & Tubes - Op Exp - Plant Operation			77,000.00	29,802.02	39%
0145103 - Plant Parts & Repairs - Op Exp - Plant Operation			354,400.00	152,364.60	43%
0145104 - Plant Insurance & Licences - Op Exp - Plant Operation			69,000.00	74,068.79	107%
0145105 - Plant Fuel & Oil - Op Exp - Plant Operation			290,000.00	105,923.96	37%
0145106 - Plant Depreciation - Op Exp - Plant Operation			683,529.00	310,776.99	45%
0145290 - Plant Operation Costs Allocated - Op Exp - Plant Operation			-1,703,936.00	-695,381.49	41%
0145291 - Plant Dep'n Op Alloc (Credits) - Op Exp - Plant Operation			-537,432.00	-234,629.05	44%
Sub Total To Programme Summary	\$0.00	\$0.00	-\$27,921.00	\$58,575.86	
Total Plant Operation	\$0.00	\$0.00	-\$27,921.00	\$58,575.86	
Salaries & Wages					
Operating Expenditure					

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	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
0146010 - Salaries & Wages For Year - Op Exp - Salaries & Wages			12,987,117.00	5,429,966.21	42%
0146200 - Salaries & Wages Allocated - Op Exp - Salaries & Wages			-12,987,117.00	-5,431,291.70	42%
Sub Total To Programme Summary	\$0.00	\$0.00	\$0.00	-\$1,325.49	
Total Salaries & Wages	\$0.00	\$0.00	\$0.00	-\$1,325.49	

Corporate Governance & Support

Operating Expenditure

0141800 - Vehicle & Plant Exps - Gen Admin			13,400.00	2,778.89	21%
0141801 - Vehicle Running Exps - Property Management			4,900.00	2,050.36	42%
0142000 - 16630000			428,061.00	225,824.10	53%
0142002 - Salary - Op Exp - Corp Serv Directorate			155,059.00	44,851.26	29%
0142003 - Superannuation Employee Expense - Corp Service Directorate			24,024.00	4,708.67	20%
0142004 - Salary - Op Exp - Finance			906,648.00	348,620.76	38%
0142005 - Superannuation Employee Expense - Finance			112,528.00	42,157.26	37%
0142006 - Salary - Op Exp - Human Resources			327,268.00	120,592.55	37%
0142007 - Superannuation Employee Expense - HR			38,814.00	15,934.07	41%
0142010 - Salary - Op Exp - Gen Admin			576,144.00	185,212.36	32%
0142011 - Superannuation Employee Expense - General Admin			86,034.00	22,114.76	26%
0142012 - Relieving Staff Exp - DCS - Gen Admin			25,330.00	7,176.45	28%
0142013 - Salary - Op Exp - Property Management			185,735.00	70,191.92	38%
0142015 - All Employee Centrelink Paid Parental Leave - Op Exp - Gen Admin O'Heads			13,000.00	20,580.62	158%
0142016 - Superannuation Employee Expense - Property Management			22,906.00	9,095.92	40%
0142020 - Other Employment Costs - Corp Serv Directorate			22,400.00	4,154.07	19%
0142021 - Staff Housing/Utilities - Op Exp - Corp Services Directorate					
0142023 - Staff Housing/Utilities - Op Exp - Gen Admin					
0142024 - Staff Housing/Utilities - Op Exp - Finance					
0142025 - Other Employment Costs - General Admin			13,226.00	9,843.30	74%
0142027 - Other Employment Costs - Property Management			6,264.00	3,828.42	61%
0142034 - Other Employment Costs - Finance			43,253.00	15,251.70	35%
0142036 - Staff Housing/Utilities - Op Exp - Human Resources					
0142037 - Other Employment Costs - Human Resources			8,571.00	5,089.55	59%

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	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0142040 - All Ex Employee LSL & Other Exps (From any work area) - Gen Admin				
0142041 - Training Expenses - Finance				
0142042 - Performance Based Rewards - Gen Admin			10,200.00	751.95 7%
0142043 - Organisational Training - General			268,157.00	64,352.17 24%
0142044 - Uniform - Op Exp - General Admin O'Heads			22,000.00	2,931.00 13%
0142046 - Recruitment Expenses - Op Exp - General Admin O'Heads			88,000.00	61,491.28 70%
0142048 - HRM Consultancy - Op Exp			17,500.00	13,919.45 80%
0142049 - Employee Assistance Programme - Op Exp			5,000.00	4,500.00 90%
0142050 - Shire Office Barker St - Op Exps - Corp Gov Support			126,657.00	67,363.75 53%
0142060 - IT Costs Allocated - Op Exp - General Administration O'Heads			366,293.00	120,001.64 33%
0142070 - Printing & Stationery - Op Exp - General Admin O'Heads			26,000.00	7,591.50 29%
0142090 - Postage & Freight - Op Exp - General Administration O'Heads			25,000.00	15,327.27 61%
0142100 - Advertising - Op Exp - General Administration O'Heads			4,000.00	1,068.29 27%
0142111 - Minor Asset Purchases - Op Exp - General Administration O'Heads			10,000.00	1,959.08 20%
0142112 - Sundry Exp Corp Serv - Op Exp - General Administration O'Heads			500.00	-30.00 -6%
0142120 - Bank Charges with GST Only - Op Exp - General Administration O'Heads			52,423.00	23,949.00 46%
0142121 - Bank Charges - No GST - Op Exp - General Administration O'Heads			0.00	-2.82 100%
0142160 - Other Office Expenses - Op Exp - General Administration O'Heads			5,000.00	1,910.50 38%
0142184 - Gifts & Miscellaneous Employee Op Exp - Corp Gov			1,500.00	0.00 0%
0142191 - Relocation & Removal Costs - All Staff - Op Exp - Corp Gov			50,000.00	9,842.18 20%
0142230 - Legal Corp Serv - Op Exp - Corp Gov & Support (legal recovery opinc see 142391)			5,000.00	2,553.10 51%
0142231 - Consultants Corp Serv - Op Exp - Corp Gov Support			20,000.00	0.00 0%
0142232 - LGIS Insurance Funded Expenses (Inc in 142393) - Op Exp - Corp Gov			84,626.00	1,829.95 2%
0142233 - Consultants Administration Dept - Op Exp - Corp Gov Support			6,500.00	1,300.00 20%
0142260 - Insurance - Op Exp - General Administration O'Heads			215,567.00	215,566.13 100%
0142261 - Occupation Health & Safety - Op Exp - General Admin O'Heads			23,500.00	651.46 3%
0142273 - HR Staff Printing & Stationery and Other Exp - Op Exp - General Admin O'Heads			2,300.00	1,500.00 65%
0142281 - Refund Overpayments - Op Exp - General Admin (Clearing)			2,000.00	0.00 0%

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	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
0142296 - Loss on Asset Disposal - Gen Admin			0.00	10,528.19 100%
0142299 - Dep'n Furniture & Fittings - Op Exp-Corp Gov & Support				
0142300 - Accrued Leave Expense				
0142305 - Doubtful Debt Expenses - Op Exp - General Administration O'Heads			8,000.00	0.00 0%
0142548 - Local Number Plate Purchases - Op Exp - General Administration O'Heads			2,000.00	1,000.00 50%
0142999 - Less Cost Alloc - Op Exp - General Administration O'Heads			-4,304,307.00	-1,797,864.13 42%
0144023 - Asset Management Program & Sundry Exp - Op Exp - Corp Gov & Support				
0144027 - Property Dept Legal Expenses - Op Exp - Property Dept (see legal recovery opinc 142995)			60,000.00	2,976.25 5%
1477296 - Fixed Asset Depn - Op Exp - Corporate Governance			223,800.00	93,933.53 42%
Sub Total To Programme Summary	\$0.00	\$0.00	\$440,781.00	\$90,957.71
Operating Income				
0142212 - Interest Rec on Muni Investment - Op Inc - General Administration O'Heads	225,000.00	29,940.35 13%		
0142390 - Reimb Bonuses Rebates & Sundry Income Inc GST - Op Inc - General Admin O'Heads	5,000.00	2,560.96 51%		
0142391 - Reimbursements Legal Fees Received - Gen Admin (refer also to 142230)				
0142393 - LGIS Insurance Bonus & Funding (Exp in 142232) - Op Inc - Corp Gov				
0142394 - Legal Employee Leave & Other No GST Reimb from Others Op Inc - Corp Gov	0.00	16,118.35 100%		
0142395 - All Employee Paid Parental Leave Reimb - Op Inc - Gen Admin O'Heads	13,000.00	26,904.00 207%		
0142440 - Sales Information Of Records (i.e. FOI) - Op Inc - General Administration O'Heads	300.00	90.00 30%		
0142441 - Photocopying & Sundries + GST - Op Inc - General Administration O'Heads	20.00	0.00 0%		
0142471 - Commission - DFES / FESA ESL Levy collection	9,000.00	8,150.00 91%		
0142499 - Profit on Sale of Assets - Op Inc - General Administration O'Heads	3,986.00	0.00 0%		
0142500 - Local Number Plate Sales Op Inc - Gen Admin	3,200.00	1,454.55 45%		
0142791 - Interest Rec Building Reserve - Op Inc - General Administration O'Heads	66,614.00	4,054.56 6%		
0142995 - Reimbursement Property Dept Legal Fee - Op Inc - Corp Gov & Supp (Legal opex refer 144027)	500.00	0.00 0%		
0142997 - Interest Rec Leave Reserve - Op Inc - General Administration O'Heads	54,420.00	1,684.94 3%		
Sub Total To Programme Summary	\$381,040.00	\$90,957.71	\$0.00	\$0.00
Capital Expenditure				

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	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
0141790 - Transfer to Building Reserve - Cap Exp - General Administration O'Heads			482,039.00	4,054.56	1%
0141997 - Transfer to Leave Reserve - Cap Exp - Corp Gov & Support			54,420.00	1,684.94	3%
0142551 - Vehicle & Mob Plant Renewal (Replacement) - Cap Exp - Gen Admin			45,000.00	42,192.58	94%
0142558 - Shire Office Build Haas St Renewal - Cap Exp - Corp Gov			50,000.00	3,474.03	7%
Sub Total To Programme Summary	\$0.00	\$0.00	\$631,459.00	\$51,406.11	
Capital Income					
0142320 - Transfer From Leave Reserve Corp Gov & Support	217,269.00	0.00			0%
0142790 - Transfer From Building Reserve Gen Admin	20,000.00	0.00			0%
0142792 - Transfer From - Restricted Cash Reserve - Corp Gov & Support					
0142951 - Proceeds from Sale of Assets - Cap Inc - General Administration	29,000.00	22,727.27			78%
Sub Total To Programme Summary	\$266,269.00	\$22,727.27	\$0.00	\$0.00	
Total Corporate Governance & Support	\$647,309.00	\$113,684.98	\$1,072,240.00	\$142,363.82	
IT and Records Operations					
Operating Expenditure					
0142075 - Records Management Exps - IT			5,500.00	254.63	5%
0146102 - License Maint and Support - IT Exp			376,300.00	216,460.28	58%
0146104 - Equip Maint & Supplies - IT Exp - OP Exp			120,350.00	32,020.92	27%
0146105 - Salary - Op Exp - IT			311,165.00	98,106.92	32%
0146106 - Salary - Op Exp - Records			265,011.00	101,497.78	38%
0146108 - Superannuation Employee Expense - IT			40,196.00	11,383.94	28%
0146109 - Software<\$5000 - IT Exp			29,100.00	4,522.95	16%
0146110 - Minor Assets<\$5000 - IT Exp			69,000.00	708.13	1%
0146111 - IT Contract Consultants - Exp			100,000.00	11,632.81	12%
0146113 - Superannuation Employee Expense - Records			35,126.00	11,278.57	32%
0146117 - Other Employment Costs - IT			9,534.00	5,451.12	57%
0146118 - Staff Housing/Utilities - Op Exp - IT Ops					
0146119 - Staff Housing/Utilities - Op Exp - Records Ops					
0146121 - Other Employment Costs - Records			8,474.00	4,527.94	53%
0146159 - Less Op Costs Alloc - IT			-1,495,073.00	-660,802.13	44%
0146199 - Fixed Asset Dep'n - Op Exp - IT			130,500.00	163,270.82	125%
Sub Total To Programme Summary	\$0.00	\$0.00	\$5,183.00	\$314.68	
Operating Income					
0142996 - Interest Rec Equip & Ins Reserve - Op Inc - General Administration O'Heads	9,270.00	335.88			4%
0146160 - User Charges & Sales (Inc GST) - Op Inc - IT & Records Operations					

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	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual
Sub Total To Programme Summary	\$9,270.00	\$335.88	\$0.00	\$0.00
Capital Expenditure				
0141995 - Transfer to Equip & Insurance Reserve IT Operations Cap Exp			53,270.00	335.88 1%
0146120 - Equip & H'Ware > \$5000 Cap Exp - IT			599,500.00	10,641.28 2%
0146122 - Software >\$5000 Cap Exp - IT			322,555.00	34,508.80 11%
Sub Total To Programme Summary	\$0.00	\$0.00	\$975,325.00	\$45,485.96
Capital Income				
0146178 - Grants Received - Non Op Inc - IT & Records Operations	261,000.00	0.00 0%		
Sub Total To Programme Summary	\$261,000.00	\$0.00	\$0.00	\$0.00
Total It And Records Operations	\$270,270.00	\$335.88	\$980,508.00	\$45,800.64
Unclassified General				
Operating Expenditure				
0114310 - Broome Turf Club Recoupable Expenses (Income in 114401) - Op Exp - Unclassified General			17,500.00	17,883.48 102%
0147103 - Survey & Misc Expenses Leased Properties - Op Exp - Unclassified Gen			50,000.00	9,585.23 19%
0147104 - Consultant Expenses - Op Exp - Unclassified General			25,000.00	15,643.91 63%
0147287 - Recoupable Expenses (Inc in 147587 & 147588)- Op Exp - Un Clas Gen			400.00	0.00 0%
0147290 - Significant Expense-Revaluation of Assets				
0147530 - Admin Costs Alloc - Op Exp - Unclassified General			30,130.00	12,585.05 42%
Sub Total To Programme Summary	\$0.00	\$0.00	\$123,030.00	\$55,697.67
Operating Income				
0114401 - Broome Turf Club Recouped Income (Exp in 114311) - Op Inc - Unclassified General	17,500.00	0.00 0%		
0147493 - Turf Club - Reserve Point - Op Inc - Unclassified General	2,000.00	-1.00 0%		
0147586 - Reimbursements & Other Income - Op Inc - Unclassified General	6,670.00	0.00 0%		
0147587 - Recouped Income (Exp In 147287) -Op Inc-Unclass Gen	200.00	0.00 0%		
0147588 - Recoupable Income Non-GST - Op Inc - Unclassified General	200.00	0.00 0%		
Sub Total To Programme Summary	\$26,570.00	-\$1.00	\$0.00	\$0.00
Capital Expenditure				
0147100 - Building Captial > \$5k - Cap Exp - Unclassified General			67,900.00	0.00 0%
Sub Total To Programme Summary	\$0.00	\$0.00	\$67,900.00	\$0.00
Capital Income				

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Particulars	Income			Expenditure	
	Current Year Estimated	Current Year Actual		Current Year Estimated	Current Year Actual
0147510 - Transfer From Building Reserve - Unclassified)	60,000.00	0.00	0%		
Sub Total To Programme Summary	\$60,000.00	\$0.00		\$0.00	\$0.00
Total Unclassified General	\$86,570.00	-\$1.00		\$190,930.00	\$55,697.67
Other Buildings Leased - Unclassified					
Operating Expenditure					
0112051 - 630800				17,810.00	2,422.94 14%
0132000 - Office Bagot St - Op Exp - Tourism & Area Promotion				6,990.00	4,812.37 69%
0147409 - Cable Beach Restaurant Facilities (Zanders) Build Maint & Operating - Op Exp-Other Build Leased				1,100.00	0.00 0%
0147482 - 510000				6,125.00	1,635.82 27%
0147862 - Sam Male Lugger - Op Exp- Other Build Leased				664.00	663.16 100%
1480296 - Fixed Asset Depn - Op Exp - Other Buildings Leased				45,900.00	19,240.19 42%
Sub Total To Programme Summary	\$0.00	\$0.00		\$78,589.00	\$28,774.48
Operating Income					
0112483 - Rent & Reimb Rec'd For Town Beach Kiosk Op Inc - Other Buildings Leased	70,255.00	25,321.90	36%		
0146408 - Cable Beach Restaurant Facilities Lease Income-Op Inc-Oth Build Lease	56,517.00	15,235.35	27%		
0146409 - Cable Beach Restaurant Facilities Reimb - Op Inc - Other Build Leased					
0147181 - Old Visitors Centre Rental: Magabala Books - Op Inc - Other Buildings Leased	6,991.00	-1.00	0%		
0147182 - Old Visitors Centre Recoup Outgoings Reimb Rec'd- Magabala Books - Op Inc - Oth Build Leased					
0147490 - User Charges - Old Broome Lockup Outgoings - Op Inc - Other Buildings Leased					
0147491 - Rental Broome Lock Up - Op Inc - Other Buildings Leased	15,325.00	4,445.00	29%		
0147492 - Rental - Portion of Reserve 34305 - Op Inc - Other Properties Leased	19,884.00	-1.00	0%		
0147502 - Rental - Portion of Reserve 39420 - Op Inc - Other Properties Leased	7,050.00	7,052.90	100%		
0147503 - Rental - Telstra Bme West Site Depot - Op Inc - Other Bldgs Leased					
Sub Total To Programme Summary	\$176,022.00	\$52,053.15		\$0.00	\$0.00
Total Other Buildings Leased - Unclassified	\$176,022.00	\$52,053.15		\$78,589.00	\$28,774.48

Community Facilities Leased - Unclassified

Operating Expenditure

SHIRE OF BROOME
Schedule 14
OTHER PROPERTY AND SERVICES
Financial Statement For The Period Ending 30/11/2016

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			960.00	5,256.72 548%
0114601 - Naval Cadets Building Maint & Operating Expenses - Op Exp - Community Facilities Leased			1,800.00	3,621.66 201%
0146020 - Child Care Centre Cnr Guy & Herb Sts - Op Exp - Comm Fac Leased			16,440.00	10,634.62 65%
0146030 - Broome Golf Club Maint & Operating Expenses - Op Exp - Community Facilities Leased			9,250.00	9,425.86 102%
0146040 - Broome Pistol Club Maint & Operating Expenses - Op Exp - Community Facilities Leased			0.00	3,355.64 100%
0146050 - 4 Jones Place Maint & Operating Expenses - Op Exp - Comm Fac Leased			10,300.00	11,223.61 109%
0146091 - Scout & Guide Shed Maint & Operating Exps - Op Exp - Com Fac Leased			320.00	0.00 0%
0146297 - Dep'n - Land & Buildings - Community Facilities Leased			43,900.00	18,411.05 42%
0146670 - Bowling Club Maint & Operating Expenses - Op Exp - Community Facilities Leased			10,735.00	10,163.54 95%
0149420 - 930000			12,880.00	5,738.95 45%
1481296 - Fixed Asset Depn - Op Exp - Commercial Facilities Leased			118,800.00	49,823.79 42%
Sub Total To Programme Summary	\$0.00	\$0.00	\$225,385.00	\$127,655.44
Operating Income				
0147495 - User Chgs Child Care Centre Cnr Guy & Herb Sts Outgoings Reimb (GST) Op Inc - Comm Fac Leased				
0147496 - Child Care Centre Cnr Guy & Herb Sts Rent Rec'd - Op Inc - Comm Fac Leased	80,549.00	28,641.50 36%		
0149408 - Reimb & Other Income - Op Inc - Community Facilities Leased	500.00	-7,456.70 1491%		
0149410 - BOSCCA Lease & Other Income - Op Inc - Community Facilities Leased	38,500.00	10,415.65 27%		
0149450 - 4 Jones Place Reimbursements Received - Op Inc - Comm Fac Leased	10,001.00	0.00 0%		
Sub Total To Programme Summary	\$129,550.00	\$31,600.45	\$0.00	\$0.00
Capital Expenditure				
0146682 - Bowling Club Building Renewal - Cap Exp - Com Fac Leased			25,000.00	0.00 0%
Sub Total To Programme Summary	\$0.00	\$0.00	\$25,000.00	\$0.00
Total Community Facilities Leased - Unclassified	\$129,550.00	\$31,600.45	\$250,385.00	\$127,655.44
Office Properties Leased - Unclassified				
Operating Expenditure				
0147270 - 21700000			478,156.00	230,195.94 48%
0147280 - Shire Office Cable Beach Rd - Op Exp - Office Properties Leased			9,692.00	3,005.91 31%

SHIRE OF BROOME
Schedule 14
OTHER PROPERTY AND SERVICES

Financial Statement For The Period Ending 30/11/2016

Particulars	Income		Expenditure		
	Current Year Estimated	Current Year Actual	Current Year Estimated	Current Year Actual	
1482296 - Fixed Asset Dep'n - Op Exp - Office Properties Leased			63,900.00	26,771.06	42%
1482297 - KRO Loan Interest & Fee Exp - Op Exp			34,807.00	0.00	0%
Sub Total To Programme Summary	\$0.00	\$0.00	\$586,555.00	\$259,972.91	
Operating Income					
0147460 - Kullarri Employment Services					
KRO Rent Rec - Office Properties Leased					
0147463 - KRO Far North Comm Ser (T567)	41,000.00	7,848.30			19%
Rent Rec'd - Op Inc - Office Props Leased					
0147464 - Anglicare WA KRO Rent Rec'd- OP INC - Office Props Leased	178,000.00	74,119.60			42%
0147465 - Dept Corrective Services KRO1 Rent Rec'd - Op Inc - Office Prop Leased	111,000.00	-1.00			0%
0147467 - K.I.F.S.A. KRO2 Rent Rec'd - Op Inc - Office Prop Leased	32,000.00	21,419.10			67%
0147472 - Shire Office Cable Beach Rd Rental Income- Op Inc-Office Props Leased	24,321.00	7,830.85			32%
0147473 - Shire Office Cable Beach Rd Outgoings Reimbursed-Op Inc-Off Props					
0147483 - Dep't of Housing KRO Rent Received - Op Inc - Office Properties Leased	203,003.00	81,811.80			40%
0147484 - KRO Lingari Foundation Tenancy 134 Sqm Rent Inc Rec'd - Office Prop Leased	22,500.00	-1.00			0%
0147485 - Dept Corrective Services KRO2 Rent Rec'd - Op Inc - Office Properties Leased	131,976.00	53,906.65			41%
0147489 - User Charges KRO Outgoings - Op Inc - Office Properties Leased	407,368.00	141,333.63			35%
0147494 - Reimbursements KRO - No GST - Op Inc - Office Properties Leased					
Sub Total To Programme Summary	\$1,151,168.00	\$388,267.93	\$0.00	\$0.00	
Capital Expenditure					
0147373 - KRO1 Building Upgrade (Inc Furn) - Cap Exp - Office Prop Leased					
0147375 - KRO2 Building Renewal - Cap Exp - Office Prop Leased			157,364.00	41,744.79	27%
0147950 - Transfer to Building Reserve - Cap Exp - Office Properties Leased					
0147999 - Works in Progress - KRO2 Building Renewal & KRO3 New Building Construction					
1482298 - KRO Loan Principal Exp			94,869.00	0.00	0%
1482446 - KRO3 Building New Const - Cap Exp - Office Prop Leased			5,960,277.00	124,909.89	2%
Sub Total To Programme Summary	\$0.00	\$0.00	\$6,212,510.00	\$166,654.68	
Capital Income					
0147355 - Transfer From Building Reserve Leased Offices Un Clas	1,777,364.00	0.00			0%
0147390 - Transfer From Restricted Cash Reserve Cap Inc - Office Prop Leased	250,277.00	0.00			0%

SHIRE OF BROOME
Schedule 14
OTHER PROPERTY AND SERVICES

Financial Statement For The Period Ending 30/11/2016

Particulars	Income			Expenditure	
	Current Year Estimated	Current Year Actual		Current Year Estimated	Current Year Actual
1486561 - Loans Received KRO3 - Cap Inc - Other Property Leased	4,090,000.00	0.00	0%		
Sub Total To Programme Summary	\$6,117,641.00	\$0.00		\$0.00	\$0.00
Total Office Properties Leased - Unclassified	\$7,268,809.00	\$388,267.93		\$6,799,065.00	\$426,627.59
TOTAL OTHER PROPERTY AND SERVICES	\$9,294,299.00	\$766,042.23		\$12,129,916.00	\$1,783,956.32

This item and any attachments are confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”, and section 5.23(2)(d) as it contains “legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting”.

9.4.3 OBJECTION TO THE RATE RECORD - NON-RATEABLE LAND UNDER SECTION 6.26(2)(G) - RATES EXEMPTION APPLICATION 2014/2015 - THE RETURNED & SERVICES LEAGUE OF AUSTRALIA

LOCATION/ADDRESS:	A110080
APPLICANT:	The Returned & Services League of Australia
FILE:	ARA11
AUTHOR:	Finance Officer - Rates
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	9 September 2016

SUMMARY: The Returned & Serviced League of Australia (**RSL**) has submitted an objection to the rate record for the 2014/2015 financial year, dated 29 August 2016. The objection outlines claims that Assessment A110080 (**the Property**) is non-rateable under Section 6.26(2) (g) of the *Local Government Act (WA) 1995 (LGA)* as the land is ‘used exclusively for a ‘charitable purpose’ (**Charitable Use Exemption**). This report provides a recommendation for Council's consideration in response to the objection.

Attachments

1. Returned Services League Land Use and Activity Declaration 14/15
2. WALGA Rates and Charitable Land Use Exemption Applications Best Practice Guideline
3. HSF Legal Advice Section 6.26(2)(g)

This item and any attachments are confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”, and section 5.23(2)(d) as it contains “legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting”.

9.4.4 OBJECTION TO THE RATE RECORD - NON-RATEABLE LAND UNDER SECTION 6.26(2)(G) - RATES EXEMPTION APPLICATION 2014/2015 - TRUSTEES OF THE GRAND LODGE OF WA

LOCATION/ADDRESS:	A101260
APPLICANT:	Trustees of the Grand Lodge of WA
FILE:	ARA11
AUTHOR:	Finance Officer - Rates
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	21 November 2016

SUMMARY: The Trustees of the Grand Lodge of WA (**the Lodge**) have submitted an objection to the rate record for the 2014/2015 financial year, dated 28 January 2016. The objection outlines claims that Assessment A101260 (**the Property**) is non-rateable under Section 6.26(2) (g) of the Local Government Act (WA) 1995 (**LGA**) as the land is ‘used exclusively for a ‘charitable purpose’ (**Charitable Use Exemption**). This report provides a recommendation for Council's consideration in response to the objection.

Attachments

1. Trustees of the Grand Lodge WA Rate Exemption Application 14/15
2. WALGA Rates and Charitable Land Use Exemption Applications Best Practice Guideline
3. HSF Legal Advice Section 6.26(2)(g)

This item and any attachments are confidential in accordance with Section 5.23(2) of the Local Government Act 1995 section 5.23(2)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”, and section 5.23(2)(d) as it contains “legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting”.

9.4.5 OBJECTION TO THE RATE RECORD - NON-RATEABLE LAND UNDER SECTION 6.26(2)(G) - RATES EXEMPTION APPLICATIONS 2015/2016 AND 2016/2017 - NYAMBA BURU YAWURU LIMITED

LOCATION/ADDRESS:	Various properties
APPLICANT:	Nyamba Buru Yawuru Limited
FILE:	ARA11.1, ARA11
AUTHOR:	Director Corporate Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	28 October 2016

SUMMARY: Nyamba Buru Yawuru Limited (**NBY**) has submitted an objection to the rate record for the 2015/2016 and 2016/2017 financial years, dated 10 December 2015 and 26 August 2016 respectively. The objections outline claims that the land is non-rateable under Section 6.26(2)(g) of the Local Government Act (WA) 1995 (**LGA**) as the land is ‘used exclusively for a charitable purpose’ (**Charitable Use Exemption**). This report provides a recommendation for Council's consideration in response to the objections.

Attachments

1. NBY 1516 Objection to Rate Record - Application Rate Exemption
2. NBY 1617 Objection to Rate Record - Application Rate Exemption
3. Deed of Release - NBY
4. NBY Proposed Deed Interest Calculations
5. WALGA Rates and Charitable Land Use Exemption Applications Best Practice Guideline
6. NBY Proposal for Mediation

9.4.6 INTEGRATED PLANNING AND REPORTING FRAMEWORK - STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN REVIEW

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	ADM20
AUTHOR:	Manager Governance
CONTRIBUTOR/S:	Director Corporate Services
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	28 November 2016

SUMMARY: Council is requested to consider the adoption of the Shire of Broome's Strategic Community Plan 2017-2027 and Corporate Business Plan 2017-2021.

BACKGROUND

Previous Considerations

OMC 7 September 2004	Item 9.1.3
OMC 30 November 2004	Item 9.1.5
OMC 15 February 2007	Item 9.1.2
OMC 5 July 2007	Item 9.1.2
OMC 17 February 2011	Item 9.1.2
OMC 7 July 2011	Item 9.2.1
SMC 27 June 2013	Item 9.1.1
OMC 17 October 2013	Item 9.4.4
SMC 19 February 2015	Item 6.4.1
OMC 30 June 2016	Item 9.4.7

All Local Governments in Western Australia are required to develop a Plan for the Future as prescribed under Section 5.56(1) of the *Local Government Act 1995*. In 2011, amendments were made to the *Local Government (Administration) Regulations 1996*, specifically the inclusion of regulation 19BA which in summary states that a Plan for the Future is to incorporate a Strategic Community Plan (SCP) and a Corporate Business Plan (CBP).

The SCP provides the long term view (10 plus year timeframe) for the Shire and sets out the vision, aspirations and objectives of the community. Council adopted the initial Strategic Community Plan 2013-2023 at a Special Meeting of Council held 27 June 2013.

Regulation 19C(4) of the *Local Government (Administration) Regulations 1996* requires the SCP to be reviewed at least every 4 years. It is noted that the Department of Local Government and Communities' Integrated Planning and Reporting Framework and Guidelines include a minor (desktop) review every two years. The desktop review was undertaken in late 2014/2015, with Council adopting the reviewed documents at a Special Meeting of Council held 19 February 2015.

The CBP is responsible for translating the strategic direction of the Shire, articulated within the SCP, into specific priorities and actions at an operational level. The CBP also draws together actions contained within the Long Term Financial Plan (LTFP), Capital Works

Programs and various informing strategies. It provides a medium term snapshot of operational actions and priorities to inform the annual planning and budgeting process. The CBP is required to be reviewed annually in line with the budget process to ensure priorities are achievable and effectively timed. As part of this review consideration has been given to the LTFP.

COMMENT

A workshop to review the Strategic Community Plan 2015-2025 was held with Councillors and Executive Management on Saturday 17 September 2016. Councillors Johnston, Tracey, Fairborn, Fryer, Male and Mitchell were in attendance.

At the workshop Councillors reviewed the:

- Vision and Objectives/Strategic Goals – People, Place, Prosperity and Organisation;
- Outcomes and Strategies;
- Long Term Financial Plan and current projects; and
- Results of the community consultation undertaken to inform the full review.

Based on Community feedback, the following new Strategies have been included:

- 1.2.3 – Advocate for the development of aged care facilities and services
- 1.4.4 – Advocate for and promote regional sporting events and competitions.

Some minor amendments were made to the wording of the current Objectives, Outcomes and Strategies. Where the desired Outcome was considered part of an already defined broader Outcome, the Outcome was removed and associated Strategies realigned accordingly.

A workshop to review the CBP was held on 20 October 2016 with Executive and staff. The CBP has been reviewed to accommodate the changes that have occurred during the review of the SCP. The Actions contained within the CBP guide the organisation towards achieving the strategic Objectives, Outcomes and Strategies listed within the SCP.

The draft Strategic Community Plan 2017-2027 and the Corporate Business Plan 2017-2021 were presented to Council at a workshop held 24 November 2016. Councillors Johnston, Tracey, Foy, Fryer and Mitchell were in attendance.

In line with the principles of the Integrated Planning Framework, the Shire of Broome's informing strategies are continually under review with full regard for Council's LTFP.

Both the Strategic Community Plan 2017 – 2027 and the Corporate Business Plan 2017-2021 are proposed to be effective 1 July 2017, with the CBP informing the annual budget process. It must be noted that budget allocations are only formally endorsed through the adoption of the annual budget.

The LTFP has been reviewed with consideration for the revised SCP and CBP. The LTFP has been balanced with the intent to reduce the reliance on Reserve Funding, to fund in the first instance, the Shire's Capital Renewal program. Funding of renewal expenditure through Municipal Funds provides for long term financial viability. In order to balance the LTFP, and ensure financial sustainability into the future, an annual rates increase of 1.0% per annum above inflation has been incorporated.

Capital projects whose funding model has included developer contributions via the Developer Contribution Plan have also been scheduled to occur after the 24/25 financial

year due to the uncertainty surrounding the amount of developer contribution funds available in the earlier years of the plan. The Chief Executive Officer will provide further reports to Council to address savings and assumptions informing the Annual Budget process.

CONSULTATION

An invitation to participate in the review of the Strategic Community Plan was distributed via a postcard mail out to non-resident ratepayers and local residents. The community were invited to share their visions and aspirations for the future by completing either a paper or online survey. They were also requested to indicate their current levels of satisfaction with services and facilities, along with their views of the importance of the services and facilities. The review was advertised in the Broome Advertiser, the Shire of Broome website (with a link to the online survey) and notices were placed on the Administration and Library Notice Boards.

Emails advising of the review and attaching a copy of the public notice were forwarded to the communities of Ardyaloon, Beagle Bay, Bidyadanga, Djarindjin and Lombadina.

A Community Workshop was held on Thursday 8 September and an information stand was set up at the Boulevard Shopping Centre on Saturday 10 September. Staff were in attendance to assist with any questions and to provide printed copies of the survey.

The feedback from the Community consultation was taken into consideration during the review of the SCP.

Extensive community consultation was undertaken during the year as part of the development of the Broome Growth Plan. Results of this engagement were taken into consideration in the development of the Strategic Community Plan 2017-2027 to maximise the alignment of the Broome Growth Plan and the SCP.

Consultant – Moore Stephens (WA) Pty Ltd

STATUTORY ENVIRONMENT

Local Government Act 1995

5.56. Planning for the future

(1) A local government is to plan for the future of the district.

(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

[Section 5.56 inserted by No. 49 of 2004 s. 42(6).]

Local Government (Administration) Regulations 1996

19BA. Terms used

In this Part —

corporate business plan means a plan made under regulation 19DA that, together with a strategic community plan, forms a plan for the future of a district made in accordance with section 5.56;

strategic community plan means a plan made under regulation 19C that, together with a corporate business plan, forms a plan for the future of a district made in accordance with section 5.56.

[Regulation 19BA inserted in Gazette 26 Aug 2011 p. 3482-3.]

19CA. Information about modifications to certain plans to be included (Act s. 5.53(2)(i))

- (1) This regulation has effect for the purposes of section 5.53(2)(i).
- (2) If a modification is made during a financial year to a local government's strategic community plan, the annual report of the local government for the financial year is to contain information about that modification.
- (3) If a significant modification is made during a financial year to a local government's corporate business plan, the annual report of the local government for the financial year is to contain information about that significant modification.
[Regulation 19CA inserted in Gazette 26 Aug 2011 p. 3483.]

19C. Strategic community plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.
- (5) In making or reviewing a strategic community plan, a local government is to have regard to —
 - (a) the capacity of its current resources and the anticipated capacity of its future resources; and
 - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
 - (c) demographic trends.
- (6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
- (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
*Absolute majority required.
- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.
- (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

[Regulation 19C inserted in Gazette 26 Aug 2011 p. 3483-4.]

19DA. Corporate business plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
- (3) A corporate business plan for a district is to —

- (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
 - (b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
 - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
- (4) A local government is to review the current corporate business plan for its district every year.
 - (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.
 - (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.

*Absolute majority required.

- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

[Regulation 19DA inserted in Gazette 26 Aug 2011 p. 3484-5.]

19DB. Transitional provisions for plans for the future until 30 June 2013

- (1) In this regulation —
former regulation 19C means regulation 19C as in force immediately before 26 August 2011 and continued under subregulation (2);
former regulation 19D means regulation 19D as in force immediately before 26 August 2011;
plan for the future means a plan for the future of its district made by a local government in accordance with former regulation 19C.
- (2) Except as stated in this regulation, former regulation 19C continues to have effect on and after 26 August 2011 until this regulation expires under subregulation (7).
- (3) A local government is to ensure that a plan for the future applies in respect of each financial year before the financial year ending 30 June 2014.
- (4) A local government is not required to review a plan for the future under former regulation 19C(4) on or after 26 August 2011.
- (5) If, for the purposes of complying with subregulation (3), a local government makes a new plan for the future, local public notice of the adoption of the plan is to be given in accordance with former regulation 19D.
- (6) If a local government modifies a plan for the future under former regulation 19C(4), whether for the purposes of complying with subregulation (3) or otherwise —
 - (a) the local government is not required to comply with former regulation 19C(7) or (8) in relation to the modifications of the plan; and
 - (b) local public notice of the adoption of the modifications of the plan is to be given in accordance with former regulation 19D.
- (7) This regulation expires at the end of 30 June 2013.

[Regulation 19DB inserted in Gazette 26 Aug 2011 p. 3485-6.]

19D. Adoption of plan, public notice of to be given

- (1) After the adoption of a strategic community plan, or modifications of a strategic community plan, under regulation 19C, the local government is to give local public notice in accordance with subregulation (2).

- (2) *The local public notice is to contain —*
- (a) *notification that —*
 - (i) *a strategic community plan for the district has been adopted by the council and is to apply to the district for the period specified in the plan; and*
 - (ii) *details of where and when the plan may be inspected;*
 - or*
 - (b) *where a strategic community plan for the district has been modified —*
 - (i) *notification that the modifications to the plan have been adopted by the council and the plan as modified is to apply to the district for the period specified in the plan; and*
 - (ii) *details of where and when the modified plan may be inspected.*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The CBP is designed to deliver on the Outcomes and Strategies identified in the SCP. The LTFP has been amended and takes into consideration the reviewed documents. The revised financial schedule forms Attachment 3 to this report. The key assumption that differs from Council's adopted LTFP is an annual rates increase of 1.0% per annum above inflation, as opposed to the original 5.0%. The revised document includes reviewed allocations towards asset management and a reduced reliance on Reserve funding towards asset renewal expenditure. Capital projects whose funding model has included developer contributions via the Developer Contribution Plan have also been scheduled to occur after the 24/25 financial year due to the uncertainty surrounding the amount of developer contribution funds available in the earlier years of the plan. The assumptions proposed in the LTFP will ensure that financial sustainability for the Shire is maintained in the longer term.

Whilst the LTFP is one of the main drivers and guides the annual budget process, it does not preclude the need for Council to formally adopt the annual budget each year.

RISK

Regulation 19C(4) of the *Local Government (Administration) Regulations 1996* requires a Local Government to review the current Strategic Community Plan for its district at least once every four years. As the original Strategic Community Plan 2013-2023 was adopted by Council at a Special Meeting of Council held 27 June 2013 the risk of non compliance with legislation is low as this review has been undertaken within the four year timeframe.

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

Accessible and safe community spaces

Participation in recreational and leisure 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

Core asset management to optimise Shire's 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

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

Improved systems, processes and compliance

VOTING REQUIREMENTS

Absolute Majority

REPORT RECOMMENDATION:

That Council:

1. *Adopts the Shire of Broome Strategic Community Plan 2017-2027 as attached;*
2. *Adopts the Shire of Broome Corporate Business Plan 2017-2021 as attached;*

3. *Provides Local Public Notice of the adoption of the reviewed plans; and*
4. *Notes the revised Long Term Financial Plan schedule as attached, and supports the implementation of the adjusted document.*

(ABSOLUTE MAJORITY REQUIRED)

Attachments

1. Draft Strategic Community Plan 2017-2027
2. Draft Corporate Business Plan 2017-2021
3. Shire of Broome Long Term Financial Plan Extract



DRAFT Strategic Community Plan

2017 - 2027

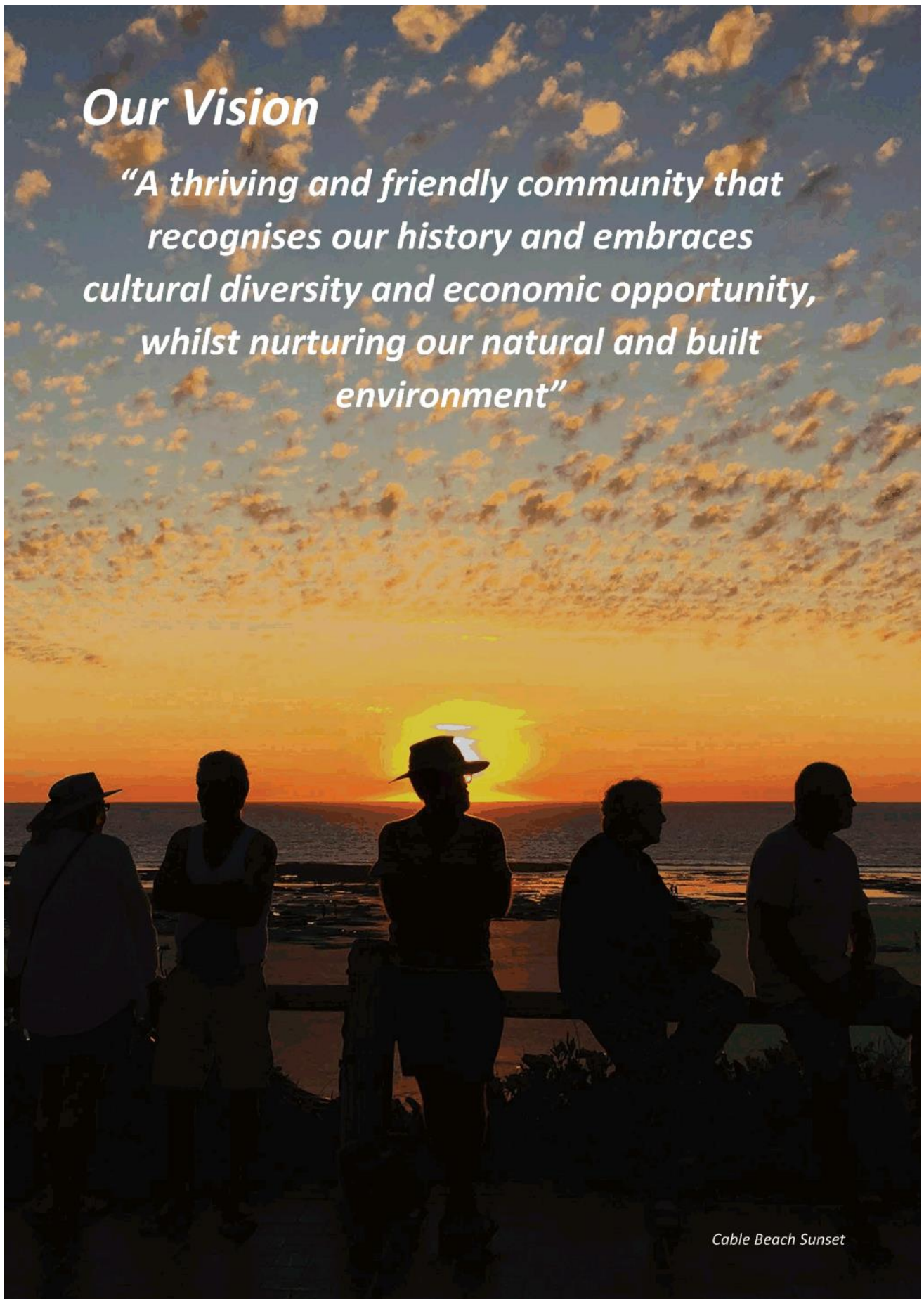


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Our Vision

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



Cable Beach Sunset

Foreword

We are proud to present the Shire of Broome Draft Strategic Community Plan 2017 - 2027. The Plan shares our visions and aspirations for the future and outlines how we will, over the next decade, work towards a brighter future for the Broome community.

This Plan could not have been produced without the input of the local community. We are grateful to the community for their response and especially to those who took the time to provide input into the Plan. Your responses gave us valuable insight into your aspirations for the future.

We believe we have captured the community's aspirations and have reflected these in our desired outcomes. We will work as a local government, in partnership with the community and other key stakeholders to deliver these outcomes using the strategies we have detailed in this Plan.

We look forward to continuing our focus to ensure the Broome community is 'a thriving and friendly community that recognises our history and embraces cultural diversity and economic opportunity, whilst nurturing our unique natural and built environment.'

Ron Johnston
Shire President

December 2016

Integrated Planning and Reporting Framework

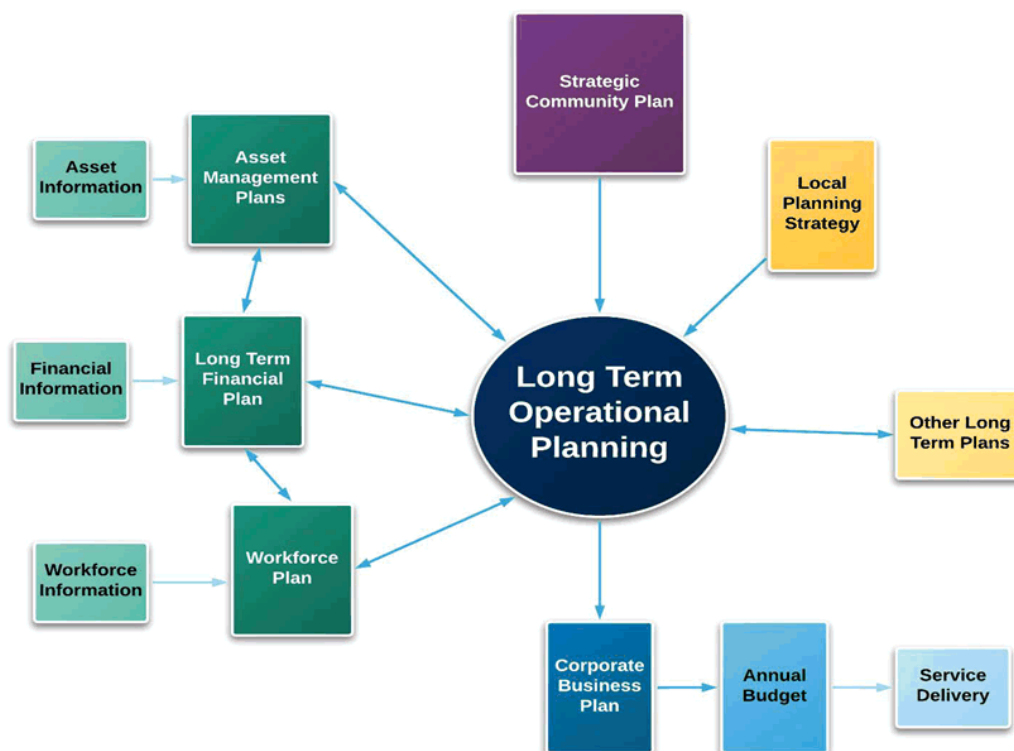
All local governments are required to prepare a Plan for the Future for their district under *Section 5.56(1) of the Local Government Act 1995*. The Plan for the Future comprises the following two key documents¹:

Strategic Community Plan – Council’s principal 10-year strategy and planning document. The core components of this Plan are the community vision, strategic direction, long and medium term priorities and resourcing implications with a horizon of 10+ years.

Corporate Business Plan – Council’s 4-year planning document. The core components of this Plan include a four-year delivery program, aligned to the Strategic Community Plan and accompanied by four-year financial projections.

Importantly, the Strategic Community Plan and Corporate Business Plan are informed by several other key strategy documents shown in the following diagram.

Diagram: Integrated Planning and Reporting Framework



¹Department of Local Government and Communities: Integrated Planning and Reporting Framework and Guidelines – September 2016

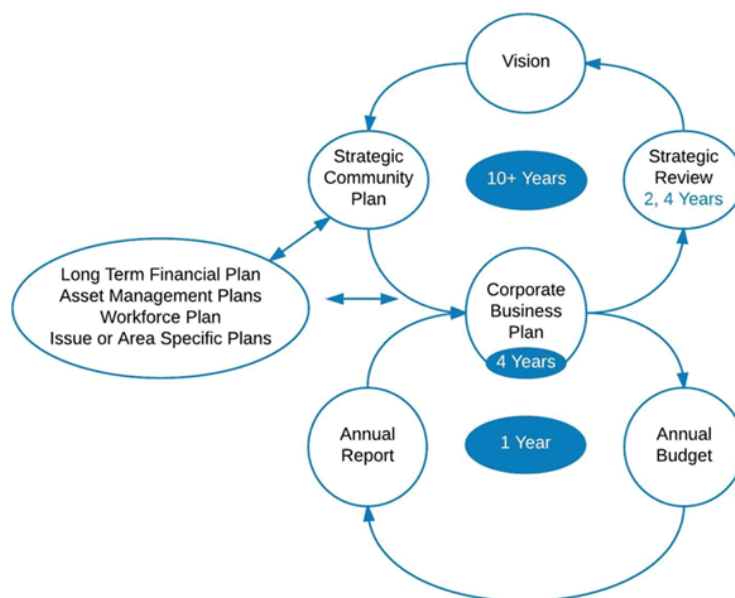
What is the Strategic Community Plan

The Strategic Community Plan is the highest level planning document in the Integrated Planning and Reporting Framework. This Plan is designed to be a 'living' document that guides the development of the Shire of Broome community for at least the next ten years.

One of the key features of the Integrated Planning and Reporting Framework is community engagement and the part it plays in influencing the Shire's strategic direction in order to achieve the community's long term aspirations.

Strategic planning is a recurring process, requiring constant refinement and review. Every second year a minor desktop review is scheduled to occur which will alternate with a comprehensive review planned on a four year cycle.

Diagram: Integrated Planning and Reporting Cycle



Structure of the Plan

Based on community engagement, the Plan sets out the vision for the Shire's future and captures the community's aspirations and values.

A guiding strategic objective has been developed for each of four key areas of community interest, being:

- **Social:** Our People
- **Environment:** Our Place
- **Economic:** Our Prosperity
- **Civic Leadership:** Our Organisation

Desired outcomes for each objective have been determined and strategies to meet the objectives established. This occurred after considering future demographics and the Shire's current and future resources and capacity.

For each strategic objective, the following information has been provided:

- a summary of the major issues highlighted by the community;
- a selection of community comments;
- tables of strategies to achieve the desired outcomes; and
- key performance measures to monitor achievement of desired outcomes.

Mission and Values

In line with the community vision and aspirations, Council has re-endorsed the Mission and Values from the previous Strategic Community Plan.

Mission: To deliver affordable and quality Local Government services.

Values: Values of the organisation are demonstrated through the way employees behave, interact and think. Defining values and clearly articulating what these values look and feel like is very important and are the building blocks to ensuring a consistent customer and staff experience is delivered at all times.

Values and the behaviours they influence are also essential when creating a strong and well respected Corporate Brand both internally and externally. During the revision period of the current Strategic Community Plan, the following values remain and will continue to be integrated into the performance management framework.

- **Communication:** Actively consult, engage and communicate with, and on behalf of the community.
- **Integrity:** Be honest, equitable and ethical in all our dealings.
- **Respect:** Recognise and respect the individual and unique requirements of all people, cultures and groups.
- **Innovation:** Drive change through leadership and energy.
- **Transparency:** Be open and accountable in all our activities.
- **Courtesy:** Provide courteous service and helpful solutions.

How the Plan will be used

This Plan outlines how the Shire will, over the long term, work towards a brighter future for the Shire of Broome community as it seeks to achieve its vision inspired by the community's aspirations for the future.

Looking to the future, the Strategic Community Plan will influence how the Shire uses its resources to deliver services to the community. The Plan forms the primary driver for all other planning undertaken by the Shire.

The Shire of Broome intends to use the Strategic Community Plan in several ways, including:

- Guide Council priority setting and decision making;
- Be a mechanism for the ongoing integration of local planning initiatives;
- Inform the decision making of other agencies and organisations, including community and State Government;
- Provide a rationale to pursue grants and other resources by demonstrating how specific projects align with the aspirations of our community, and within the strategic direction of the Shire;
- Inform potential investors and developers of our community's key priorities, and the way we intend to grow and develop;
- Engage local businesses, community groups and residents in various ways to contribute to the Shire's future; and
- Provide a framework for monitoring progress against our vision, values and aspirations.

Importantly, plans are only effective if there are adequate resources dedicated to ensure they can be delivered.

The strategies will be prioritised and actions applied, after a further assessment of available resources, through the development of a Corporate Business Plan. Key performance indicators will be used to report back to the community on the Shire's performance in achieving the outcomes.



Sammy the Dragon

Profile of the Shire of Broome

Originally founded as a pearling port over a hundred years ago, Broome now boasts a multicultural population with Koepanger, Malay, Chinese, European and Aboriginal cultures all blended to create a captivatingly friendly and flamboyant personality that is the heart and soul of Broome.

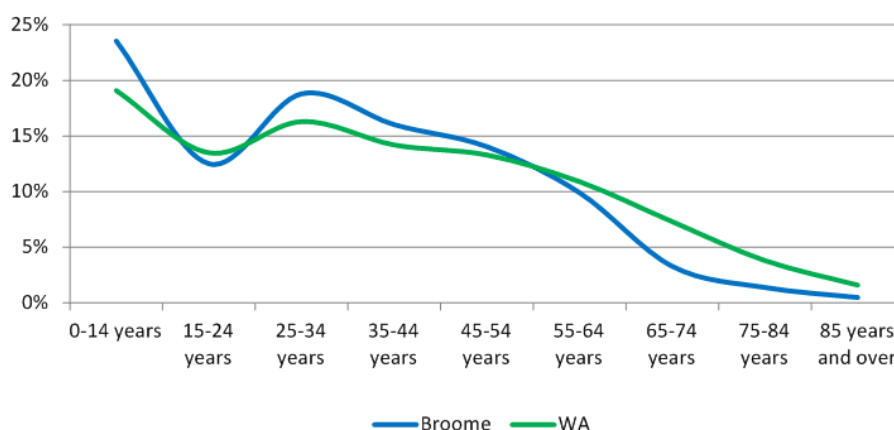
In recent years Broome has experienced substantial growth in the tourism sector, with the world famous Cable Beach being one of the many attractions. Fishing, agriculture, aquaculture, pastoral and off-shore exploration industries are also prominent in the Shire.

The Shire of Broome is located within the Kimberley region – an area that covers 419,558km² in the northern most part of Western Australia. There are some 226 Indigenous communities plus many outstations throughout the Kimberley along with pastoral properties and cattle stations. There are 34 Indigenous languages spoken in the region with approximately 21.2% of the Kimberley population identifying themselves as Indigenous at the 2011 census (29.1% within the Shire of Broome).

With a population of approximately 17,000, the age demographic² of the resident population illustrates the Shire of Broome has a high proportion of young families with more than 50% of the population being under 35 years of age and more than 80% being under 55 years of age.



% of Population by Age



² Australian Bureau of Statistics Census 2011 (Est 2014)

Broome Natural and Built Environment

The Natural Landscape

Located in the Kimberley region of Western Australia, the Shire of Broome covers an area of 54,632 km², and is approximately 2,200km north of Perth. The terrain ranges from sandy coastal areas in some parts to rugged ancient sandstone escarpments. Inland areas are sparsely vegetated and comprise red pindan soils supporting extensive pastoral activity.

The Kimberley experiences two seasons – the ‘dry or winter season’ and the ‘wet, summer or cyclone season’. The main focus in the dry season – May to November is tourism, with intrastate, interstate and international tourists visiting the region in vast numbers; whilst the wet season – November to May is a period of extremely high humidity, cyclones and substantial rains resulting in, at times, much of the region being inaccessible by road.

The pristine waters, wide empty beaches, abundant wildlife, tropical climate and breathtaking colours attract thousands of visitors each year. Broome is the gateway to the magnificent wilderness region of the Kimberley. It’s also home to the world-famous white sands of Cable Beach, making it one of the State’s most popular holiday destinations.

The Built Environment

The architecture and built environment is a result of Broome’s rich history and culture adding to its unique identity and style.

Broome has ample shopping facilities including retail outlets, restaurants and cinemas. There are a range of education providers including public and private schools to year 12, 1 University and 1 TAFE. The recreation and sporting facilities available in Broome are extensive and provide a regional base for sport in the Kimberley.

The Port of Broome is vital to the region’s economy being a key logistical gateway for the Kimberley region. The port facility supports industries such as pearling, fishing, tourism, livestock export while also servicing offshore oil and gas operations. It is the main fuel and container receipt point for the region.

Broome’s road network includes sealed roads within the townsite and the fully sealed Great Northern Highway linking the Kimberley towns. An unsealed road network links up the Aboriginal communities, outstations and cattle / pastoral stations with the main highway and forms the main rural road network throughout the region. At times during the wet season, these roads are impassable due to flooding or are too wet to support traffic.

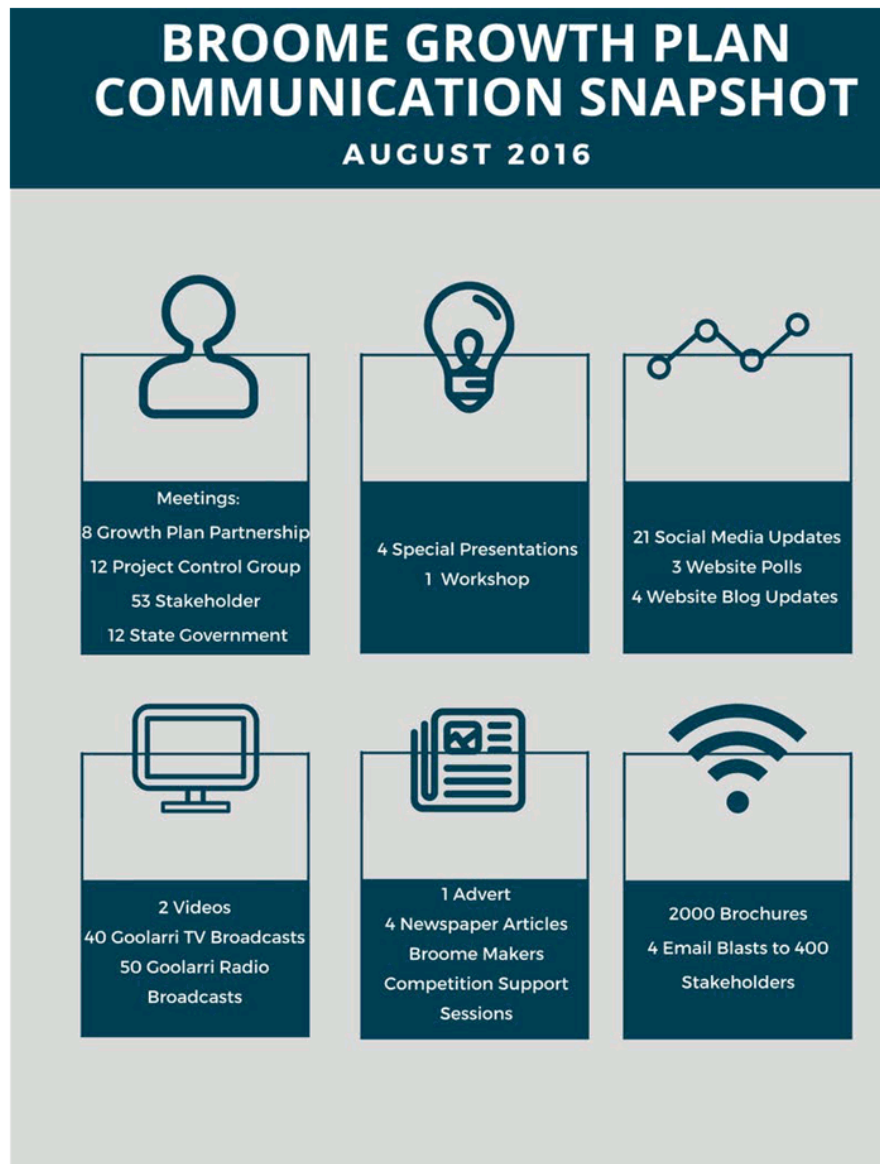


Cable Beach Broome – Shinju Matsuri 2016

Community Engagement

Extensive community consultation was undertaken during the year as part of the development of the Broome Growth Plan. Results of this engagement were taken into consideration in the development of the Strategic Community Plan to maximise the alignment of the Broome Growth Plan and Strategic Community Plan.

A summary of the community communications and engagement which occurred is provided below.

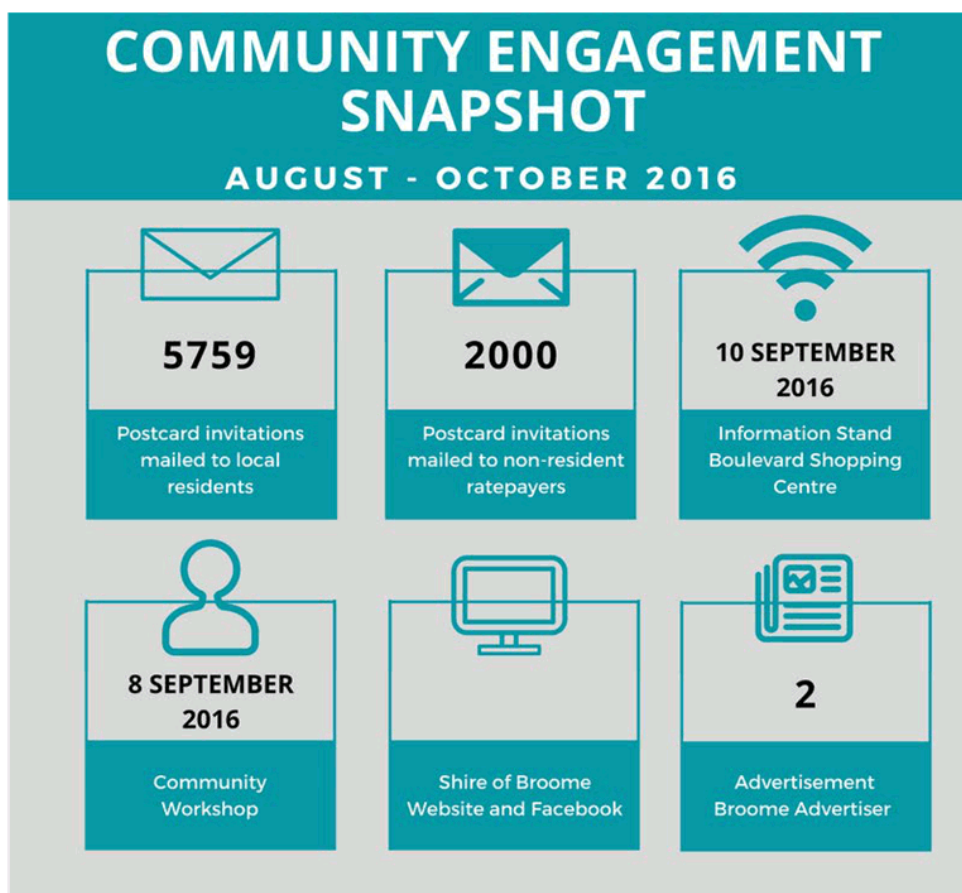


Community Engagement (Continued)

The 2016 Strategic Community Plan review process commenced in August 2016 and focused on obtaining feedback in relation to Shire services and facilities using a community survey, in electronic and paper form with links available on the Shire's website. The Broome community was invited to participate in the review by sharing their visions and aspirations for the future. They were also requested to provide their current levels of satisfaction with Shire services and facilities along with their views of the importance of these services.

An invitation to participate was distributed via mail to all local residents and non-resident ratepayers. The campaign was promoted and advertised on local notice boards and the Shire of Broome website, with a link provided on the Shire website. A community workshop was held at the Shire Administration Office on 8th September 2016. Responses were received from 242 individuals, either completing the survey or attending the community workshop.

A summary of the community communications and engagement which occurred is provided below.



Community Response

The community engagement has provided valuable insight into the key issues and aspirations as identified by the local residents and ratepayers. Importantly for the Council, these views have established clear priorities and subsequently shaped the visions, values, objectives and strategies documented in this report.

A summary of the community responses received from the two engagement processes is provided below.

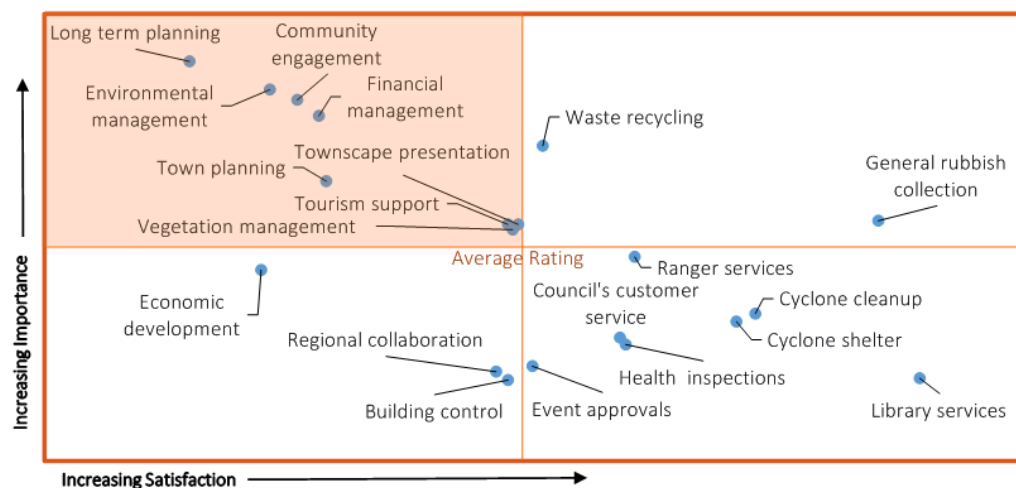


Community Response (continued)

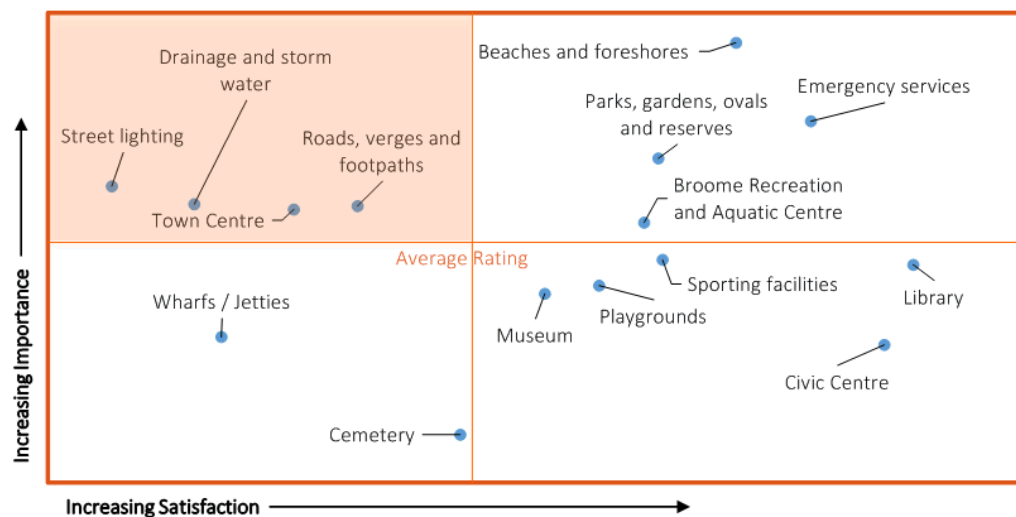
Survey respondents rated their perspective of the importance and their level of satisfaction with current and anticipated Shire services. Based on the survey results, the relative importance and satisfaction with various Shire services, community facilities and infrastructure is presented in the charts below.

Services and facilities with a higher than average importance to the community and a lower than average level of community satisfaction are reflected in the shaded quadrants in the charts below.

Shire Services



Community Facilities and Infrastructure





Boab Tree - Broome

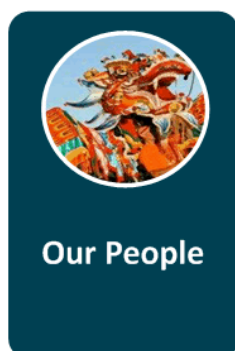
Objectives and Outcomes

Based on the community feedback received, the Shire of Broome has set out four key objectives within this Plan as it delivers services to the community. An objective has been defined for each of four key themes, being: social, economic, environment and civic leadership.

Each of the four objectives has a number of desired outcomes Council is aiming to achieve over the 10+ years of this Plan.

The following table summarises the desired outcomes of working toward the strategic objectives in achieving the Shire's vision. The tables on the following pages detail the strategies developed to achieve these desired outcomes.

	Objectives	Outcomes
SOCIAL	<p><i>Our People</i></p> <p><i>Foster a community environment that is accessible, affordable, inclusive, healthy and safe</i></p>	<ul style="list-style-type: none"> • Effective communication • Affordable services and initiatives to satisfy community needs • Accessible and safe community spaces • Participation in recreational and leisure activities for Broome and the North West region • A healthy and safe environment
ENVIRONMENT	<p><i>Our Place</i></p> <p><i>Help to protect the natural and built environment and cultural heritage of Broome</i></p>	<ul style="list-style-type: none"> • Realistic and sustainable land use strategies for the Shire within the state and national frameworks and in consultation with the community • A built environment that reflects tropical climate design principles and the Broome vernacular • A natural environment for the benefit and enjoyment of current and future generations • A preserved, historical and cultural heritage of Broome • Retention and expansion of Broome's iconic tourism assets and reputation • Core asset management to optimise the Shire's infrastructure whilst minimising life cycle costs
ECONOMIC	<p><i>Our Prosperity</i></p> <p><i>Create the means to enable economic diversity, growth and lifestyle affordability for the current and future population</i></p>	<ul style="list-style-type: none"> • 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
CIVIC LEADERSHIP	<p><i>Our Organisation</i></p> <p><i>Continually enhance the Shire's organisational capacity to service the needs of a growing community</i></p>	<ul style="list-style-type: none"> • An organisational culture that strives for service excellence • Sustainable and integrated strategic and operational plans • Responsible resource allocation • Improved systems, processes and compliance



Social Objective

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

Community Feedback

With a welcoming, friendly community and the open, accepting attitude of locals there is clearly a strong sense of community in the Shire of Broome and this is highly valued.

Broome's history, identity and culture is special with an integral part being its rich indigenous culture and traditions. Living in a multicultural community is highly valued along with the richness this brings to the district. The community enjoys celebrating the diverse culture of the area with festivals and cultural and community events occurring throughout the year.

The social impacts of alcohol and drug abuse are of major concern to the community, including the associated level of crime and violence.

Social Aspirations and Opportunities

The Broome community aspires to retain its inclusive, healthy and safe community spirit whilst continuing to celebrate a unique Broome culture. The extensive regional sporting and recreational facilities available in Broome are well recognised. There is a strong creative culture with a significant presence of artistic and creative endeavours in the community. These two features provide opportunities for high levels of social interaction through sporting and cultural events and showcase Broome's culture and community.

Comments from the Community:

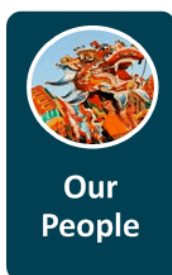
"Friends are like family in this town."

"I want to see Broome grow into a place that is safe and caring for families to grow and prosper...."

"A small town with good community feeling that looks after its citizens and the beautiful environment it is situated in."

"My vision: that good values are retained and enhanced and that our environment be respected."

"The history and culture are a major attraction."



Social Objective

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

The following Outcomes and Strategies have been identified to achieve this Objective.

Outcome 1.1 Effective communication

1.1.1	Enable the community to have direct input into future development
1.1.2	Encourage interaction and input to the Council
1.1.3	Maintain the Community Sponsorship Program

Outcome 1.2 Affordable services and initiatives to satisfy community needs

1.2.1	Continue to implement and maintain Community Plans including Sport and Recreation Plan, Arts and Culture Plan and Youth Strategy within available resources
1.2.2	Investigate opportunities to outsource or partnership the management of community facilities
1.2.3	Advocate for the development of aged care facilities and services
1.2.4	Create and maintain community spaces and infrastructure including public art, historical and cultural interpretation
1.2.5	Continue to improve universal access and inclusion to Shire assets

Outcome 1.3 Accessible and safe community spaces

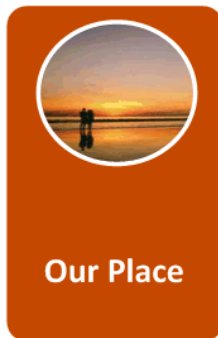
1.3.1	Advocate for safe accommodation for transient populations
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Outcome 1.4 Participation in recreational and leisure activities for Broome and the North West region

1.4.1	Ensure sport and recreation facilities maximise participation within available resources
1.4.2	Maximise usage of community facilities whilst reducing the financial obligation on the Shire
1.4.3	Implement the 'Jetty to Jetty' Project in accordance with the endorsed business case
1.4.4	Advocate for and promote regional sporting events and competitions

Outcome 1.5 A healthy and safe environment

1.5.1	Maximise community safety through safe urban design
1.5.2	Continue to work with agencies to review, update and implement current Emergency Management Arrangements and Recovery Plan
1.5.3	Ensure public health and safety through the provision of regulatory services



Environment Objective

Our Place Goal: Help to protect the natural and built environment and cultural heritage of Broome.

Community Feedback

The community appreciate and value the stunning beaches and natural environment. The turquoise waters combine with orange sandstone cliffs to contribute to a beautiful natural environment which is a key feature of Broome coastal living. The remote wilderness qualities of the inland areas are host to an abundance of wildlife and flora, which the community view as a precious gift to be protected.

The town's colourful history and the reflection of this in the architecture and built form is also enjoyed, largely because this is a key part of Broome's identity and style and because this gives the heritage of the area a living quality.

Environment Aspirations and Opportunities

The community aspires to continue to protect and preserve its beautiful, clean environment into the future. Planning is required to ensure there is adequate consideration of the social and environmental impacts of future development to achieve balanced growth for the community, whilst protecting and enhancing the natural environment and community lifestyle.

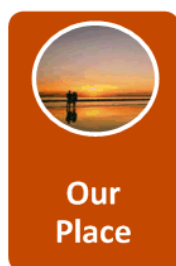
There are opportunities to further develop the built environment and provide increased facilities and services to the community, whilst also protecting the natural environment. Increasing amenities and accommodation for both resident and the transient population remains a focus of the Shire.

Comments from the Community:

"The unique mix of natural environment, diverse culture, and small-town life is what makes Broome special."

"My vision: Be innovative and look to leave a clean lasting environment..."

"The beautiful unspoilt environment, the multicultural close-knit community and the connection people have to their environment makes Broome special."



Environment Objective

Our Place Goal: Help to protect the natural and built environment and cultural heritage of Broome.

The following Outcomes and Strategies have been identified to achieve this Objective.

Outcome 2.1 Realistic and sustainable land use strategies for the Shire within the state and national frameworks and in consultation with the community

- | | |
|-------|--|
| 2.1.1 | Implement and review land use planning statutory and strategic documents |
| 2.1.2 | Actively participate with State Government to maximise local involvement in legislation and policy review, and town planning decisions |

Outcome 2.2 A built environment that reflects tropical climate design principles and the Broome vernacular

- | | |
|-------|--|
| 2.2.1 | Encourage sustainable building design and construction that reflects the Broome vernacular |
|-------|--|

Outcome 2.3 A natural environment for the benefit and enjoyment of current and future generations

- | | |
|-------|--|
| 2.3.1 | Consult with relevant authorities to manage the natural environment for the benefit and enjoyment of current and future generations |
| 2.3.2 | Implement and review the Local Environmental Management Framework and incorporate into the Local Planning Framework within resource capabilities |

Outcome 2.4 A preserved, historical and cultural heritage of Broome

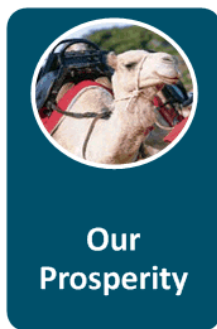
- | | |
|-------|---|
| 2.4.1 | Support the identification and preservation of the historical and cultural heritage of Broome |
|-------|---|

Outcome 2.5 Retention and expansion of Broome's iconic tourism assets and reputation

- | | |
|-------|--|
| 2.5.1 | Engage with local, regional, state, national and international stakeholders to build a strong and resilient tourism sector |
| 2.5.2 | Promote the Shire of Broome as an attractive place to visit |

Outcome 2.6 Core asset management to optimise the Shire's infrastructure whilst minimising life cycle costs

- | | |
|-------|--|
| 2.6.1 | Continue to review and improve asset management plans and systems to manage and maintain all classes of Shire assets |
| 2.6.2 | Deliver defined levels of service to maintain all assets in the most cost effective way |
| 2.6.3 | Implement asset management plans within financial capabilities |



Economic Objective

Our Prosperity Goal: Create the means to enable economic diversity, growth and lifestyle affordability for the current and future population.

Community Feedback

The Broome community values and supports its local businesses while also encouraging new development. The community aspires to balance economic growth with maintaining the built and natural environment.

Given its isolation, transport and the associated high cost of living are critical issues to the Shire of Broome community. The frequency and cost of air services was identified in feedback as an inhibitor on the local economy. This is particularly important to residents and businesses who rely on the tourism industry and those impacted by high freight costs.

Economic Aspirations and Opportunities

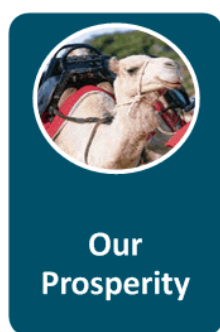
The Broome community would like to see an increase in economic diversity. The Shire of Broome has a lot to offer; an amazing environment, an attractive climate, a friendly community and a relaxed lifestyle. This creates many opportunities for cultural tours and eco-tourism. The development of infrastructure to support economic prosperity is viewed by the community as key to the district's future. The environment also presents an opportunity to unlock a range of alternative new industries and businesses such as marine services, research, fisheries and aquaculture.

Comments from the Community:

"A prosperous developing town which has embraced its cultural and geographic location, worked to its strengths and celebrated its difference to other towns..."

"That we can look at the big picture and have a sustainable place to live, that looks after its citizens, the environment and has sustainable jobs..."

"A town that is focused on sustainable economic development without sacrificing the need to preserve the unique natural environment..."



Economic Objective

Our Prosperity Goal: Create the means to enable economic diversity, growth and lifestyle affordability for the current and future population.

The following Outcomes and Strategies have been identified to achieve this Objective.

Outcome 3.1 Affordable and equitable services and infrastructure

3.1.1	Ensure the construction of a Regional Resource Recovery Park and investigate associated business opportunities
3.1.2	Actively participate in regional collaboration and groupings
3.1.3	Support the development of safe boating facilities for Broome
3.1.4	Actively explore Public, Private and Cultural partnerships
3.1.5	Promote Broome as a regional centre for Education and Training
3.1.6	Support the relocation of Broome Heliport and General Aviation facility

Outcome 3.2 Affordable land for residential, industrial, commercial and community use

3.2.1	Assess and facilitate solutions to commercial, residential, tourism and community redevelopment opportunities within the district
3.2.2	In response to local population growth data and planning, facilitate the redevelopment and release of land for residential development
3.2.3	Promote Broome as a supply base for the Browse Basin
3.2.4	Promote the development of agricultural and aquaculture industries

Outcome 3.3 Key economic development strategies for the Shire which are aligned to regional outcomes working through recognised planning and development groups/committees

3.3.1	In collaboration with stakeholders, continue to review, update and implement the Kimberley Regional Business Plan
3.3.2	Advocate for local economic development in Aboriginal communities
3.3.3	Continue to implement economic development strategies for the Shire of Broome



Civic Leadership Objective

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

Community Feedback

The Broome community values its small town character including its welcoming and friendly community. In order to retain these important traits, the community acknowledges unity is essential. Anti-social behaviour is an increasing concern to be proactively addressed in partnership with key stakeholders and agencies.

The community wants the Shire to continue to advocate for increased services and infrastructure, on its behalf. The expansion of Broome is supported, with awareness that any growth needs to be carefully managed and planned.

Civic Leadership Aspirations and Opportunities

The Broome community would like the Shire to continue to service the needs of a growing district. This Strategic Community Plan will provide the mechanism to ensure the services delivered are aligned to our community's expectations. Council is committed to strategic forward thinking, strong representation and providing the community with leadership. We will proactively communicate and acknowledge local feedback to ensure the services we deliver are representative of our community's needs.

Opportunities exist to work to leverage partnerships through greater collaboration, including regional collaboration. Whilst maximising our efforts to advocate and lobby for funding, resources and better services and attracting investment, we aim to continually enhance our capacity.

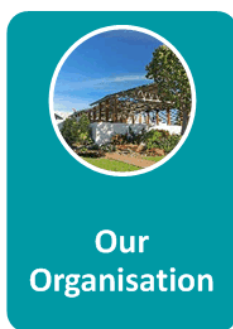
Comments from the Community:

"Broome has developed in a measured and consultative manner, keeping in mind our deep historical and cultural past. And that Broome has a whole of community outlook."

"a proactive Shire with good management skills"

"a town whose growth has been adequately planned for"

"a vibrant town with a healthy balance between economic development and retention of what makes Broome different"



Civic Leadership Objective

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

The following Outcomes and Strategies have been identified to achieve this Objective.

Outcome 4.1 An organisational culture that strives for service excellence

4.1.1	Ensure organisational resources and staff are aligned with Council's vision and community expectation
4.1.2	Maintain appropriate and effective communication throughout the organisation which conforms to the Shire of Broome Code of Conduct and legislative requirements
4.1.3	Ensure the Shire has a competent and effective workforce and a panel of skilled contractors
4.1.4	Provide a safe and harmonious work environment for all staff and elected representatives
4.1.5	Improve our customer service experience

Outcome 4.2 Sustainable and integrated strategic and operational plans

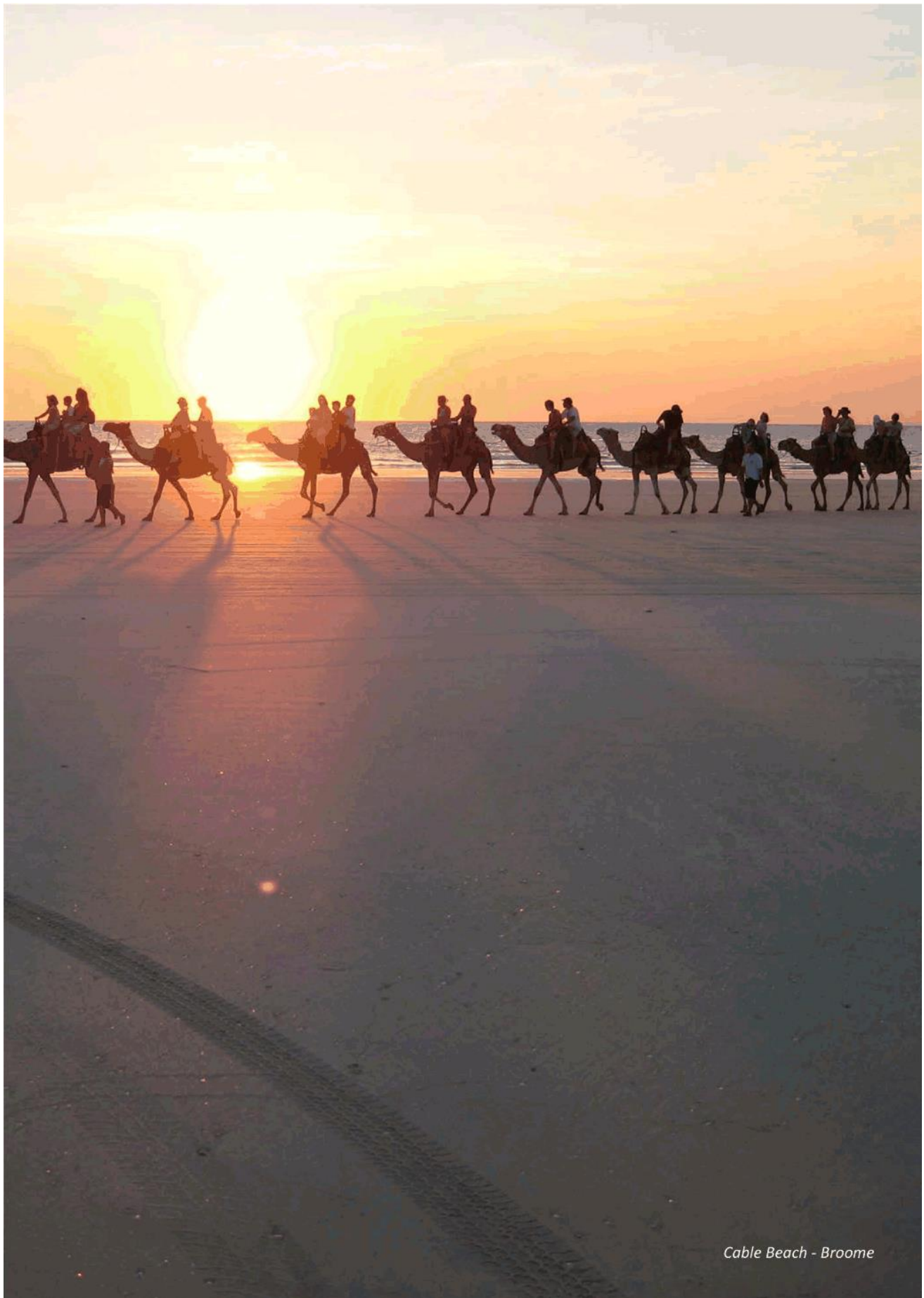
4.2.1	Undertake Council and staff information sharing in accordance with Shire of Broome Code of Conduct and legislative requirements
4.2.2	Ensure risk management is undertaken
4.2.3	Utilise and prioritise technology where appropriate
4.2.4	Promote a cohesive and productive workplace culture

Outcome 4.3 Responsible resource allocation

4.3.1	Conduct financial planning and revenue identification
4.3.2	Promote integrated planning reporting and measurement across the organisation

Outcome 4.4 Improved systems, processes and compliance

4.4.1	Review current systems and delivery practices, including a review of the organisation's service delivery model
4.4.2	Provide proactive, up-to-date and regular training resources for compliance and quality work practices
4.4.3	Ensure all governance and compliance requirements are adhered to



Cable Beach - Broome

Services and Facilities

Services and facilities provided by the Shire are linked with the relevant strategy of the Strategic Community Plan in the following table. The table provides a connection between the services and facilities and the desired outcomes and community vision for the Shire of Broome.

Services/Facilities	Associated Strategic Reference	Services/Facilities	Associated Strategic Reference
Community Facilities		Shire Services	
Parks, gardens, ovals and reserves	2.6.3	Customer service	4.1.5
Playgrounds	2.6.3	Long term planning	4.3.1
Library	2.6.3	Financial management	4.3.1
Civic Centre	1.4.2 2.6.3	Community engagement	1.1.1 1.1.2 1.1.3
Broome Recreation and Aquatic Centre	1.2.1 2.6.3	Economic development	3.1.4 3.1.5 3.3.3
Public Toilets	2.6.3	Event approvals	2.5.2
Beaches and foreshores	1.4.1 1.4.3 2.1.1	Townscape presentation	2.3.2
Boat ramps	2.6.3 3.1.3	Environmental management	2.3.2
Cemetery	2.6.3	Regional collaboration	2.5.1 3.1.2 3.1.5 3.3.1
Sporting facilities	1.2.1 1.4.1 1.4.4 2.6.3	Cyclone cleanup	1.5.2
Museum	1.2.1 2.6.3	Building control	2.2.1
		Health inspections	1.5.3
Community Services		Town planning	2.1.1 2.1.2
Maternal and infant services	1.2.4	Ranger services	1.5.3
Youth services	1.2.1	Tourism support	2.5.2
Aged and senior's services	1.2.3	General rubbish collection	3.1.1
Access and inclusion	1.2.5	Waste recycling	3.1.1
Crime prevention and safety	1.5.1	Vegetation management	2.3.2
History and heritage	1.2.4 2.2.1 2.4.1	Cyclone shelter	2.6.3
Arts and culture	1.2.4 2.4.1	Library services	1.2.4
Small business development	3.3.1 3.3.2 3.3.3		
Emergency services	1.5.1 1.5.2	Infrastructure	
Support for volunteers	2.4.1	Roads, verges and footpaths	2.6.3
Affordable housing	3.2.1	Street lighting	2.6.3
Sport and recreation	1.4.4 1.2.1 1.2.4	Emergency services	2.6.3
Festivals and events	1.2.1 1.2.4	Wharfs / Jetties	2.6.3 3.1.3
		Town Centre	2.1.1 2.3.2 2.6.3
		Drainage and storm water	2.6.3

Resource Capacity

This Strategic Community Plan was developed with an understanding of our current resource capacity, both financial, workforce and asset resources. Whilst future resource capacity is not known, expectations of relative future resource capacity were considered.

Current Resource Capacity

At the 30 June 2016 the Shire had the following resource profile³.

Resource	Level
Workforce	131 FTE
Infrastructure Assets	\$310,383,991
Property, Plant and Equipment	\$98,105,041
Cash Backed Reserves	\$28,994,858
Borrowings	\$7,105,512
Annual Rates Revenue	\$21,158,748
Annual Revenue	\$37,104,508
Annual Expenditure	\$41,946,771

Future Resource Capacity

Future resource capacity is partially dependent on other levels of government however the following long term trends are expected in each resource level.

Resource	Relative Future Level
Workforce	Stable
Infrastructure Assets	Increasing
Property, Plant and Equipment	Stable
Cash Backed Reserves	Increasing
Borrowings	Reducing
Annual Rates Revenue	Stable
Annual Revenue	Stable
Annual Expenditure	Stable

Review and further development of Asset Management Plans, the Workforce Plan and the Long Term Financial Plan will further influence expected future resource levels for consideration during Corporate Business Planning and Annual Budget processes.

³ Shire of Broome Annual Financial Report 2015-16

Strategic Risk Management

It is important to consider the external and internal context in which the Shire of Broome operates, relative to risk, in order to understand the environment in which the Shire seeks to achieve its strategic objectives.

The external and internal factors identified and considered during the preparation of this Plan are set out below:

External Factors	Internal Factors
Increasing community expectations in relation to service levels and service delivery.	The objectives and strategies contained in the Council's current Strategic Community Plan.
Rapid changes in information technology changing the service delivery environment.	The timing and actions contained in the Council's Corporate Business Plan.
Increased compliance requirements due to Government Policy and Legislation.	Organisational size, structure, activities and location.
Cost shifting by Federal and State Governments.	Human resourcing levels and staff retention.
Reducing external funding for infrastructure and operations.	Current organisational strategy and culture.
Increasing population and economic development resulting in greater pressure on the natural environment and its resources.	The financial capacity of the Shire.
Resource development and the associated social impacts.	Allocation of resources to achieve strategic outcomes.
Increasing community expectations and regulations in relation to waste management.	Maintenance of corporate records.
Native title processes and determinations.	Current organisational systems and processes.
Aboriginal Heritage.	
Government responses in relation to social services (including itinerants).	
Delivery of services to remote communities.	
Climate change and subsequent response.	

Measuring Success

The aim of this Plan is to align the community's visions and aspirations for the future of the Shire of Broome to the Shire's objectives. These objectives will be measured by both quantifiable and non-quantifiable outcomes.

As part of the formulation of this Plan, the community was asked to provide feedback on the level of importance and satisfaction with the services the Shire provides.

Key performance measures provide an indication of whether the Shire is meeting the objectives and will be monitored and reported. The measures for each objective are provided in the table below.

	Objectives	Key Performance Measures
SOCIAL	<p><i>Our People</i></p> <p><i>Foster a community environment that is accessible, affordable, inclusive, healthy and safe</i></p>	<ul style="list-style-type: none"> • Social media activity • Community participation rates in recreation activities and events • Recreation Centre usage rates
ENVIRONMENT	<p><i>Our Place</i></p> <p><i>Help to protect the natural and built environment and cultural heritage of Broome</i></p>	<ul style="list-style-type: none"> • Statutory asset management ratios • Compliance with statutory reviews required of the Local Planning Framework • Compliance with statutory requirements for the review of the Municipal Heritage list
ECONOMIC	<p><i>Our Prosperity</i></p> <p><i>Create the means to enable economic diversity, growth and lifestyle affordability for the current and future population</i></p>	<ul style="list-style-type: none"> • Population statistics • No. of development approvals • Vacancy rates (business and residential) • No. of building approvals
CIVIC LEADERSHIP	<p><i>Our Organisation</i></p> <p><i>Continually enhance the Shire's organisational capacity to service the needs of a growing community</i></p>	<ul style="list-style-type: none"> • Statutory financial ratios • Employee retention levels • Volunteer levels



Cable Beach Foreshore

References and Acknowledgements

Acknowledgement and a thank you is made to the people of the Shire of Broome for their time and effort in being a part of our community engagement and for their invaluable input into our Strategic Community Plan.

The Shire of Broome Draft Strategic Community Plan 2017 - 2027, has been developed by engaging the community and other stakeholders. Council's Elected Members, management and staff have also had input to the development of the Plan. Much of the information contained in this Plan has been derived from documents in the public domain and liaison with key stakeholders and the community.

Reference to the following documents or sources was made during the preparation of the Plan:

Shire of Broome Strategic Community Plan 2015-2025;

Broome Growth Plan, Stakeholder Engagement and Communication Report, *Creating Communities*, August 2016;

Council website: www.broome.wa.gov.au;

Australian Bureau of Statistics;

Tourism Research Australia website: tra.gov.au; and

Shire of Broome Annual Financial Report 2015-16.

Review of the Plan

In accordance with statutory requirements the Strategic Community Plan is reviewed and updated on a four-year review cycle including community consultation, with a desktop review being undertaken every two years.

Document Management

Status:	Draft
Date of Adoption:	XX December 2016
Date of Effect:	1 July 2017



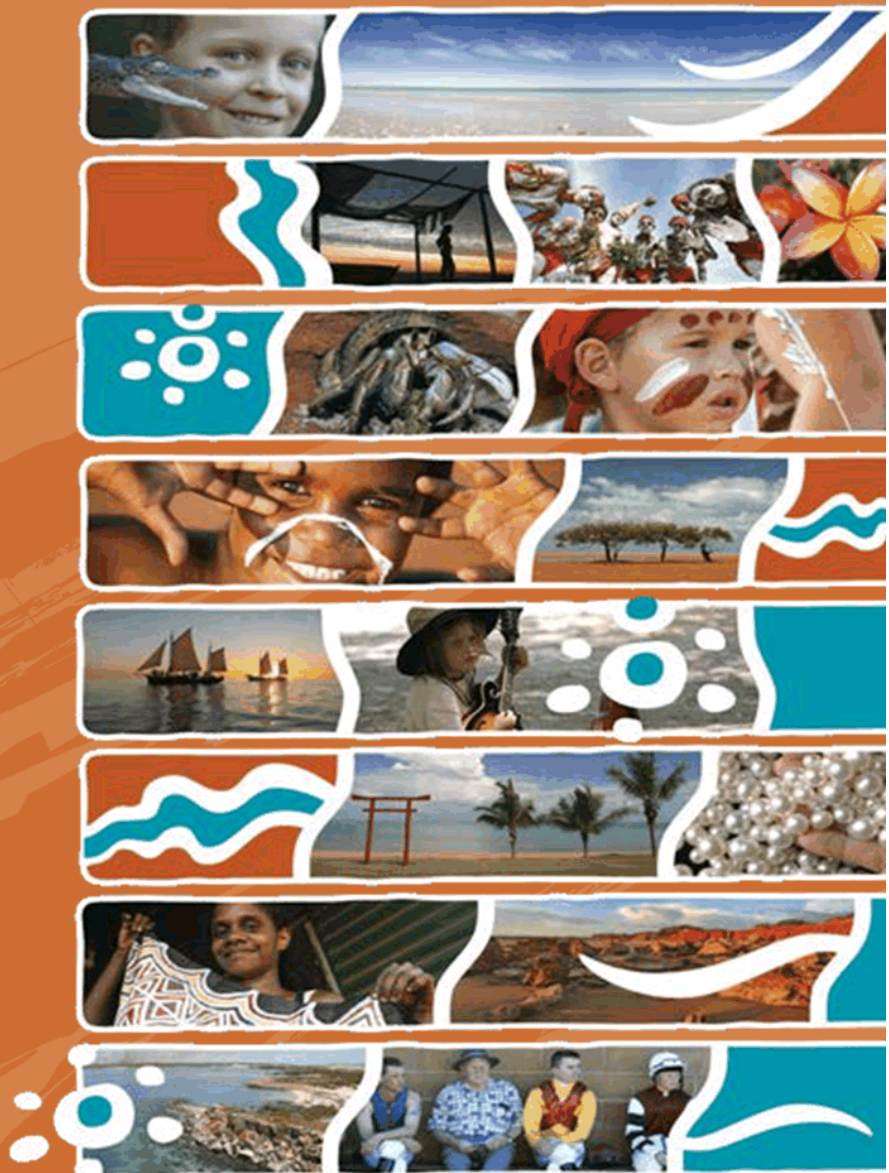
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DRAFT

Corporate Business Plan

2017 - 2021

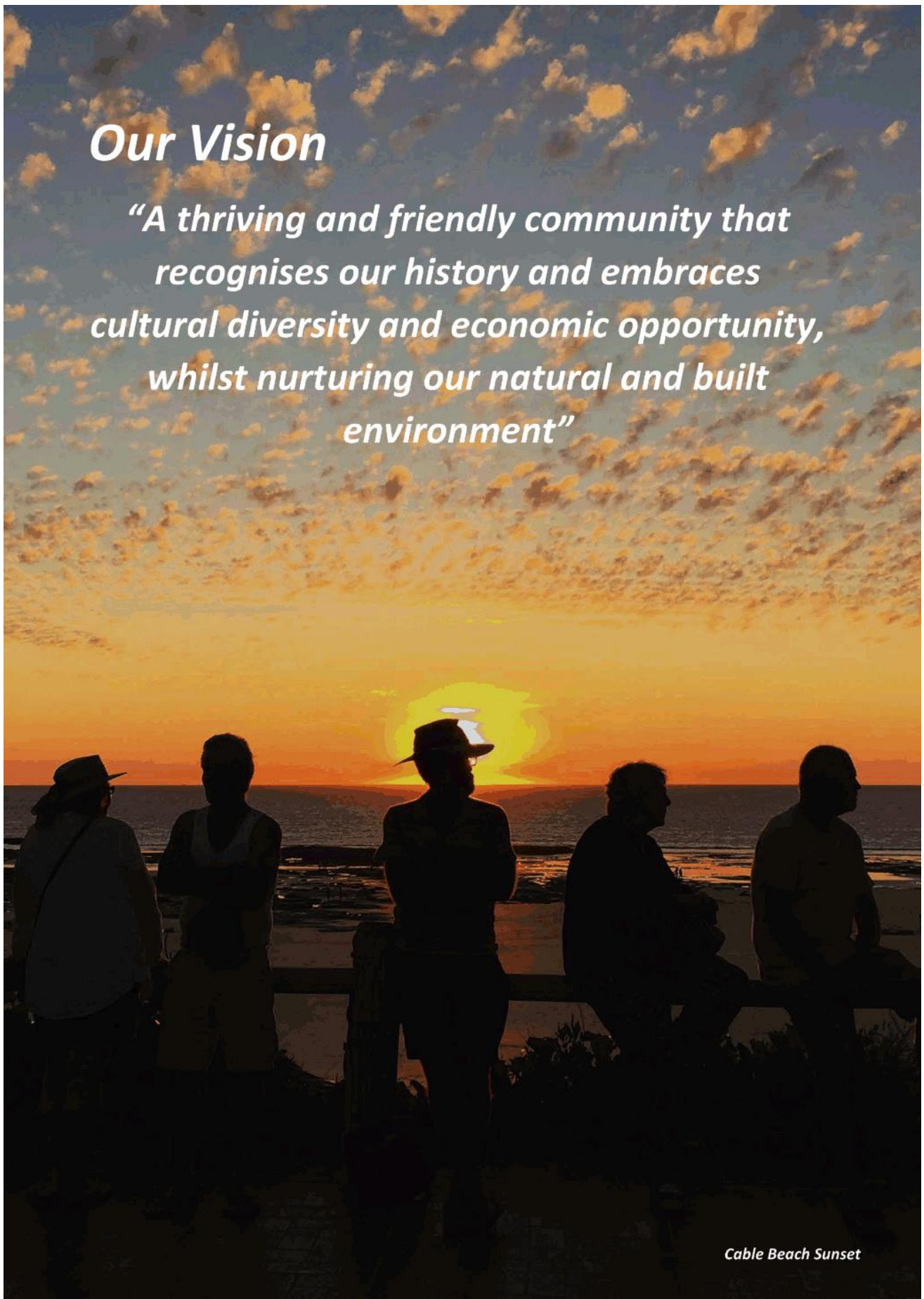


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Our Vision

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



Cable Beach Sunset

Planning Framework

This Draft Corporate Business Plan 2017-2021, together with the Strategic Community Plan 2017-2027, is the Shire of Broome's Plan for the Future and has been prepared to achieve compliance with *the Local Government (Administration) Regulations 1996*.

Under *Local Government (Administration) Regulations 1996* Regulation 19DA (3), a Corporate Business Plan for a district is to:

- a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
- b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
- c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

In the preparation of the annual budget the local government is to have regard to the contents of the Plan for the Future in terms of Section 6.2(2) of the *Local Government Act 1995*.

Development of the Plan has also been influenced by the Department of Local Government and Communities Framework and Guidelines for Integrated Planning and Reporting.

Strategic Community Plan

The Broome community had a strong involvement and voice in the development of the Strategic Community Plan. Commencing in August 2016, the community were invited to share their visions and aspirations for the future of Broome, and the Plan has subsequently been reviewed and updated to reflect the community aspirations.

The community shared what they considered most special and what they love about Broome and their vision for the future. It is evident they value their natural environment, in particular their beautiful beaches and coastline, fresh air and clear turquoise waters. The strong sense of community, lifestyle and the multicultural community are highly regarded. The history, identity and culture is special to Broome, with a living indigenous culture, traditions and the connection to country.

The most commonly identified issues included:

- concerning level of anti-social behaviour, in particular in relation to drug and alcohol abuse;
- protecting the natural environment;
- retention of youth and families;
- cost of living and accessibility (particularly air transport); and
- economic stability.

This information provided a valuable insight into the key issues and aspirations, as perceived by the local community. Importantly for the Council, these views have established clear priorities, and subsequently shaped the visions, values, objectives and strategies documented in the Strategic Community Plan 2017 - 2027.

Planning Framework (continued)

Corporate Business Plan

Achieving the community's vision and Shire's strategic objectives requires development of actions to address each strategy contained within the Strategic Community Plan. Careful operational planning and prioritisation is required due to limited resources. This planning process is formalised in this Corporate Business Plan. The Corporate Business Plan puts the Strategic Community Plan into action via the Annual Budget.

The Draft Corporate Business Plan 2017-2021 is reviewed annually to assess the progress of projects and realign actions and priorities with current information and available funding.

Actions requiring funding will only be undertaken once approved within the statutory budget and subject to funding availability. Along with achieving the community aspirations and objectives the Corporate Business Plan draws upon information from the following strategic documents.

Informing Strategies

Asset Management Plan

The Shire has developed Asset Management Plans for major asset classes in accordance with Council's Asset Management Policy. The Asset Management Plans form a component of an overall Asset Management Strategy which addresses the Shire's current processes and sets out the steps required to continuously improve the management of Shire controlled assets.

Capital renewal estimates contained within the Asset Management Plans have been included to the extent the financial and workforce resources are available to enable the renewals to occur.

Workforce Plan

The Workforce Plan provides the workforce management and resource strategies necessary to deliver the objectives, outcomes and strategies of the Shire's Strategic Community Plan.

Workforce issues have been considered during the development of this Corporate Business Plan and the financial impacts of the Workforce Plan captured within the Long Term Financial Plan. A combination of workforce and financial constraints has influenced the prioritisation of actions within this Plan.

Long Term Financial Plan

The Shire of Broome is planning for a positive and sustainable future. The Shire seeks to maintain, and where possible, improve service levels into the future while maintaining a healthy financial position.

During the development of this Corporate Business Plan, the Long Term Financial Plan was updated to confirm the financial capability to undertake the planned actions and ensure integration with this Plan. The results of this update are reflected within the Forecast Statement of Funding included within this document.

Review of Plan

In accordance with statutory requirements the Corporate Business Plan is reviewed and updated annually. The review of this Plan occurred following a major review of the Strategic Community Plan in 2016.

Forecast Statement of Funding

The following Forecast Statement of Funding (operations) is extracted from the Long Term Financial Plan to provide an indication of the net funding available from operational activities. The forecast statement should be read in conjunction with the full Long Term Financial Plan and its underlying assumptions and predictions.

	2017-18	2018-19	2019-20	2020-21
	\$	\$	\$	\$
FUNDING FROM OPERATIONAL ACTIVITIES				
Revenues				
Rates	22,355,625	23,025,784	23,716,037	24,426,987
Operating grants, subsidies and contributions	4,589,775	4,471,567	4,560,098	4,650,398
Fees and charges	10,239,939	10,444,731	10,653,626	10,866,692
Interest earnings	967,265	1,015,933	1,036,359	821,564
Other revenue	5,100	5,202	5,306	5,412
	38,157,704	38,963,217	39,971,426	40,771,053
Expenses				
Employee costs	(16,280,635)	(16,606,252)	(16,938,383)	(17,277,158)
Materials and contracts	(9,695,157)	(9,734,355)	(9,707,125)	(9,666,688)
Utility charges (electricity, gas, water etc.)	(1,986,057)	(2,025,778)	(2,066,293)	(2,107,621)
Depreciation on non-current assets	(8,212,603)	(8,836,285)	(9,273,829)	(9,732,654)
Interest expense	(190,445)	(382,491)	(384,981)	(397,963)
Insurance expense	(721,351)	(735,778)	(750,492)	(765,501)
Other expenditure	(1,383,698)	(1,411,374)	(1,439,601)	(1,468,390)
	(38,469,946)	(39,732,313)	(40,560,704)	(41,415,975)
	(312,242)	(769,096)	(589,278)	(644,922)
Funding Position Adjustments				
Depreciation on non-current assets	8,212,603	8,836,285	9,273,829	9,732,654
Net Funding From Operational Activities	7,900,361	8,067,189	8,684,551	9,087,732
FUNDING FROM CAPITAL ACTIVITIES				
Inflows				
Non-operating grants, subsidies and contributions	2,753,110	5,395,338	2,552,000	4,593,980
Outflows				
Purchase of property plant and equipment	(2,267,000)	(1,530,000)	(1,871,000)	(3,067,881)
Purchase of infrastructure	(10,780,954)	(15,196,501)	(15,445,101)	(6,309,344)
Net Funding From Capital Activities	(10,294,844)	(11,331,163)	(14,764,101)	(4,783,245)
FUNDING FROM FINANCING ACTIVITIES				
Inflows				
Transfer from reserves	2,205,386	3,468,749	11,395,128	1,179,825
New borrowings	4,700,000	5,000,000	0	0
Outflows				
Transfer to reserves	(3,827,712)	(4,149,518)	(4,235,360)	(4,280,347)
Repayment of past borrowings	(683,191)	(1,055,257)	(1,080,218)	(1,203,965)
Net Funding From Financing Activities	2,394,483	3,263,974	6,079,550	(4,304,487)
Estimated Surplus/Deficit July 1 B/Fwd	0	0	0	0
Estimated Surplus/Deficit June 30 C/Fwd	0	0	0	0

Additional Operating Expenditure

A number of actions additional to current activities are forecast to be undertaken during the life of the plan which will result in additional operating expenditure. These are presented in the table below in the highlighted columns as additional expense, with Council's contribution sourced from operating revenues presented as 'Shire Funding'.

Actions	2017-18		2018-19		2019-20		2020-21	
	Shire Funding \$	Additional Expense \$	Shire Funding \$	Additional Expense \$	Shire Funding \$	Additional Expense \$	Shire Funding \$	Additional Expense \$
1.1.2.1 Facilitate biennial community surveys	50,000	50,000			50,000	50,000		
1.2.1.1 Review the Sport and Recreation Plan	30,000	30,000						
1.2.1.3 Develop the Arts and Culture Plan	10,000	30,000						
1.2.1.5 Implement the Youth Framework	30,000	60,000	30,000	60,000	30,000	60,000	30,000	60,000
1.2.1.7 Develop a Master Plan for the youth precinct at the Broome Recreation and Aquatic Centre (BRAC)	15,000	30,000						
1.4.2.1 Improvements to the Civic Centre to maximise utilisation and income	60,000	80,000						
1.5.1.2 Implement Community Safety Plan in partnership with relevant organisations subject to funding	15,000	30,000	15,000	30,000	15,000	30,000	15,000	30,000
1.5.2.1 Work with agencies to update current Emergency Management Arrangements and Recovery Plan					20,000	20,000		
1.5.3.1 Develop a Public Health Plan			65,000	65,000	65,000	65,000		
1.5.3.4 Implement improved bushfire mitigation processes	15,000	15,000						

Additional Operating Expenditure (Continued)

Actions	2017-18		2018-19		2019-20		2020-21	
	Shire Funding \$	Additional Expense \$	Shire Funding \$	Additional Expense \$	Shire Funding \$	Additional Expense \$	Shire Funding \$	Additional Expense \$
2.1.1.1 Review the Local Planning Strategy, Local Planning Scheme No. 6 and relevant informing documents			35,000	35,000	125,000	125,000		
2.1.1.5 Implement and review a community and hard infrastructure Development Contribution Plan	15,000	15,000	15,000	15,000	15,000	15,000		
2.2.1.1 In consultation with the community, review and update the Municipal Heritage Inventory			50,000	50,000				
2.5.1.1 Undertake feasibility study on Sanctuary Road Caravan Park development			100,000	100,000				
2.5.1.3 Implement strategies of an Events Attraction Strategic Development Plan within resource capacity	50,000	200,000	50,000	50,000	20,000	20,000		
2.5.1.4 Work with tourism operators to regularise tourism activities on the Dampier Peninsula within current statutory frameworks	160,000	160,000	160,000	160,000				
3.2.1.3 Review the Local Commercial Strategy	30,000	30,000						
4.1.2.2 Review the Internal Communications Plan	5,000	5,000						
4.3.2.3 Review Strategic Community Plan and Corporate Business Plan			30,000	30,000			55,000	55,000
Grand Total	485,000	735,000	550,000	595,000	340,000	385,000	100,000	145,000

Capital Program

A number of additional actions are forecast to be undertaken during the life of the Plan which result in additional capital expenditure. The additional activities are summarised below along with an indication of the forecast capital expenditure extracted from the Long Term Financial Plan.

Actions	Additional Capital Expenditure			
	2017-18 \$	2018-19 \$	2019-20 \$	2020-21 \$
Buildings				
Admin Building Renewal	100,000	100,000	100,000	130,000
Building Renewal	200,000	200,000	150,000	80,000
BRAC Upgrade - 2 outdoor courts & court cover				1,192,301
Drainage				
Drainage per Transport AMP	35,000		803,000	150,000
Footpaths				
Pathways per Transport AMP	435,000	415,000	300,000	250,000
Furniture and Equipment				
ICT Hardware and Software Renewals	578,000	404,000	436,000	350,000
Other Infrastructure and Landfill				
Itinerant Camping		200,000		
Jetty to Jetty Revetment Project	4,182,506			
Bus Facilities per Transport AMP	9,000	9,500	10,000	10,000
Buckley's Road Waste Facility Capping, & Other Rehabilitation Works	797,300	70,900	1,951,000	185,875
Bin replacement	170,032	175,133	180,387	185,799
Boating Facilities - Upgrades to Entrance and Gantheaume Point	100,000			
New Waste Facility Construction Costs		7,151,367	7,802,390	352,390
BRAC Nipper Roe Lighting			1,178,704	
Jetty to Jetty Town Beach Amenity Improvements & Fishing Platform		3,626,096		
Town Beach Stage 4 - Develop boat ramp parking at Catalina's				600,000
Street Lights per Transport AMP	250,000	200,000	200,000	200,000
Chinatown revitalisation	1,700,000			
BRAC Reserve Stage 4 - Youth Precinct BMX		100,000		
BRAC Road Access Improvements - Cable Beach Road East	26,000			
Implement Cemetery Master Plan	100,000			27,000
Parks and Ovals				
Parks and Gardens Works per AMP	169,000	190,000	251,000	184,000
Plant and Equipment				
Plant Replacement	1,159,000	805,000	950,000	1,315,580
Plant Replacement Program - Waste Facility	230,000	21,000	235,000	
Roads				
Roads per Transport AMP	2,482,116	2,933,505	2,743,620	2,772,635
Upgrade intersection of Port Drive/Guy Street				959,645
Carparks				
Carparks per Transport AMP	325,000	125,000	25,000	432,000
Grand Total	13,047,954	16,726,501	17,316,101	9,377,225





Service Delivery

The Shire of Broome delivers services to its community in line with four key themes, associated objectives, mission and values set out within the Strategic Community Plan.

Each of the four objectives has a number of outcomes Council is aiming to achieve over the 10+ years of the Strategic Community Plan. For each objective one or more desired outcome has been defined along with strategies to achieve the objective within the Strategic Community Plan.

The tables on the following pages detail future actions to be undertaken for each strategy to deliver services to the community. Prioritisation of the actions is reflected by the square indicating when the action is planned to be undertaken. This prioritisation guides the delivery of services, as part of the implementation of the actions.

Key Strategic Themes and Objectives

 Our People Foster a community environment that is accessible, affordable, inclusive, healthy and safe	 Our Place Help to protect the natural and built environment and cultural heritage of Broome	 Our Prosperity Create the means to enable economic diversity, growth and lifestyle affordability for the current and future population	 Our Organisation Continually enhance the Shire's organisational capacity to service the needs of a growing community
--	--	--	---

Mission

To deliver affordable and quality Local Government services.

Values

Communication: Actively consult, engage and communicate with, and on behalf of the community.

Integrity: Be honest, equitable and ethical in all our dealings.

Respect: Recognise and respect the individual and unique requirements of all people, cultures and groups.

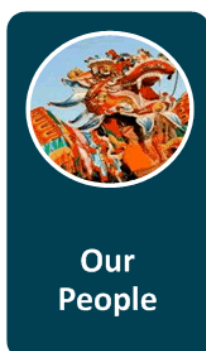
Innovation: Drive change through leadership and energy.

Transparency: Be open and accountable in all our activities.

Courtesy: Provide courteous service and helpful solutions.



Cable Beach Broome – Shinju Matsuri 2016



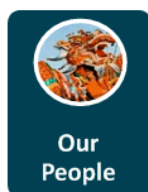
Social Objective

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

The following tables reflect the future actions to be undertaken for each strategy. The prioritisation of the actions is reflected by a square indicating when the action is planned to be undertaken.

Outcome 1.1 Effective communication

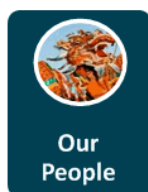
Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Enable the community to have direct input into future development	1.1.1.1	Utilise print, radio, electronic and social media instruments to actively encourage community participation and input into the decision-making processes of the Shire of Broome	■	■	■	■	→
	1.1.1.2	Identify partnerships, consult and collaborate with relevant stakeholders and network groups	■	■	■	■	→
Encourage interaction and input to the Council	1.1.2.1	Facilitate biennial community surveys	■		■		
	1.1.2.2	Utilise current and emerging technologies to facilitate communication with the community	■	■	■	■	→
	1.1.2.3	Implement the Community Engagement Framework	■	■	■	■	→
Maintain the Community Sponsorship Program	1.1.3.1	Continue to promote and encourage participation in the Community Sponsorship program	■	■	■	■	→



Social Objective (continued)

Outcome 1.2 Affordable services and initiatives to satisfy community needs

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Continue to implement and maintain Community Plans including Sport and Recreation Plan, Arts and Culture Plan and Youth Strategy within available resources	1.2.1.1	Review the Sport and Recreation Plan	■				
	1.2.1.2	Implement the Sport and Recreation Plan		■	■	■	→
	1.2.1.3	Develop the Arts and Culture Plan	■				
	1.2.1.4	Implement the Arts and Culture Plan		■	■	■	→
	1.2.1.5	Implement the Youth Framework	■	■	■	■	→
	1.2.1.6	Facilitate community development initiatives	■	■	■	■	→
	1.2.1.7	Develop a Master Plan for the youth precinct at the Broome Recreation Aquatic Centre (BRAC)	■				
	1.2.1.8	Construct youth precinct including BMX mountain bike facility		■			
	1.2.1.9	Install BRAC Nipper Roe Lighting			■		
Investigate opportunities to outsource or partnership the management of community facilities	1.2.2.1	Monitor opportunities to outsource or partnership the management of community facilities	■	■	■	■	→
Advocate for the development of aged care facilities and services	1.2.3.1	Advocate for the development of aged care facilities and services	■	■	■	■	→
Create and maintain community spaces and infrastructure including public art, historical and cultural interpretation	1.2.4.1	Facilitate the development of a Community & Sporting Storage Shed	■				
Continue to improve universal access and inclusion to Shire assets	1.2.5.1	Review of the Disability Access and Inclusion Plan	■	■	■	■	→
	1.2.5.2	Continue the Implementation of the Disability Access and Inclusion Plan within resource capabilities	■	■	■	■	→



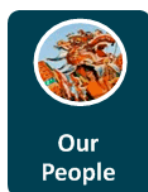
Social Objective (continued)

Outcome 1.3 Accessible and safe community spaces

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Advocate for safe accommodation for transient populations	1.3.1.1	Lobby for Communities to remain on Country	■	■	■	■	→
	1.3.1.2	Investigate the location for itinerant accommodation	■				
	1.3.1.3	Lobby for funding and potential partnership for the development of itinerant accommodation	■	■			

Outcome 1.4 Participation in recreational and leisure activities for Broome and the North West region

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Ensure sport and recreation facilities maximise participation within available resources	1.4.1.1	Lobby Water Corporation for continued use of treated effluent for irrigation purposes	■	■	■	■	→
	1.4.1.2	Oversee the contract to provide beach lifeguard services	■	■	■	■	→
Maximise usage of community facilities whilst reducing the financial obligation on the Shire	1.4.2.1	Improvements to the Civic Centre to maximise utilisation and income	■				
Implement the Jetty to Jetty Project in accordance with the endorsed business case	1.4.3.1	Lobby for and seek funding for Jetty to Jetty Revetment Project	■				
	1.4.3.2	Construct Jetty to Jetty Revetment Project	■				
	1.4.3.3	Jetty to Jetty Project Stage 2 – Fishing Platform		■			
Advocate for and promote regional sporting events and competitions	1.4.4.1	Advocate for and promote regional sporting events and competitions	■	■	■	■	→



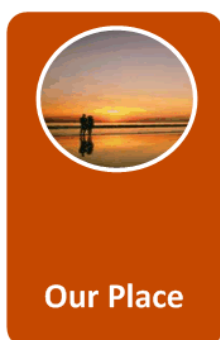
Our
People

Social Objective (continued)

Outcome 1.5 A healthy and safe environment

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Maximise community safety through safe urban design	1.5.1.1	Work with the State government to facilitate an urban renewal program for Old Broome	■	■	■	■	→
	1.5.1.2	Implement a Community Safety Plan in partnership with relevant organisations subject to funding	■	■	■	■	→
	1.5.1.3	Review legislative and policy framework for Local Planning	■	■	■	■	→
Continue to work with agencies to review, update and implement current Emergency Management Arrangements and Recovery Plan	1.5.2.1	Work with agencies to update current Emergency Management Arrangements and Recovery Plan			■		
Ensure public health and safety through the provision of regulatory services	1.5.3.1	Develop a Public Health Plan		■	■		
	1.5.3.2	Implement the Public Health Act 2016	■	■	■		
	1.5.3.3	Construct a Broome Volunteer Bushfire Brigade Station	■				
	1.5.3.4	Implement improved bushfire mitigation processes	■				





Environment Objective

Our Place Goal: Help to protect the natural and built environment and cultural heritage of Broome

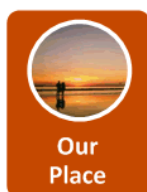
The following tables reflect the future actions to be undertaken for each strategy. The prioritisation of the actions is reflected by a square indicating when the action is planned to be undertaken.

Outcome 2.1 Realistic and sustainable land use strategies for the Shire within the state and national frameworks and in consultation with the community

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Implement and review land use planning statutory and strategic documents	2.1.1.1	Review the Local Planning Strategy, Local Planning Scheme No 6 and relevant informing documents		■	■		
	2.1.1.2	Implement the Chinatown Development Strategy within resource capabilities	■	■	■	■	→
	2.1.1.3	Implement the Old Broome Development Strategy within resource capabilities	■	■	■	■	→
	2.1.1.4	Implement the Cable Beach Development Strategy within resource capabilities	■	■	■	■	→
	2.1.1.5	Implement and review a community and hard infrastructure Development Contribution Plan	■	■	■	■	→
Actively participate with State Government to maximise local involvement in legislation and policy review, and town planning decisions	2.1.2.1	Provide input where requested into Layout Plans for Aboriginal communities	■	■	■	■	→

Outcome 2.2 A built environment that reflects tropical climate design principles and the Broome vernacular

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Encourage sustainable building design and construction that reflects the Broome vernacular	2.2.1.1	In consultation with the community, review and update the Municipal Heritage Inventory		■			
	2.2.1.2	Prepare and adopt the Heritage List under Local Planning Scheme No 6		■			



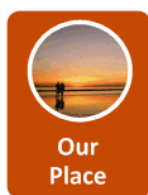
Environment Objective (continued)

Outcome 2.3 A natural environment for the benefit and enjoyment of current and future generations

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Consult with relevant authorities to manage the natural environment for the benefit and enjoyment of current and future generations	2.3.1.1	Participate with the lead agencies in the preparation of appropriate management plans where management orders or vesting's lie with the Shire of Broome. Ensure alignment with Indigenous Land Use Agreement	■	■	■	■	→
	2.3.2.1	Implement the Local Environmental Management Plan	■	■	■	■	→
Implement and review the Local Environmental Management Framework and incorporate into the Local Planning Framework within resource capabilities	2.3.2.2	Implement the district stormwater management strategy for the town site of Broome	■	■	■	■	→
	2.3.2.3	Implement and review as required the Broome Townsite Coastal Hazard Risk Management and Adaptation Plan (CHRMAP)	■	■	■	■	→
	2.3.2.4	Support the development of a CHRMAP for the areas outside the Broome Townsite subject to a Coastal Vulnerability Study	■	■			

Outcome 2.4 A preserved, historical and cultural heritage of Broome

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Support the identification and preservation of the historical and cultural heritage of Broome	2.4.1.1	Support key organisations and actively participate in the identification of culturally significant items i.e. memorabilia, activities / events, sites etc.	■	■	■	■	→



Environment Objective (continued)

Outcome 2.5 Retention and expansion of Broome's iconic tourism assets and reputation

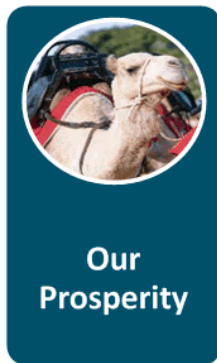
Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Engage with local, regional, state, national and international stakeholders to build a strong and resilient tourism sector	2.5.1.1	Undertake feasibility study on Sanctuary Road Caravan Park development		■			
	2.5.1.2	Facilitate Roebuck Bay Caravan Park Redevelopment	■	■			
	2.5.1.3	Implement strategies of an Events Attraction Strategic Development Plan within resource capacity	■	■	■	■	→
	2.5.1.4	Work with tourism operators to regularise tourism activities on the Dampier Peninsula within current statutory frameworks	■	■			
Promote the Shire of Broome as an attractive place to visit	2.5.2.1	Review and continue to implement the tourism administration policy	■	■	■	■	→
	2.5.2.2	Support and facilitate community festivals and events	■	■	■	■	→
	2.5.2.3	Undertake civic events for the Shire	■	■	■	■	→

Outcome 2.6 Core asset management to optimise the Shires' infrastructure whilst minimising life cycle costs

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Continue to review and improve asset management plans and systems to manage and maintain all classes of Shire assets	2.6.1.1	Continue to review and improve asset management plans	■	■	■	■	→
Deliver defined levels of service to maintain all assets in the most cost effective way	2.6.2.1	Manage Shire asset renewals, in accordance with asset management plans	■	■	■	■	→
	2.6.2.2	Manage Shire asset maintenance and operations in accordance with asset management plans	■	■	■	■	→
	2.6.2.3	Maintain relevant asset data to optimise the management of Shire assets	■	■	■	■	→
Implement asset management plans within financial capabilities	2.6.3.1	Manage Shire building asset renewals, in accordance with asset management plans	■	■	■	■	→
	2.6.3.2	Manage Shire roads asset renewals appropriately, in accordance with asset management plans	■	■	■	■	→
	2.6.3.3	Manage Shire drainage, footpaths, car parks, parks, ovals and other infrastructure by way of renewals, and upgrades in accordance with asset management plans	■	■	■	■	→
	2.6.3.4	Manage the Shire's plant replacement program	■	■	■	■	→



Pearl Harvest, pegging



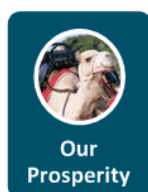
Economic Objective

Our Prosperity Goal: Create the means to enable economic diversity, growth and lifestyle affordability for the current and future population

The following tables reflect the future actions to be undertaken for each strategy. The prioritisation of the actions is reflected by a square indicating when the action is planned to be undertaken.

Outcome 3.1 Affordable and equitable services and infrastructure

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Ensure the construction of a Regional Resource Recovery Park and investigate associated business opportunities	3.1.1.1	Implementation of the Buckley's Road Landfill Closure Management Plan	■	■	■	■	
	3.1.1.2	Actively seek external funding to deliver waste management initiatives to reduce waste to landfill	■	■	■	■	
	3.1.1.3	Identify suitable site and obtain approval for a Regional Resource Recovery Park	■				
	3.1.1.4	Construct Regional Resource Recovery Park		■	■	■	→
	3.1.1.5	Identify opportunities to improve liquid waste disposal in the region	■				
Actively participate in regional collaboration and groupings	3.1.2.1	Ensure two-way communication between the Zone and Shire of Broome Council exists allowing local perspective and priorities to be considered by Zone and vice versa	■	■	■	■	→
	3.1.2.2	Continue to support the employment of the Kimberley Zone Project Officer	■	■	■	■	→
	3.1.2.3	Work with State Government agencies to enable co-ordinated provision of services	■	■	■	■	→
Support the development of safe boating facilities for Broome	3.1.3.1	Lobby State Government to facilitate development of boating facilities in response to economic growth, resources development and local community/recreational impact	■	■	■	■	→
	3.1.3.2	Maintain strong and productive relationships with key stakeholders and assist with planning and development issues relating to recreational boating facilities	■	■	■	■	→
		Improve and maintain existing boating facilities	■	■	■	■	→
Actively explore Public, Private and Cultural partnerships	3.1.4.1	Actively explore service delivery through Public, Private and Cultural partnerships	■	■	■	■	→



Economic Objective

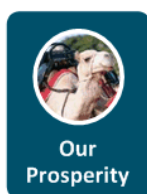
(continued)

Outcome 3.1 Affordable and equitable services and infrastructure

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Promote Broome as a regional centre for Education and Training	3.1.5.1	Liaise with Non-Government and Registered Training Organisation's to encourage provision of pathways for education, training and employment (including cadetships and apprenticeships)	■	■	■	■	→
	3.1.5.2	Working with industry bodies and tiers of Government, encourage business to establish in Broome	■	■	■	■	→
Support the relocation of Broome Heliport and General Aviation facility	3.1.6.1	Engage with agencies to progress the matter whilst ensuring robust research and future planning and modelling is undertaken	■	■	■	■	→
	3.1.6.2	The Shire of Broome protects the land tenure for an alternative airport site	■	■	■	■	→

Outcome 3.2 Affordable land for residential, industrial, commercial and community use

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Assess and facilitate solutions to commercial, residential, tourism and community redevelopment opportunities within the district	3.2.1.1	Renew KRO in accordance with Business case					
	3.2.1.2	Lobby the State Government to facilitate land tenure solutions including resolving native title	■	■	■	■	→
	3.2.1.3	Review the Local Commercial Strategy	■				
	3.2.1.4	Investigate opportunities to secure key worker housing	■	■	■	■	→
In response to local population growth data and planning, facilitate the redevelopment and release of land for residential development	3.2.2.1	Continue to lobby State Government to ensure that appropriate land is released in response to economic and population growth and demand	■	■	■	■	→
Promote Broome as a supply base for the Browse Basin	3.2.3.1	Liaise with stakeholders to promote Broome as a supply base for the Browse Basin	■	■	■	■	→
Promote the development of agricultural and aquaculture industries	3.2.4.1	Liaise with stakeholders to promote the development of agricultural and aquaculture industries	■	■	■	■	→

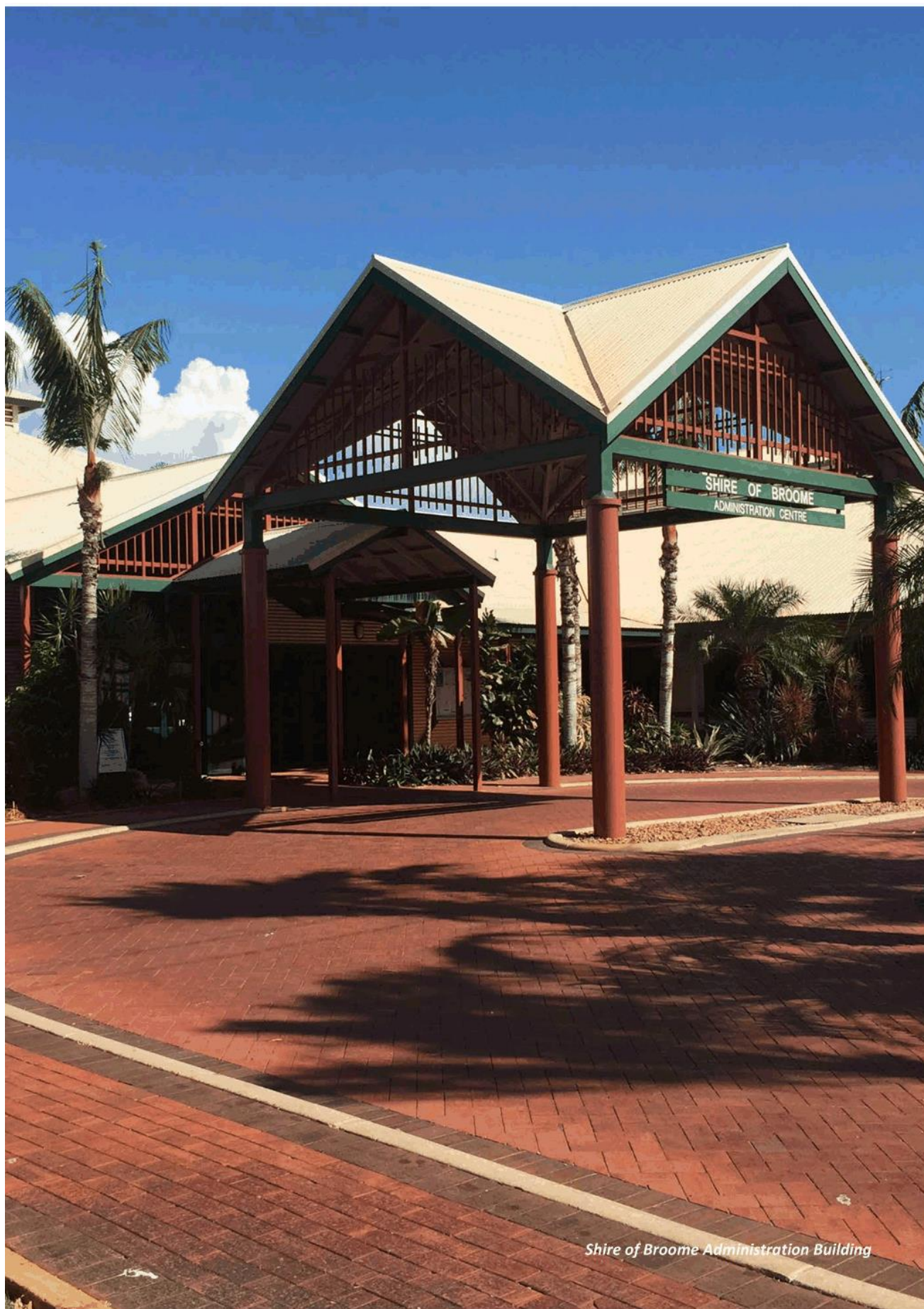


Economic Objective

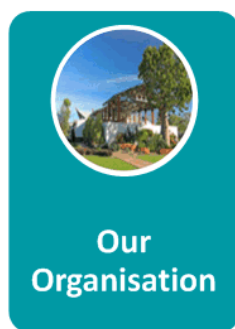
(continued)

Outcome 3.3 Key economic development strategies for the Shire which are aligned to regional outcomes working through recognised planning and development groups/ committees

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
In collaboration with stakeholders, continue to review, update and implement the Kimberley Regional Business Plan	3.3.1.1	Continue to integrate and support projects outlined in the Kimberley Zone Regional Business Plan and Community Plan with the Shire of Broome's Strategic Community Plan	■	■	■	■	→
Advocate for local economic development in Aboriginal communities	3.3.2.1	Liaise with the Department of Prime Minister and Cabinet to identify what opportunities exist for micro economic development, growth in social capital, reduced financial hardship, employment opportunities, education, training and development pathways	■	■	■	■	→
Continue to implement economic development strategies for the Shire of Broome	3.3.3.1	Implement an economic development strategy	■	■	■	■	→



Shire of Broome Administration Building



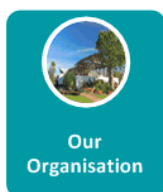
Civic Leadership Objective

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

The following tables reflect the future actions to be undertaken for each strategy. The prioritisation of the actions is reflected by a square indicating when the action is planned to be undertaken.

Outcome 4.1 An organisational culture that strives for service excellence

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Ensure organisational resources and staff are aligned with Council's vision and community expectation	4.1.1.1	Continuous monitoring and review of Workforce Plan, ensuring strategic alignment to Council's vision and Community expectation	■	■	■	■	→
	4.1.1.2	Undertake organisation staff surveys every two years	■		■		→
Maintain appropriate and effective communication throughout the organisation which conforms to the Shire of Broome Code of Conduct and legislative requirements	4.1.2.1	Develop and maintain a professional relationship with Elected Members in relation to media coordination	■	■	■	■	→
	4.1.2.2	Review the Internal Communications Plan	■				
	4.1.2.3	Implement the Internal Communications Plan		■	■	■	→
Ensure the Shire has a competent and effective workforce and a panel of skilled contractors	4.1.3.1	Develop, review and manage human resources policies, procedures and services	■	■	■	■	→
	4.1.3.2	Review organisational training and development in line with annual budget	■	■	■	■	→
Provide a safe and harmonious work environment for all staff and elected representatives	4.1.4.1	Develop and implement a Work-Health and Safety System and promote a culture of health and wellbeing		■			
Improve our customer service experience	4.1.5.1	Maintain and continuously improve our organisational customer service focus	■	■	■	■	→



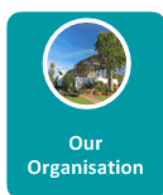
Civic Leadership Objective (continued)

Outcome 4.2 Sustainable and integrated strategic and operational plans

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Undertake Council and staff information sharing in accordance with Shire of Broome Code of Conduct and legislative requirements	4.2.1.1	Continue to actively participate in groups and committees having a Local Government Industry direction	■	■	■	■	→
Ensure risk management is undertaken	4.2.2.1	Undertake risk management in accordance with risk Management Strategy/Framework	■	■	■	■	→
Utilise and prioritise technology where appropriate	4.2.3.1	Implement ICT Strategic Plan within resource capabilities	■	■	■	■	→
Promote a cohesive and productive workplace culture	4.2.4.1	Implement Workforce Plan	■	■	■	■	→

Outcome 4.3 Responsible resource allocation

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Conduct financial planning and revenue identification	4.3.1.1	Ensure Long Term Financial Planning is undertaken in accordance with the Integrated Planning Framework review and budget timelines	■	■	■	■	→
	4.3.1.2	Review Rating Strategies in line with budget timelines	■	■			
Promote integrated planning reporting and measurement across the organisation	4.3.2.1	Undertake a review of current and future capacity of the office accommodation requirements for staff					
	4.3.2.2	Timely and regular progress reporting on Integrated Planning	■	■	■	■	→
	4.3.2.3	Review Strategic Community Plan and Corporate Business Plan	■	■	■	■	→



Civic Leadership Objective (continued)

Outcome 4.4 Improved systems, processes and compliance

Strategy	Action No.	Actions	2017-18	2018-19	2019-20	2020-21	2021 Onwards
Review current systems and delivery practices, including a review of the organisation's service delivery model	4.4.1.1	Continually improve business systems and processes in line with organisational strategies	■	■	■	■	→
	4.4.1.2	Develop and implement service delivery plans as appropriate	■	■	■	■	→
Provide proactive, up-to-date and regular training resources for compliance and quality work practices	4.4.2.1	Organisational Development Plan to be developed	■				
	4.4.2.2	Organisational Development Plan to be implemented		■	■	■	→
Ensure all governance and compliance requirements are adhered to	4.4.3.1	Review and improve business processes and controls	■	■	■	■	→
	4.4.3.2	Maintain controls to ensure a high level of compliance throughout the organisation	■	■	■	■	→



Measuring Success

The aim of this Plan is to align the community's visions and aspirations for the future of the Shire of Broome to the Shire's objectives. These objectives will be measured by both quantifiable and non-quantifiable outcomes.

As part of the formulation of this Plan, the community was asked to provide feedback on the level of importance and satisfaction with the services the Shire provides.

Key performance measures provide an indication of whether the Shire is meeting the objectives and will be monitored and reported. The measures for each objective are provided in the table below.

	Objectives	Key Performance Measures
SOCIAL	<p><i>Our People</i></p> <p><i>Foster a community environment that is accessible, affordable, inclusive, healthy and safe</i></p>	<ul style="list-style-type: none"> • Social media activity • Community participation rates in recreation activities and events • Recreation Centre usage rates
ENVIRONMENT	<p><i>Our Place</i></p> <p><i>Help to protect the natural and built environment and cultural heritage of Broome</i></p>	<ul style="list-style-type: none"> • Statutory asset management ratios • Compliance with statutory reviews required of the Local Planning Framework • Compliance with statutory requirements for the review of the Municipal Heritage list
ECONOMIC	<p><i>Our Prosperity</i></p> <p><i>Create the means to enable economic diversity, growth and lifestyle affordability for the current and future population</i></p>	<ul style="list-style-type: none"> • Population statistics • No. of development approvals • Vacancy rates (business and residential) • No. of building approvals
CIVIC LEADERSHIP	<p><i>Our Organisation</i></p> <p><i>Continually enhance the Shire's organisational capacity to service the needs of a growing community</i></p>	<ul style="list-style-type: none"> • Statutory financial ratios • Employee retention levels • Volunteer levels



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Shire of Broome

Forecast Statement of Funding - for the period 2017 - 2032

Draft Base Scenario - Version 1

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
FUNDING FROM OPERATIONAL ACTIVITIES															
Revenues															
Rates	22,355,625	23,025,784	23,716,037	24,426,987	25,159,255	25,913,481	26,690,322	27,490,458	28,314,586	29,163,426	30,037,719	30,938,229	31,865,742	32,821,068	33,805,040
Operating grants, subsidies and contributions	4,589,775	4,471,567	4,560,098	4,650,398	4,697,505	4,791,453	4,887,279	4,985,025	5,084,728	5,186,425	5,290,154	5,395,958	5,503,880	5,613,959	5,726,238
Profit on asset disposal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fees and charges	10,239,939	10,444,731	10,653,626	10,866,692	11,111,022	11,333,236	11,559,908	11,791,109	12,026,932	12,267,479	12,512,826	12,763,086	13,018,350	13,278,719	13,544,292
Interest earnings	967,265	1,015,933	1,036,359	821,564	914,580	1,002,217	1,072,959	1,174,501	1,195,899	1,306,376	1,482,413	1,662,941	1,796,126	1,932,727	1,980,779
Other revenue	5,100	5,202	5,306	5,412	5,520	5,630	5,743	5,858	5,975	6,095	6,217	6,341	6,468	6,597	6,729
	38,157,704	38,963,217	39,971,426	40,771,053	41,887,882	43,046,017	44,216,211	45,446,951	46,628,120	47,929,801	49,329,329	50,766,555	52,190,566	53,653,070	55,063,078
Expenses															
Employee costs	(16,280,635)	(16,606,252)	(16,938,383)	(17,277,158)	(17,622,704)	(17,975,158)	(18,334,665)	(18,701,358)	(19,075,388)	(19,456,898)	(19,846,034)	(20,242,957)	(20,647,827)	(21,060,792)	(21,482,009)
Materials and contracts	(9,695,157)	(9,734,355)	(9,707,125)	(9,666,688)	(9,977,506)	(10,172,160)	(10,370,746)	(10,573,316)	(10,779,963)	(10,990,778)	(11,205,820)	(11,425,190)	(11,648,981)	(11,855,889)	(12,087,708)
Utility charges (electricity, gas, water etc.)	(1,986,057)	(2,025,778)	(2,066,293)	(2,107,621)	(2,149,770)	(2,192,761)	(2,236,621)	(2,281,352)	(2,326,977)	(2,373,518)	(2,420,990)	(2,469,408)	(2,518,795)	(2,569,176)	(2,620,561)
Depreciation on non-current assets	(8,212,603)	(8,836,285)	(9,273,829)	(9,732,654)	(10,053,729)	(10,644,837)	(11,133,572)	(11,754,821)	(12,203,618)	(12,628,388)	(13,054,029)	(13,505,116)	(14,453,812)	(15,718,721)	(16,255,342)
Loss on asset disposal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Interest expense	(190,445)	(382,491)	(384,981)	(397,963)	(349,360)	(309,536)	(283,770)	(256,953)	(229,044)	(199,997)	(170,341)	(141,233)	(115,678)	(89,013)	(61,187)
Insurance expense	(721,351)	(735,778)	(750,492)	(765,501)	(780,813)	(796,430)	(812,360)	(828,604)	(845,178)	(862,081)	(879,325)	(896,914)	(914,852)	(933,150)	(951,812)
Other expenditure	(1,383,698)	(1,411,374)	(1,439,601)	(1,468,390)	(1,497,756)	(1,527,711)	(1,558,267)	(1,589,433)	(1,621,221)	(1,653,650)	(1,686,725)	(1,720,460)	(1,754,870)	(1,789,969)	(1,825,767)
	(38,469,946)	(39,732,313)	(40,560,704)	(41,415,975)	(42,431,638)	(43,618,593)	(44,730,001)	(45,985,837)	(47,081,389)	(48,165,310)	(49,263,264)	(50,401,278)	(52,054,815)	(54,016,710)	(55,284,386)
	(312,242)	(769,096)	(589,278)	(644,922)	(543,756)	(572,576)	(513,790)	(538,886)	(453,269)	(235,509)	66,065	365,277	135,751	(363,640)	(221,308)
Funding Position Adjustments															
Depreciation on non-current assets	8,212,603	8,836,285	9,273,829	9,732,654	10,053,729	10,644,837	11,133,572	11,754,821	12,203,618	12,628,388	13,054,029	13,505,116	14,453,812	15,718,721	16,255,342
Net profit and losses on disposal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Movement in employee benefit provisions	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Initial Recognition of Land	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Net Funding From Operational Activities	7,900,361	8,067,189	8,684,551	9,087,732	9,509,973	10,072,261	10,619,782	11,215,935	11,750,349	12,392,879	13,120,094	13,870,393	14,589,563	15,355,081	16,034,034
FUNDING FROM CAPITAL ACTIVITIES															
Inflows															
Proceeds on disposal	0	0	0	0	0	0	0	0	0	0	0	0	0	39,584	0
Non-operating grants, subsidies and contributions	2,753,110	5,395,338	2,552,000	4,593,980	2,731,838	2,535,000	4,379,000	4,076,000	2,326,000	5,048,780	1,727,196	3,369,181	6,053,165	5,603,899	1,454,074
Outflows															
Purchase of property plant and equipment	(2,267,000)	(1,530,000)	(1,871,000)	(3,067,881)	(1,380,000)	(3,148,547)	(1,540,994)	(2,371,431)	(1,743,481)	(1,846,725)	(2,541,995)	(2,047,134)	(2,067,077)	(2,081,618)	(3,516,930)
Purchase of infrastructure	(10,780,954)	(15,196,501)	(15,445,101)	(6,309,344)	(6,814,935)	(6,457,054)	(9,403,850)	(11,511,166)	(7,926,328)	(8,986,118)	(5,529,319)	(10,164,910)	(13,408,757)	(16,674,954)	(8,409,573)
Net Funding From Capital Activities	(10,294,844)	(11,331,163)	(14,764,101)	(4,783,245)	(5,463,097)	(7,070,601)	(6,565,844)	(9,806,597)	(7,343,809)	(5,784,063)	(6,344,118)	(8,842,863)	(9,422,669)	(13,113,089)	(10,472,429)
FUNDING FROM FINANCING ACTIVITIES															
Inflows															
Transfer from reserves	2,205,386	3,468,749	11,395,128	1,179,825	1,327,177	2,047,281	1,162,322	3,710,265	1,133,287	1,581,617	1,061,185	1,073,293	4,061,340	4,337,481	1,172,183
New borrowings	4,700,000	5,000,000	0	0	0	0	0	0	0	0	0	0	0	0	0
Self supporting loan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outflows															
Transfer to reserves	(3,827,712)	(4,149,518)	(4,235,360)	(4,280,347)	(4,248,370)	(4,405,429)	(4,546,982)	(4,423,508)	(4,815,823)	(7,449,545)	(7,078,781)	(5,512,838)	(8,614,694)	(5,939,268)	(6,065,757)
Repayment of past borrowings	(683,191)	(1,055,257)	(1,080,218)	(1,203,965)	(1,125,683)	(643,512)	(669,278)	(696,095)	(724,004)	(740,888)	(758,380)	(587,985)	(613,540)	(640,205)	(668,031)
Net Funding From Financing Activities	2,394,483	3,263,974	6,079,550	(4,304,487)	(4,046,876)	(3,001,660)	(4,053,938)	(1,409,338)	(4,406,540)	(6,608,816)	(6,775,976)	(5,027,530)	(5,166,894)	(2,241,992)	(5,561,605)
Estimated Surplus/Deficit July 1 B/Fwd	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Estimated Surplus/Deficit June 30 C/Fwd	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

9.4.7 DRAFT POLICY - PROCUREMENT VIA PANELS OF PRE-QUALIFIED SUPPLIERS

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	ADM28
AUTHOR:	Manager Governance
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	25 November 2016

SUMMARY: Council adopts policies for the efficient and effective administration of their Local Government.

The purpose of this report is to seek Council's adoption of a proposed new Policy – Procurement Via Panels of Prequalified Suppliers.

BACKGROUNDPrevious Considerations

Nil

The *Local Government (Functions and General) Regulations 1996* (Regulations) were amended effective 1 October 2015.

A significant amendment to these Regulations provided for Local Governments to establish panels of prequalified suppliers for goods and services. A new division, *Division 3 – Panels of pre-qualified suppliers*, was inserted prescribing the local government's statutory obligations should it wish to establish a Panel.

Local Governments are only able to establish panels of prequalified suppliers where a Policy has been implemented which ensures legislative compliance and ongoing management of panels when in operation. The Policy is required to outline how the panel will operate; how each supplier will be invited to quote; communication with the panel; and the recording and retention of quotes and purchases from suppliers.

The Department of Local Government and Communities Circular No 16-2015 provides the following information in relation to Panels of pre-qualified suppliers.

“In establishing a panel, persons are to be publicly invited to apply. State-wide public notice is required and it must be open for at least 14 days following the first notice (not including the advertisement's publishing date).”

There is a range of detailed information that needs to be made available about the proposed panel including: the written policy; details of how the panel will operate; the period for which the panel will be established; and the number of suppliers the local government intends to appoint to the panel.

Once a panel has been established, local governments may enter into a contract (or contracts) with any of the pre-qualified suppliers. However the contract(s) cannot

exceed 12 months and cannot contain an option to renew or extend its term. If it is expected that a contract is to exceed 12 months the particular goods or service should be put to tender."

COMMENT

The proposed policy will enable the Shire to establish panels where it is considered there is, or will be, a continuing need for particular goods and services to be supplied by pre-qualified suppliers. It will remove the requirement of having to go to Tender on each occasion, and therefore reduce the administrative burden of undertaking individual tenders, whilst ensuring compliance with legislation.

The draft policy has been prepared based on the Western Australian Local Government Association's template document with minor amendments.

The Policy's content is summarised as follows:

1. Details of the requirements for the establishment of panels via a public tender in accordance with Regulations;
2. Details of the process for the distribution of work amongst all panel members;
3. Details of how Shire Officers will purchase through the Panel; and
4. Details of the record keeping requirements for ongoing management and accountability.

CONSULTATION

Western Australian Local Government Association.

STATUTORY ENVIRONMENT

Local Government Act 1995

2.7. Role of council

- (1) The council —
 - (a) governs the local government's affairs; and
 - (b) is responsible for the performance of the local government's functions.
- (2) Without limiting subsection (1), the council is to —
 - (a) oversee the allocation of the local government's finances and resources; and
 - (b) determine the local government's policies.

[Section 2.7 amended by No. 17 of 2009 s. 4.]

Local Government (Functions and General) Regulations 1996

11. When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150 000 unless subregulation (2) states otherwise.
- (2) Tenders do not have to be publicly invited according to the requirements of this Division if —
 - (a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or
 - (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program; or

- [(ba) deleted]
- (c) within the last 6 months —
 - (i) the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment; or
 - (ii) the local government has, under regulation 21(1), sought expressions of interest with respect to the supply of the goods or services but no person was, as a result, listed as an acceptable tenderer;
- or
- (d) the contract is to be entered into by auction after being expressly authorised by a resolution of the council of the local government; or
- (e) the goods or services are to be supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government; or
- (ea) the goods or services are to be supplied —
 - (i) in respect of an area of land that has been incorporated in a district as a result of an order made under section 2.1 of the Act changing the boundaries of the district; and
 - (ii) by a person who, on the commencement of the order referred to in subparagraph (i), has a contract to supply the same kind of goods or services to the local government of the district referred to in that subparagraph;
- or
- (f) the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier; or
- (g) the goods to be supplied under the contract are —
 - (i) petrol or oil; or
 - (ii) any other liquid, or any gas, used for internal combustion engines;
- or
- (h) the following apply —
 - (i) the goods or services are to be supplied by a person registered on the Aboriginal Business Directory WA published by the Small Business Development Corporation established under the Small Business Development Corporation Act 1983; and
 - (ii) the consideration under the contract is \$250 000 or less, or worth \$250 000 or less; and
 - (iii) the local government is satisfied that the contract represents value for money;
- or
- (i) the goods or services are to be supplied by an Australian Disability Enterprise; or
- (j) the contract is a renewal or extension of the term of a contract (the **original contract**) where —
 - (i) the original contract was entered into after the local government, according to the requirements of this Division, publicly invited tenders for the supply of goods or services; and
 - (ii) the invitation for tenders contained provision for the renewal or extension of a contract entered into with a successful tenderer; and
 - (iii) the original contract contains an option to renew or extend its term; and
 - (iv) the supplier's tender included a requirement for such an option and specified the consideration payable, or the method by which the consideration is to be calculated, if the option were exercised;

- or
- (k) the goods or services are to be supplied by a pre-qualified supplier under Division 3.

Division 3 — Panels of pre-qualified suppliers

[Heading inserted in Gazette 18 Sep 2015 p. 3808.]

24AA. Terms used

In this Division —

panel of pre-qualified suppliers means a panel of pre-qualified suppliers of goods or services established in accordance with this Division;

pre-qualified supplier, of particular goods or services, means a person who is part of a panel of pre-qualified suppliers for the supply of those goods or services.

[Regulation 24AA inserted in Gazette 18 Sep 2015 p. 3808.]

24AB. Local government may establish panels of pre-qualified suppliers

A local government may establish a panel of pre-qualified suppliers to supply particular goods or services to the local government in accordance with this Division.

[Regulation 24AB inserted in Gazette 18 Sep 2015 p. 3808.]

24AC. Requirements before establishing panels of pre-qualified suppliers

- (1) A local government must not establish a panel of pre-qualified suppliers unless —
 - (a) it has a written policy that makes provision in respect of the matters set out in subregulation (2); and
 - (b) the local government is satisfied that there is, or will be, a continuing need for the particular goods or services to be supplied by pre-qualified suppliers.
- (2) The matters referred to in subregulation (1)(a) are —
 - (a) how the local government will procure goods or services from pre-qualified suppliers, including any process for obtaining quotations from them; and
 - (b) how the local government will ensure that each pre-qualified supplier on a panel of pre-qualified suppliers will be invited to quote for the supply of the goods or services that the pre-qualified suppliers will be expected to supply; and
 - (c) how the local government will ensure clear, consistent and regular communication between the local government and pre-qualified suppliers; and
 - (d) any factors that the local government will take into account when distributing work among pre-qualified suppliers; and
 - (e) the recording and retention of written information, or documents, in respect of —
 - (i) all quotations received from pre-qualified suppliers; and
 - (ii) all purchases made from pre-qualified suppliers.

[Regulation 24AC inserted in Gazette 18 Sep 2015 p. 3808-9.]

24AD. Requirements when inviting persons to apply to join panel of pre-qualified suppliers

- (1) If a local government decides to establish a panel of pre-qualified suppliers of particular goods or services, persons are to be publicly invited to apply to join the panel.
- (2) Statewide public notice of the invitation to apply to join a panel of pre-qualified suppliers is to be given.
- (3) The local government must, before applications to join a panel of pre-qualified suppliers for particular goods or services are publicly invited, determine in writing the criteria for deciding which applications should be accepted.
- (4) A notice under subregulation (2) is to include —

- (a) a brief description of the goods or services that persons on the panel of pre-qualified suppliers will be expected to supply; and
 - (b) particulars identifying a person from whom more detailed information about the proposed panel of pre-qualified suppliers of particular goods or services may be obtained; and
 - (c) information as to where and how applications to join the panel of pre-qualified suppliers may be submitted; and
 - (d) the date and time after which applications to join the panel of pre-qualified suppliers cannot be submitted.
- (5) In subregulation (4)(b) a reference to detailed information about a proposed panel of pre-qualified suppliers of particular goods or services includes a reference to —
- (a) the local government's written policy referred to in regulation 24AC(1)(a); and
 - (b) such information as the local government decides should be disclosed to those interested in applying to join the panel; and
 - (c) detailed specifications of the goods or services that pre-qualified suppliers on the panel will be expected to supply; and
 - (d) the criteria for deciding which applications to join the panel should be accepted; and
 - (e) an explanation of how the panel will operate; and
 - (f) whether or not the local government intends to purchase the goods or services exclusively from pre-qualified suppliers on the panel; and
 - (g) a statement to the effect that there is no guarantee that the local government will purchase goods or services from pre-qualified suppliers on the panel; and
 - (h) the period for which the panel will be established; and
 - (i) the number of pre-qualified suppliers the local government intends to put on the panel.
- (6) After a notice has been given under subregulation (2), a local government may vary the information referred to in subregulations (4) and (5) by taking reasonable steps to give each person who has sought detailed information about the proposed panel or each person who has submitted an application, as the case may be, notice of the variation.

[Regulation 24AD inserted in Gazette 18 Sep 2015 p. 3809-10.]

24AE. Minimum time to be allowed for submitting application to join panel of pre-qualified suppliers

If notice under regulation 24AD(2) is given, the date and time referred to in regulation 24AD(4)(d) has to be at least 14 days after the notice is first published in the newspaper circulating generally throughout the State.

[Regulation 24AE inserted in Gazette 18 Sep 2015 p. 3810.]

24AF. Procedure for receiving and opening applications

Regulation 16 applies to the receiving and opening of applications to join a panel of pre-qualified suppliers as if a reference in that regulation to a tender were a reference to an application to join a panel of pre-qualified suppliers.

[Regulation 24AF inserted in Gazette 18 Sep 2015 p. 3810.]

24AG. Information about panels of pre-qualified suppliers to be included in tenders register

- (1) The tenders register kept under these regulations must include, for each invitation to apply to join a panel of pre-qualified suppliers —
- (a) a brief description of the goods or services persons on the panel will be expected to supply; and
 - (b) a copy of the notice of the invitation to apply to join the panel; and

- (c) the name of each applicant whose application has been opened; and
 - (d) the name of any successful applicant.
- (2) The tenders register is to include for each invitation to apply to join a panel of pre-qualified suppliers the pricing schedule, or a summary of the amount of the consideration sought, in the applications accepted by the local government.

[Regulation 24AG inserted in Gazette 18 Sep 2015 p. 3811.]

24AH. Rejecting and accepting applications to join panel of pre-qualified suppliers

- (1) An application to join a panel of pre-qualified suppliers (an application) is required to be rejected unless it is submitted at a place, and within the time, specified in the invitation for applications to join the panel.
- (2) An application that is submitted at a place, and within the time, specified in the invitation but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the application.
- (3) Applications that have not been rejected under subregulation (1) or (2) are to be assessed by the local government by means of a written evaluation of the extent to which each application satisfies the criteria for deciding which applications to accept and it is to decide which of them (if any) it thinks it would be most advantageous to the local government to accept.
- (4) To assist the local government in deciding whether an application would be advantageous to it to accept, the person who submitted the application may be requested to clarify the information provided in it.
- (5) The local government may decline to accept any application.

[Regulation 24AH inserted in Gazette 18 Sep 2015 p. 3811.]

24AI. Applicants to be notified of outcome

After the local government has decided under regulation 24AH which applications (if any) it will accept, the CEO is to give each person who submitted an application notice in writing advising —

- (a) that the person's application was accepted and that the person is, for the period specified in the notice, to be part of a panel of pre-qualified suppliers of the particular goods or services; or
- (b) that the person's application was not accepted.

[Regulation 24AI inserted in Gazette 18 Sep 2015 p. 3812.]

24AJ. Contracts with pre-qualified suppliers

- (1) The local government may enter into a contract, or contracts, for the supply of goods or services with a pre-qualified supplier who is part of a panel of pre-qualified suppliers for the supply of those particular goods or services.
- (2) A contract referred to in subregulation (1) must not —
 - (a) be for a term exceeding 12 months; or
 - (b) contain an option to renew or extend its term.

[Regulation 24AJ inserted in Gazette 18 Sep 2015 p. 3812.]

POLICY IMPLICATIONS

Policy 2.3.7 - Purchasing

Policy 1.2.1 – Policy Manual, Council Policies

FINANCIAL IMPLICATIONS

Nil

RISK

If Council resolve not to adopt the Policy, it will eliminate the Shire's ability to establish Panels. This will potentially result in delays in delivering programmes due to the requirement to go to Tender on each occasion.

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

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:

An organisational culture that strives for service excellence

Responsible resource allocation

Improved systems, processes and compliance

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council adopts Policy – Procurement Via Panels of Pre-Qualified Suppliers as attached.

Attachments

1. Draft Policy - Procurement Via Panels of Pre-Qualified Suppliers

CEO & GOVERNANCE

Governance

X.X.XX

TITLE:	PROCUREMENT VIA PANELS OF PREQUALIFIED SUPPLIERS
ADOPTED:	OMC..... – Pages
REVIEWED:	OMC..... – Pages OMC..... – Pages OMC..... – Pages OMC..... – Pages
ASSOCIATED LEGISLATION:	<i>Local Government Act 1995</i> <i>Local Government (Functions and General) Regulations 1996</i>
ASSOCIATED DOCUMENTS:	Policy 1.2.9 Local Regional Price Preference Policy 2.3.7 Purchasing
REVIEW RESPONSIBILITY:	Procurement Coordinator
DELEGATION:	

Previous Policy Number X.X.X

Objective:

The objective of this Policy is to set out how the Shire of Broome may create panels in instances where goods or services are required on a continuing basis from multiple suppliers.

In accordance with Regulation 24AC of the *Local Government (Functions and General) Regulations 1996*, a Panel of Pre-qualified Suppliers ("Panel") may be created where most of the following factors apply:

- the Shire is satisfied that there is, or will be, a continuing need for the particular goods or services to be supplied by pre-qualified suppliers;
- the Panel will streamline and will improve procurement processes; and
- the Shire has the capability to establish, manage the risks and achieve the benefits expected of the proposed Panel.

Policy:

1.1 Establishing a Panel

Should the Shire determine that a Panel is beneficial to be created, it must do so in accordance with Part 4, Division 3 the *Local Government (Functions and General) Regulations 1996*.

Panels may be established for one supply requirement, or a number of similar supply requirements under defined categories within the Panel.

Panels may be established for a minimum of two (2) years and for a maximum length of time deemed appropriate by the Shire.

Where a Panel is to be established, the Shire will endeavour to appoint at least three (3) suppliers to each category, on the basis that best value for money is demonstrated. Where less than two (2) suppliers are able to be appointed to each category within the Panel, the category is not to be established.

Each invitation to apply to join a panel of pre-qualified suppliers must be in accordance with Regulation 24AD.

In each invitation the Shire must state the expected number of suppliers it intends to put on the panel. The Shire must also state the evaluation criteria by which applications will be assessed and accepted.

Should a Panel member leave a ranked Panel, they may be replaced by the next ranked Panel member determined in the value for money assessment should the supplier agree to do so, with this intention to be disclosed in the detailed information set out under Regulation 24AD(5)(d) and (e) when establishing the Panel.

1.2 Distributing Work Amongst Panel Members

When establishing a Panel of pre-qualified suppliers, the detailed information associated with each invitation to apply to join the Panel must either prescribe whether the Shire intends to:

- Obtain quotations from each pre-qualified supplier on the Panel with respect to all purchases; or
- Purchase goods and services exclusively from any pre-qualified supplier appointed to that Panel, and under what circumstances; or
- Develop a ranking system for selection to the Panel.

In considering the distribution of work among Panel members, the detailed information must also prescribe whether:

- a) each Panel member will have the opportunity to bid for each item of work under the Panel, with pre-determined evaluation criteria forming part of the invitation to quote to assess the suitability of the supplier for particular items of work. Contracts under the pre-qualified panel will be awarded on the basis of value for money in accordance with the Purchasing Thresholds stated in the Shire's Procurement Policy 2.3.7; or
- b) work will be awarded on a ranked basis, which is to be stipulated in the detailed information set out under Regulation 24AD(5)(f) when establishing the Panel. The Shire is to invite the highest ranked Panel member, who is to give written notice as to whether to accept the offer for the work to be

undertaken. Should the offer be declined, an invitation to the next ranked Panel member is to be made and so forth until a Panel member accepts a Contract. Should the list of Panel members invited be exhausted with no Panel member accepting the offer to provide goods/services under the Panel, the Shire may then invite suppliers that are not pre-qualified under the Panel, in accordance with the Purchasing Thresholds stated in the Shire's Procurement Policy 2.3.7. When a ranking system is established, the Panel must not operate for a period exceeding 12 months.

In every instance, a contract must not be formed with a pre-qualified supplier for a period exceeding 12 months, or contain an option to renew or extend its term.

Purchasing from the Panel

The invitation to apply to be considered to join a panel of pre-qualified suppliers must state whether quotations are either to be invited from every member (within each category, if applicable) of the Panel for each purchasing requirement, whether a ranking system is to be established, or otherwise.

Each quotation process, including the invitation to quote, communications with panel members, quotations received, evaluation of quotes and notification of award communications must all be captured on the Shire's electronic records system.

Recordkeeping

Records of all communications with Panel members, with respect to the quotation process and all subsequent purchases made through the Panel, must be kept in accordance with the *State Records Act 2000 (WA)* and the Shire's Policy 1.2.10 – Records Management.

Information with regards to the Panel offerings, including details of suppliers appointed to the Panel, must be kept up to date, consistent and made available for access by all officers and employees of the Shire.

9.4.8 PUBLIC HEALTH ACT 2016 - UPDATE AND DELEGATION OF POWER TO APPOINT AUTHORISED OFFICERS

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	ACT18
AUTHOR:	Manager Emergency, Health and Ranger Services
CONTRIBUTOR/S:	Environmental Health Coordinator
RESPONSIBLE OFFICER:	Director Development Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	25 November 2016

SUMMARY: The *Public Health Act 2016* received Royal Assent on 25 July 2016. The Act will replace the outdated *Health Act 1911* and is designed to better protect and promote the health of all Western Australians. The Act will bring many changes to the way public health is managed across the State.

The purpose of this report is to inform Council of the commencement of the *Public Health Act 2016*, and provide an update on its proposed implementation. The implications of the new Act on the *Shire of Broome Health Local Laws 2006* and the need to delegate power to the Chief Executive Officer to appoint Authorised Officers is also outlined in this report.

BACKGROUND

Previous Considerations

Nil.

In Western Australia, the main legislative tool to manage health related matters is the *Health Act 1911* (**Health Act**). The Health Act was drafted over 100 years ago and many of its provisions are no longer relevant to modern society. Likewise society has progressed to a point whereby the Health Act no longer has the ability to adequately protect the health of Western Australians. In recognition of this, the State Government introduced the *Public Health Act 2016* (**PH Act**).

The introduction of the PH Act is the largest single change to Western Australia's health system in over 100 years. In order to accommodate this change, the PH Act will be progressively implemented in five (5) key stages:

- Stage 1 is gaining Royal Assent for the PH Act. Royal Assent was granted on 25 July 2016 and therefore the PH Act is now in force.
- Stage 2 comprises various technical matters required to facilitate the transition from the Health Act to the PH Act. The Health Act and its associated regulations, by-laws and local laws will remain in force during this stage. Stage 2 commenced upon Royal Assent for the PH Act.
- Stage 3 will commence on date to be fixed by proclamation. It is anticipated that this will on 24 January 2017. This will introduce key elements of the administrative framework and the new Authorised Officer provisions (discussed further below).

- Stage 4 will commence on a date fixed by proclamation. Provisions in the PH Act relating to notifiable infectious diseases and related conditions, prescribed conditions of health, serious public health incident powers and public health emergencies will commence during this stage. Equivalent provisions in the *Health (Miscellaneous Provisions) Act 1911* and regulations made under that Act will be repealed. No action is required by local governments to implement this stage.
- Stage 5 will occur on a date fixed by proclamation and will be the most significant stage of implementation for enforcement agencies as it represents the point at which they move from the framework under the *Health (Miscellaneous Provisions) Act 1911* to the PH Act. The development of new regulations under the PH Act relating to environmental health matters will commence as part of this stage and will contain provisions for:
 - the built environment;
 - water;
 - body art and personal appearance services;
 - pests and vectors; and
 Equivalent provisions in the *Health (Miscellaneous Provisions) Act 1911* and regulations and by-laws made under that Act will be repealed.
 Provisions relating to the following matters will also commence as part of this stage:
 - public health planning;
 - public health assessments; and
 - registration and licensing.

COMMENT

Stage 5 will be the most significant stage of the implementation for the Shire of Broome. This stage will require the implementation of a local public health plan. It is anticipated that this stage will commence in 3 to 5 years. However significant work is required by the Department of Health to prepare for this stage and it is possible that this timeframe may be extended.

The need for the Shire to implement the PH Act and develop a public health plan has been factored into the current review of the Shire's Strategic Community Plan, Corporate Business Plan and Long Term Financial Plan.

Delegation of Authority

The introduction of the PH Act will see Environmental Health Officers (EHOs) referred to as Authorised Officers under the Act. The appointment of Authorised Officers will be the responsibility of the local government (the enforcement agency) that employs them. The local government may delegate the function of authorising officers to the Chief Executive Officer. The Department of Health will no longer have a role in the designation or appointment of EHOs or Authorised Officers on the commencement date of stage 3.

As such, the administrative process for appointing Authorised Officers can be undertaken with minimum delay and EHOs can be given authority to perform their functions almost immediately after they are employed through the delegation of that power to appoint Authorised Officers to the Chief Executive Officer.

A person appointed as an EHO under the Health Act on the day stage 3 commences will automatically be an Authorised Officer under the PH Act. An enforcement agency will not need to appoint these persons in writing but will need to issue each of these officers with a certificate of authority in accordance with section 30 of the PH Act.

Section 30 of the PH Act specifies that an Authorised Officer must be issued a certificate of authority card by the local government. It is envisaged that this certificate of authority

card would be signed or approved by the delegate of the Council, and it is recommended that this be the Chief Executive Officer

Whilst the Local Government appoints Authorised Officers they must do so in accordance with criteria gazetted by the Department of Health. This criteria includes educational requirements and experience. At the time of preparing this report the criteria has not been gazetted has not been made. A proposed instrument of delegation whereby the power to appoint an Authorised Person under the PH Act is delegated by Council to the Chief Executive Officer is provided in **Attachment 1**.

Local Law review

Each local government makes health local laws to protect public health within its district and to facilitate the discharge of the local government's duties under the Health Act. The Shire of Broome Health Local Law 2006 (**Local Law**) controls matters such as keeping of animals and poultry, the control of vermin and other nuisances, maintenance of houses, disposal of refuse, control of infectious diseases and licensing of certain premises.

The Shire of Broome Health By- Laws were first gazetted in August 1919 and have undergone numerous amendments since implementation. Due to the unique requirements of the Kimberley, it was decided to produce a local Law based entirely on the needs of the Shire of Broome. The current Local Law was completely revised and drafted to reflect the needs of the Shire of Broome and adopted in 2006.

Stage 3 will include an amendment to section 3.5 of the *Local Government Act 1995* (**LG Act**) to authorise local laws for matters relating to public health to be made under the LG Act. Local governments have been encouraged to utilise this mechanism for all new local laws in anticipation of the repeal of the local law making powers provided by the *Health (Miscellaneous Provisions) Act 1911* in stage 5.

The LG Act requires all local laws to be reviewed within 8 years from the date the local law commenced or from the date the report of the previous review was accepted. There has not been any significant changes to the Local Law since a gazetted amendment was made in 2007. This has been due to the anticipated implementation of the PH Act that has taken several years longer than was anticipated.

The power to make local laws under the Health Act will remain in effect until stage 5 of implementation of the PH Act. However once stage 3 commences, the LG Act will be amended to make it clear that local laws can be made under that Act in respect of matters relevant to public health. As such, any health local laws should be made under the LG Act from stage 3. The Department of Health will be supporting local governments in transitioning their local laws. The Department of Health will provide regular updates to local governments as this work progresses. The Department's Environmental Health Directorate will assist local governments making and/or amending health local laws.

The Department of Health has commenced an audit of all existing health local laws. It is expected that the scope of health local laws will narrow as the PH Act adopts an outcome based, as opposed to prescriptive, approach. Many of the prescriptive provisions in the Local law may need to be reconsidered. The Department of Health will draft a model local law or template for adoption by local governments. This initiative will be undertaken with assistance from a working group comprising representatives from the Department of Health, the Department of Local Government and Communities and the Western Australian Local Government Association.

It is proposed that the scheduled review of the Local Law is postponed until the implementation of stage 3 of the PH Act. Once stage 3 commences, a full review of the

Local Law can be undertaken, with it likely that the Local Law will be replaced with a new modern local law consistent with the PH Act and the Shire's needs.

Local Public Health Plan

The PH Act does not require the preparation and implementation of a Local Public Health Plan until stage 5 of the implementation of the PH Act. Advice received from the Department of Health indicates that the commencement of stage 5 is unlikely to occur until at least 2019 but may take several years longer. Upon commencement of stage 5, local governments will have 2 years to produce a Public Health Plan.

Some local governments have developed and implemented Public Health Plan's in anticipation of the PH Act. This presents a risk to the local government as the criteria for Public Health Plans has not been set nor has the State developed a State Public Health Plan. Any Public Health Plan must be consistent with the State Public Health Plan and therefore may require significant amendments upon commencement of stage 5.

The requirements that apply to Public Health Plans has not been finalised. At this stage, if a local government wishes to develop a Public Health Plan it must ensure that the Plan is developed to provide the best outcome for the local population. While the criteria for Public Health Plans has not yet been finalised, the Department of Health have advised that the following are currently the key focus areas for State health and therefore may provide guidance on what a Public Health Plan should address:

- Chronic Disease and Injury
- Aboriginal Health
- Immunisation
- Child and Youth Health Services Framework
- Mental Health

CONSULTATION

Shire officers will liaise with Department of Health throughout the implementation process. External consultation is not required at this stage, however the public and other stakeholders will be extensively consulted with during the development of the Public Health Plan.

STATUTORY ENVIRONMENT

Health Act 1911

Shire of Broome Health Local Law 2006

Public Health Act 2016

21. Enforcement agency may delegate

- (1) A power or duty conferred or imposed on an enforcement agency may be delegated —
- (a) if the enforcement agency is the Chief Health Officer, in accordance with section 9; or
 - (b) if the enforcement agency is a local government, to —
 - (i) the chief executive officer of the local government; or
 - (ii) an authorised officer designated by the local government;
 or
 - (c) if the enforcement agency is a person or body, or a person or body within a class of persons or bodies, prescribed by the regulations, to an authorised officer designated by the agency.

- (2) A delegation under subsection (1)(b) or (c) must be in writing.
- (3) Without limiting the Interpretation Act 1984 section 59, the exercise or performance by a delegate of an enforcement agency of a power or duty delegated under subsection (1)(b) or (c) is subject to any condition or restriction imposed under section 20 on the exercise or performance by the enforcement agency of the power or duty.
- (4) Subsection (5) applies if —
 - (a) the regulations expressly authorise a delegated power or duty of an enforcement agency referred to in subsection (1)(b) or (c) to be further delegated; and
 - (b) the delegated power or duty is further delegated to a person or body in accordance with those regulations.
- (5) If this subsection applies, subsection (3) applies to the exercise or performance by the person or body of that power or duty as if it were exercised or performed, and delegated, as described in subsection (3).

24. Designation of authorised officers

- (1) An enforcement agency may designate a person or class of persons as authorised officers —
 - (a) for the purposes of this Act or another specified Act; or
 - (b) for the purposes of the specified provisions of this Act or another specified Act; or
 - (c) for the purposes of the provisions of this Act or another specified Act other than the specified provisions of that Act.
- (2) The Chief Health Officer may designate a person or class of persons under subsection (1) only if the person or, as the case requires, the persons in that class are public health officials.
- (3) An enforcement agency that is a local government may designate under subsection (1) —
 - (a) an environmental health officer or environmental health officers as a class; or
 - (b) a person who is not an environmental health officer or a class of persons who are not environmental health officers; or
 - (c) a mixture of the two.
- (4) Enforcement agencies that are local governments may act jointly in the designation of persons or classes of persons as authorised officers.

25. Certain authorised officers required to have qualifications and experience

- (1) An enforcement agency must not designate a person or class of persons under section 24(1) unless the enforcement agency —
 - (a) considers that the person or, as the case requires, the persons in that class have appropriate qualifications and experience to perform the particular functions that the person or class of persons are to perform as authorised officers; and
 - (b) has regard to any guidelines issued under section 29.
- (2) This section does not apply to the designation of —
 - (a) public health officials, whether individually or as a class; or
 - (b) environmental health officers, whether individually or as a class.

26. Further provisions relating to designations

- (1) The power to make a designation includes —
 - (a) the power to revoke a designation previously made; and
 - (b) in relation to a person (**person A**) who is designated, the power to designate a person or class of persons to perform functions of person A when it is impractical for person A to perform the functions; and

- (c) in relation to a class of persons (**class A**) who are designated, the power to designate a person or class of persons to perform functions of persons in class A when it is impractical for persons in class A to perform the functions.
- (2) These must be in writing —
 - (a) a designation;
 - (b) a revocation of a designation.

27. Lists of authorised officers to be maintained

Each enforcement agency must prepare and maintain a list of —

- (a) the persons (if any) who are individually designated as authorised officers by the agency; and
- (b) the classes of persons (if any) who are designated as authorised officers by the agency.

Local Government Act 1995

3.16. Periodic review of local laws

- (1) Within a period of 8 years from the day when a local law commenced or a report of a review of the local law was accepted under this section, as the case requires, a local government is to carry out a review of the local law to determine whether or not it considers that it should be repealed or amended.
- (2) The local government is to give Statewide public notice stating that —
 - (a) the local government proposes to review the local law; and
 - (b) a copy of the local law may be inspected or obtained at any place specified in the notice; and
 - (c) submissions about the local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given.
- (2a) A notice under subsection (2) is also to be published and exhibited as if it were a local public notice.
- (3) After the last day for submissions, the local government is to consider any submissions made and cause a report of the review to be prepared and submitted to its council.
- (4) When its council has considered the report, the local government may determine* whether or not it considers that the local law should be repealed or amended.

* Absolute majority required.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The implementation of the Public Health Plan will require widespread consultation and significant planning and administrative work. It is anticipated that one part time employee will be required over 2 years. Associated costs such as training, transport and travel will also need to be included.

It is difficult to adequately budget for the implementation of the PH Act at this time due to a lack of clarity over the detail of what is required. It is reasonable to expect that current estimates of labour and other costs currently will have increased the longer the implementation of stage 5 is delayed.

RISK

The purpose of the PH Act is to implement an outcomes based approach to public health within Western Australia. It is anticipated that this will overall reduce risks to public health and allow targeted efforts towards areas of greatest community concern.

Council may wish to draft and implement a Public Health Plan prior to the implementation of stage 5. This presents a risk as the final framework and public health focus areas have not yet been developed by the State. Once this has been done, significant changes to the Plan may be required, which will result in additional cost.

STRATEGIC IMPLICATIONS

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

A healthy and safe environment

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:

1. *Notes the process and staging for the implementation of the Public Health Act 2016;*
2. *In accordance with section 3.16(1) of the Local Government Act 1995, reviews the Shire of Broome Health Local Law 2006 but defers any action in relation to this local law until the implementation of Stage 3 of the Public Health Act 2016 and the release of a model health local law by the Department of Health; and*
3. *Delegates power to the Chief Executive Officer to appoint Authorised Officers under the Public Health Act 2016 as set out in the Instrument of Delegation in Attachment 1.*

(ABSOLUTE MAJORITY REQUIRED)

Attachments

1. Proposed Delegation to appoint Authorised Officers under the Public Health Act 2016

D.xx Public Health Act 2016 – Appointment of Authorised Officers

Head of Power *Public Health Act 2016*

Power/Duty Delegated

Part	1
Division	3
Section	Sections 21 and 24
Sub section	
Local Law	Health Local Law 2006 (or as amended)
Relevant Policies	

Detail of delegation

The Chief Executive Officer is authorised to designate a person or class of persons as authorised officers under section 24 of the Act.

Conditions Imposed

Consideration must be given to any Department of Health guidelines or gazetted criteria for the appointment of authorised officers.

Record requirements Documentation to be recorded to the Authorised Officer's personnel file.

Reporting requirements To be reported monthly in the Information Bulletin, with a copy of the report to be recorded to file ARE02 (Delegations of Authority Register).

DECISION

The Delegator	Date	Reference
Reviewed by	Date	Reference
Amended by	Date	Reference

NOTICE OF DELEGATION

Notice in writing	Date	FILE ARE 02
Acknowledged	Date	Reference

Signature

Prohibition (s5.71) and Code of Conduct

If an employee has been delegated a power or duty relating to a matter in which the employee has an interest that employee must not exercise the power or duty and must refer the matter to the CEO, and if the CEO to the President.

The disclosure must be recorded in the Register of Disclosures.

Disclosure requirements (s5.75 and s5.76)

The delegation of a power or duty to an employee triggers the requirement to make disclosures in primary and annual returns. The LGA contains severe penalties for failure to comply. It is the responsibility of each individual employee to ensure compliance.

INTERNAL FORM LIQUOR CONTROL ACT 1988 – CERTIFICATE OF LOCAL GOVERNMENT AS WHETHER PREMISES COMPLY WITH LAWS (HEALTH & BUILDING)	
I,	I,
being the	being the
for the Shire of Broome.	for the Shire of Broome.
Hereby certify that the premises known as:	
<input type="checkbox"/> Comply with all the relevant requirements under the Health Act 1911, Food Act 2008, under any written law relating to the sewerage or drainage of those premises, and under the Local Government Act 1995.	<input type="checkbox"/> Comply with all the relevant requirements under the Building Act 2011.
<input type="checkbox"/> Does not comply with requirements set out above and could not be reasonable made to comply.	<input type="checkbox"/> Does not comply with requirements set out above and could not be reasonable made to comply.
<input type="checkbox"/> Does not comply with the requirements set out above but could be made to conform if the following requirements where carried out:	<input type="checkbox"/> Does not comply with the requirements set out above but could be made to conform if the following requirements where carried out:
NOTES:	NOTES:
ENVIRONMENTAL HEALTH OFFICER	BUILDING SURVEYOR
DATE	DATE

10.

**REPORTS
OF
COMMITTEES**

10.1 YAWURU PARK COUNCIL PROGRESS REPORT - NOVEMBER 2016 MINUTES

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	NAT 55; NAT 55.1; NAT 55.2; NAT 55.3; NAT 55.5 and NAT 55.6
AUTHOR:	Director Development Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	21 November 2016

SUMMARY: This report presents Council with a progress report for the Yawuru Park Council (**YPC**), comprising the draft Minutes and associated Recommendations of the YPC meeting held on 16 November 2016. This report also seeks Council's nomination of the Director Development Services as a Shire representative on the YPC, to replace the Director Infrastructure, as the Shire's management of YPC matters now sits within the Development Services Directorate.

BACKGROUNDPrevious Considerations

OMC 15 March 2012	Item 9.2.5
SMC 29 May 2013	Item 9.2.1
OMC 27 November 2014	Item 10.2
OMC 25 June 2015	Item 10.4
OMC 26 November 2015	Item 9.2.4
OMC 28 July 2016	Item 10.2
OMC 25 August 2016	Item 10.1

The Yawuru Park Council (**YPC**) has been formed in accordance with the two Yawuru Indigenous Land Use Agreements (**ILUAs**) and is comprised of Yawuru Registered Native Title Body Corporate/Nyamba Buru Yawuru Representatives (**Yawuru**), delegates from the Department of Parks and Wildlife (**DPaW**) and Shire of Broome representatives. Through the YPC, these three organisations are responsible for jointly managing land within the Yawuru Conservation Estate in accordance with the ILUAs.

The following table outlines the four land/sea management areas within the Conservation Estate, including the bodies with direct management responsibility for each area:

Conservation Estate Area	Management responsibility
Minyirr Buru (Townsite Areas)	Yawuru and the Shire
Cable Beach Intertidal Zone (located approximately 600 meters north of the rocks at Cable Beach) (Intertidal Zone)	Yawuru, the Shire and DPaW
Birragun (Out of town Areas)	Yawuru and DPaW

Conservation Estate Area	Management responsibility
Nagulagun (Marine Park Areas)	Yawuru and DPaW

The following are the current representatives on the YPC:

Yawuru Representatives: Debra Pigram (Chair), Maxine Charlie and Dean Mathews.

Yawuru Proxies: Michael Corpus, Susan Edgar and Darren Puertollano.

Shire Representatives: Cr Harold Tracey, Kenn Donohoe and Michael Dale.

Shire Proxies: Cr Ron Johnston and Cr Chris Mitchell.

DPaW Representatives: Alan Byrne, Darren Stevens and James Dobson.

DPaW Proxies: Anthony Richardson and Luke Puertollano

The Shire's Policy 1.5.1 Yawuru Park Council Representation does not provide the Shire's YPC Representatives with the ability to make decisions on the YPC that bind Council. Therefore, Council must endorse motions passed at all YPC meetings.

YPC minutes were last presented to Council for endorsement at the Ordinary Meeting of Council (**OMC**) on 25 August 2016 which included minutes for the YPC meeting held on 7 July 2016. Since the OMC on 25 August 2016, the YPC met on 16 November 2016.

COMMENT

YPC Meeting on 16 November 2016

The agenda and minutes of the YPC meeting held on 16 November 2016 are attached (**Attachments 1 and 2**). At the meeting, the YPC considered the following items:

3.1 Fat Bike Tour Proposal

REPORT RECOMMENDATION:

That Yawuru Park Council:

- 1. Supports each Yawuru Park Council member organisation delegating authority to individual representative to assess the Shire of Broome Trading Licence application and the Dept. Parks and Wildlife 'T-class' application and include any other conditions so required by those agencies. If there is any dissention between agencies then the matter is referred back to YPC.*
- 2. That the delegated authority (as above) has the ability to advise the SoB and Dept. Parks and Wildlife to complete the processing of the licence applications.*

Moved: Kenn Donohoe

Seconded: Dean Mathews

The Shire was approached by persons wishing to obtain a trading licence under the Shire's *Trading, Outdoor Dining and Street Entertainment Local Law 2003 (Local Law)* to transport tourists on Fat Bikes (non-motorised mountain bikes with wider tyres) along Cable Beach to the southern side of Willie Creek. The tours would traverse land that is managed by the Shire as well as land within the joint managed Townsite Areas and Intertidal Zone. Therefore, the applicants were advised that consent from the YPC would be required and this is the purpose of the agenda item.

The outcome of the resolution by YPC is that the applicants be advised to follow the application process, to be managed by the individual YPC member representatives. Applications for approval under the Shire's Local Law and also the *Conservation and Land Management Act 1984* will be required. Once these applications have been processed by both DPaW and the Shire, with input from the Yawuru representatives, the matter is to be returned to the YPC for consideration.

3.2 Shire of Broome Waste Management Facility - Fees

REPORT RECOMMENDATION:

That Yawuru Park Council:

- 1. Writes to the Shire of Broome requesting a concession for Waste Management Facility fees in accordance with Council policy.*
- 2. Request the Shire of Broome to investigate other methods of ensuring the residents of Broome receive their annual vouchers to the Broome Waste Management Facility.*

Moved: Ron Johnston

Seconded: James Dobson

DPaW presented a report seeking that the Shire waive waste disposal fees for the disposal of waste by Yawuru Rangers collected on lands joint managed by the Shire. The report also sought action by the Shire to ensure that the persons in rental properties have access to the household domestic refuse vouchers issued to landowners.

The report recommendation was altered by the Shire representatives at the meeting, which resulted in the resolution made by the YPC and shown above.

In addition to the above resolution that was made by the YPC, the following action was created:

- YPC writes to Shire of Broome requesting concession for Waste Management Facility Fees in accordance with Council policy.

4.1 Gantheaume Pt exclusion of areas from A Class reserve 51106

REPORT RECOMMENDATION:

MOVED to next item of business and deferred to next meeting

Moved: Kenn Donohoe

Seconded: Dean Mathews

This agenda item relates to the proposed exclusion of certain parcels of land from becoming Class A reserves within the Conservation Estate to allow for Yawuru to investigate the feasibility of developing tourism activities on these lots. The subject lots are

shown on pages 15 and 16 of Attachment 1. This item was considered to be linked to the Agenda Item 4.2 below, and it was agreed that consideration of both matters would be deferred to allow for further discussions between the YPC members.

It will be necessary for Council to consider this proposal and form a view as to whether it is supported by Council. It is recommended that the CEO be requested to arrange a workshop with Council in relation to this matter, so that the proposal and its implications can be fully explored. Following this workshop, Council will have the opportunity to formally consider the proposal. Council's formal consideration of the proposal will give the Shire's YPC representatives direction in voting on recommendations presented to the YPC in relation to the matter.

In addition to the above resolution that was made by the YPC, the following actions were created:

- Cr Ron Johnston to provide a copy of the Survey undertaken in the Minyirr Park and Gantheaume area.
- Parks and Wildlife to speak with Department of Lands to hold off on vesting of meeting A Class reserve until a YPC decision/ recommendation has been made after February 2017.

4.2 Dedication of Gantheaume Point Beach Access Track

REPORT RECOMMENDATION:

MOVED to next item of business and deferred to next meeting

Moved: Kenn Donohoe

Seconded: Dean Mathews

At the OMC on 27 October 2016, Council resolved to progress the dedication of the Gantheaume Point beach access track as a road.

The report recommendation in relation to this matter sought the YPC's support for this action. However, as the YPC representatives saw this matter as being linked to the previous agenda item, consideration of the matter was also deferred. However, the statutory process initiated by Council at the OMC on 27 October 2016 will continue to progress in the meantime.

4.3 Shire of Broome Commercial Camel Licences

REPORT RECOMMENDATION:

That Yawuru Park Council support the renewal of the trading licences for the commercial camel activities on Cable Beach in accordance with the Shire of Broome Council Resolution 9.3.2 made on 27 October 2016, subject to condition 3 of the conditions to be attached to each of the trading licences being amended so that read as follows:

- 3. All commercial camel activities, including the placing of signs, are to occur within that portion of Cable Beach between a point formed by the western prolongation to the low water mark of the northern boundary of Reserve 36477, north to the northern boundary of Lot 301 on Plan 71518 (forming part of Reserve 50994) and east to the eastern boundary of Lot 301 on Plan 71518 (forming part of Reserve 50994), as depicted in Attachment A to this licence ("Permitted Trading Area").*

Moved: Dean Mathews

Seconded: Ron Johnston

At the OMC on 27 October 2016, Council resolved to delegate authority to the Chief Executive Officer to renew the Camel trading licences subject to certain conditions. Condition 3 of those conditions is as follows:

1. *All commercial camel activities, including the placing of signs, are to occur within that portion of Cable Beach between a point formed by the western prolongation to the low water mark of the northern boundary of Reserve 36477 to a point formed by the westerly prolongation to the low water mark of the northern boundary of Lot 405 Lullfitz Drive, as depicted in Attachment A to this licence ("Permitted Trading Area").*

While the wording of this condition has been changed by the YPC resolution, the substance of the condition remains the same. The area within which the commercial camel activities can operate is the same, but the description has been updated to reflect the newly created reserves in that area. Therefore, it is recommended that Council endorse the resolution of the YPC and the amended condition 3.

As the amendment to Condition 3 does not change the substance of the decision made by Council at the OMC on 27 October 2016, the decision of Council does not become "substantially different" as a result of the amendment. Therefore, the process for revoking or changing Council decisions in Regulation 10 of the *Local Government (Administration) Regulations 1996* does not apply.

In addition to the above resolution that was made by the YPC, the following actions were created:

- Shire of Broome to amend Attachment A to show boundaries and marking.
- Yawuru Rangers will be installing a discreet sign marker on Cable Beach to indicate boundary for Camel operators.

Attachment A has been amended in accordance with the first action and is shown as **Attachment 3** to this report. The second action has also been completed by DPaW, with a bollard now installed at the boundary between Reserve 50994 and Reserve 51162.

4.4 DEMCO Asbestos

REPORT RECOMMENDATION:

That Yawuru Park Council note the status and progress of the Shire's and Yawuru's response to the asbestos contamination near Demco.

NOTED

This report comprised an update on the status of the progress of the Shire's and Yawuru's response to the asbestos contamination near Demco. The ability for the Shire to be reimbursed by the YPC (through the funds held by DPaW) for its costs in undertaking remedial works and actions was discussed.

Therefore, in addition to the above resolution that was made by the YPC, the following action was created:

- Shire of Broome to write to Parks and Wildlife to request contribution towards shared costs of Asbestos clean-up based on fair proportion of land ownership/ management.

The Shire has incurred costs of approximately \$32,600 in managing the asbestos issue at the reserve land near Demco. Being able to recoup some of these costs from DPaW through the YPC funds they hold would assist in mitigating the financial impact of the Shire responding to this matter.

5. Minyirr Buru Conservation Park Management Plan - Cable Beach intertidal zone (Yawuru, DPaW, Shire)

REPORT RECOMMENDATION:

That Yawuru Park Council:

1. *Endorse the DRAFT Minyirr Buru Conservation Park Management Plan to be released for public comment.*

Moved: Dean Mathews

Seconded: Ron Johnson

At the OMC on 28 July 2016, Council resolved to endorse the draft Joint Management Plan for the Yawuru Minyirr Buru Conservation Park for public consultation. Soon after, Yawuru also endorsed the document for public comment. This resolution by the YPC means that the draft Joint Management Plan can now be released for public consultation.

Due to the impending Christmas holiday period, public consultation of the draft Joint Management Plan is likely to commence in early February 2017.

6. YPC Encroachments - Out of Town and Roebuck Bay areas (Yawuru, DPaw)

REPORT RECOMMENDATION:

That Yawuru Park Council:

1. *Authorises the YPC Working Group to implement the 7 step plan for the resolution of encroachment issues.*

Moved: Ron Johnson

Seconded: Dean Mathews

An issues paper had previously been prepared by DPaW in relation to encroachments into the Conservation Estate. The matter had been considered by the YPC on a number of previous occasions, and in response to a resolution made by the YPC at its meeting on 7 July 2016, Shire officers prepared a proposed strategy for dealing with the encroachments (as outlined in the agenda item at pages 47 and 48 in **Attachment 1**).

The YPC Working Group will now take steps to implement that strategy, starting with identifying all properties encroaching in the Conservation Estate.

6.2 Late Item: Micks Shack

REPORT RECOMMENDATION:

That Yawuru Park Council:

1. *Authorises the Yawuru Park Council Working Group to prepare a letter on behalf of the Yawuru Park Council to the Minister for Lands requesting the Department of Land to action the removal of the illegal structures within the next 21 days.*
2. *To liaise with Yawuru and Yawuru Park Council Working Group in relation to other relevant matters.*

Moved: Alan Byrne

Seconded: Dean Mathews

This agenda item was presented to the YPC in response to and in compliance with the resolution of Council at the OMC on 29 September 2016 as follows:

That Council requests the Chief Executive Officer to:

1. *Advise the Yawuru Park Council of the unlawful development on Reserve 52354 and request that action be taken to have the unlawful structures, septic system and debris removed within 60 days; and*
2. *If action is not taken to remove the unlawful structures, septic system and debris within 60 days, commence enforcement action to have the unlawful structures, septic system and debris removed from Reserve 52354.*

Yawuru have also been in discussions with the Department of Lands in relation to resolving this matter as soon as possible.

7.1 Expenditure Report Summary

Noted by members present

The expenditure report is shown as the last page of **Attachment 1**. The grand total amount, while shown in red and as a negative amount, is actually the amount of funds being held in the Yawuru Trust Account.

The Yawuru Trust Account comprises funds that were provided equally by the State and the Yawuru Registered Native Title Holders Body Corporate (**RNTHBC**) as part of the Yawuru Native Title Settlement Agreement (\$5.5M each). What remains in this account is what is left of this original amount, including interest earnings. No funds have been contributed to this account by the Shire.

In accordance with the Joint Management Agreement forming part of the ILUAs, the Shire does not have any direct control over expenditure from the Trust Account. The Shire representatives on the YPC can vote on matters which influence where expenditure is directed (eg. on new assets being built in the Conservation Estate or certain management initiatives). Further, DPaW is required to consult with the Yawuru RNTHBC and the YPC (including the Shire representatives on the YPC) in relation to the budget. However, the Shire cannot direct how expenditure occurs from the account.

Shire representatives on the YPC

At the OMC on 26 November 2015, Council resolved as follows:

That Cr H Tracey, Chief Executive Officer and Director Infrastructure be nominated to the Yawuru Park Council and Cr R Johnston and Cr C Mitchell be nominated as Proxies.

On 1 July 2016, responsibility for YPC matters transferred from the Infrastructure Services Directorate to the Development Services Directorate. Therefore, it is recommended that Council nominate the Director Development Services to the YPC, in replacement of the Director Infrastructure.

CONSULTATION

The YPC comprises representatives from Yawuru, the Shire and DPaW, working collaboratively to manage the Yawuru Conservation Estate.

STATUTORY ENVIRONMENTLand Administration Act 1997**Section 46. Care, control and management of reserves**

- (1) *The Minister may by order place with any one person or jointly with any 2 or more persons the care, control and management of a reserve for the same purpose as that for which the relevant Crown land is reserved under section 41 and for purposes ancillary or beneficial to that purpose and may in that order subject that care, control and management to such conditions as the Minister specifies.*
- (2) *The Minister may, with the consent of the management body of a reserve and of the holders of any interests within the reserve, by order vary any condition to which the care, control and management of the reserve is subject.*
- (3) *The Minister may —*
 - (a) *by order confer on a management body power, subject to section 18, to grant a lease or sublease or licence over the whole or any part of the Crown land within the reserve in question for the purposes referred to in subsection (1); and*
 - (b) *approve a mortgage of any such lease.*
- (3a) *The Minister may by order —*
 - (a) *without the consent of the management body of a reserve, vary —*
 - (i) *an order made under subsection (3)(a); or*
 - (ii) *an order made under section 33 of the repealed Act or section 42 or 43 of the Land Act 1898 ⁷ that subsists as an order made under subsection (3)(a),*
in relation to whether or not prior approval in writing of the Minister is required to a grant of a lease, sublease, or licence; or
 - (b) *with the consent of the management body of a reserve, vary any other condition to which —*
 - (i) *an order made under subsection (3)(a); or*
 - (ii) *an order made under section 33 of the repealed Act or section 42 or 43 of the Land Act 1898 ⁷ that subsists as an order made under subsection (3)(a),*
is subject.
- (3b) *The Minister's approval under section 18 is not required for the exercise of a power conferred under subsection (3)(a) unless —*
 - (a) *the person on whom the power is conferred is —*
 - (i) *a body corporate that is constituted for a public purpose under an enactment and is an agency of the Crown in right of the State; or*
 - (ii) *a person referred to in subsection (10)(b),*
and the order provides that the Minister's approval under section 18 is required; or
 - (b) *the person on whom the power is conferred is a person other than a person referred to in paragraph (a).*
- (4) *If an unmanaged reserve is the subject of —*
 - (a) *a lease granted under section 47; or*
 - (b) *a licence, or a lease or profit à prendre, granted under section 48,*
or of any other interest in the unmanaged reserve, the Minister may under subsection (1) place the care, control and management of that reserve with a

management body subject to that licence, lease or profit à prendre or other interest, the term of which continues unbroken by that placing.

- (5) An order made under subsection (1), (2), (3) or (3a) does not create any interest in Crown land in the relevant reserve in favour of the management body of that reserve.
- (6) If Crown land reserved under section 41 for the purpose of recreation is leased or subleased under a power conferred under subsection (3), the lessee or sublessee may, unless the terms of the management order or the lease or sublease otherwise provide, restrict public access to the area leased.
- (7) A person with whom the care, control and management of a reserve is placed by order under subsection (1) has, by virtue of this subsection, the capacity, functions and powers to hold and deal with the reserve in a manner consistent with the order, any order conferring power on that person under subsection (3)(a) and this Act to the extent that the person does not already have that capacity or those functions and powers.
- (8) Subsection (7) does not authorise a management body to perform a function or exercise a power if another enactment expressly prevents the person from performing that function or exercising that power, or expressly authorises another person to perform that function or exercise that power.
- (9) Any instrument in relation to the care, control and management of a reserve entered into or given by a person holding an office referred to in subsection (10)(b)(i) or (iii) is taken to have been entered into or given by the person for the time being holding that office.
- (10) In subsection (1), a reference to a person is a reference to —
 - (a) a person having perpetual succession;
 - (b) a person not having perpetual succession who is —
 - (i) a Minister to whom the Act specified in the relevant order is for the time being committed by the Governor; or
 - [(ii) deleted]
 - (iii) a person holding a prescribed office.
- (11) If an order made under section 33 of the repealed Act subsists under clause 16(1) of Schedule 2 as if it were a management order under section 46(1), the Minister may by order vary that order to place the care, control and management of the reserve the subject of the order with a person referred to in subsection (10).
- (12) An order made under section 46(1) before the coming into operation of section 12 of the Land Administration Amendment Act 2000 ¹ may be varied by the Minister by order to place the care, control and management of the reserve the subject of the order with a person referred to in subsection (10).

Conservation and Land Management Act 1984

Section 33. CEO, functions of

- (1) The functions of the CEO are, subject to the direction and control of the Minister —
 - (f) to provide advice to, or undertake work for or jointly with, and to supply services or facilities to, any department, public or private body or other person, whether in the State or elsewhere if the Minister is of the opinion that the provision of that advice or the undertaking of that work is in the public interest;

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

The Shire incurred costs of approximately \$32,600 in managing the asbestos issue at the reserve land near Demco. If the Shire is able to recoup some of these funds in accordance with the action arising from Agenda Item 4.4, this would assist in mitigating the financial impact of the Shire responding to this matter.

RISK

Should Council fail to endorse motions passed at a YPC meeting, this may impact on the relationship between the Shire and Yawuru and DPaW.

STRATEGIC IMPLICATIONS

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

Effective communication

A healthy and safe environment

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

Effective community engagement

Improved systems, processes and compliance

VOTING REQUIREMENTS

Absolute Majority

REPORT RECOMMENDATION:

That Council :

- 1. Receives the minutes of the Yawuru Park Council meeting held on 16 November 2016, and endorses all the motions passed at that meeting;*
- 2. Requests that the Chief Executive Officer arrange a Council workshop to discuss the exclusion of certain parcels of land from becoming Class A reserves within the Conservation Estate to allow for Yawuru to investigate the feasibility of developing tourism activities on these lots;*
- 3. Changes condition 3 of the conditions to be attached to the trading licences for the commercial camel activities in accordance with Resolution 9.3.2 made by Council at the Ordinary Meeting of Council on 27 October 2016, so that it is consistent with*

the wording of this condition endorsed by the Yawuru Park Council at its meeting on 16 November 2016; and

4. *Nominates the Director Development Services to the Yawuru Park Council, in replacement of the Director Infrastructure.*

(ABSOLUTE MAJORITY REQUIRED)

Attachments

1. Agenda for the YPC Meeting on 16 November 2016
2. Minutes of the YPC Meeting on 16 November 2016
3. Map of Commercial Camel Activities Operating Area

Department of
Parks and Wildlife

YAWURU PBC



Yawuru Pack Council Agenda

Meeting no: 32 Meeting location: Dep. Parks and Wildlife, Broome Meeting date: 16/11/16 Meeting time: 1:00pm Apologies:				
	ITEM	YPC action:	Who:	Format:
1.0	Welcome and apologies			
1.1	Opening and welcome		Chairperson	
1.2	Apologies			
1.3	Role of persons present (YPC representative/ alternative/ proxy, associate member, observer, guest ect)			
2.0	Minutes of previous meeting			
2.1	Review and adoption of July 2016 YPC minutes.			Minutes
2.2	Actions arising			
3.0	Matter across all tenure (Yawuru, DPaW, Shire)			
3.1	Fat Bike Tour Proposal		Parks & Wildlife	Briefing Note
3.2	Tip Fees		Parks & Wildlife	Briefing Note
4.0	Townsite Areas (Yawuru, Shire)			
4.1	Gantheaume Point Exclusion		NBY	Briefing Note
4.2	Gantheaume Beach Access		SoB	Briefing Note
4.3	Commercial Camel Licences		SoB	Briefing Note



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YAWURU PBC



4.4	DEMCO Asbestos		SoB	Briefing Note
5.0	Cable Beach intertidal zone (Yawuru, DPaW, Shire)	NIL		
6.0	Out of Town and Roebuck Bay areas (Yawuru, DPaw)	NIL		
7.0	Reports			
7.1	Expenditure Report Summary		Parks & Wildlife	Summary Report
8.0	Other matters and correspondence in			
9.0	Next Meeting			
10.0	Close of Meeting			



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Yawuru Park Council Meeting Minutes

Meeting no: 31
Meeting location: Nyamba Buru Yawuru
Meeting date: 07 July 2016
Meeting start: 9:30am
Meeting end: 10:46am

Attendees:

Yawuru	Debra Pigram (DP), Dean Matthews (DM)
Broome Shire	Ron Johnson (RJ), Kenn Donohoe (KD)
DPaW	James Dobson (JD), Alan Byrne (AB), Luke Puertollano (LP)

Apologies:

Maxine Charlie

Guests / Observers:

Julie Melbourne, Trudi Ridge, Melanie Edgar, Aletta Nugent,

1. WELCOME AND APPOLOGIES

1.1. Opening and welcome

Meeting opened by Chair Deb Pigram.

2. ATTENDANCE AND APPOLOGIES

2.1. Role of persons present (YPC representative/ alternative/ proxy, associate member, observer etc)

Nyamba Buru Yawuru: Debra Pigram (Chair), Dean Matthews (representative), Julie Melbourne (observer)

Shire of Broome: Kenn Donohoe (representative), Ron Johnson (Proxy), Trudi Ridge (observer), Aletta Nugent

Department of Parks and Wildlife: Jimmy Dobson (representative), Alan Byrne (representative), Luke Puertollano (representative), Melanie Edgar (observer)

2.2. Apologies

Maxine Charlie, Harold Tracy



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3. MINUTES OF PREVIOUS MEETINGS

1.1. Review and adoption of 25/2/2016 minutes

Moved- KD

Seconded- DM

4. ACTIONS ARISING

Action Item:

27- 5.2 3/15 Fire planning and land assembly issues

ACTION: SOB to develop an encroachment plan to be completed by the end of the year – ongoing

NEW RESOLUTION: that the YPC secretariats prepare a report detailing all encroachments on how to progress for the next YPC meeting

27-9.3 3/15 - SOB Storm water Drainage update

ACTION: to have this as an item in the next YPC

Moved: KD

Seconded: DM

5. CONSERVATION ESTATE- MATTERS ACROSS ALL TENURE

5.1. 2015/16 Budget update –no briefing note

Minyirr Buru (In-Town Conservation Estate) and Cable Beach Intertidal Area

Birragun (Out-of-Town Conservation Estate), and Nagulagun (Marine Park).

REPORT RECOMMENDATION:

•

Moved: KD

Seconded: DM

ACTION:



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5.2. Recreation Master Plan Update

*Minyirr Buru (In-Town Conservation Estate) and Cable Beach Intertidal Area
Birragun (Out-of-Town Conservation Estate), and Nagulagun (Marine Park)*

REPORT RECOMMENDATION:

The Yawuru Park Council Supports the works outlined in the DRAFT Capital Works Program 2016/17

Moved: KD

Seconded: DM

5.3. Ranger update (no briefing note – ranger presentation)

6. MINYIRR BURU (IN TOWN CONSERVATION ESTATE) AND CABLE BEACH INTERTIDAL AREA.

6.1 Kavite Rd

Minyirr Buru (In-Town Conservation Estate) and Cable Beach Intertidal Area

REPORT RECOMMENDATION:

That this matter be referred to the YPCWG with recommendation that the working group identify a unified plan road reserve place in 60 days

Moved: DM

Seconded: KD

ACTION: That this matter be referred to the YPCWG with recommendation that the working group identify a unified plan road reserve place in 60 days

6.2 Simpson Beach

Yawuru has strongly advised that they want to keep this area a low key location for locals to enjoy.

Minyirr Buru (In-Town Conservation Estate) and Cable Beach Intertidal Area

REPORT RECOMMENDATION:

Yawuru and S.O.B to develop a low key plan for an 'opening' or public announcement.

Moved: KD

Seconded: DM

ACTION: Yawuru and S.O.B to develop a low key plan for an 'opening' or public announcement.



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7. BIRRAGUN (OUT OF TOWN CONSERVATION ESTATE) AND NAGULAGUN (MARINE PARK

7.1 Yawuru Birragun Conservation Park Management Plan Update.

REPORT RECOMMENDATION:

YPC endorse the progression and finalisation of the plan for Ministerial approval

Moved: DM

Seconded: JD

8. MATTERS IN CONFIDENCE

9. MEETING CLOSURE,

10:46AM

10. Next meeting

DRAFT



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Action #	Outcome / Recommendation	Lead	Working Group	Critical Date	Completed
27-5.2 3/15 Fire Planning and land assembly issues	Yawuru and SOB meet to address the issues identified in the fire management "issues paper" to inform the Senior Officers Group (SOG) of a way forward before April. New resolution (7/16) ' SOB to develop an encroachment plan to be completed by the end of the year – ongoing and that the YPC secretariats prepare a report detailing all encroachments on how to progress for the next YPC meeting'.	NBY / SoB	NBY / SoB/ P&W	Next YPC	ongoing
27-5.4 3/15 YPC and JMB formations	YPCWG completes the recommendations stipulated in agenda item 5.4 regarding the creation of a JMB and associated ILUA impacts	DPaW	NBY / DPaW / SoB		Ongoing
27-9.3 3/15 SoB Stormwater Drainage update	Working Group to be formed to include all relevant users and service providers to develop an integrated drainage assessment model that includes all aspects to develop a workable agreed policy option for discussion.	SoB	SoB	Next YPC	Ongoing (getting advice)
27-9.3 3/15 SoB Stormwater Drainage update	That the Daft Management Orders be provided to Yawuru for approval prior to finalization	SoB	NBY / SoB		Ongoing
31 – 7/16 Kavite Rd re-alignment	That this matter be referred to the YPCWG with recommendation that the working group identify a unified plan road reserve place in 60 days.	All	All	10/16	Waiting for SoB advice



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31 – 7/16 Simpson Beach announceme nt	Yawuru and S.O.B to develop a low key plan for an 'opening' or public announcement	NBY / SoB	NBY / SoB		

DRAFT

YAWURU PARK COUNCIL

Agenda Item	Fat Bike Tour Proposal
Meeting Number	32 - 16/11/16
LOCATION:	Minyirr Buru (In-Town Conservation Estate)
AUTHOR and ORGANISATION	Yawuru Program Leader Dept. Parks and Wildlife
CONTRIBUTOR/S and ORGANISATION	
RESPONSIBLE OFFICER:	Jimmy Dobson
DATE OF REPORT:	8/11/2016
SUMMARY: Mr Lachlan Harris has applied for a Trading Licence from the Shire of Broome. Mr Harris has been informed that he requires the approval of the Yawuru Park Council (as the governing body of the land associated with the licence) before the shire can process his application.	

BACKGROUND

The tour proposes to use Fat Bikes (non-motorised mountain bikes with wider tyres) to transport tourists along Cable Beach to the Southern side of Willie Creek. The proposed tour will travel across land that is held under different management arrangements with different management issues that have not yet been fully resolved.

Issuing trading licences in the area north of the rocks to a boundary formed by a line with lot 405 Lullfitz Drive is the responsibility of the Shire of Broome. This section of beach forms part of the Minyirr Buru Conservation Park, jointly managed between Yawuru and the SoB. From the boundary of lot 405 Lullfitz Drive north is the Northern Intertidal Zone (tripartite – Yawuru / Parks & Wildlife / SoB) which is now under the CALM Act so Parks and Wildlife are responsible for issuing commercial licences.

COMMENT

To deal with applications such as this, the simplest solution would be for the applicant to apply for the relevant licence (either through SoB, Parks & Wildlife or both) and then have those applications assessed by the Yawuru Park Council or their delegated representatives (depending on time constraints). Any further conditions (if needed) could be included before being sent back to the SoB or Parks & Wildlife for processing.

CONSULTATION

Shire of Broome
Dept. Parks and Wildlife
NBY

VOTING REQUIREMENTS

Minyirr Buru (In-Town Conservation Estate)

Absolute Majority *Shire of Broome and Yawuru NBY*

Birragun (Out-of-Town Conservation Estate)

Absolute Majority *Yawuru NBY and DPaW*

Northern Intertidal Zone

Absolute Majority *Yawuru NBY, DPaW and SoB*

*Minyirr Buru (In-Town Conservation Estate)
Birragun (Out-of-Town Conservation Estate),
Northern Intertidal Area*

REPORT RECOMMENDATION:

That Yawuru Park Council:

1. Each Yawuru Park Council member organisation delegates authority to an individual representative to assess the Shire of Broome Trading Licence application and the Dept. Parks and Wildlife 'T-class' application and include any other conditions not already included.
2. That the delegated authority (as above) has the ability to instruct the SoB and Dept. Parks and Wildlife to complete the processing of the licence applications.

Moved:

Seconded:

**FOR:
AGAINST:**

Attachment:

YAWURU PARK COUNCIL

Agenda Item	Shire of Broome Waste Management Facility
Meeting Number	32 – 16/11/16
LOCATION:	Minyirr Buru (In-Town Conservation Estate) Birragun Buru (Out-of Town Conservation Estate) ITZ
AUTHOR and ORGANISATION	Jimmy Dobson Dept. Parks and Wildlife
CONTRIBUTOR/S and ORGANISATION	
RESPONSIBLE OFFICER:	Jimmy Dobson
DATE OF REPORT:	8/11/2016
SUMMARY:	The Yawuru Rangers (and extended joint management team) regularly clean up commercial, domestic, weeds and green waste from the Yawuru Conservation Estate. The largest amount of waste collected is from the Minyirr Buru Conservation Park which is jointly managed by Yawuru and the Shire of Broome.

BACKGROUND

The Yawuru Rangers have noticed a significant increase in the amount of commercial, domestic, and green waste in the years since the introduction of fees for the Broome Waste Management Facility. The shire provides vouchers for the use of this facility but due to the large number of rental properties (and vouchers being sent to the rate payer, not resident), many residents don't receive them. This type of waste (often household white goods etc.) is not included under the voucher anyway.

The Yawuru Rangers are cleaning up rubbish from lands jointly managed by the Shire of Broome and are then being charged by the Shire of Broome to dispose of this waste. On numerous occasions in recent years, the Shire of Broome YPC working group members (at least three different members) have been requested to facilitate the removal of this charge to the joint management body but have not been able to do so.

COMMENT

One reason given for the inability to remove the charges is that the shire directorate that deals with the Yawuru Park Council is not the directorate that manages the facility. The Joint Management Agreement that all parties has signed is with the Shire of Broome, not any one directorate.

CONSULTATION

YPC Working Group
Broome Waste Management Facility

VOTING REQUIREMENTS

Minyirr Buru (In-Town Conservation Estate)

Absolute Majority Shire of Broome and Yawuru NBY

Birragun (Out-of-Town Conservation Estate)

Absolute Majority Yawuru NBY and DPaW

Northern Intertidal Zone

Absolute Majority Yawuru NBY, DPaW and SoB

Minyirr Buru (In-Town Conservation Estate)
Birragun (Out-of-Town Conservation Estate),
Northern Intertidal Area

REPORT RECOMMENDATION:

That Yawuru Park Council:

1. Requests the CEO of the Shire of Broome to facilitate a process to waive the costs incurred by the Yawuru Rangers and the Yawuru Park Council for the disposal of waste material from the Yawuru Conservation Estate.
2. Request the Shire of Broome to investigate other methods of ensuring the residents of Broome receive their annual vouchers to the Broome Waste Management Facility.

Moved:

Seconded:

FOR:
AGAINST:

Attachment:

YAWURU PARK COUNCIL

Agenda Item	Gantheaume Pt exclusion of areas from A Class reserve 51106
Meeting Number	31 – 16/11/16
LOCATION:	Minyirr Buru (In-Town Conservation Estate)
AUTHOR and ORGANISATION	Julie Melbourne- Manager Land & Sea Unit Nyamba Buru Yawuru
CONTRIBUTOR/S and ORGANISATION	
RESPONSIBLE OFFICER:	Julie Melbourne/Chris Forbes
DATE OF REPORT:	16 th November 2016
SUMMARY:	NBY seeks to have an area of land within the Minyirr Buru Conservation Park at Gantheaume Pt excluded from becoming part of A class Reserve R 51106

BACKGROUND

NBY have identified two parcels of land within the Minyirr Buru Conservation Estate which it wishes to undertake feasibility to create a tourism precinct in the unique area of Broome. (See attached Diagrams)

The concept is to create low key accommodation nestled in the bush consistent with the environmental characteristics, creating connectivity with walking trails through the Minyirr Buru Park. Proximity to the race course is also considered to be a positive factor. The proposal may also include an interpretive cultural site including cultural features and possibly the source of a dinosaur footprint information shelter. It is considered built infrastructure in the precinct will contribute to the effective environmental and cultural management.

The proposal is only conceptual at this stage. The Reserve 51106 is currently created as a C class reserve under the Land Administration Act (LAA) but under the Yawuru ILUAs will be finally created as an A Class reserve for joint management between the Shire of Broome and Yawuru. Once a reserve is created as A Class it can only be changed by Parliament. NBY wishes to ensure that the parcels of interest to NBY within the Reserve are not created as A class reserve until NBY has had an opportunity to undertake a proof of concept.

CONSULTATION

- NBY CEO and staff have met with Shire Planner Aletta Nugent of the Shire to discuss the proposal.

- NBY CEO has discussed the proposal with Shire CEO and Shire President

VOTING REQUIREMENTS

Minyirr Buru (In-Town Conservation Estate)

Absolute Majority Shire of Broome and Yawuru NBY

Minyirr Buru (In-Town Conservation Estate)

REPORT RECOMMENDATION:

That Yawuru Park Council:

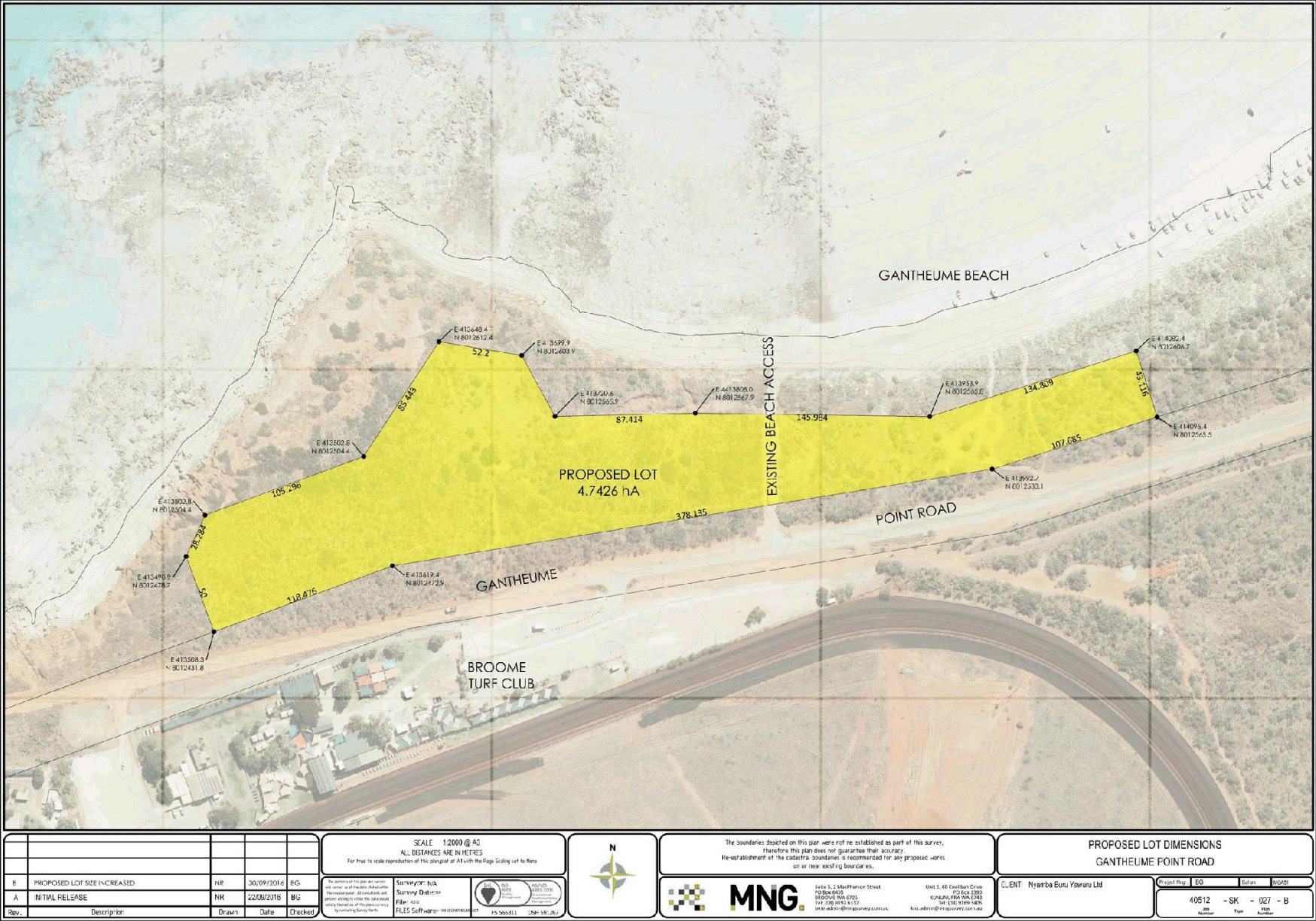
1. Agrees that these areas as identified be excluded from the creation of the A Class Reserve 51106 until such time as NBY presents a proposal and Business case to the Park Council to have these areas surrendered from the Conservation Estate and transferred to NBY in an appropriate tenure; or advises the Park Council that the area should be included in the A Class reserve
2. Agrees that the CEO of NBY will write to the Department of Lands advising of this decision of the Park Council and provide a copy of the decision.

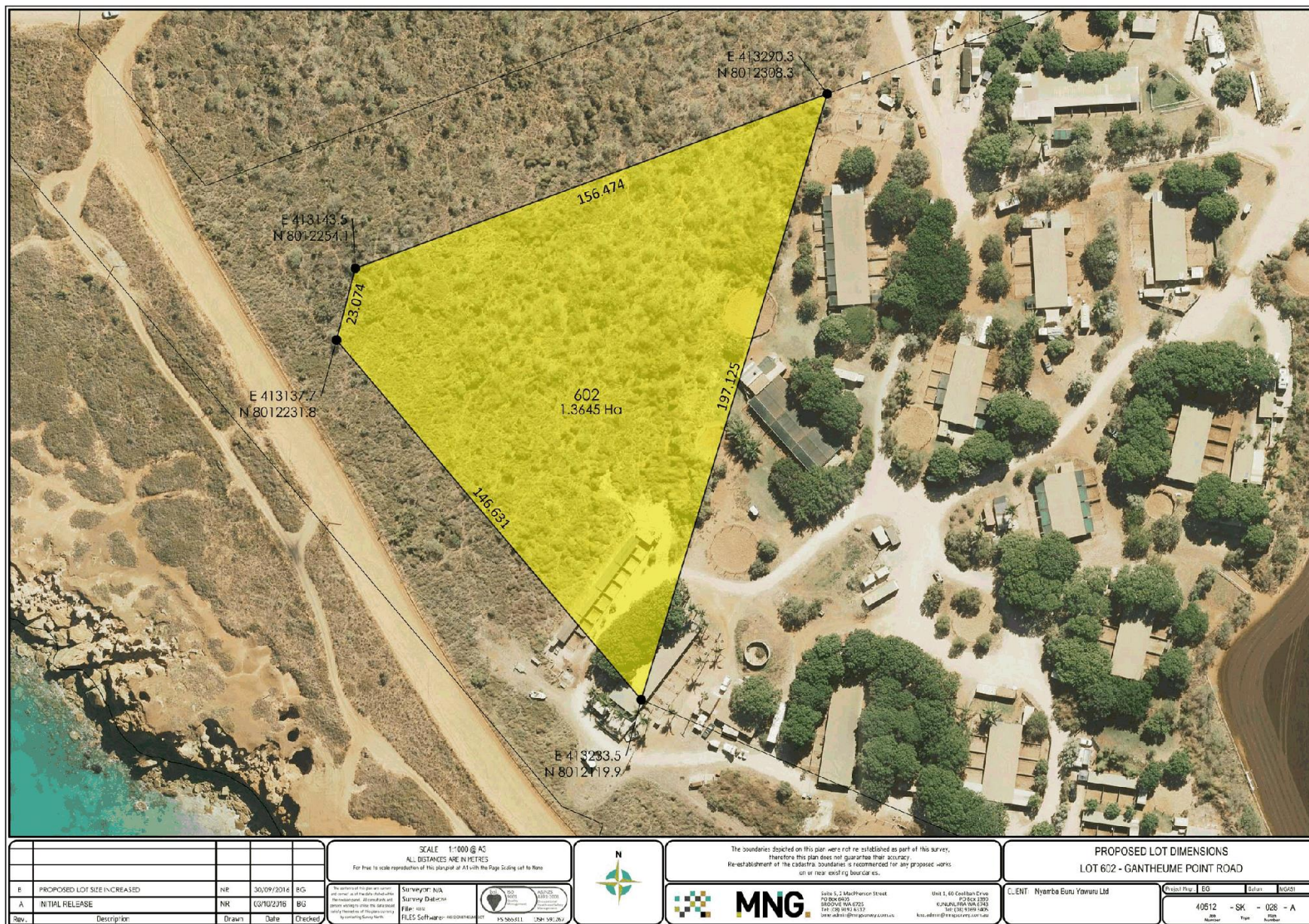
Moved:

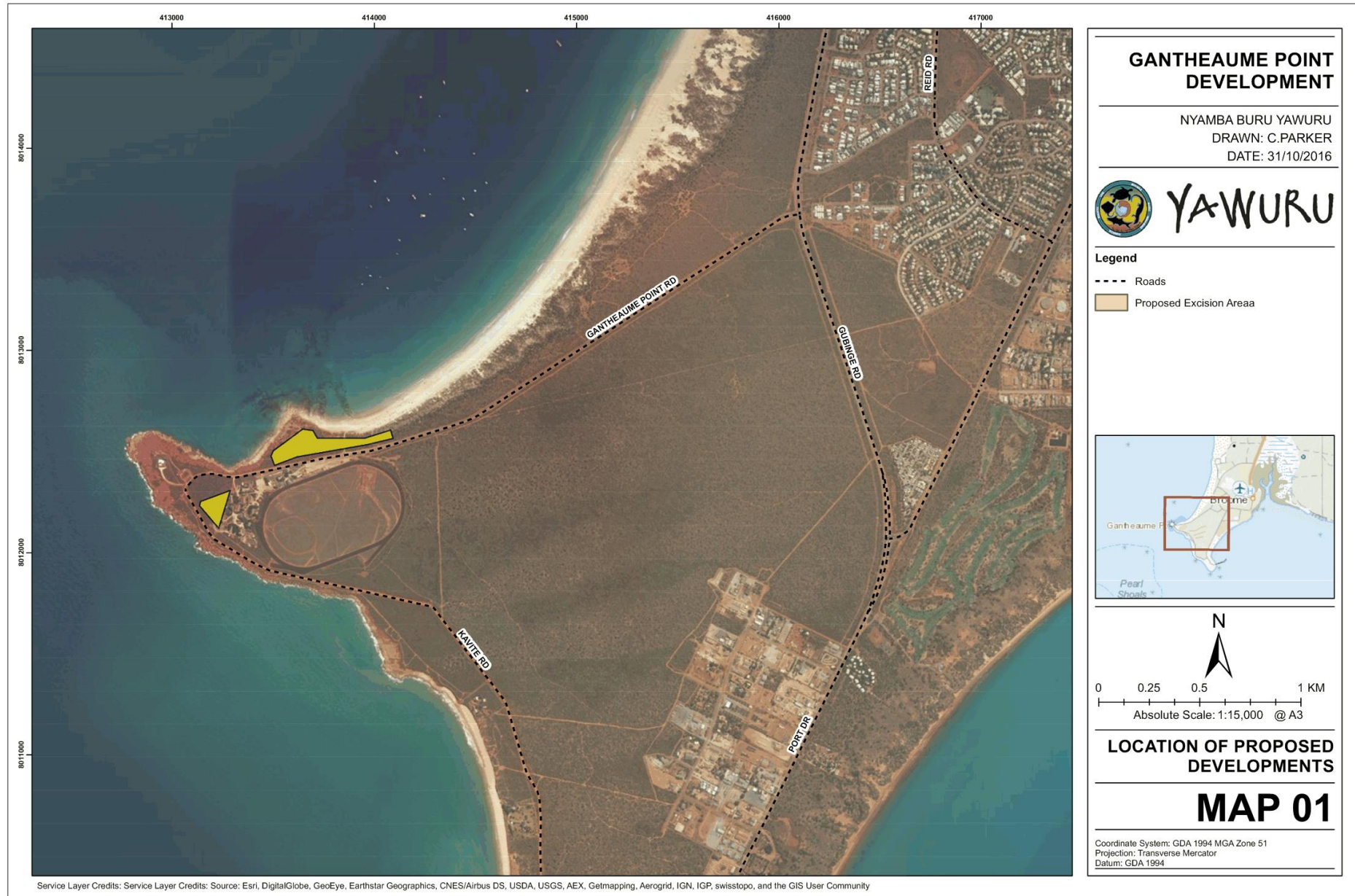
Seconded:

**FOR:
AGAINST:**

Attachment: 2







YAWURU PARK COUNCIL

Agenda Item	Dedication of Gantheaume Point Beach Access Track
Meeting Number	32 – 16/11/16
LOCATION:	Minyirr Buru (In-Town Conservation Estate)
AUTHOR and ORGANISATION	Director Development Services Shire of Broome
CONTRIBUTOR/S and ORGANISATION	Nil
RESPONSIBLE OFFICER:	Director Infrastructure, Shire of Broome
DATE OF REPORT:	7 November 2016
SUMMARY:	The Shire of Broome is seeking to request that the Minister dedicate land comprising the current Cable Beach access at Gantheaume Point as a road.

BACKGROUND

At the Ordinary Meeting of Council (**OMC**) on 27 October 2016, Council resolved:

That Council:

1. Note that Land Administration Act 1997 Section 56(1)(c) is satisfied at Gantheaume Point beach access because of its continued use by the public for an uninterrupted period of at least ten years; and
2. Endorses the dedication of the beach access as shown in the attached plan, and indemnifies the Minister of Lands against any claims for compensation pursuant to Section 56(1) and Section 56(4) of the Land Administration Act 1997.

COMMENT

Access to Cable Beach at Gantheaume Point is currently provided through an informal unsealed track. This vehicle access is utilised for boat launching, tourism activities and general recreation.

The unsealed track has been used by the public for more than thirty years, which has been confirmed by examining historical aerial images of the area.

As part of the Yawuru Indigenous Land Use Agreement, the area that the track traverses is set to be created as a Class "A" conservation estate.

The Department of Lands has advised that once the conservation estate is created, any amendments to land tenure within that area must be presented to parliament for endorsement. Given the process to change the use of Class "A" conservation estate, Department of Lands has advised that all land tenure changes should be made prior to finalisation. This is why the Shire has commenced this project now.

Given that the proposed road traverses through and currently includes land within the In-Town Conservation Estate, the YPC's support for the dedication of the road is sought.

CONSULTATION

The Shire has discussed with Yawuru on a number of occasions its desire to have the subject access track dedicated as a road.

VOTING REQUIREMENTS

Minyirr Buru (In-Town Conservation Estate)

Absolute Majority Shire of Broome and Yawuru NBY

Minyirr Buru (In-Town Conservation Estate)

REPORT RECOMMENDATION:

That Yawuru Park Council support the Shire's request that the Minister of Lands dedicate the beach access to Cable Beach at Gantheaume Point as a road under section 56(1) of the Land Administration Act 1997.

Moved:

Seconded:

FOR:

AGAINST:

Attachment: Nil

YAWURU PARK COUNCIL

Agenda Item	Shire of Broome Commercial Camel Activities Update
Meeting Number	32 – 16/11/16
LOCATION:	Minyirr Buru (In-Town Conservation Estate)
AUTHOR and ORGANISATION	Manager Health, Emergency and Rangers Shire of Broome
CONTRIBUTOR/S and ORGANISATION	Nil
RESPONSIBLE OFFICER:	Director Development Services, Shire of Broome
DATE OF REPORT:	8 November 2016
SUMMARY: <p>In 2014 the Shire of Broome issued three Trading Licences to allow operators to conduct commercial camel tours on Cable Beach. A condition of the trading licences is that operators must have suitable stabling sites. Four sites are available and these sites are leased by the Department of Lands direct to the licence holders. In an effort to align the lease terms with the licence terms a series of short term trading licences were issued, most recently in 2014. At the Ordinary Meeting of Council in October 2016, Council resolved to invite all current licence holders to apply to renew their licences and delegated authority to the Chief Executive Officer to renew the licences if certain conditions are met, with the expiry date of the renewed licences to be 30 September 2025.</p> <p>This report seeks the Yawuru Park Council's endorsement of the renewal of the commercial camel trading licences to 30 September 2025.</p>	

BACKGROUND

The Shire of Broome's Policy 4.5.1 - Commercial Camel Activities on Cable Beach (**Policy**) stipulates that three trading licences will be issued to allow traders to operate camel tours on Cable Beach (the **Camel Licences**). The Camel Licences are issued under the Shire of Broome *Trading, Outdoor Dining and Street Entertainment Local Law 2003* (**Local Law**) and through an expressions of interest process established by the Policy. Camel Licence applications are assessed against criteria outlined in the Policy and designed to find the most suitable operators.

In 2013 the Shire of Broome Council invited expressions of interest for three Commercial Camel operator licences for Cable Beach. The initial advertisement indicated that the licences would be issued for a period of 10 years.

A condition of the application process was that the proponent was required to demonstrate that they had sufficient land available and suitable to stable camels. For this purpose the Department of Lands controls four lots for which leases are granted for the

purposes of stabling camels. The leases for these lots are issued independently to the Shire of Broome and Council has little if any influence over the lease terms or duration.

In 2014 a decision was made to issue the Camel Licences with expiry dates to align with the respective Camel Operators' lease expiry dates. This resulted in a series of licences being issued with all three current Camel Licences due to expire in May 2017.

Due to the lack of influence the Shire has over the camel leases, it has not proven possible to align the Camel Licences and the leases. Shire Officers are currently working with the Department of Lands to negotiate for the Shire to obtain control of the leases, so that these leases can be aligned with the Camel Licences.

The current Camel Licence conditions allow the camel operators to begin their camel tours in Reserve 50994 to an east west line level with the end of Lulifitz Drive. This is the end point of reserve 50994 and the southern end of Reserve 51162.

Reserve 50994 is joint managed by Yawuru and the Shire of Broome.

COMMENT

Since the initial granting of the Camel Licences in November 2013, Shire Officers have sought without success to have the camel leases aligned with the Camel Licences. As the leases are managed by the Department of Lands, the Shire has little influence in setting lease expiry dates.

The longest current camel lease is set to expire on 30 September 2025. Council has previously recommended that a second is also issued to this date. The third lease is up for renewal in May 2017.

At the Ordinary Meeting of Council (**OMC**) on 27 August 2015, Council resolved to request that the Department of Lands grant the Shire the responsibility for the camel leases via a Reservation with a Management Order including power to lease. The Department has not currently acceded to this request.

The alignment of the camel lease expiration dates with the Camel Licence expiration dates remains an important goal, as it will allow for the assurance that any new operator/s awarded a Camel Licence will have stabling land available. However, it seems unlikely that this goal will be achieved unless the Shire has control over the camel leases.

Camel Licences are issued in accordance with the Local Law. The Local Law does not mandate a time period for these licences. However, the Policy states that Camel Licences will be approved for ten years. In 2013 the Camel Operators applied for the Camel Licences based on the licences being issued for a period of 10 years.

In October 2016 the Shire of Broome Council resolved to invite the current licence holders to apply to renew their Camel Licences with the intention of renewing the licences until 2025. This is the expiry date of the only lease that has tenure beyond May 2017.

In inviting the licence holders to apply it is expected that the full application process will be adhered to. If licence conditions are unable to be met by any licence holder then a Camel Licence will not be reissued to that applicant.

The Shire of Broome Council resolved on 27 October 2016:

That Council:

1. Invite Ms Alison Bird of Broome Camel Safaris to apply for the renewal of her trading licence under clause 2.5.1 of the Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2003.
2. Invite Mr John Geappen of Red Sun Camels to apply for the renewal of his trading licence under clause 2.5.1 of the Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2003.
3. Invite Mr Stephen Madden of Sundowner Camel Tours to apply for the renewal of his trading licence under clause 2.5.1 of the Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2003.
4. Delegates authority to the Chief Executive Officer to renew the trading licences referred to in 1 to 3 above in accordance with clauses 2.5.1 and 2.5.1 of the Shire of Broome Trading, Outdoor Dining and Street Entertainment Local Law 2003, as follows:
 - (a) Each of the trading licences will have the expiry date of 30 September 2025;
 - (b) Each licensee must submit a completed Application for Trading Licence Form;
 - (c) A trading licence will only be granted upon the licensee providing evidence of:
 - (i) Access to appropriately zoned land and all necessary approvals for premises from which the commercial camel activity will operate;
 - (ii) Current approval from the Shire to keep a large animal in accordance with the Shire of Broome Health Local Laws 2006;
 - (iii) Current approval from the Shire to walk, lead or drive any large animal in accordance with the Shire of Broome Local Government Property and Public Places Local Law 2003;
 - (iv) A certificate of currency demonstrating public liability insurance cover to \$10 million; and
 - (v) The applicant will be operating independently of any other Cable Beach camel business and that the applicant does not have and will not have during the licence period, any related entity interest or other interest of a similar kind in relation to another commercial camel activities operator which might potentially affect independent operation;
 - (vi) A current Risk Management Plan;
 - (vii) A current Occupational Health and Safety Plan;
 - (viii) A current Business or Operational Plan;
 - (ix) current accreditation from Tourism Council Western Australia or evidence that documentation to obtain accreditation has been submitted; and
 - (d) The conditions in Attachment 1 will be applied to each of the trading licences.
5. Requests that the Chief Executive Officer write to the Department of lands requesting that:
 - (a) the leases for Lot 302 Fairway Drive Bilingurr and Lot 501 Lullfitz Drive Bilingurr be issued to the current tenants with expiry dates of 30 September 2025; and
 - (b) the Department of Lands grant the Shire the responsibility for the land subject to the leases for the keeping of camels at Bilingurr via a Reservation with a Management Order including power to lease at its earliest convenience.

The conditions referred to in this resolution that are intended to apply to the Camel Licences are attached to this report.

There has been a long and complicated history associated with the Camel Licences, which have included a number of reviews sought by licence holders in the State Administrative Tribunal and significant legal costs being incurred by the Shire.

Overall, it is recommended that the Yawuru Park Council support the renewal of the Camel Licences in accordance with the resolution of Council made on 27 October 2016, subject to the conditions outlined in that resolution being met.

CONSULTATION

The 27 October 2016 agenda item was presented as a confidential item at that Ordinary Meeting of Council, for a number of reasons including that it referred to legal advice obtained or that may be obtained by the Shire. Due to the confidentiality issues, no other consultation was undertaken prior to that meeting.

VOTING REQUIREMENTS

Minyirr Buru (In-Town Conservation Estate)

Absolute Majority Shire of Broome and Yawuru NBY

<i>Minyirr Buru (In-Town Conservation Estate)</i>	
<u>REPORT RECOMMENDATION:</u>	
That Yawuru Park Council support the renewal of the trading licences for the commercial camel activities on Cable Beach in accordance with the Shire of Broome Council Resolution 9.3.2 made on 27 October 2016.	
Moved:	Seconded:
	FOR: AGAINST:

Attachment: 4 pages

Conditions of Trading Licence:

1. A person (company/individual) shall not hold more than one (1) Trading Licence at any time and will operate independently at all times.
2. The holder of a licence must not at any time during the currency of the licence hold a Related Entity Interest, as defined in the Shire of Broome Commercial Camel Activities on Cable Beach Policy, in respect of another commercial camel activities business which is licensed under the Local Law to operate on Cable Beach.
3. All commercial camel activities, including the placing of signs, are to occur within that portion of Cable Beach between a point formed by the western prolongation to the low water mark of the northern boundary of Reserve 36477 to a point formed by the westerly prolongation to the low water mark of the northern boundary of Lot 405 Lullfitz Drive, as depicted in Attachment A to this licence ("Permitted Trading Area").
4. The Licensee shall only use the Shire approved travel route as depicted in Attachment A to this licence when transporting camels to and from the Permitted Trading Area.
5. The Licensee shall only use the pick up and set down area allocated to the Licensee, as depicted in Attachment B to this licence, for the purpose of picking up and setting down passengers.
6. A maximum of 18 camels per operator is allowed on Cable Beach at any one time, unless otherwise approved by the local government for extraordinary circumstances, eg. cruise ships and corporate/conference functions.
7. Only gelded male camels and/or cow camels are permitted for commercial camel activities on Cable Beach.
8. The Licensee will at all times identify its own camels with the same coloured and patterned blankets, which must be easily distinguishable from the colours and patterns used by other operators of commercial activities on Cable Beach.
9. The Licensee must immediately comply with any direction given at any time by the Chief Executive Officer of the Shire of Broome or his or her delegate, or an Authorised Officer, including the Shire of Broome Rangers, Beach Inspector and Lifeguards.
10. The Licensee may place only one portable sign within the set down/pick up area of the activity carried out by the Licensee. That sign must comply with Council's Local Planning Policy 8.17 – Signs as set out below:
 - (a) Not exceed 1000 mm in height;
 - (b) Size of each advertising panel not to exceed 0.8 square metres;
 - (c) Any device of advertisement must not indicate or display any matter other than the name of the owner and nature of the business to which it relates, being the approved trading activity therein;
 - (d) Be placed so as not to cause interference or be hazardous to vehicular traffic or cause any interference or hazard or impede pedestrians;
 - (e) Be of sound construction, maintained in good condition, neatly sign written and fixed in position to the satisfaction of an authorised officer;

- (f) Be removed from the land in the event of a cyclone threat;
 - (g) Be removed at the end of each trading session.
11. The Licensee may only erect one temporary shade structure, no more than 3 metres x 3 metres (9 square metres) in size, and of suitable construction so as to not endanger any persons.
 12. The licensee must, at the conclusion of business each day, remove all and any refuse and litter associated with the operation of their activity and ensure the site is left in a clean and safe condition.
 13. The Shire of Broome reserves the right to close Cable Beach to all activities, including commercial activities at any time.
 14. All camels are to be fitted with manure collection devices and any manure that may escape the manure collection devices is to be collected immediately along the Shire approved access route and along the entire distance of the tour.
 15. Front and rear camels are to be fitted with lights facing to the front and the rear, and every second camel must have a reflective tape to each saddle and/or stirrup.
 16. Each licence holder is responsible for the effective control of their respective camel trains at all times and:
 - (a) At all times during the tours being conducted on Cable Beach, a competent staff member must lead the camel train whilst walking and holding onto the reins of the lead camel.
 - (b) Where a camel train exceeds four camels, two competent staff members must be in attendance and at all times a competent staff member must lead the camel train whilst walking and holding onto the reins of the lead camel. The other staff member may ride a camel in the train to and from the beach but not whilst undertaking a camel tour on the beach.
 - (c) During morning sessions only and where four or less camels form the camel train, only one competent staff member is required to be in attendance. On the route to and from the beach, that staff member may either lead the camel by walking and holding the reins or may ride the lead camel at walking pace.
 17. The licensee is to maintain at least a 30 metres distance between each camel train at all times.
 18. The only trading activities permitted within the Permitted Trading Area are:
 - (a) Camel tours;
 - (b) The taking and sale of photographs and camel memorabilia as follows:
 - (i) Sales are to be to the patrons of the tour at the time of the tour only;
 - (ii) Sales are not to be to the general public; and
 - (iii) Sales are to be from the approved vehicle representing the commercial camel activity only; and

- (c) Bottled water can be sold or provided, but only to customers undertaking camel rides.

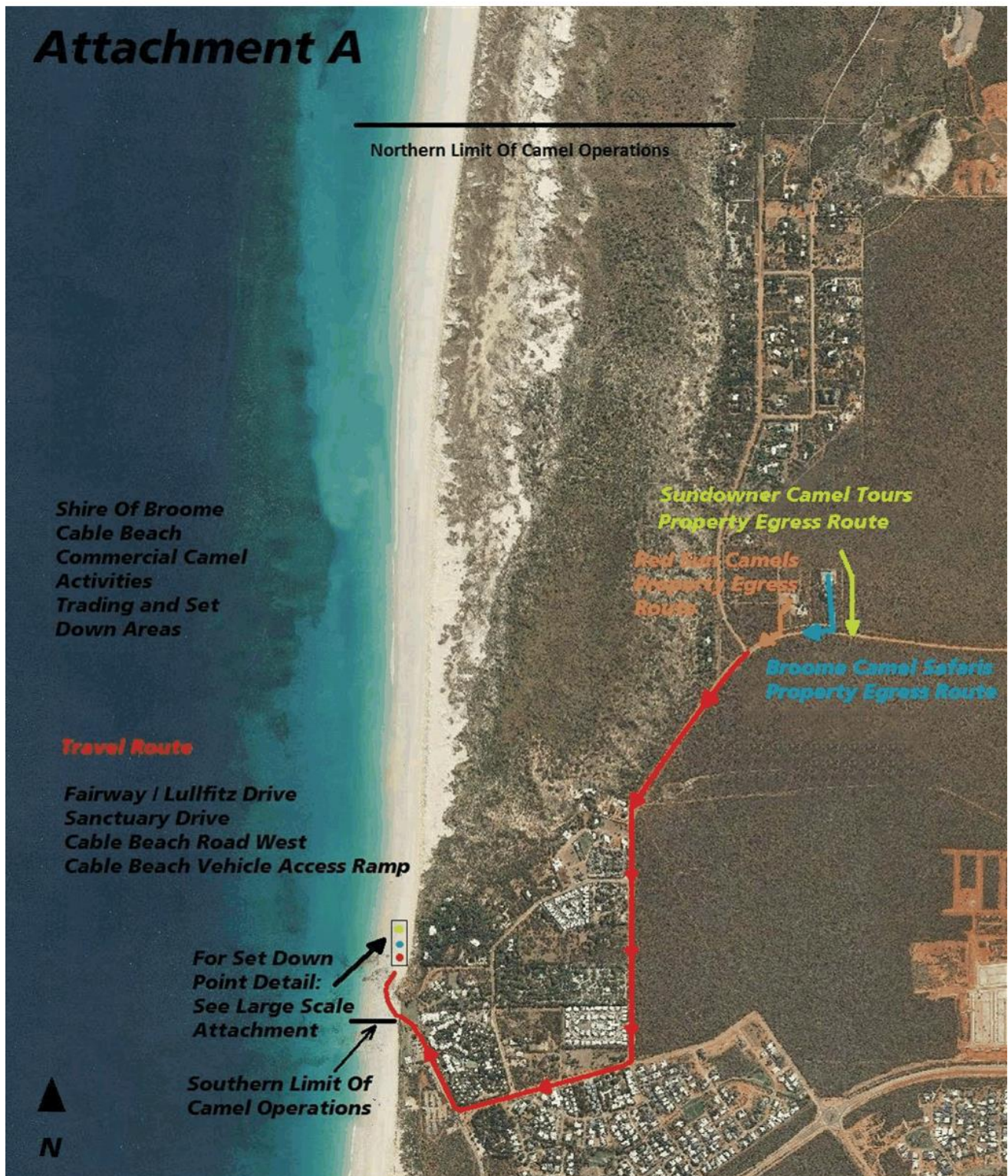
NB: For the purposes of paragraph (b), camel memorabilia is defined and restricted to that which is directly associated with the commercial camel activity including the trading name of the Licensee. The intent of restricting memorabilia item sales is to ensure there is not a proliferation of trading beyond that which is provided for, namely camel tours.

- 19. The Licensee is not to facilitate the provision by any other business of any goods or services (eg. provision of food or drinks) to the Licensee's customers on Cable Beach or any other public place, save that the Licensee may facilitate other businesses providing medical or other emergency services to customers where required.
- 20. The Licensee must maintain and adhere to, during the period of the licence, all procedures, policies, licences and accreditations outlined in its licence application and allow the Shire officers, at any time, to inspect and verify that the use and currency of those procedures, policies, licences and accreditation are current and in place.
- 21. If at the time of the inspection any of the procedures, policies, licences and accreditation are not current, in place or adhered to, then this will constitute a breach of the licence conditions.
- 22. The Licensee is to hold at all times public liability insurance of a minimum of \$10,000,000.00 indemnifying both the Shire and the State against damages or injury to property or persons. A copy of the insurance policy or certificate of currency is to be provided to the Shire prior to the commencement of operations.

Advice notes:

- (a) With regard to condition 4, where the beach is closed or the access ramp to the beach is unavailable due to an event or other purpose, the Chief Executive Officer or an Authorised Officer may give a direction that the travel route be amended in order for alternative access to be achieved.
- (b) With regard to Condition 15, the level of illumination is required to ensure at least a basic level of illumination is achieved. Operators should not rely on this basic level of illumination for safety and risk purposes and are may incorporate additional illumination as deemed appropriate to ensure camel trains are suitable and appropriately visible at all times.

Attachment A



YAWURU PARK COUNCIL

Agenda Item	Asbestos contamination near Demco
Meeting Number	32 – 16/11/16
LOCATION:	Minyirr Buru (In-Town Conservation Estate)
AUTHOR and ORGANISATION	Director Development Services Shire of Broome
CONTRIBUTOR/S and ORGANISATION	Nil
RESPONSIBLE OFFICER:	Director Development Services, Shire of Broome
DATE OF REPORT:	7 November 2016
SUMMARY: The purpose of this report is to brief the Yawuru Park Council in relation to the Asbestos Containing Material found in the bushland/reserve land south of Demco Estate.	

BACKGROUND

The presence of Asbestos Containing Material (**ACM**) in the bushland/reserve land near Demco was reported to the Shire on the afternoon of 24 August 2016. After an inspection undertaken by Shire officers on 25 August 2016, the area was closed to the public. At the time of writing this report, the area remains closed to the public, with temporary fencing and signage in place.

The bushland/reserve land where the ACM was found comprises the following land parcels:

- Lot 604 Plan no. P076204 which is Unallocated Crown Land;
- Lot 450 Plan no. P072936 which is Reserve for Conservation, Recreation, Traditional and Customary Aboriginal Use and Enjoyment vested with Yawuru and the Shire;
- Lot 503 Plan no. P218274 which is Drainage Reserve vested with the Shire; and
- Lot 605 Plan no. P076204 which is Recreation Reserve vested with the Shire.

An aerial image showing these lots is included as an Attachment to this report.

Following the discovery of the ACM, a sample of the material was sent to Perth for testing. It was confirmed that the material was ACM.

The Shire arranged for licenced asbestos handling contractors to conduct an emu bob pick up of visible ACM at the site. This work was carried out over three days (29 August through to 31 August 2016) and resulted in the collection of a relatively significant amount of damaged, loose ACM (2 cubic metres in total when packaged and 2 pipes made of ACM, each 6 metres in length).

Shire officers, Yawuru representatives, officers from the Department of Parks and Wildlife (**DPaW**) and officers from the Department of Lands (**DoL**) met on 29 August 2016 to discuss how the asbestos contamination issue would be managed. At this meeting, it was agreed that the Shire would arrange to dig two test holes in areas where large amounts

of ACM was found to see whether buried material was present. DoL said they would provide a report which showed that a full site investigation has been undertaken for Lot 604 and the site had been remediated of any contaminants in 2012.

The digging of the test holes occurred on 6 September 2016. Yawuru provided Cultural Heritage Monitors to oversee this work. No buried ACM was found through the digging of the test holes.

A further meeting was held between Shire officers, Yawuru representatives and DoL officers on 13 September 2016. At this meeting, the DoL officers indicated that they would not take part in the remediation or management of the ACM found at the site. While they indicated their preference to be that the site remain closed, they did not want to contribute to the ongoing management of the issue and indicated that they believed Lot 604 to be free of contaminants as a result of the remedial works undertaken in 2012. It should be noted that ACM was found and collected from Lot 604 by the licenced asbestos handling contractors engaged to undertake the emu bob pick up of visible ACM.

At the meeting on 13 September 2016, Yawuru representatives and Shire officers agreed to work collaboratively in relation to the issue.

Therefore, based on the investigations that have been undertaken in relation to this issue and the outcome of meetings with the stakeholders, the Shire prepared a draft Asbestos Management Plan (**AMP**) for the land controlled by the Shire and Yawuru. A copy of the draft AMP is attached. The draft AMP has been endorsed by officers from the Department of Health.

COMMENT

The Shire and Yawuru have worked closely on managing the issue of the asbestos contamination near Demco. This work has culminated in the preparation of the draft AMP.

As the draft AMP has been endorsed by officers from the Department of Health, if Yawuru are satisfied with the draft AMP, the area can be reopened to the public.

CONSULTATION

Yawuru and the Shire worked collaboratively in responding to this matter. DPaW and DoL were also engaged and consulted with as part of the response.

VOTING REQUIREMENTS

Minyirr Buru (In-Town Conservation Estate)

Absolute Majority Shire of Broome and Yawuru NBY

Minyirr Buru (In-Town Conservation Estate)

REPORT RECOMMENDATION:

That Yawuru Park Council note the status and progress of the Shire's and Yawuru's response to the asbestos contamination near Demco.

Moved:

Seconded:

FOR:

AGAINST:

Attachment: 14 pages



SHIRE OF BROOME

ASBESTOS MANAGEMENT PLAN

Demco Reserve

October 2016

1
Asbestos Management Plan – Demco Reserve

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Foreword

This plan is developed to assist the Shire of Broome and the Yawuru Registered Native Title Body Corporate to comply with government policy and legislative requirements in the management of asbestos containing materials (ACM) at the site described as follows and herein after known as the "Demco Reserves":

Introduction

Asbestos is a hazardous material that poses a health risk by inhalation if fibres become airborne.

Exposure to airborne asbestos fibres can cause diseases including asbestosis, lung cancer and mesothelioma. The risk is dependent on factors such as the concentration of respirable asbestos fibres inhaled, the frequency of exposure, fibre type and genetic factors.

ACM was used extensively in Australian buildings and structures, plant and equipment and in ships, trains and motor vehicles during the 1950s, 1960s and 1970s, and some uses, including some friction materials and gaskets, were only discontinued on 31 December 2003.

Friable Asbestos means asbestos containing material that when dry is in a crumbled pulverised or powder form. The hazardous friable asbestos is material which can be crumbled, pulverised, or reduced to powder by hand pressure. This may also include heavily weathered or eroded ACM or ACM that has been damaged by other forces including mechanical. Any Removal or modification activities involving friable asbestos may only be undertaken by holders of an unrestricted licence or employed by the owner of a holder of an unrestricted licence. Tasks entailing exposure to Friable Asbestos must be under taken by a person with an unrestricted licence.

Non-Friable Asbestos means bonded materials containing asbestos. Over 97% of the products in Australia were non-friable material in which the Asbestos fibres were bonded by cement, vinyl, resin or other similar material. If accidentally damaged or broken these asbestos products may release a few fibres initially. Removal of non-friable asbestos material of greater than 10m² must be performed by a person with a minimum Restricted Licence in accordance with the Code of Practice for the Safe Removal of Asbestos 2nd Edition (NOHSC: 2002 (2005)) and the conditions of the licence. As a general rule – if the ACM is friable, fibres can be easily disturbed and become airborne.

Regulatory Requirements

Asbestos cement fragments from former building sites are generally considered Low Risk Non-Friable Asbestos but should be managed in accordance with the *Contaminated Sites Act 2003* and Guidance for the Assessment, Remediation and Management of Asbestos-Contaminated Sites in Western Australia.

Management arrangements depend on the circumstances surrounding exposure, the level of asbestos contamination and degree of public presence, exposure and disturbance.

The general approach to the management of ACM is:

- Identify
- Assess
- Manage

The *Environmental Protection Act 1986* requires the Shire of Broome to report the suspected contamination to the Department of Environment Regulation (DER). A Form 1 has been submitted by the Shire to DER for assessment. The *Health (Asbestos) Regulations 1992* (**Asbestos Regulations**) set out the requirements that apply to any person who removes, disposes, re-uses or sells ACM.

All work conducted on ACM must be undertaken in such a manner as to minimise health risks. The below list of relevant requirements must be considered if this work is undertaken:

- Asbestos regulations in *Occupational Safety and Health Regulations*, 1996;
- Guidelines for the Assessment, Remediation and Management of Asbestos-Contaminated Sites in Western Australia (Department of Health (DOH) 2009);
- Guidance note on Identification, Assessment and Management of Asbestos Contamination in Regional Public Areas (Department of Health 2011);
- *Contaminated Sites Act 2003*;
- *Environmental Protection Act 1986*;
- Safe Asbestos Removal (from WorkSafe Western Australia);
- *Health (Asbestos) Regulations 1992*;
- *Environmental Protection (Controlled Waste) Regulations 2004*;
- Asbestos removal licensing (from WorkSafe);
- Asbestos Booklet (from Department of Treasury and Finance, Building Management and Works);
- Code of Practice for the Safe Removal; of Asbestos 2nd Edition [NOHSC:2002(2005)]; and
- Code of Practice for the Management and Control of Asbestos in Workplaces [NOHSC:2018 (2005)].

Relevant Organisations

For the purposes of this Management Plan, the following organisations are key stakeholders who will be involved in the management of the asbestos at the Demco Reserves:

- The Shire of Broome;
- The Yawuru Registered Native Title Body Corporate; and
- Department of Parks and Wildlife (management body for the joint managed reserve land).

From hereon, these organisations will be referred to as the "Partner Organisations".

It should be noted that the Department of Lands has been consulted in relation to the asbestos risk, but will not be taking an active role in the management of this issue at the Demco Reserves.

The following are the relevant State government departments and agencies with a role in asbestos management:

- **Department of Environment Regulation**
Regulates and provides advice on safe transport and disposal of asbestos materials.
Phone: 6467 5359
- **Department of Health – Environmental Health Directorate**
Oversees asbestos legislation relating to public and residential situations and provides asbestos advice including guidance on asbestos contaminated soil.
Phone: 9388 4999
www.healthywa.wa.gov.au/asbestos

- **WorkSafe (WA Department of Commerce)**

Regulates and audits all aspects of asbestos in workplace, licenses asbestos removalists and conducts periodic audits of licensed persons.

Phone: 1300 307 877

Email: safety@commerce.wa.gov.au

www.commerce.wa.gov.au and search 'asbestos'

www.commerce.wa.gov.au/Worksafe/Content/Safety_Topics/Asbestos/index.htm

Identification of Asbestos Hazards

On Thursday 25 August 2016, Shire of Broome staff conducted a site inspection at the Demco Reserves in response to a report of suspected ACM. The area has a high incidence of illegal dumping and camping in areas with vehicle access tracks. There are no permanent structures on the land. Preliminary and subsequent detailed site investigations were conducted.

The initial visual inspection suspected the fragments contained Asbestos. Samples were taken and submitted to a NATA accredited Laboratory. The results confirmed ACM was present at the site.

A licenced removalist was engaged to conduct surface hand picking of any visible or suspected ACM on the 29 -31 August 2016. Two cubic metres of asbestos and four large asbestos pipes were removed from the site. In order to test for further contamination, two targeted test Pits were dug on 6 September 2016 to one metre in depth by the licenced contractor. No indication of buried material was found, however due to the limited scope of this work this should not be relied upon to confirm the area is totally free of ACM at depth, as two test pits do not provide sufficient statistical significance.

Due to the nature of the site and naturally occurring weather conditions, erosion is likely to uncover more ACM that not currently visible. In addition to any naturally occurring events, any clearing, excavation, or scraping of topsoil or ground cover (vegetation) may uncover or disturb buried ACM. Therefore, there is a possibility that further ACM fragments may still be present on the site.

Inventory Area

The Demco Reserves are located South of Clemenston Street and West of Demco Drive and cover an area of approximately 680,382m².

The lots comprising the Demco Reserves are as follows:

- Lot 405 Plan no. P072936 (Reserve [Class C] for Conservation, Recreation, Traditional and Customary Aboriginal Use and Enjoyment vested with Yawuru and the Shire.)
- Lot 503 Plan no. P218274 (Drainage Reserve vested with the Shire); and
- Lot 605 Plan no. P076204 (Recreation Reserve vested with the Shire).

Management Strategy

The management strategy has been developed in accordance with the Department of Health Guidance Note on Identification, Assessment and Management of Asbestos contamination in Regional Public areas (The Guide). The general approach is to identify, assess and then manage the asbestos risk at the site.

As there has been no identification of Friable Asbestos at the Demco Reserves, the Shire will adopt the recommendations in the Guide for sites with no Friable material visited by the public. The control measures proposed for the Demco Reserves are as set out in the section below.

Control Measures

Labelling and Signage

Signs should be erected in clear view throughout the Demco Reserves advising of the potential Asbestos hazard in the area. Included on the sign should be a contact number to report any possible ACM on the site. Signage should also address and deter illegal dumping in the area ([See Appendix 2](#)).

Public Fact Sheet/Information

A factsheet has been developed providing information on the nature and risk of asbestos, how to respond if asbestos is found and where to direct reports or enquires (See Appendix 3). The factsheet will be readily available in the administration offices and on the websites of the Partner Organisations. Increased awareness will likely lead to an increase in reporting, so the factsheet has clear instructions on how reports of ACM will be responded to and staff of all the Partner Organisations will be well informed.

Inspections & Scheduled Removal

Whilst the DOH guidelines recommend at least an annual inspection, a biannual surface pick of the area for any emerging ACM will be conducted for the first year. Due to Broome's remoteness, samples can take over a week to identify by a NATA accredited laboratory, so the initial response will be based on visual inspection by the Shire's Environmental Health Officers. Laboratory sampling will not be undertaken if the material can be identified through visual inspection.

If there is less than ten (10) square metres of bonded (non-friable) asbestos, it can be removed without a licence, provided safe work procedures are developed and complied with. Over 10 m² must be removed by a licensed and trained individual or business.

Hand picks normally only require the use of gloves. If the material is friable, a P2 mask is also required. An assessment by Shire Environmental Health Staff will determine if the use of a licenced removalist is required.

In the event of reports and findings of ACM throughout the year, the Partner Organisations will review this Management Plan and decide whether further investigations should be undertaken in relation to the extent of ACM at the Demco Reserves, or whether biannual surface inspections and pick ups should continue.

For any removal, a Work Method Statement and a record of works must be completed and detailed in the register ([See Appendix 5](#)).

Access Restriction

Access will be restricted to some of the vehicle tracks on site through the installation of bollards to control vehicle movement in the Demco Reserves. This will aim to discourage any further illegal dumping and restrict disturbance to the area ([Appendix 4](#)).

Disposal Methods

The Partner Organisations and contractors must ensure that ACM is disposed of in accordance with the Asbestos Regulations and Shire of Broome rules and requirements. The following conditions must be complied with:

- The ACM must be separated from other material for disposal where that is reasonably practical.
- The ACM must be wrapped or otherwise contained in a manner that prevents asbestos fibres entering the atmosphere at the site and during transportation on a road. Usually material is wrapped in thick industrial strength plastic.
- The ACM must not be placed in an area where it might be further broken or crushed by machinery or site traffic at any time.
- The ACM must be labelled or marked with the words "CAUTION ASBESTOS" in letters no less than 50mm high.
- The ACM must be disposed of at the Broome Waste Management Facility (BWMF). Prior to disposal, the attendant at the BWMF should be contacted to arrange a time for disposal so it can be supervised.

Emergency Response

Emergency or extreme weather events such as a fires or cyclones may expose ACM on the site. In the event of this occurring, the Shire will conduct an assessment as soon as it is safe to do so and implement mitigation methods as per this Plan if required. Due to Broome's remoteness, samples can take over a week to identify so the initial response will have to be based on visual inspection by the Shire's Environmental Health Officers. Laboratory sampling will not be undertaken if the material can be identified through visual inspection.

Record Keeping & Register

An asbestos register has been established and will be maintained for the Demco Reserves which will include:

- Dates of inspections
- Actions required
- Dates of surface picks or other remedial action
- Who conducted mitigation works
- Contractors and copy of licence
- Amount of ACM collected
- Disposal Method/Confirmation
- Community Reports received
- External Organisations involved and or notified

Access to the register will be available upon request. Examples of reporting matrices can be found at [Appendix 5](#).

Consultation, Information Sharing and Training

The Partner Organisations agree to meet as required to implement the provisions of this Plan. The Shire of Broome will ensure that trained Environmental Health Staff are available to assist staff from the Partner Organisations to complete ground surveys as required.

All parties agree to share relevant information to further the principles and aims of this plan.

Review

This asbestos management plan is to be reviewed annually or when a change to the register has been recorded, to ensure effectiveness of management processes in:

- Preventing exposure to airborne asbestos fibres;
- Controlling maintenance workers and contractors;
- Highlighting the need for action to remove ACM;
- Raising awareness among all workers; and
- Maintaining the accuracy of the register of ACM.

Contacts

The following Shire of Broome officers can provide advice and assistance to the Partner Organisations in implementing this Plan:

- Shire of Broome Environmental Health Officers
Ph: 9191 3456
Email: shire@broome.wa.gov.au
- Ty Matson - Manager Environmental Health, Emergency & Rangers
Ph: 9191 3443
Email: ty.matson@broome.wa.gov.au
- Stacey Bambrick – Coordinator Environmental Health
Ph: 9191 3405
Email: stacey.bambrick@broome.wa.gov.au

Appendices

Appendix 1. Map Area

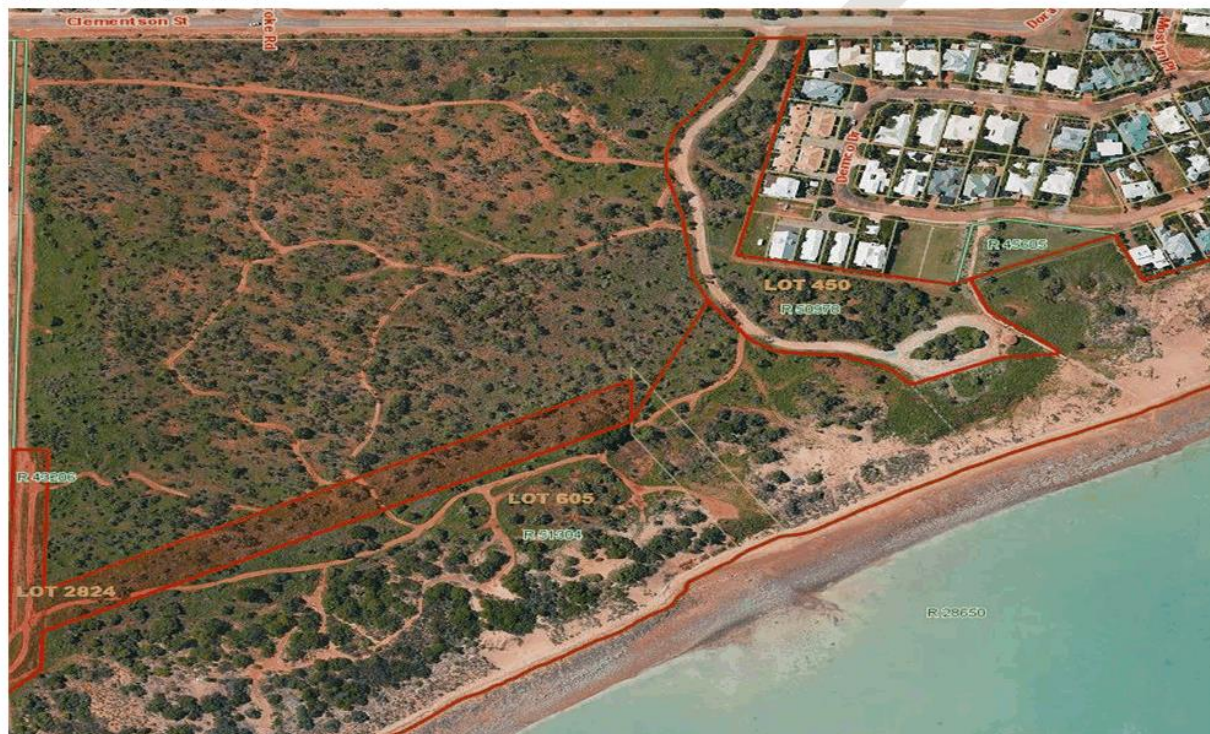


Figure 1 Map area of ACM located at the Demco Reserves

Appendix 2. Sign Example

Caution – Potential Asbestos Hazard



For further information go to www.broome.wa.gov.au
or Phone 91913455

Appendix 3 Fact Sheet



ASBESTOS FACT SHEET

What is Asbestos?

Asbestos is the name given to a group of naturally occurring minerals found in rock formations. Asbestos fibres are 50 to 200 times thinner than a human hair, can be invisible to the naked eye and can be breathed into the lungs. Materials containing asbestos were very common in the Australian residential building industry between the 1940s and late 1980s before their production stopped in 1986. The use of all forms of asbestos has been banned nationally since 31 December 2003. The ban does not apply to asbestos installed prior to this date.

Forms of Asbestos:

- Bonded Asbestos - is any material (apart from friable asbestos material) that contains asbestos.
- Friable Asbestos Material - is a material that contains asbestos and is in the form of powder or can be crumbled, pulverized or reduced to powder by hand pressure when dry.

Where is Asbestos commonly found?

- Roof sheeting;
- Claddings of building structures such as hardiflex and cement sheeting fibro;
- Roof insulation that was installed around 1960-1970;
- Sprayed coatings on walls, beams and ceilings.

Health Problems Associated with Asbestos:

Asbestos poses risks to human health when fibres are inhaled. The fibres are generally released into the air when asbestos is cut, drilled, broken or water blasted. Shire of Broome and the Department of Health are the responsible authorities for regulating the storage, disposal and transport of asbestos. Undisturbed asbestos cement materials in good condition pose a low risk to health because the asbestos fibres are bound together in solid cement.

Who to Contact:

Should you wish to report Asbestos findings or you require further information regarding Asbestos, you can contact the Shire of Broome on (08) 9191 3456.

Prior to disposing of Asbestos, please contact the Shire of Broome Waste Management Facility on (08) 9192 8018.



Appendix 4 Map Location of Bollards to Restrict Vehicle Access

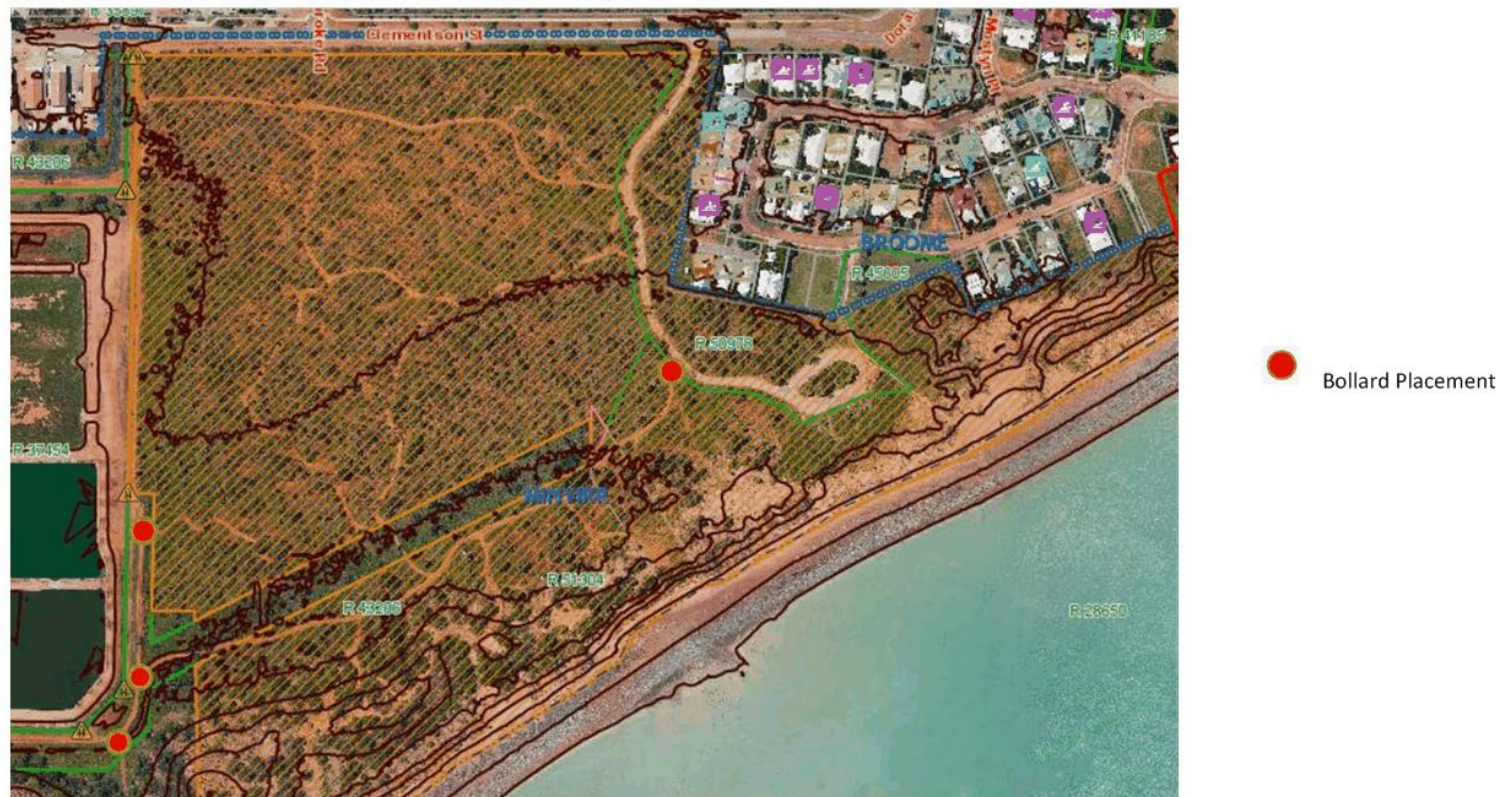


Figure 2 Location of Bollards to restrict vehicle access to tracks.

Appendix 5 Example Registers

Asbestos Register

Inspection Conducted Date	Actions Required	Surface Pick/other remedial action	Who conducted works	Contractor licence number	Amount ACM	Disposal Method	External Organisations involved or Notified

Community Reports

Date	Complainant Name	Location ACM	Amount ACM	Who has been Notified?	Action taken	Signature Customer Service Officer



YAWURU PARK COUNCIL

Agenda Item	Minyirr Buru Conservation Park Management Plan
Meeting Number	32 – 16/11/2016
LOCATION:	Minyirr Buru (In-Town Conservation Estate)
AUTHOR and ORGANISATION	Yawuru Program Leader Dept. Parks and Wildlife
CONTRIBUTOR/S and ORGANISATION	Jimmy Dobson
RESPONSIBLE OFFICER:	Jimmy Dobson
DATE OF REPORT:	15/11/2016
SUMMARY:	A DRAFT management plan for the Yawuru Minyirr Buru (In-Town) Conservation Park has been completed and ready to be distributed for public comment.

BACKGROUND

Sue Brand from Natural Area Consulting Management Services has completed the DRAFT management plan for the Minyirr Buru Conservation Park. The draft has been presented to a Shire of Broome council meeting and instructed to progress to a period of community and public comment.

The draft has also been presented to the Yawuru board and been instructed to progress to a period of community and public comment.

As this plan is under the Minister for Lands there is no statutory obligation to seek public comment (unlike the Marine Park and Birragun Buru Plans) but both Yawuru and the Shire of Broome have requested this to happen. The public will have six weeks to make comment and will begin in late January / early February 2017.

COMMENT

The final maps are to be proved to Sue Brand by the end of November to be incorporated into the final plan before ministerial endorsement.

CONSULTATION

YPC Working Group
Shire of Broome Councillors

VOTING REQUIREMENTS

Minyirr Buru (In-Town Conservation Estate)
Absolute Majority Shire of Broome and Yawuru NBY

Minyirr Buru (In-Town Conservation Estate)

REPORT RECOMMENDATION:

That Yawuru Park Council:

1. Endorse the DRAFT Minyirr Buru Conservation Park Management Plan to be

released for public comment.

Moved:

Seconded:

FOR:

AGAINST:

Attachment:

YAWURU PARK COUNCIL

Agenda Item	YPC Encroachments
Meeting Number	31 – 16/11/2016
LOCATION:	Minyirr Buru (In-Town Conservation Estate)
AUTHOR and ORGANISATION	Yawuru Program Leader Dept Parks and Wildlife
CONTRIBUTOR/S and ORGANISATION	Aletta Nugent Shire of Broome
RESPONSIBLE OFFICER:	Jimmy Dobson
DATE OF REPORT:	15/11/2016
SUMMARY: In the Process of identifying fire management requirements for the Minyirr Buru Conservation Park, Lance Jackson (Parks & Wildlife) identified a number of private properties that had extended their fence lines into the conservation estate.	

BACKGROUND

An issues paper identifying all the properties that allegedly had non-compliant boundary fences was presented to the Senior Officers Group, Yawuru Park Council and shire officers in March 2015. A resolution from the March 2015 YPC meeting instructed that "Yawuru and SOB meet to address the issues identified in the "issues paper" to inform the Senior Officers Group (SOG) of a way forward prior to the following SOG meeting".

At the July 2016 YPC meeting, there was an instruction for "SOB to develop an encroachment plan to be completed by the end of the year" and "that the YPC secretariats prepare a report detailing all encroachments on how to progress for the next YPC meeting".

The paper produced by Lance Jackson in 2015 is a detailed report on all encroachments and Aletta Nugent has put together a proposed strategy (with other YPC working group members input) for dealing with them (below).

Step 1:

Positively identify all properties encroaching into the reserves from:

- In Town (Minyirr Buru) Reserves: Bushfire Management Tenure/Boundary Issues Paper; and
- Aerial imagery held by Parks and Wildlife and the Shire.

Step 2:

Establish the ownership of each of the properties from Shire of Broome rates records.

Step 3:

Send a letter to each of the property owners which contains the following:

- advice that their property encroaches into Reserve land;
- details of the nature of the encroachment; and
- requests that they either remove the encroachments within 30 days or provide us with a commitment to remove the encroachments within an alternative timeframe.

Step 4:

After 30 days:

- 4.1 Any responses from property owners are considered, including the reasonableness of timeframes provided for removing the encroachments. Letters are sent to any property owners who responded to the letter in Step 3, agreeing to the timeframes or otherwise, as appropriate and agreed by the YPC Working Group.
- 4.2 For properties where no response was received, an inspection of the encroachments is carried out. Details of all the properties still encroaching in the Reserves are made.
- 4.3 Where the YPC Working Group does not consider a response received and considered in accordance with Step 4.1 is acceptable, the subject property will be recorded for further action along with the properties identified as still encroaching in Step 4.2.

Step 5:

- 5.1 Follow up inspections are undertaken to confirm that alternative timeframes proposed by landowners in Step 4.1 are complied with and the encroachments removed.
- 5.2 If the encroachments are not removed in the agreed alternative timeframe, the subject property will be recorded for further action along with the properties identified as still encroaching in accordance with Steps 4.2 and 4.3.

Step 6:

Based on the details of the properties recorded as still encroaching in accordance with Steps 4.2, 4.3 and 5.2, the YPC is to decide, based on legal advice provided by the State Solicitor's Office, whether to request that the Minister for Lands direct the removal of the unauthorised structures in accordance with section 270 of the *Land Administration Act 1997* (**action by the Minister**).

Step 7:

Request action by the Minister in accordance with direction from the YPC and the advice received from the State Solicitor's Office

COMMENT

CONSULTATION

State Solicitors Office

VOTING REQUIREMENTS

Minyirr Buru (In-Town Conservation Estate)

Absolute Majority Shire of Broome and Yawuru NBY

Minyirr Buru (In-Town Conservation Estate)

REPORT RECOMMENDATION:

That Yawuru Park Council:

1. Authorises the YPC Working Group to implement the 7 step plan for the resolution of encroachment issues.

Moved:

Seconded:

	FOR: AGAINST:
--	--------------------------------

Attachment:

YAWURU PARK COUNCIL

Agenda Item	Birragun Buru Conservation Estate- Illegal structures (Micks Shack)
Meeting Number	
LOCATION:	Birragun Buru (Out-of Town Conservation Estate)
AUTHOR and ORGANISATION	Julie Melbourne Nyamba Buru Yawuru
CONTRIBUTOR/S and ORGANISATION	
RESPONSIBLE OFFICER:	
DATE OF REPORT:	16 th November 2016
SUMMARY:	

BACKGROUND

There are illegal structures north of Coconut Wells in Area 16 of the Conservation Estate, known commonly as Micks Shack.

The potted history of the matter since 2009 as provided by Ken Buchan from the Dept of Lands:

- *Advice from the Shire of Broome (Shire) regarding outstanding planning/building approvals for structures/improvements*
- *Correspondence received by the Minister for Lands from a parliamentarian regarding the unsociable behaviour by Mr Knickel to the adjoining freehold owner*
- *A detailed inspection was undertaken of the nature and extent of the structures/improvements on the subject land*
- *Mr Knickel was requested to provide reasons for his occupation and use of the subject land*
- *NBY advised that the subject land should be cleared*
- *Mr Knickel produced correspondence from the former keeper of the Northern Tradition that he is able to remain on the subject land*
- *DoL formally requested on a number of occasions to clarify the position of NBY on this matter*
- *DoL commenced action under section 270 of the Land Administration Act 1997 (LAA) and served a notice on Mr Knickel*
- *Mr Knickel responded and the reply was deemed to be an objection for the purposes of section 272 of the LAA*
- *The appeal was submitted to the Hon Governor for consideration – section 38 of the LAA*

- Reserve 52354 has been created over Area 16 and the Management Order has been issued to the Yawuru Native Title Holders Aboriginal Corporation RNTBC and the Conservation Commission of WA, in accordance with the Yawuru Prescribed Body Corporate Indigenous Land Use Agreement
- DoL is aware that the Shire has been requesting Mr Knickel to clean up the subject land
- The Hon Governor has dismissed the appeal earlier this month

The next step is for the Hon Minister for Lands to formally advise Mr Knickel of the decision of the Hon Governor to dismiss the appeal (section 40 of the LAA). If Mr Knickel fails to remove all the structures/improvements, then will need to address the issue.

NBY drafted a letter to Keith Nickel but it is not clear if that was ever sent from the files. Copy attached.

**COMMENT
CONSULTATION**

The YPCWG has discussed the matter and believe that a letter should be written to the Minister for Lands

VOTING REQUIREMENTS *(delete voting requirement that is not applicable)*

*Birragun (Out-of-Town Conservation Estate)
Absolute Majority Yawuru NBY and DPaW*

Birragun (Out-of-Town Conservation Estate),

REPORT RECOMMENDATION:

That Yawuru Park Council:

1. *Authorises the Yawuru Park Council Working Group to prepare a letter on behalf of the Yawuru Park Council to the Minister for Lands requesting the Department of Land to action the removal of the illegal structures.*
2. *To liaise with Yawuru in relation to other relevant matters.*

Moved:

Seconded:

FOR:

AGAINST:

Attachment: *Copy of draft letter*



55 Reid Rd | PO Box 425 BROOME WA 6725

Ph: 08-9192 9600 | Fax: 08-9192 9610

email: yawuru@yawuru.org.au

ABN: 87 137 306 917

9th November 2015

Our Reference: FAH088-144075

Your Reference: P04/266; L04/66

Keith Knickel
PO Box 6006
Broome WA 6725

By Email:

Ngaji gurrjin Mr Knickel,

RE: ILLEGAL STRUCTURES ETC NORTH OF COCONUT WELL

For a number of years you have maintained a presence on unallocated crown land to the north of Coconut Wells including constructing a number of structures and affixing or otherwise placing your personal property on the land.

More recently, you applied for a prospecting tenement P04/266 and miscellaneous Licence L04/66 under the *Mining Act 1978*. The miscellaneous licence, for the purposes of "Mine Site Accommodation", covers your existing illegal structures. We understand that the Department of Mines and Petroleum is currently in the process of cancelling your application. When I refer to the "land in question" in this letter, I am referring to the land covered by these two licence applications.

We appreciate that in the past you may have had some level of consent from certain senior members of the Yawuru Community to maintain a presence on the land in question in a caretaking capacity. Unfortunately that permission was not properly authorised by the Yawuru Community as a whole as proper processes (both legal and cultural) were not followed. More to the point, it is simply not possible for native title holders, however great their cultural authority, to simply give permission for a non native-title holder to enclose native title land, build structures on it that do not comply with planning regulations and use it for their own purposes.

The land in question has, by an Indigenous Land Use Agreement registered in 2010, been set aside for inclusion into the Yawuru Conservation Estate in the form of conditional freehold granted to Nyamba Buru Yawuru Ltd. The Indigenous Land Use Agreement was authorised by the Yawuru Community at large after extensive consultation and negotiation. Your continued presence on the land, and the continued presence of your property on that land, is incompatible with that purpose and cannot be permitted to continue.

You are hereby put on notice that you do not have any authorisation from Nyamba Buru Yawuru Ltd to continue your presence on that land once the transfer of title over it to Nyamba Buru Yawuru Ltd is complete. If you do not remove your property from the land within 60 days of the transfer of title to Nyamba Buru Yawuru Ltd and restore the land to its natural state, Nyamba Buru Yawuru Ltd may take legal action against you.

Further, Yawuru Native Title Holders Aboriginal Corporation RNTBC ("**Yawuru RNTBC**"), on whose behalf Nyamba Buru Yawuru Ltd acts, holds exclusive possession native title on trust for the Yawuru Community on the land the subject of your prospecting application. You are hereby put on notice that you do not have any authorisation from Yawuru RNTBC to continue your presence on that land. Yawuru RNTBC may also take legal action against you if you do not vacate the land and restore it to its natural state within 60 days of receipt of this letter.

Yours faithfully,

(YWU) Yawuru Trust Account
Oct-16

Budget Allocations - Yawuru ILUA's schedule 10		Year						
		2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
	Management Planning	500,000						
	Joint Management	4,800,000	1,400,000	1,400,000	1,400,000			
	Capital Works	500,000	500,000	500,000	500,000			

Year									TOTAL
	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17		
Management Planning	106,287	338,333	136,202	31,954	57,403	72,810	4,220		747,209
Joint Management	1,479,856	1,379,827	1,304,128	1,452,935	1,571,759	2,142,476	448,825		9,779,805

Combined - Mgt Planning, Joint Mgt, Capital Works Expenditure & Revenue

Sum of Total_Amount		Year							
Exp-Rev	Res category	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	Grand Total
Expense	Payroll	748,383	990,832	821,164	863,587	966,549	1,008,675	324,149	5,723,338
	Staff Costs	152,980	266,602	266,958	232,258	112,464	19,825	16,038	1,067,125
	Travel Costs & Allowances	54,855	112,852	63,863	48,671	62,250	87,177	19,206	448,873
	Establishment and Consumables	26,930	30,133	51,999	37,040	214,908	175,992	22,359	559,360
	Materials, Contracts & Services	516,350	206,492	145,650	228,959	187,029	758,372	28,946	2,071,799
	Light Fleet	43,483	80,776	58,661	48,855	41,032	108,795	30,481	412,082
	Heavy Fleet	34,540	35,542	41,035	29,893	44,931	56,451	11,865	254,257
	Asset Purchases	324,672			0	0	0	0	324,672
	Advance 09-10 FY	81,505							81,505
		1,983,697	1,723,230	1,449,330	1,489,262	1,629,162	2,215,286	453,044	10,943,011
Revenue (inc. CPI & interest)		-6,022,471	-2,233,525	-2,227,110	-2,256,251	-162,635	-248,589	-34,341	-13,184,922
Grand Total		-4,038,774	-510,296	-777,780	-766,989	1,466,527	1,966,698	418,703	-2,241,911

Yawuru Park Council Meeting Minutes

Meeting no: 32

Meeting location: Parks and Wildlife

Meeting date: 16 November 2016

Meeting start: 13:00pm

Meeting end: 14:40pm

Attendees:

Yawuru	Debra Pigram (DP), Dean Matthews (DM)
Broome Shire	Kenn Donohoe (KD), Ron Johnston (RJ)
DPaW	James Dobson (JD), Alan Byrne (AB),

Apologies:

Maxine Charlie, Luke Puertollano (LP), Harold Tracy

Guests / Observers:

Julie Melbourne, Aletta Nugent, Sarah Mullineux

1. WELCOME AND APPOLOGIES

1.1. Opening and welcome

Meeting opened by Chair Deb Pigram.

1.2 Apologies

Maxine Charlie, Harold Tracy

1.3 Role of persons present (YPC representative/ alternative/ proxy, associate member, observer etc)

Nyamba Buru Yawuru: Debra Pigram (Chair), Dean Matthews (representative), Julie Melbourne (observer)

Shire of Broome: Kenn Donohoe (representative), Ron Johnston (Proxy), Aletta Nugent (observer),

Department of Parks and Wildlife: Jimmy Dobson (representative), Alan Byrne (representative), Sarah Mullineux (observer/ minute taker)

2. MINUTES OF PREVIOUS MEETINGS

2.1 Review and adoption of 07/07/2016 minutes

Moved- Kenn Donohoe

Seconded- Dean Mathews

2.2 ACTIONS ARISING

Carry forward action Items:

27- 5.2 3/15 Fire planning and land assembly issues

ACTION: SOB to develop an encroachment plan to be completed by the end of the year – ongoing

NEW RESOLUTION: that the YPC secretariats prepare a report detailing all encroachments on how to progress for the next YPC meeting

27-9.3 3/15 - SOB Storm Water Drainage update

ACTION: to have this as an item in the next YPC

31 – 6.1 7/16 Minyirr Buru (in town conservation estate) and Cable Beach intertidal area Kavite rd

ACTION: That this matter be referred to the YPCWG with recommendation that the working group identify a unified plan road reserve place in 60 days

31 – 6.2 7/16 Simpson Beach Yawuru has strongly advised that they want to keep this area a low key location for locals to enjoy.

ACTION: Yawuru and S.O.B to develop a low key plan for an 'opening' or public announcement.

Action Items:

32 – 3.2 11/16: **ACTION:** YPC writes to SOB requesting concession for Waste Management Facility Fees in accordance with Council policy.

32 – 4.1 11/16: **ACTION:** Cr Ron Johnston provides a copy of the Survey undertaken in the Minyirr Park and Gantheaume area.

Parks and Wildlife to speak with Department of Lands to hold off on vesting of meeting A Class reserve until a YPC decision/ recommendation has been made after February 2017.

32 – 4.4 11/16 **ACTION:** SOB to write to Parks and Wildlife to request contribution towards shared costs of Asbestos clean-up based on fair proportion of land ownership/ management.

3. MATTERS ACROSS ALL TENURE (Yawuru, DPaW, Shire)

3.1 Fat Bike Tour Proposal

<p><i>Minyirr Buru (In-Town Conservation Estate)</i> <i>Birragun (Out-of-Town Conservation Estate),</i> <i>Northern Intertidal Area</i></p>

REPORT RECOMMENDATION:

That Yawuru Park Council:

1. Supports each Yawuru Park Council member organisation delegating authority to individual representative to assess the Shire of Broome Trading Licence application and the Dept. Parks and Wildlife 'T-class' application and include any other conditions so required by those agencies. If there is any dissention between agencies then the matter is referred back to YPC.
2. That the delegated authority (as above) has the ability to advise the SoB and Dept. Parks and Wildlife to complete the processing of the licence applications.

Moved: Kenn Donohoe

Seconded: Dean Mathews

3.2 Shire of Broome Waste Management Facility - Fees

REPORT RECOMMENDATION:

That Yawuru Park Council:

1. Writes to the Shire of Broome requesting a concession for Waste Management Facility fees in accordance with Council policy.
2. Request the Shire of Broome to investigate other methods of ensuring the residents of Broome receive their annual vouchers to the Broome Waste Management Facility.

Moved: Ron Johnston

Seconded: James Dobson

ACTION: YPC writes to SOB requesting concession for Waste Management Facility Fees in accordance with Council policy.

4.0 TOWN SITE AREAS (Yawuru, Shire)

4.1 Gantheaume Pt exclusion of areas from A Class reserve 51106

Minyirr Buru (In-Town Conservation Estate)

REPORT RECOMMENDATION:

MOVED to next item of business and deferred to next meeting

Moved: Kenn Donohoe

Seconded: Dean Mathews

ACTION: Cr Ron Johnston provides a copy of the Survey undertaken in the Minyirr Park and Gantheaume area. Parks and Wildlife to speak with Department of Lands to hold off on vesting of meeting A Class reserve until a YPC decision/ recommendation has been made after February 2017.

4.2 Dedication of Gantheaume Point Beach Access Track

Minyirr Buru (In-Town Conservation Estate)

REPORT RECOMMENDATION:

MOVED to next item of business and deferred to next meeting

Moved: Kenn Donohoe

Seconded: Dean Mathews

4.3 Shire of Broome Commercial Camel Licences

Minyirr Buru (In-Town Conservation Estate)

REPORT RECOMMENDATION:

That Yawuru Park Council support the renewal of the trading licences for the commercial camel activities on Cable Beach in accordance with the Shire of Broome Council Resolution 9.3.2 made on 27 October 2016, subject to condition 3 of the conditions to be attached to each of the trading licences being amended so that read as follows:

3. All commercial camel activities, including the placing of signs, are to occur within that portion of Cable Beach between a point formed by the western prolongation to the low water mark of the northern boundary of Reserve 36477, north to the northern boundary of Lot 301 on Plan 71518 (forming part of Reserve 50994) and east to the eastern boundary of Lot 301 on Plan 71518 (forming part of Reserve 50994), as depicted in Attachment A to this licence ("Permitted Trading Area").

Moved: Dean Mathews

Seconded: Ron Johnston

NB: SOB to amend attachment A to show boundaries and marking.
Yawuru Rangers will be installing a discreet sign marker on Cable Beach to indicate boundary for Camel operators.

4.4 DEMCO Asbestos

Minyirr Buru (In-Town Conservation Estate)

REPORT RECOMMENDATION:

That Yawuru Park Council note the status and progress of the Shire's and Yawuru's response to the asbestos contamination near Demco.

NOTED

ACTION: SOB to write to Parks and Wildlife to request contribution towards shared costs of Asbestos clean-up based on fair proportion of land ownership/ management.

5. Minyirr Buru Conservation Park Management Plan - Cable Beach intertidal zone (Yawuru, DPaW, Shire)

Minyirr Buru (In-Town Conservation Estate)

REPORT RECOMMENDATION:

That Yawuru Park Council:

- 1. Endorse the DRAFT Minyirr Buru Conservation Park Management Plan to be released for public comment.*

Moved: Dean Mathews

Seconded: Ron Johnston

6. YPC Encroachments - Out of Town and Roebuck Bay areas (Yawuru, DPaw)

Minyirr Buru (In-Town Conservation Estate)

REPORT RECOMMENDATION:

That Yawuru Park Council:

- 1. Authorises the YPC Working Group to implement the 7 step plan for the resolution of encroachment issues.*

Moved: Ron Johnston

Seconded: Dean Mathews

6.2 Late Item: Micks Shack

Birragun (Out-of-Town Conservation Estate)

REPORT RECOMMENDATION:

That Yawuru Park Council:

1. Authorises the Yawuru Park Council Working Group to prepare a letter on behalf of the Yawuru Park Council to the Minister for Lands requesting the Department of Land to action the removal of the illegal structures within the next 21 days.
2. To liaise with Yawuru and Yawuru Park Council Working Group in relation to other relevant matters.

Moved: Alan Byrne

Seconded: Dean Mathews

7. REPORTS

7.1 Expenditure Report Summary

Noted by members present

8. OTHER MATTERS AND CORRESPONDENCE IN

8.1a Kenn Donohoe congratulates and thanks Alan Byrne on behalf of the YPC for his work and contribution to the partnership. NB Kenn Donohoe has resigned from SOB last day 11/11/16.

8.1b Alan Byrne thanks members and notes he has enjoyed being part of the partnership and looks forward to hearing positive outcomes in the future.

8.2 Yawuru Rangers have successfully completed their Cert IV in CALM which paves the way to explore new trainee positions in the near future.

9. MEETING CLOSURE

14:40 PM

10. NEXT MEETING - TBC February 2017

Action #	Outcome / Recommendation	Lead	Working Group	Critical Date	Completed
27-5.2 3/15 Fire Planning and land assembly issues	Yawuru and SOB meet to address the issues identified in the fire management "issues paper" to inform the Senior Officers Group (SOG) of a way forward before April. New resolution (7/16) ' SOB to develop an encroachment plan to be completed by the end of the year – ongoing and that the YPC secretariats prepare a report detailing all encroachments on how to progress for the next YPC meeting'.	NBY / SoB	NBY / SoB/ P&W	Next YPC	ongoing
27-5.4 3/15 YPC and JMB formations	YPCWG completes the recommendations stipulated in agenda item 5.4 regarding the creation of a JMB and associated ILUA impacts	DPaW	NBY / DPaW / SoB		Ongoing
27-9.3 3/15 SoB Stormwater Drainage update	Working Group to be formed to include all relevant users and service providers to develop an integrated drainage assessment model that includes all aspects to develop a workable agreed policy option for discussion.	SoB	SoB	Next YPC	Ongoing (getting advice)
27-9.3 3/15 SoB Stormwater Drainage update	That the Daft Management Orders be provided to Yawuru for approval prior to finalization	SoB	NBY / SoB		Ongoing
31 – 7/16 Kavite Rd re-alignment	That this matter be referred to the YPCWG with recommendation that the working group identify a unified plan road reserve place in 60 days.	All	All	10/16	Waiting for SoB advice
31 – 7/16 Simpson Beach announcement	Yawuru and S.O.B to develop a low key plan for an 'opening' or public announcement	NBY / SoB	NBY / SoB		
32 – 3.2	YPC writes to SOB requesting	Parks	ALL		

11/16 Tip Fees	concession for Waste Management Facility Fees in accordance with Council policy.	and Wildlife			
32 – 4.1 11/16 Ganth. Point Exclusion	Cr Ron Johnston provides a copy of the Survey undertaken in the Minyirr Park and Gantheaume area. Parks and Wildlife to speak with Department of Lands to hold off on vesting of meeting A Class reserve until a YPC decision/ recommendation has been made after February 2017.	SoB Parks and Wildlife	SoB Parks and Wildlife		
32 – 4.4 11/16 DEMCO Asbestos	SOB to write to Parks and Wildlife to request contribution towards shared costs of Asbestos clean-up based on fair proportion of land ownership/ management.	SoB			

Attachment A

Shire of Broome

Cable Beach Commercial Camel Activities - November 2016



10.2 APPOINTMENT OF MEMBERS TO THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE AND AMENDMENTS TO THE TERMS OF REFERENCE

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	EDP002
AUTHOR:	Administration Officer - Community and Economic Development
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Deputy Chief Executive Officer/Director Community & Economic Development
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	22 November 2016

SUMMARY: This report presents expressions of interest for membership to the Economic Development Advisory Committee including a proposed additional membership position of 'Major Infrastructure Deputy delegate for Broome International Airport' and a proposed additional membership position of 'Government Agencies delegate for the Department of Industry, Innovation and Science'.

Officers seek Council's appointment of these proposed new membership positions and delegates to the Committee in accordance with the Terms of Reference. Officers also seek support from Council for the individuals representing Yawuru as 'Land Development delegate and Land Development Deputy delegate' to directly switch roles.

This report requests minor updates to the Terms of Reference to include the proposed additional membership positions and delegates, newly appointed delegates in existing membership positions; and changes to the Yawuru membership.

BACKGROUND

Previous Considerations

OMC 23 October 2014	Item 10.3
OMC 30 April 2015	Item 10.2
OMC 26 November 2015	Item 9.4.5 (Appointments to Committees)

COMMENT

Established by Shire of Broome in accordance with Council resolution on 30 April 2015, the Economic Development Advisory Committee's purpose is to provide advice to the Shire of Broome on Economic Development matters including but not limited to:

1. Provide advice and guidance to the Shire and other partners in positioning local businesses and industry to capitalise on global and emerging industry trends that facilitate new markets and investment.
2. Assist in the formulation of stakeholders, strategic partnerships and communication to facilitate new and developing industry initiatives across sectors to ensure ongoing and sustained economic growth.
3. Provide guidance and advice on the role that Council should play to address industry specific feedback (including perceived impediments) on State, Local and

Federal regulatory processes and funding programs to create better investment conditions and refinements for economic growth and employment generation in the short, medium and long term.

4. Provide advice to the Shire of Broome to facilitate identified industry and strategic initiatives across industry sectors and relevant organisations.
5. Provide industry feedback and input as appropriate into strategic and high-level economic development documents/plans including future growth plans for Broome, including but not limited to, the Kimberley Regional Investment Blueprint and Kimberley Planning and Infrastructure Framework.
6. Provide advice to Council on policies relating to Economic Development as required.

This report requests that Council considers the matter of committee membership of the Economic Development Advisory Committee (EDAC). The following appointments are recommended as per the Expressions of Interest (EOI) contained in the confidential attachment to this report:

- Paul McSweeney advised Shire of Broome in writing on 10 November 2016 that he would like to nominate a Broome Airport employee to act as his deputy in foreseen meeting absences due to high travel commitments. An expression of interest (EOI) was subsequently received for 'Major Infrastructure Deputy delegate for Broome International Airport Industry' representation. While there are deputies appointed for most membership positions on the EDAC, a deputy has not been previously appointed for the 'Major Infrastructure Deputy delegate'. Officers recommend that this deputy membership position is appointed and the terms of reference updated accordingly. It is recommended that Council accepts this EOI and appoints the nominee to the EDAC in this newly founded membership capacity.
- An expression of interest (EOI) has been received for a 'Government Agencies delegate for the Department of Industry, Innovation and Science'. This delegate would be an additional membership position that sits under the 'Government Agencies' category. Officers recommend that this membership position is appointed and the terms of reference updated accordingly. It is recommended that Council accepts this EOI and appoints the nominee to the EDAC in this new membership position.
- A written request has been received from Yawuru requesting that Yawuru Land Development delegate (Peter Yu) and Land Development Deputy delegate (Susan Bergersen) switch roles. This will enable Susan Bergersen to continue to actively participate in the EDAC following on from a recent succession of apologies from Peter Yu.

The terms of Reference for all Committees were presented to Council at the 26 November 2015 OMC. To ensure ongoing participation of members of the EDAC and continued collaboration of EDAC activity across key organisations, industry and Government, Officers propose that Council: formally approves the appointment of a delegate to the proposed additional EDAC member position of 'Major Infrastructure Deputy delegate for Broome International Airport', the appointment of a delegate to the proposed additional EDAC member position of 'Government Agencies delegate for the Department of Industry, Innovation and Science', acknowledges the changes to Yawuru EDAC membership; within the Terms of Reference.

CONSULTATION

A nomination from Paul McSweeney was received by email for a Broome Airport employee to act as his deputy in foreseen meeting absences due to high travel commitments. An EOI form was emailed to this nominee.

Shire of Broome emailed an EOI form to the Department of Industry, Innovation and Science following consultation that identified that this membership would be a mutually beneficial inclusion for Broome and the community.

Correspondence was received from Yawuru on the 31 October 2016, requesting the Yawuru representative and deputy representative switch roles.

STATUTORY ENVIRONMENT

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.

5.11A. Deputy committee members

- (1) The local government may appoint* a person to be a deputy of a member of a committee and may terminate such an appointment* at any time.

* Absolute majority required.

- (2) A person who is appointed as a deputy of a member of a committee is to be —
 - (a) if the member of the committee is a council member — a council member; or
 - (b) if the member of the committee is an employee — an employee; or
 - (c) if the member of the committee is not a council member or an employee — a person who is not a council member or an employee; or
 - (d) if the member of the committee is a person appointed under section 5.10(5) — a person nominated by the CEO.
 - (3) A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.
 - (4) A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member.
- [Section 5.11A inserted by No. 17 of 2009 s. 20.]

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.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RISK

Nil

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

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

Effective community engagement

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. *Endorses a 'Major Infrastructure Deputy delegate for Broome International Airport' membership position within the Economic Development Advisory Committee and appoints the nominated member as per the Expression of Interest contained in the confidential attachment to this report;*
2. *Endorses a 'Government Agencies delegate for the Department of Industry, Innovation and Science' membership position within the Economic Development Advisory Committee and appoints the nominated member as per the Expression of Interest contained in the confidential attachment to this report;*
3. *Endorses the individuals representing Yawuru as Land Development delegate and Land Development Deputy delegate to switch roles as per their request;*
4. *Requests the Chief Executive Officer to update the Terms of Reference to reflect the amendments listed above.*

Attachments

1. EOI EDAC Deputy - Major Infrastructure (Broome International Airport) (*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)((e)(iii)) as it contains "a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government".

2. EOI EDAC - Government Agencies (Department of Industry, Innovation and Science)
(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)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.

3. Proposed Changes to the EDAC Terms of Reference (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)((e)(iii)) as it contains “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government”.

10.3 APPOINTMENT OF MEMBERS TO THE ACCESS AND INCLUSION ADVISORY COMMITTEE AND AMENDMENTS TO THE TERMS OF REFERENCE

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	COS09
AUTHOR:	Administration Officer - Community and Economic Development
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Acting Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	22 November 2016

SUMMARY: This report presents three expressions of interest for vacant positions on the Access and Inclusion Advisory Committee (AIAC) for Council's consideration. It is recommended the applicants are appointed to the AIAC and the Terms of Reference is updated accordingly.

BACKGROUND

Previous Considerations

OMC 23 October 2014	Item 10.1
OMC 25 June 2015	Item 10.1
OMC 26 November 2015	Item 9.4.5

COMMENT

This report requests that Council considers the matter of committee membership.

A letter of resignation has been received from Mark Williams who served on the AIAC as an 'Education and Employment' representative, representing Broome Primary School. Mr Williams no longer works for Broome Primary School and tendered his resignation as a member of the AIAC on 27 October 2016.

Officers identified ongoing membership vacancies within the AIAC and advertised publicly for expressions of interest (EOI) to fill the vacancies. EOI's were sought for:

- 1x Health services representative
- 1x Community organisation representative
- 1x Education and employment representative

Expressions of Interests were sought through various advertising mediums including the Broome Advertiser and Shire of Broome website. The submission period expired at close of business on Friday, 18 November 2016.

An expression of interest (as contained in the confidential attachment to this report) has been received from a community organisation representative to fill the vacant Community Organisation position. It is recommended that Council accepts this EOI and appoints the community organisation representative to the Access and Inclusion Advisory Committee as a 'Community Organisation representative'.

No EOI's had been received for the Education and Employment representative and the Health Services representative vacancies at the end of the submission period, however a late EOI submission (as contained in the confidential attachment to this report) was received from an educational institution representative on the 24 November 2016. It is recommended that Council accepts this EOI and appoints the education representative to the Access and Inclusion Advisory Committee as an 'Education and Employment' representative.

Elaine Clarke from Far North Community Services (formerly KIFSA) formally resigned from the AIAC as a Service Provider representative by email on 16 November 2016. Ms Clarke nominated a colleague to represent Far North Community Services in lieu of herself and subsequently an expression of interest was received. It is recommended that Council accepts this EOI and appoints the replacement representative to the Access and Inclusion Advisory Committee as the 'Service Provider representative' for Far North Community Services.

The Terms of Reference for all Committees and Working Groups were presented to Council at the 26 November 2015 OMC. It is recommended that Council endorse a minor update to these Terms of Reference to reflect the newly appointed representatives and to reflect a change in trading name from KIFSA to Far North Community Services.

CONSULTATION

Officers sought Expressions of Interests through various advertising mediums including the Broome Advertiser and Shire of Broome website. The submission period expired at close of business on Friday, 18 November 2016. Relevant stakeholders were also approached directly via email.

STATUTORY ENVIRONMENT

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.

5.11A. Deputy committee members

- (1) The local government may appoint* a person to be a deputy of a member of a committee and may terminate such an appointment* at any time.

* Absolute majority required.

- (2) A person who is appointed as a deputy of a member of a committee is to be —
- (a) if the member of the committee is a council member — a council member; or
 - (b) if the member of the committee is an employee — an employee; or
 - (c) if the member of the committee is not a council member or an employee — a person who is not a council member or an employee; or
 - (d) if the member of the committee is a person appointed under section 5.10(5) — a person nominated by the CEO.
- (3) A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.
- (4) A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member.

[Section 5.11A inserted by No. 17 of 2009 s. 20.]

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.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RISK

Nil

STRATEGIC IMPLICATIONS

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

Accessible and safe community spaces

A healthy and safe environment

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

Responsible resource allocation

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council:

1. Appoints the following representatives to the Access and Inclusion Advisory Committee as per the Expression of Interest contained in the confidential attachment to this report:
 - (a) Community Organisations representative
 - (b) Education and Employment representative
 - (c) Service Provider representative;
2. Acknowledges the change in trading name of KIFSA to Far North Community Services; and
3. Requests the Chief Executive Officer to update the Terms of Reference to reflect the amendments listed above.

Attachments

1. EOI AIAC - Education and Employment Representative (*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)((e)(iii)) as it contains "a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government".

2. EOI AIAC - Community Organisation Representative (*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)((e)(iii)) as it contains "a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government".

3. EOI AIAC - Service Provider Representative (*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)((e)(iii)) as it contains "a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government".

4. Proposed Changes to the AIAC Terms of Reference (*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)((e)(iii)) as it contains "a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government".

11. NOTICES OF MOTION

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
